



**UKRAINE
MINISTRY OF HEALTH OF UKRAINE
IVANO-FRANKIV NATIONAL MEDICAL UNIVERSITY**

Approved
by the order of the Rector of IFNMU
No. 932-d of August 29th, 2019.

**REGULATIONS
ON THE ORGANIZATION
OF THE TEACHING AND LEARNING PROCESS
IN IVANO-FRANKIVSK NATIONAL MEDICAL UNIVERSITY**

Edition 2019-03

Ivano-Frankivsk

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Contents

1. General Provisions	6
2. The Teaching and Learning Process	10
2.1. Objectives of the Teaching and Learning Process	10
2.2. Principles of the Teaching and Learning Process	10
2.3. Main Tasks of the Teaching and Learning Process	11
2.4. Learning content	12
2.5. Education programs	12
2.6. Organization of the Teaching and Learning Process	16
2.7. Schedule of the Teaching and Learning process	17
2.8. Higher Education Standards	17
2.9. Curriculum	18
2.10. Working curriculum	18
2.11. Curriculum and working curriculum of the discipline	19
2.12. Individual curriculum of the student	20
2.13. Control over the individual curriculum of the student	21
3. Modes of study	21
3.1. Full-time study	21
3.2. Part-time study	22
3.3. Remote learning	23
3.4. Blended learning	23
3.5. Postgraduate training	23
4. Forms of Teaching and Learning Process organization	24
4.1. Lecture	24
4.2. Practical Session	26
4.4. Seminar	26
4.5. Individual tuition	27
4.6. Consultation	27
4.7. Student's Self-Guided Work	27
4.8. Individual tasks	28
4.9. Practical training	28
4.10. Students' Research Work	29
4.11. Control activities	29
4.12. Current assessment	30
4.13. Missed Sessions Makeup	32
4.14. Assessment of Students' Self-Guided Work	32
4.15. Midterm Assessment	33
4.15. 1. Midterm Assessment (MA) of Students	33
4.15.2. Rector's Assessment of Knowledge Quality (hereinafter RA)	33
4.16. Final control	34
4.16.1. Summative Module Assessment (SMA)	35
4.16.2. Pass-Fail Test	37
4.17.3. Examination	37

4.18. Assessment of the discipline using the credit-transfer accumulative system in the organization of the teaching and learning process	38
Conversion of the number of points in the discipline into grades on the ECTS scale and on a four-point (traditional) scale	38
4.19. Semester control	39
4.20. Course work/project	42
4.21. Practical training assessment	42
4.22. Certification of students	43
4.22.2. Unified State Qualification Examination (USQE)	45
The first stage of USQE	45
Licensed integrated test exam "Step 1"	45
Professional English exam	46
The second stage of USQE:	46
Licensed integrated test exams "Step 2"	46
4.22.3. Objective Structured Clinical Examination (OSCE)	46
4.22.4. Practice-oriented final exams	47
4.22.5. Licensed integrated test exams "Step M", "Step 1 and Step 2. Pharmacy (external study mode)," Step 2. General medical training "," Step 3".	49
4.22.6. Thesis final/qualification / work	52
4.22.7. Master thesis	52
4.22.8 Decision of the Examination Board (EB)	52
4.22.9 EB decision on awarding a diploma with honors	52
4.22.10. The final certification of graduates of the IFNMU Medical College	53
4.22.11. Certification of doctors (pharmacists) -interns	54
4.22.12. Certification of persons obtaining the degree of Doctor of Philosophy (Candidate of Medical Sciences - in transition)	54
4.22.13. State final examination (SFE) of students in general education subjects	55
4.23. Education documents (scientific degrees) issued by the University	55
4.23.1 Education documents	56
4.23.2. Issuance of duplicates of educational documents	57
4.23.3. Academic reference	58
4.23.4. Abolition of educational documents	58
5. University students' study time	58
6. Students' admission, expulsion, transfer and readmission	60
6.1. Students' admission	60
6.2. Transfer to the next year of study	60
6.3. Academic leave	60
6.4. Re-studying	61
6.5. Students' Expulsion	61
6.6. Students' transfer and readmission	62
6.6.1. Students' transfer	62
6.6.2. Re-admission of students.	63
6.7. Credit transfer	64

7. Scholarships for students, graduate students and doctoral students	64
8. Organizational and educational-methodical support of the teaching and learning process	64
9. Participants in the teaching and learning process	65
9.1. Participants in the teaching and learning process at the University are:	65
9.2. Academic, research and teaching staff rights	66
9.3. Academic, research and teaching staff responsibilities	66
9.4. Academic, research and teaching staff working hours	66
9.5. Persons studying at the University	68
9.6. Student government coordination	69
9.7 Students' rights	69
9.8 Students' responsibilities	70
9.9. Rights and responsibilities of the head of the course	70
9.10. Rights and responsibilities of the head of the academic group	71
10. Management of learning activities	71
10.1. University Rector and Vice-Rectors	71
10.2. Academic Council of the University	71
10.3. Supervisory Board of the University	71
10.4. Central Methodical Council of the University	72
10.5. Cycle methodical commission of the University	72
10.5. Education Department of the University	73
10.6. Office of Academic Services of the University	73
10.7. Department of European Credit Transfer and Accumulation System (ECTS) and Education Quality Monitoring	73
10.8. Dean's Office of the Faculty, Directorate of the Educational and Scientific Institute of Postgraduate Education, Medical College, Department of Postgraduate and Doctoral Studies	74
10.9. University Department	74
11. Public self-government bodies	75
11.1. Public self-government	75
11.2. Student self-government	75
11.3. Scientific societies for University students	75
12. Academic mobility	75
13. Quality assurance system of the teaching and learning process at the University	75
13.1. Monitoring and periodic review of education programs	76
13.2. Annual assessment of students	76
13.3. Advanced training of academic and teaching staff	76
13.4. Publicity of information about education programs, degrees of higher education and qualification	77
13.5. Prevention and detection of academic plagiarism	77
14. List of abbreviations used in Regulation	77
15. Final provisions	78

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No. 932-d of August 29th, 2019.

REGULATIONS
on the Organization of the Teaching and Learning Process
at Ivano-Frankivsk National Medical University
(Revision 2019 - 03)

1. General Provisions

1.1. **The Regulations on the Organization of the Teaching and Learning Process (hereinafter referred to as the Regulations)** at Ivano-Frankivsk National Medical University (hereinafter referred to as the University) are the main regulatory document that regulates the system of organizational and managerial activities, as well as didactic activities aimed at implementing education content at the appropriate level of higher education according to the system of standards in higher medical education, defines the fundamentals and principles of teaching and learning activities at the University, the peculiarities of developing education programs, their implementation, research and methodological support, the assessment of learning outcomes and the award of a qualification, the provision of quality teaching and learning, the rights and responsibilities of the participants in the teaching and learning process.

1.2. The Regulations were developed in accordance with the Constitution of Ukraine, the Laws of Ukraine “On Education” dated September 05, 2017 as amended on June 06, 2019, No. 2745-VIII, “On Professional Pre-Higher Education” No. 2745-VIII dated June 06, 2019, “On Higher Education” dated July 01, 2014 as amended on June 06, 2019, No. 2745-VIII, “On Scientific and Scientific and Technology Activities” No. 2704-VIII dated April 25, 2019, the Decrees of the President of Ukraine, the International Treaties of Ukraine concluded as prescribed by law, the Resolutions of the Cabinet of Ministers of Ukraine:

- “On the Procedure, Duration and Conditions of Granting Annual Leave to the Employees Enrolled in Part-Time or Evening Study at Higher Educational Institutions Where the Learning Process Has Its Peculiarities” No. 634 dated June 28, 1997;
- “On the List of Paid Services That Can Be Provided by Educational Institutions, Other Institutions of the Educational System Belonging to State and Communal Ownership” No. 796 dated August 27, 2010 as amended on July 27, 2019, 644-2019-r;
- “On Approval of the National Qualifications Framework” No. 1341 dated November 23, 2011 as amended on June 25, 2019, 509-2019-r;
- “On Approval of the List of Branches of Knowledge and Specialties Under Which the Training of Applicants for Higher Education Is Carried Out” No. 266 dated April 29, 2015 as amended on February 11, 2017, 53-2017-r;
- “On Approval of Licensing Conditions for Conducting Teaching and Learning Activities of Educational Institutions” No. 1187 dated December 30, 2015 as amended on May 23, 2018, 347-2018-r;
- “On Approval of the Regulation on the Procedure for Exercising the Academic Mobility Right” No. 579 dated August 12, 2015;
- “On Approval of the Procedure for Training the Applicants for Higher Education Degree of Doctor of Philosophy and Doctor of Sciences in Higher Education Institutions (Research Institutions)” No. 261 dated March 23, 2016 as amended on April 19, 2019, 283-2019-r;

Page 6 of 78

- “On Documents on Higher Education (Academic Degrees) of the State Standard” No. 193 dated March 31, 2015 as amended on May 14, 2016, 325-2016-r;
- “On Amendments to the List of Information That Shall Be Contained in Documents on Higher Education (Academic Degrees) of State-Standard Format” No. 325 dated May 05, 2016;
- “On Documents on General Secondary and Vocational Education of the State Standard and Document Annexes” No. 645 dated June 22, 2015 as amended on January 01, 2019, 421-2018-r;
- “On Optimization of the Network of Military Educational Subdivisions of Higher Education Institutions” No. 143 dated March 25, 2015 No. 143;
- “On Approval of the Procedure for Conducting Military Training of Students of Higher Education Institutions Under the Reserve Officers Training Program” No. 48 dated February 01, 2012;
- “Some Issues of Implementation of Article 54 of the Law of Ukraine “On Higher Education” No. 656 dated August 19, 2015 as amended on April 27, 2018, 308-2018-r;
- “Issue of Scholarship Provision” dated July 12, 2004 as amended on June 04, 2019 No. 882;
- “On the Amount of Scholarships in State and Communal Educational Institutions, Research Institutions” No. 1047 dated December 28, 2016 as amended on December 06, 2017, 918-2017-r;
- “Some Issues of Scholarship Provision” dated December 28, 2016 as amended on February 02, 2017, 1050, 32-2017-r;
- “On Amendments to Certain Resolutions of the Cabinet of Ministers of Ukraine on Scholarship Provision Issues” No. 32 dated January 25, 2017;
- “On Amendments to the Resolution of the Cabinet of Ministers of Ukraine Dated December 28, 2016 No. 1045” No. 81 dated February 08, 2017;
- “On Approval of the Procedure and Criteria for Granting the National Status to Higher Education Institution, Confirmation or Deprivation of This Status” No. 912 dated November 22, 2017;
- Resolution on Approval of the Regulation on the System of Continuing Professional Development of Healthcare Professionals No. 302 dated March 28, 2018.
- “On Approval of the Procedure for Implementing the Unified State Qualification Exam for Applicants for Master’s Degree in Higher Education in the Specialties of the Branch of Knowledge – 22 Healthcare” No. 334 dated March 28, 2018 as amended on April 16, 2019, 308-2019-r
- “On Approval of the Procedure for Training the Applicants for Higher Education Degree of Doctor of Philosophy and Doctor of Sciences in Higher Education Institutions (Research Institutions)” No. 261 dated March 23, 2016 as amended on April 19, 2019, 283-2019-r;

- Orders and Letters of the Ministry of Education and Science of Ukraine:

Orders of the Ministry of Education and Science of Ukraine: “On Approval of the Norms of Time for Planning and Accounting Academic Activities and the Lists of the Main Types of Methodical, Research and Organizational Work of Teaching and Academic Staff of Higher Education Institutions” No. 450 dated August 07, 2002, “On Approval of the Regulation on the Practice of Students of Higher Education Institutions of Ukraine” the Order of the Ministry of Education and Science of Ukraine No. 93 dated April 08, 1993; “On Approval of the Regulation on the Procedure for Transfer, Expulsion and Readmission of Students of Higher Education Institutions” the Order of the Ministry of Education and Science of Ukraine No. 245 dated July 15, 1996; “On the Introduction of the European Credit-Transfer System in Higher Education Institutions” No. 943 dated October 16, 2009, “On Methodical Guidelines on the Introduction of the ECTS and Its Key Documents in Higher Education Institutions” (the Letter of the Ministry of Education and Science of Ukraine No. 1/9-119 dated February 26, 2010); “Procedure of the Provision of Paid Educational Services by State and Communal Educational Institutions” approved

by the Order of the Ministry of Education and Science of Ukraine, the Ministry of Finance of Ukraine No. 736/902/758 dated July 23, 2010; “On Approval of the Procedure for Holding the State Final Examination” No. 1369 dated December 07, 2018 as amended on February 18, 2019 No. 221; “On Recognition of the Order of the Ministry of Education and Science of Ukraine No. 161 Dated June 02, 1993 as Invalid” (the Order of the Ministry of Education and Science of Ukraine No. 1310 dated November 2014); “On Approval of the Regulation on Distance Learning” the Order of the Ministry of Education and Science of Ukraine dated April 25, 2013 as amended on August 21, 2015 No. 466; “On the Peculiarities of Curriculum Formation for the 2015-2016 Academic Year” the Order of the Ministry of Education and Science of Ukraine No. 47 dated January 26, 2015; “On Peculiarities of Introducing the List of Branches of Knowledge and Specialties Under Which the Training of Higher Education Applicants Is Carried Out, Approved by the Cabinet of Ministers of Ukraine No. 266 Dated April 20, 2015” No. 1151 dated November 06, 2015; **“On Recognition of the Order of the Ministry of Education and Science of Ukraine No. 260 Dated April 04, 2006 as Invalid”** No. 997 dated August 18, 2016, “On Organization of Certification of Applicants for Higher Education and Organization of the Teaching and Learning Process” the Letter of the Ministry of Education and Science of Ukraine No. 1/9-19 dated January 20, 2015; “On Organization of Studying the Humanities” the Letter of the Ministry of Education and Science of Ukraine No. 1/9-120 dated March 11, 2015; “On Organization of Physical Education in Higher Education Institutions” the Letter of the Ministry of Education and Science of Ukraine No. 1/9-454 dated September 25, 2015; “On Approval and Implementation of Methodical Guidelines Regarding the Development of Higher Education Standards” No. 600 dated June 01, 2016; “On Use of the English Version of the List of Branches of Knowledge and Specialties Under Which the Training of Applicants for Higher Education Is Carried Out in Practical Activity of Higher Education Institutions” the Letter of the Ministry of Education and Science of Ukraine No. 1/9-64 dated February 05, 2016; the Orders of the Ministry of Education and Science of Ukraine “On Recognition of Academic Degrees Obtained in Foreign Higher Education Institutions” No. 1397 dated November 21, 2016; “On Provision of Academic Integrity in Higher Education Institutions” No. 1/9-565 dated October 24, 2017; “On Approval of the Procedure for Conferring Academic Ranks to Academic and Teaching Staff” No. 13 dated January 14, 2016 as amended on March 03, 2017; “On Accreditation of Education Programs” No. 1/9-539 dated October 06, 2017; “On Recognition of the Order of the Ministry of Education and Science of Ukraine No. 191/153 Dated June 06, 1996 as Invalid” No. 145/250 dated February 13, 2018; “On Approval of Amendments to the Procedure of Certification for Recognizing Qualifications, Learning Outcomes and Periods of Study in the System of Higher Education Acquired in the Temporarily Occupied Territory of Ukraine Since February 20, 2014” No. 502 dated May 18, 2018 (Registered at the Ministry of Justice of Ukraine on June 11, 2018 No. 710/32162); “On Approval of the Conditions for Admission to Training for Obtaining an Educational Qualification Level of Junior Specialist in 2019” No. 1082 dated October 10, 2018; “On Clarifications Regarding Education Programs” the Letter of the Ministry of Education and Science of Ukraine No. 1/9-377 dated June 05, 2018, “On Approval of the Forms of Documents Required for Training of Specialists in Higher Education Institutions” the Order of the Ministry of Education and Science of Ukraine No. 179 dated February 13, 2019; the Orders of the Ministry of Education and Science of Ukraine “On Approval of the Standard for Higher Education in Specialty 227 “Physical Therapy, Occupational Therapy” for the First (Bachelor’s) Level of Higher Education” No. 1419 dated December 19, 2018; “On Approval of the Standard for Higher Education in Specialty 221 “Dentistry” for the Second (Master’s) Level of Higher Education” No. 879 dated June 24, 2019;

- Orders and Letters of the Ministry of Health of Ukraine:

“Regulation on the System of Licensed Integrated Exams of Specialists with Higher Education in Specialties “Medicine” and “Pharmacy” (the Order of the Ministry of Health of Ukraine No. 251 dated August 14, 1998); “Regulation on Clinical Residency” (the Order of the Ministry of Health of Ukraine No. 12 dated January 29, 1998); “Regulation on Conducting Examinations at Pre-Certification Cycles” (the Order of the Ministry of Health of Ukraine No. 73 dated May 18, 1994 as amended on April 05, 2019); “On Approval of the Regulation on Organizing and Conducting the Practice of Students of Higher Medical and Pharmaceutical Educational Institutions of I-II Accreditation Levels” the Order of the Ministry of Health of Ukraine No. 690 dated December 07, 2005; “Regulation on Organizing and Conducting the State Examination for Students Enrolled in Higher Education Institutions of III-IV Accreditation Levels in Specialty “Medicine” the Order of the Ministry of Health of Ukraine No. 53 dated January 31, 2005, registered at the Ministry of Justice of Ukraine on February 17, 2005 No. 244/10524, “On Measures for the Implementation of the Order of the Ministry of Health of Ukraine No. 251 Dated August 14, 1998” the Order of the Ministry of Health of Ukraine No. 7 dated January 15, 1999, “On Approval of the Regulation on the System of Licensed Integrated Exams of Specialists with Higher Education in Specialties “Medicine” and “Pharmacy”, Procedure for Conducting Licensed Integrated Exams agreed with the Ministry of Health of Ukraine on April 12, 2017.

“On Recognition of Some Orders of the Ministry of Health of Ukraine as Invalid” the Order of the Ministry of Health of Ukraine No. 1696 dated September 18, 2018.

- “On Granting the National Status to Ivano-Frankivsk Medical University” the Decree of the President of Ukraine No. 1096/2008 dated November 27, 2008.
- Statute of Ivano-Frankivsk National Medical University (hereinafter referred to as the University) and other regulations and requirements.
- Internal Code of Conduct at Ivano-Frankivsk National Medical University.
- When developing this document, the main provisions of the Bologna Declaration 1999 and the official documents of the Bologna process, the basic principles of the European Credit-Transfer System (hereinafter referred to as the ECTS) were considered.

1.3. The university puts in and continuously maintains up-to-date information at the Unified State Electronic Database on Education (USEDE) in accordance with applicable laws and regulations.

1.4. The medium of instruction at the University is the state (Ukrainian) language.

1.5. To create conditions for international academic mobility, the University has the right to take decision of teaching one or several subjects in English and/or other foreign languages providing that students have already gained the knowledge of the relevant subject in the state language.

1.6. To teach academic disciplines in a foreign language at the University, separate groups are formed for students of the Faculty of Foreign Citizens Training, or individual programs are developed. At the same time, such persons study the state language as a separate academic discipline. The list of foreign languages used for teaching academic disciplines at the University is determined by education programs (hereinafter referred to as EP) and approved by the Order of the rector. Only teaching and academic staff who received the Certificate of Proficiency in English at Levels B2-B1 according to the Common European Framework of Reference for Languages or have a qualification document (diploma of higher education, academic degree) related to the use of English, are allowed to teach foreign students and stateless persons in English.

1.7. The use of foreign languages in joint programs with international universities is carried out in accordance with applicable laws and regulations.

1.8. Continuing education involves training of students, continuing professional development

of doctors and pharmacists. The main goal of continuing education at the University is to train and retrain specialists, as well as to improve their qualification and professional skills.

1.9. The teaching and learning process is funded through the state budget under the state order for service payment for training specialists, academic and teaching staff and other funding sources not otherwise prohibited by law in compliance with the principles of the efficient and effective utilization of funds, publicity and transparency in decision making.

2. Teaching and Learning Process

The teaching and learning process at the University is the system of organizational and didactic activities aimed at implementing education content at a certain educational or qualification level according to the system of the state standards for education.

The teaching and learning process at the University is an intellectual and creative activity in the field of higher education and science that is carried out through the system of research and methodological and pedagogical measures and is aimed at the transmission, assimilation, increase and application of students' knowledge, abilities, and competencies, as well as the formation of a well-rounded personality.

2.1. Objectives of the Teaching and Learning Process

The objectives of the teaching and learning process are to train competent and highly qualified professionals in medical and pharmaceutical fields at all the levels of pre-higher and higher education and related fields of social life being competitive at the national and international labour markets for medical, pharmaceutical, research and educational institutions, treatment and diagnostic, rehabilitation centers, state bodies, institutions and organizations of all forms of ownership; to affirm national, cultural and universal human values; to ensure continuous personal and professional development of professionals in the field of medicine and pharmacy; to provide complete secondary education services; to provide services for obtaining professional (medical, pharmaceutical) pre-higher education (NQF level 5); to provide services for preparation for admission to higher education programs for Ukrainian citizen and foreigners.

2.2. Principles of the Teaching and Learning Process

The teaching and learning process is based on the following principles:

- autonomy of the University in making independent decisions on the organization of the teaching and learning process, forms and methods of training;
- European Credit-Transfer System (ECTS);
- effective utilization of human potential, material, financial and other resources;
- openness (the teaching and learning process at the University is open to all interested parties);
- accessibility (compatibility of the content, kind and volume of the material studied with the student's capabilities and level of training);
- unity and continuity of the teaching and learning process (ensuring the unity of education structure and the consistency of degrees and stages of the teaching and learning process);
- continuity (implementing the concept "Lifelong Learning" through the organization of self-study and self-education to ensure high quality of life). The main goal of continuing education at the University is to train and retrain specialists, as well as to improve their qualification and professional skills;
- scientific character (integration of training and science, professional orientation of the teaching and learning process);

- flexibility and predictability (ensuring variability, self-regulation and continuous updating higher education content, its adaptation to the requirements of society;
- humanism, democratism and priority of universal human values (focusing on strengthening unity among individuals, nation and state);
- national orientation (ensuring symbiotic relationships of education and national history, culture, traditions);
- international integration (ensuring the integration of the higher education system of Ukraine into the European Higher Education Area in case of the preservation and development of the achievements and progressive traditions of national higher medical school);
- functioning of the system of assuring the quality of teaching and learning processes and education;
- independence from the interference of any political parties, public or religious organizations (as provided by the requirement of the Constitution of Ukraine on the inadmissibility of interference of political parties, public or religious organizations in the teaching and learning process of higher education institution;
- building trust in the University among the recipients of education services, employers, higher education institutions in Ukraine and abroad.

The teaching and learning process is arranged considering the existing teaching and academic potential, material, learning and teaching basis of the University, as well as the possibilities of modern information technologies in education and aims at the formation of a well-rounded personality capable of continuous updating the scientific knowledge, academic and professional mobility, rapid adaptation to changes and development in the sociocultural sphere, medical and pharmaceutical fields.

2.3. Main Tasks of the Teaching and Learning Process

The main tasks of the teaching and learning process are:

- continuation of implementing multi-level education through the creation of the integrated continuous system of selection and training of students according to the scheme “College-University”;
- carrying out high-level teaching and learning activities, thereby providing students with high education of an appropriate degree in the specialty chosen;
- training competitive professionals, providing their development and mastering necessary general and specialized professional competencies according to the levels of the National Qualifications Framework;
- carrying out teaching and learning activities based on the university curricula and programs that meet the request of the state and healthcare system;
- attracting employers of the practical healthcare and pharmaceutical sector to participate in the development and implementation of curricula, specialties and specializations;
- integration of the University with education institutions of different types, scientific institutions and enterprises through the creation of education and research treatment and diagnostic centers, clinics, pharmacies, etc.;
- improving the model for developing and implementing e-learning courses and classroom equipment for delivering online lectures and teleconferences;
- providing free multi-channel internet access to global education and research resources in all the University premises;
- ensuring a harmonious combination of education and research activities, as well as innovation activities in the teaching and learning process;

- individualization and differentiation of teaching gifted youth, creation of the opportunities for students to search for an individual learning trajectory;
- creating the conditions necessary for the effective realization of the abilities and talents by the participants in the teaching and learning process;
- preserving and increasing moral, cultural, patriotic, and scientific values and the achievements of society;
- disseminating the knowledge, medical knowledge in particular, among the population, raising the educational and cultural levels of citizens;
- creating the condition for receiving quality education by persons with disabilities, orphans and children deprived of parental care;
- active involvement of scientists of the National Academy of Sciences of Ukraine and the National Academy of Medical Sciences of Ukraine, leading healthcare professionals and pharmacists working in Ukraine and abroad in both the teaching and learning process and education and research activities.

2.4. Learning Content

The learning content is determined by EP (professional education program (PEP) or science education program (SEP)), structural and logical schema of training, curricula, working curricula, students' individual learning plan, individual practical training plan, academic discipline syllabuses, regulatory documents of public administration bodies for higher education and the University and is reflected in the relevant textbooks, teaching guides, practical class guidance materials, didactic tools, when conducting class sessions and other academic activities.

The structural and logical schema of training is scientific and methodological justification of the process of implementing professional education program (science education program) and serves as a basis for creating both curriculum and working curriculum.

2.5. Education Programs

Academic activity at the University at different levels of education is carried out according to appropriate education programs, professional education programs, science education programs (hereinafter referred to as EP).

Education program (professional education program, or science education program) is the system of components at the appropriate level of pre-higher and higher education (educational qualification level – EQL) within the specialty (specialization), or field of study, which defines the requirements to the education level in persons who can be enrolled in this program, the list of disciplines and the logical sequence of their study, the number of the European Credit-Transfer System (hereinafter referred to as the ECTS) credits required to complete this program, as well as the expected learning outcomes (competencies) that the applicant for the relevant academic degree (AD) shall master.

Education programs are developed considering the Standards for pre-higher and higher medical (pharmaceutical) education of the corresponding specialty (the number of ECTS credits, the list of competencies a graduate shall possess, the requirements to the internal quality assurance system, learning outcomes, forms of student certification), the requirements of professional standards (if available) and the decision of the Academic Council on University graduates' general competencies taken based on the approved University mission and analysis of the requirements of society. If there is no Education Standard, the project of Education program is developed based on the Standard project and is subject to revision after its approval.

The education Standard defines the following requirements to education program:

- 1) the number of ECTS credits required to receive an appropriate degree of higher education;

- 2) the list of competencies a graduate shall possess;
- 3) the normative content of student training formulated in terms of learning outcomes;
- 4) the forms of student certification;
- 5) the requirements to the internal quality assurance system;
- 6) the requirements of the professional standards.

University education programs are aimed at:

- 1) obtaining higher education degrees of Junior Specialist (Junior Bachelor), Bachelor, Master (Specialist), Doctor of Philosophy;
- 2) improving qualification (educational and/or professional) within the level of the National Qualifications Framework;
- 3) preparing students for training by the appropriate level of higher education.
- 4) Education programs of medical college at the University can be aimed at obtaining complete secondary education, or professional pre-higher education (qualification of Junior Specialist (Professional Junior Bachelor) by students.

Persons who successfully mastered the relevant Education program are guaranteed by the University to receive the appropriate diploma, certificate of complete secondary education.

In addition to professional training, the content of University Education programs shall provide the formation of students' key competencies necessary for self-actualization, active citizenship, social harmony, and the ability to find a job in the knowledge society, namely:

- forming spiritual and moral values at the level that will contribute to their integration into society and formation of active citizenship;
- forming the picture of the world that adequately fits to the current level of scientific knowledge (according to the level of higher education), basic competencies in the field of science and healthcare;
- communicative competence, cultural education, the ability to integrate into national and world culture;
- promoting multi-faceted personality development, including the formation of the ability to learn independently, to solve problems using the knowledge acquired, to assess risks, as well as critical thinking, creative approach, proactivity, determination and constructive management of emotions, entrepreneurship.

The procedure for the development, review, and approval of Education programs, the compliance with the principles and procedures for quality assurance (monitoring, assessment, internal audit, periodic review, termination procedure) are determined by the Regulation on the Procedure for the Development, Approval, Monitoring, and Review of Education Programs for University Students (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

The volume of Education programs is determined in ECTS credits and usually amounts to (unless otherwise specified by the higher education standard):

- 240 ECTS credits – Junior Specialist (Professional Junior Bachelor) in Specialty 223 “Nursing”, Specialization “General Medicine” based on basic general secondary education;
- 180 ECTS credits – Junior Specialist (Professional Junior Bachelor) in Specialty 223 “Nursing”, Specialization “General Medicine” based on complete general secondary education;
- 240 ECTS credits – Junior Specialist (Professional Junior Bachelor) in Specialty 223 “Nursing”, Specialization “Nursing” based on basic general secondary education;
- 180 ECTS credits – Junior Specialist (Junior Bachelor) in Specialty 223 “Nursing”, Specialization “Nursing” based on complete general secondary education;

- 180 ECTS credits – Junior Specialist (Professional Junior Bachelor) in Specialty 226 “Pharmacy, Industrial Pharmacy” based on basic general secondary education;
- 120 ECTS credits – Junior Specialist (Junior Bachelor) in Specialty 226 “Pharmacy, Industrial Pharmacy” based on complete general secondary education;
- 180 ECTS credits – Junior Specialist (Junior Bachelor) in Specialty 221 “Dentistry”, Specialization “Prosthetic Dentistry” based on basic general secondary education;
- 120 ECTS credits – Junior Specialist (Professional Junior Bachelor) in Specialty 221 “Dentistry”, Specialization “Prosthetic Dentistry” based on complete general secondary education;
- 240 ECTS credits - Bachelor in Specialty 223 “Nursing”, Specialization “General Medicine” based on complete general secondary education;
- 240 ECTS credits – Bachelor in Specialty 227 “Physical Therapy, Ergotherapy”, based on complete general secondary education;
- 300 ECTS credits – Master in Specialty 221 “Dentistry” based on complete general secondary education, or the EQL of Junior Specialist (Professional Junior Bachelor, Junior Bachelor);
- 360 ECTS credits – Master in Specialty 222 “Medicine” based on complete general secondary education, or the EQL of Junior Specialist (Professional Junior Bachelor, Junior Bachelor);
- 300 ECTS credits – Master in Specialty 226 “Pharmacy, Industrial Pharmacy” based on complete general secondary education, or the EQL of Junior Specialist (Professional Junior Bachelor, Junior Bachelor)
- 360 ECTS credits – Master in Specialty 228 “Pediatrics” based on complete general secondary education, or EQL of Junior Specialist (Professional Junior Bachelor, Junior Bachelor);
- 360 ECTS credits – Specialist in Specialties “General Medicine” and “Pediatrics” based on complete general secondary education;
- 360 ECTS credits – Specialist in Specialty “General Medicine” based on the EQL of Junior Specialist;
- 300 ECTS credits – Specialist in Specialties “Dentistry” and “Pharmacy” based on complete general secondary education;
- 300 ECTS credits – Specialist in Specialties “Dentistry” and “Pharmacy” based on the EQL of Junior Specialist;
- 60 ECTS credits – Doctor of Philosophy in Specialty 221 “Dentistry”, Specialty 222 “Medicine”, Specialty 226 “Pharmacy, Industrial Pharmacy”, Specialty 228 “Pediatrics” based on the educational level “Master” (educational qualification level “Specialist”).

The standard length of training by Education programs is determined in academic years. The academic load of a full-time student usually amounts to 60 ECTS credits per academic year. The length of part-time training may exceed that of full-time training but no more than 25%. The academic year for graduate students lasts up to 10 months.

Education program structure:

1. General Information (Program Title)
 - full name of qualification in original language
 - official name of the program
 - type of diploma and volume of the program
 - educational institution
 - length of training
 - cycle/level.
2. Education Program Goal
3. Education Program Synopsis

- subject area (discipline)
 - program and specialization focus
 - program orientation
 - peculiarities and differences
4. Suitability for Employment and Further Training
 - suitability for employment
 - further training
 5. Teaching Style
 - approaches to teaching and learning
 - assessment methods
 6. Program Competencies
 - general competencies
 - specialized competencies
 7. Program Learning Outcomes
 8. Program Resource Support
 - academic and teaching staff
 - material and technical support
 - information, educational and methodological support
 9. Academic Mobility

An annex to Education program is a curriculum that defines (in ECTS credits):

- the list and volume of academic disciplines, the sequence of their study;
- the forms of conducting training sessions, their number;
- the schedule of the teaching and learning process;
- the forms of formative and summative assessment.

The requirements for the content and form of Education programs are subject to consideration by the Central Methodical Council and approved by the Academic Council of the University.

The language(s) of teaching and assessment of certain educational components if it (they) differs from the state language, are indicated in both Education program and curriculum.

Education programs designed for training foreign citizens and stateless persons who receive higher education at the expenses of physical persons (legal entities) may provide for teaching and assessment in English and other languages.

Education programs designed for studying foreign languages or national minority languages provide for teaching and assessment of the relevant disciplines in languages studied by these programs.

The direct management of Education program by the levels of higher education is carried out by the guarantor of Education program – a full-time teaching and academic staff member with a principal place of employment at the University who has an academic degree and/or academic rank in the specialty that corresponds, or is related to Education program, at least 10 years of teaching and/or research experience. The requirements to the qualification of the Education program guarantor are determined by the Licensing Conditions for the Implementation of Teaching and Learning Activities of Educational Institutions. A teaching and academic staff member can serve as a guarantor of one Education program only.

The guarantor of Education program is personally responsible for ensuring quality teaching and learning according to Education program, timely provision of information on monitoring the program, its accreditation and competitiveness.

The guarantor of Education program is appointed by the Order of the rector of the University as

advised by the Academic Council of the University. If Education program lacks the guarantor appointed, it can be legally terminated.

It is the University that is responsible for the high professional level of academic and teaching staff involved in the provision of the Education programs, the availability of necessary information resources, special equipment and classrooms, the objectivity and openness of the processes of assessing students' learning outcomes, compatibility of the assessment methods with the specialty.

The department, as the main and basic structural unit, is fully responsible for implementing the Education programs in which it is involved.

2.6. Organization of the Teaching and Learning Process

The amount of one ECTS credit is 30 hours, the workload of one academic year is 60 ECTS credits.

The duration of study in educational training programs:

The Junior Specialist, Bachelor:

- on the basis of basic general secondary education, specialty 221 "Dentistry", the teaching and learning occupational program "Prosthetic Dentistry" - 2 years and 10 months;
- on the basis of basic general secondary education, specialty 223 "Nursing" the teaching and learning occupational program "General Medicine" and "Nursing" - 3 years and 10 months;
- on the basis of complete general secondary education, specialty 221 "Dentistry", the teaching and learning occupational program "Prosthetic Dentistry" - 1 year and 10 months;
- on the basis of basic general secondary education, specialty 226 "Pharmacy, Industrial Pharmacy" - 1 year and 10 months;

The Specialist:

- specialties "General Medicine" and "Pediatrics" - 5 years 10 months; on the basis of the EQL of Junior Specialist - 4 years and 10 months;
- specialties "Dentistry" and "Pharmacy, Industrial Pharmacy" - 4 years and 10 months; on the basis of the EQL of Junior Specialist - 3 years and 10 months;
- the length of part-time training may exceed that of full-time training but no more than 25%.
- specialty "Pharmacy", part-time study, on the basis of complete general secondary education 5 years and 5 months; on the basis of the EQL of Junior Specialist - 4 years and 5 months;

The Bachelor, specialty 227 "Physical Therapy, Occupational Therapy" - on the basis of complete general secondary education - 3 years and 10 months;

The Master:

- specialty 221 "Dentistry" on the basis of complete general secondary education 5 years, on the basis of the EQL of Junior Specialist - 3 years and 10 months;
- specialty 222 "Medicine" on the basis of complete general secondary education - 5 years and 10 months, on the basis of the EQL of Junior Specialist - 4 years and 10 months;
- specialty 226 "Pharmacy, Industrial Pharmacy" on the basis of complete general secondary education, full-time study - 4 years and 10 months, part-time study - 5 years and 5 months, on the basis of the EQL of Junior Specialist, full-time study - 3 years and 10 months, part-time study - 4 years and 5 months;
- specialty 228 "Pediatrics" on the basis of complete general secondary education – 5 years and 10 months;

The Doctor of Philosophy:

- specialty 221 "Dentistry", 222 "Medicine", 226 "Pharmacy", 228 "Pediatrics" on the basis of the Master's degree/ the EQL of Specialist - 4 years.

2.7. Schedule of the Teaching and Learning Process

The schedule of the teaching and learning process of the full-time education is elaborated according to the fact, that academic year at the university starts on the first of September and has got two terms: autumn and spring terms, practical training, practice, final tests, vacation.

One academic year lasts 40 weeks and includes not less than 60 credits, the academic year has got 1,800-1,960 academic hours. Students have educational practice, internship during the 1st, 2nd, 3rd, 4th, and 5th years of study according to the specialty.

The schedule of the teaching and learning process for the students of the full-time education (evening classes) according to education programs lasts:

- the autumn term - 17 weeks;
- the spring term – 23 weeks;
- the winter and the summer examination session – 1-3 weeks (2-5 exams, the preparation for each exam is not less than 3 days);
- practical training (educational training, teaching training and internship) - 2-10 weeks (the duration of terms and the beginning of the classes may be changed by the decision of the Central Methodical Council, the Academic Council of the University in case of the educational training and internship with a break from classes);
- vacation (except the graduation course) – not less than 8 weeks (including 2-3 weeks – during winter vacation).

The duration of the examination sessions for part-time students:

- up to 35 days a year – for first-year and second-year students;
- up to 50 days a year – for third-year and sixth-year students;
- up to 30 days a year – for the candidates for the degree of Doctor of Philosophy.

In the schedule of the teaching and learning process performing of the courseworks (projects) is provided. The amount of the courseworks (projects) must be not more than one during the term (not more than one during the academic year is recommended). For the first-year students courseworks (projects) are not provided.

The coursework (project), which has an interdisciplinary nature may be the separate position in the curriculum and be taken into account in the number from 2 and more disciplines per academic year.

Study of all academic disciplines ends with the final test.

Final certification of graduates is performed according to the special schedule, approved by the rector of the University.

For the preparation and defence of final qualification work (graduate/master's) there must be certain time in the schedule of the teaching and learning process.

Teaching disciplines during the first and the second years of study is the peculiarity of the teaching and learning process for the applicants for the third educational scientific level.

2.8. Higher Education Standards

Higher Education Standard is a set of requirements for the content and results of the educational activities of higher educational establishments and scientific institutions for each level of higher education within each specialty.

The standards of higher education are elaborated for each level of higher education within each specialty according to the national qualifications framework and are used for the identification and

evaluation of the content quality and the results of the educational activity of higher educational establishments (scientific institutions).

Higher Education Standard defines such requirements for the professional education (science education) program:

- the amount of ECTS credits, necessary to obtain the appropriate degree of higher education;
- list of competencies of the graduate;
- normative content of higher education training, formulated in terms of learning outcomes;
- forms of certification of applicants for higher education;
- requirements for the availability of a system of internal quality assurance of higher education;
- requirements of professional standards (if any).

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2.9. Curriculum

Curriculum is the regulatory document of the University, which defines the teaching content and regulates the organization of the teaching and learning process in the specialty (specialization).

On the basis of professional education (science education) program for each specialty (direction of training) and specialization (if any) (including training with reduced or extended, compared to the standard period of study) and the schedule of the teaching and learning process University elaborates the Curriculum, which has the information about the field of knowledge, specialty (training direction) and specialization (if any), educational or science education level, qualification, normative term of study, schedule of the learning process, sections of theoretical, practical training, blocks of normative and elective disciplines, (training courses, practices with the indicated ECTS credits and study hours), data on the number and forms of current, final and term control, examination session (if any), Final certification, total study time budget during normative term of study and its division on the classroom study time and time for independent study work, and also the division of the classroom study time for certain forms of classes in each discipline and during all study time.

Elective part of the curriculum is at least 25 % from the total amount of ECTS credits, provided for a certain level of higher education by the education program. The specified part of the curriculum the applicant forms independently from the list of blocks of elective disciplines, according to the Regulations on the exercise of the right of students to choose elective courses at IFNMU.

(<https://www.ifnmua.edu.ua/uk/normatyvni-dokumenty>).

Curriculum for each level of education and specialty is approved by the Academic Council of the University and is put into effect by the order of the Rector.

2.10. Working curriculum

To specify the planning of the teaching and learning process for every academic year, educational department of the University make up the working curriculum, which is approved by the rector of the university.

Working curriculum of external form of education includes the list of disciplines, like working curriculum of full-time education, has fewer classroom classes, by increasing independent work.

The minimum amount of academic discipline in the curriculum is 3.0 ECTS credits.

List of normative disciplines of the curriculum for students' training is the same for all applicants for education, that study according to one OP and one curriculum.

For applicants for the third educational and scientific level of higher education, working curriculum is made up by the Department of Postgraduate and Doctoral Studies, is agreed by the

educational department, endorsed by the guarantor of the SNP, the head of the educational department and the first vice-rector, approved by the Academic Council of the University and is put into effect by the order of the Rector of the University.

2.11. Curriculum and working curriculum of the discipline

Curriculum of the discipline, which is the part of the education program, defines the place and the importance of the academic discipline, its total content, sequence and organization of forms of study, requirements for knowledge and skills. Curriculums of the discipline, taught at the University, are developed by the employees of the departments of the University.

According to the Working Curriculum and on the basis of the Curriculum of the discipline the Working Curriculum of the discipline is developed. It's got the presentation of the specific content of the discipline, its order, organizational forms of its study and their scope, determines the forms and means of current and final control.

Curricula and Working curricula of disciplines are developed by the leading research and teaching staff (professors, associate professors, teachers) of departments before the beginning of the academic year (term). Curriculum and Working curriculum is considered at the meeting of the department, which provides teaching of the discipline, cyclic methodical commission, then it is approved by the Central Methodical Council and is approved by the first vice-rector of the University.

Working curricula of disciplines are annually updated before the end of the spring term, if necessary (changes, additions are made), in the absence of changes they are reapproved.

Working curricula of disciplines, elective disciplines are developed in accordance with the model established at the University.

Curricula and Working Curricula are part of the educational and methodological complex (EMC) of each discipline, which consists of the following components:

1. Curriculum of discipline;
2. Working curriculum of discipline (it includes working curriculum, credit structure, thematic plans of lectures, practical classes, independent extracurricular work of students, a list of mandatory practical skills that the applicant must learn when studying the discipline, means of knowledge control, a list of basic and additional literature);
3. educational - methodical support of the teaching and learning process: lecture notes, methodical instructions for students to practical classes, independent work, methodical developments for teachers to conduct practical classes with students, topics of individual lessons; list of educational and methodical literature;
4. list of logistical support;
5. the program of educational practice of the discipline (if it is provided by the EP);
6. syllabus of the discipline.

The educational and methodical complex of the discipline is at the department and on the website of the department. One copy of the EMC is at the methodical office of the University.

The methodical office of the University provides formation of base of working curricula of disciplines, elective disciplines (courses, specializations) and educational and industrial practices for all directions (specialties) according to EP, Curricula of preparation of experts at University.

2.12. Individual Curriculum of the student

The individual curriculum is a working document of the applicant that is developed on the basis of the working curriculum and includes the information about the list sequence of study of

academic disciplines, practices, the amount of educational workload of the applicant (all types of educational activities), assessment system (current and final control of knowledge, certification of the applicant).

Elective disciplines introduced by the University in the professional education (science education) training program and included in the individual curriculum of the applicant are obligatory for study.

The formation of an individual curriculum of the applicant is carried out on the basis of a list of disciplines formed on the basis of professional education (PEP) (science education (SEP)) training program and structural-logical scheme of training. The discipline is formed as a system of content modules intended for mastering by the applicant of higher education, united in the modules - sections of the discipline.

An individual curriculum is developed for each academic year and approved by the dean of the faculty (director of the medical college, head of the scientific department).

The implementation of the individual curriculum of the applicant is carried out for a period not exceeding the maximum term for study. The normative term of study is determined on the basis of the Standards of Higher Education.

The term of study and the maximum amount of ECTS credits (60 credits) the applicant of the third educational and scientific level of higher education is to master are defined in the Resolution of the Cabinet of Ministers of Ukraine "About the statement of the Order of preparation of applicants of higher education of a degree of the doctor of philosophy and the doctor of sciences in higher educational institutions (scientific institutions) », № 261 from 23.03.2016, 283-2019-n from 19.04.2019.

The applicant is responsible for the implementation of the individual curriculum. The dean of the faculty (director of the medical college, head of the scientific department) controls the implementation of the individual curriculum of the applicant.

The individual curriculum of the applicant includes normative and elective disciplines. Normative disciplines are necessary to meet the requirements of the normative part of the education program. Elective disciplines provide training to meet the requirements of the EP, including compliance with the amount of training provided by the regulatory period of study. The set of normative academic disciplines determines the normative (compulsory) component of the individual curriculum of the applicant.

The individual curriculum of the applicant in a certain specialty is formed personally by the applicant under the guidance of the curator of the ECTS / head of the medical college / head of the department of postgraduate and doctoral studies.

When forming the individual curriculum of the applicant for the next academic year, the actual implementation of individual curricula of the current and previous academic years is taken into account. In this case, the previous workload of the applicant must be fully performed.

The amount of normative and elective disciplines planned for study must be at least 60 ECTS credits per academic year.

Enrollment of disciplines included in the individual applicant's curriculum is based on the results of a certain type of quality control of knowledge during the academic year, including examination sessions.

Applicants, that participate in academic mobility programs sent by the University for study (internship) to other higher educational establishments of Ukraine and foreign countries are set an

individual schedule of the teaching and learning process and are given an academic leave according to the Law of Ukraine "On Higher Education" .

Applicants who have participated in academic mobility programs, studied in other higher educational establishments in Ukraine or abroad, are allowed to study according to individual curricula, taking into account grades from disciplines studied by them in these higher educational establishments, if these disciplines meet (according to the content and volume) the list of disciplines of the applicant's curriculum, the direction of training, specialty (specialization), PEP or SEP.

2.13. Control over the individual curriculum of the applicant

The curator of the ECTS of the faculty (head of the medical college, head of the department of postgraduate and doctoral studies) is responsible for providing qualified advice on the formation of an individual curriculum of the applicant, its implementation throughout the period of study. The general control over the management of the individual curriculum of the applicant is entrusted to the department of ECTS and monitoring of the quality of education of IFNMMU.

The Department of ECTS and Education Quality Monitoring is subordinated to the First Vice-Rector of the University.

3. Modes of study

Study at the University is carried out in the following modes:

- Full-time study,
- External form of education (with elements of remote learning).
- Blended learning.

Modes of study can be combined.

3.1. Full-Time study

Full-time education - the main form of obtaining a certain level of higher education, which is based on the principle of personal communication between students and teachers of the educational establishments during lectures, practical (laboratory) and seminar classes according to the curriculum, which allows to expand and strengthen the knowledge of students. Applicants of full-time education are required to attend classes according to the schedule, not to miss them without good reason and to complete tasks in accordance with the working (individual) curriculum and work programs. Departments create conditions for applicants to rework missed classes according to the Regulations on the organization of reworking of missed classes by students in IFNMMU. (<https://www.ifnmmu.edu.ua/uk/normatyvni-dokumenty>).

In accordance with the law students of full-time education have state-guaranteed: scholarships, benefits for travel on public transport, accommodation in a hostel, delay of military service and more.

The organization of the teaching and learning process is carried out at the University in accordance with the regulations of Ukraine, Regulations and orders of the Rector of the University.

3.1. Part-time study

Part-time study is a form of obtaining a certain level of higher education, which combines self-learning, partial remote learning and full-time study (periodic attendance of learning sessions).

According to the Labour Code of Ukraine, Law of Ukraine “On leave” and Resolution of the Cabinet of Ministers of Ukraine dated June 28th 1997, No. 634 “On Approval of the procedure, duration and conditions of granting annual leave to employees who are enrolled in higher education institutions for part-time programs where the learning process has its own peculiarities”, people who are involved in labour relations with enterprises, institutions and organisations irrespective of the form of ownership, type of activity and industry sector, work under an employment contract for an individual and study at higher educational institutions part-timely, are provided with benefits in the form of additional paid leave and unpaid leave.

Part-time learning is a form of obtaining a certain degree of higher education by persons who work or study for another specialty simultaneously.

The teaching and learning process during part-time study is organized within a calendar year – during examination sessions and the intersessional period with due regard for the benefits provided by current legislation for persons who combine work and study.

Examination session for part-time students is a part of the academic year, during which all forms of the teaching and learning process provided by the current curriculum, i.e. training sessions, self-guided work, practical sessions, control activities, etc. are carried out.

The intersessional period for part-time students is a part of the academic year, during which students learn the material both independently and under the guidance of the academic staff of departments according to the approved schedule of consultations, including remote learning using the Internet.

Persons studying at the University on a part-time basis have the status of students and are subject to the rights and obligations defined by these Regulations and the current legislation of Ukraine.

The request for part-time students to attend the session is carried out according to the schedule of the teaching and learning process by means of an inquiry-request of the standard form. The inquiry-request is issued to students who have successfully completed the curriculum and have no unfulfilled program requirements during the previous session. The inquiry-request is registered by the inspector of the dean’s office in a special registration book indicating the number and date of its issuance. The registration book must be numbered and tied together.

It is obligatory to put each part-time student on notice about: the schedule of training and examination sessions for part-time students – before the beginning of the academic year; self-guided assignments on a discipline – before learning the discipline.

Each discipline studied by the part-time student must be provided with a remote learning course.

The main form of part-time student’s work on learning the course content is writing control works and others individual tasks. The department must provide the student with learning and methodical materials on the subject and the accomplishment of module tests in printed or electronic form.

Tests and individual assignments performed beyond the University are sent to the dean’s office within the time specified in the Schedule of training and examination sessions, registered in special journals and submitted for a check-up to the teacher of the corresponding department within 2-3 days after their receiving and registration. The teacher is obliged to check the works within 10 working days from the moment they are submitted to him/her. The results of the check-up are reported to the

dean's office and registered in the appropriate journal. Passed works are stored at the department until the summative module assessment and then transferred to the dean's office. Failed works are returned to the dean's office to be sent back to the student for revision.

Works of part-time students are stored in the dean's office during the academic year starting from the end of the session, then they are written off and destroyed in the prescribed manner.

In order to provide students as well as research and teaching staff with access to information and methodological supply of the discipline and communication means during the learning process the following tools are used:

- educational and information portal of the University – www.ifnmu.edu.ua, which houses learning and methodological complexes in relevant disciplines;

- online communication services (Microsoft Teams, Skype, Google Apps, social networks).

Remote learning is used as an element for part-time form of study at the University.

During the examination sessions, part-time students attend classroom sessions provided by the current program, take summative module assessment tests.

3.3. Remote Learning

Remote learning is an individualized process of transfer and assimilation of knowledge, skills, abilities and ways of human cognitive activity, which occurs through the indirect interaction of remote participants in a specialized environment, which is created on the basis of modern psychological and pedagogical, information and communication technologies.

Remote learning at the University is carried out in accordance with the Regulations on remote learning (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

The introduction of remote learning for a particular specialty, or in the whole University is carried out by the decision of the Academic Council of the University on the recommendation of the Central Methodological Council of the University and for the implementation of laws and regulations of Ukraine.

3.4. Blended Learning

Blended Learning is a modern educational technology, which provides a combination of classroom work with elements of remote learning technologies and is based on new didactic capabilities of information technology and modern teaching aids.

The application of the principles of blended learning allows for:

- expanding the educational opportunities of students by increasing the availability and flexibility of education, taking into account their individual educational needs, as well as the pace and rhythm of learning;

- stimulating the formation of an active position of a student: increase of his/her motivation, independence, social activity, including the assimilation of educational material and, as a result, increase of the efficiency of the teaching and learning process as a whole;

- transforming the teacher's style: transfer from the translation of knowledge to interaction with students, which contributes to the construction of students' own knowledge.

3.5. Postgraduate Training

Postgraduate training of doctors and pharmacists at the University is organized by the Educational and Scientific Institute of Postgraduate Education (ESIPE) and provides for: primary specialization of graduates of higher medical educational institutions in internships; medical

residency, clinical residency, professional training of doctors and pharmacists in cycles of specialization; advanced training of doctors and pharmacists in cycles of thematic improvement of continuous professional training.

Postgraduate education of doctors and pharmacists at the University is carried out according to the current legislation of Ukraine (<https://www.ifnmu.edu.ua/uk/instytut-pislyadyplomnoyi-osvity-2/normatyvna-baza>).

4. Forms of Teaching and Learning Process Organization

A teaching and learning process is implemented in the following organizational forms: learning sessions, practical sessions, control activities, self-guided work.

Forms of organization of the teaching and learning process at the University:

- classroom sessions
- individual tuition
- consultations
- self-guided work
- practical sessions
- control activities

The main types of classroom sessions at the University are: lectures, practical sessions, seminars and individual tuition, all kinds of practical training and consultations, accomplishment of self-guided tasks by students. **The University has the right to establish other forms of teaching and learning process, types of learning, practical and research activities of students and control activities.**

Attendance of classrooms sessions (lectures, practical sessions, seminars) by students is mandatory, in case of absence the student **must make up for missed classes in extracurricular time.**

4.1. Lecture

This is a main form of a training session, which is a logical, scientifically sound and systematized presentation of a particular scientific or scientific-practical issue, illustrated, if necessary, by means of visualization, and demonstration of clinical cases, research findings etc. As a rule, the lecture is an element of the course of lectures, which covers the basic theoretical material of a particular discipline.

The lecture is designed to form the basis of knowledge in a particular scientific field in students, as well as to determine the direction, main content and nature of all other types of training sessions and self-guided work of students in the relevant science (discipline). The lecture should cover new advances in health care and professional and educational literature, highlight the dynamics of changes and current issues. In the process of delivering a lecture, lecturers may use their own research findings and those made by other teachers of the department, the lecture should have problem-based nature.

Lectures in clinical disciplines for senior students, postgraduate students, interns and ESIPE students should take into account the prior training of students and be accompanied by detailed clinical analysis of patients.

Lectures are usually delivered by individuals with academic degrees and academic titles – lecturers – professors and associate professors of the University, as well as leading scientists or specialists invited to deliver lectures.

A lecturer who is applying for a lecture course for the first time is obliged to submit a lecture syllabus and deliver a trial open lecture. The lecturer should deliver problem-based lectures, which involve the presentation of new information due to the difficulty of the question, task or situation; lectures should be delivered using interactive methods and techniques of teaching.

Lectures are held in specially equipped rooms – classrooms, where there are opportunities to provide a multimedia presentation of lecture material using interactive methods. The duration of the lecture is two academic hours (90 minutes).

The course of lectures is delivered to students of the same year of study, specialty and language of instruction.

Types of lectures:

- introductory lecture – the lecturer familiarizes students with the purpose and objectives of the discipline, its role in the training system and relationship with other disciplines of the curriculum, as well as with the distribution of study time according to the type of studies, methodological features of the discipline and individual semester tasks, forms of students' reporting, planned results of training and criteria of their assessment, the principle of a rating assessment system. Besides, the lecturer introduces basic textbooks and manuals to students;
- information lecture – the lecturer consistently explains the content of the learning material according to the requirements of the working program;
- problem-based lecture – through the use of elements of problematization (problem issues, problem tasks and situations, etc.) students' cognitive process is closer to the research activity. Due to the problematization in teaching educational material, the achievement of three main goals is ensured: effective mastering of theoretical knowledge by students, development of theoretical thinking, development of cognitive interest in the content of the discipline and professional motivation of the future specialist;
- summarizing lecture – is usually delivered at the end of a certain section of the discipline. Such a lecture should reflect the generalized content of the main theoretical provisions that form the scientific basis of this section. Such a summarizing lecture aims at systematizing knowledge at a higher level, drawing students' attention to certain unresolved and controversial issues;
- final lecture – the last lecture, in which the lecturer summarizes the work, the degree of achieved learning objectives, guides students in their preparation for the summative module assessment, specifies the qualification requirements for knowledge and skills, reminds about the criteria for assessing the level of mastering the material;
- instructive lecture – the content of such a lecture allows to provide a general structure of the content of the discipline, to outline tasks for self-instruction, to consider the most complex issues, to give recommendations on the use of educational and methodical literature and performance of individual tasks in a short time of the instructional sessions of part-time students.

Instructive and summarizing lectures are also used in blended learning technology.

The main didactic requirements for the lecture are:

- high scientific and theoretical level;
- ensuring the effective perception of educational material on the basis of psychological and didactic patterns of cognitive activity of students;
- development of a high level of independence and initiative of students by organizing their active mental activity in the learning process;
- high educational impact on students.

Delivering a lecture, the lecturer must use:

- working program of the discipline;
- learning content;
- means of ensuring visualization;
- registers of students' attendance.

4.4. Practical Session

This is an organizational form of a training session, during which the teacher organizes a detailed review of certain theoretical provisions of the discipline (science) and develops skills and abilities of their practical application solving practical tasks. Practical sessions in clinical and pharmaceutical disciplines should ensure the development of skills and abilities of clinical examination of patients, carrying out all medical manipulations provided by the program, making diagnosis, providing treatment and first aid, development of pharmaceutical skills and abilities.

The list of themes of practical sessions is determined by the program of the discipline. The calendar-thematic plan of practical sessions is designed by the department for each semester and approved by the dean of the faculty (director of ESIPE, medical college, head of the scientific division). To conduct practical sessions, the department elaborates methodological guides for teachers and students, which contain algorithms for practical work and other methodological materials in order to prepare and work during a practical session.

To organize and conduct a practical session it is necessary to provide: specially equipped rooms and facilities; learning and methodical materials; compliance of equipment and facilities with labour protection requirements and sanitary norms; holding instructions on workplace and fire safety; elements of research and creative approach in performing individual tasks; the possibility to create scientific products by students.

A practical session is based on preliminarily prepared methodological material – assignments, tests of various complexity to identify the degree of mastering certain theoretical knowledge acquired by students. The practical session includes: control of knowledge and skills, mastering the relevant practical skills and their assessment.

The full list of practical skills that the student must obtain is reflected in the education and current program of the discipline. The results of acquiring practical skills and degree of their mastering are included in the Individual curriculum of the student's practical training.

Practical sessions are conducted in groups consisting of up to 15 students. Practical sessions in clinical disciplines at medical and dental faculties can be conducted in smaller groups – up to 10 students. Practical sessions for interns (doctors and pharmacists) are held in groups of 5 people; advanced training of doctors and pharmacists – in group starting from 6 people.

Physical education classes are held with an academic group.

4.4. Seminar

It is a form of a learning session during which the teacher organizes a discussion on pre-defined themes or issues, students get ready with abstracts and presentations on the basis of individually performed tasks.

Seminars are held in classrooms or training rooms with one academic group. The list of themes for seminars is determined by the curriculum and work program of the discipline. At each seminar, the teacher assesses the quality of students' performance of their individual tasks, their speeches, active participation in the discussion, ability to formulate and defend their point of view etc. Grades

for each seminar are written in the Group attendance and performance register and are taken into account when setting the final grade for this discipline.

Communication between the teacher and the student during the seminar (discussion), in the case of part-time and remote learning, as well as during the lecture, are carried out synchronously and are provided by video, audio, graphic and textual information.

4.5. Individual tuition

It can be conducted with students both in order to increase the level of their training and development of individual creative abilities, and to obtain education on an individual schedule for specific categories of students (due to illness, etc.).

Individual tuition is conducted according to a specially designed schedule, taking into account the individual curriculum of the student and may cover a part or full range of knowledge in one or more disciplines, and in some cases – the full range of learning sessions for a particular educational level. Types of individual tuition, their scope, forms and methods of conducting, forms and methods of current and final assessment are determined by the current curriculum and individual curriculum of the student.

4.6. Consultation

It is a type of training during which the student receives answers to specific questions or explanation of certain theoretical provisions or aspects of their practical application from the teacher.

The consultation can be individual or conducted for a group of students (directly or through web resources of the department, e-mail, etc.).

The amount of time allotted to the teacher for consultations on a particular discipline is determined by the time norms for planning and accounting educational work of academic staff.

Individual-consultative work is a kind of organization of learning process.

4.7. Student's Self-Guided Work

Student's self-guided work is one of the main ways to master the educational material during non-study time. Self-guided work for learning the material in a particular discipline can be performed in the library, reading rooms of the University, classrooms, laboratories, training centres, IT rooms, as well as at home.

The content of self-guided work of the student is determined by the education and current program of the discipline.

Self-guided work is provided by a system of learning and methodical aids provided for the study of a particular discipline. Methodical materials for self-guided work should provide for the possibility of self-assessment by the student. Relevant scientific and professional monographic and periodical literature should also be recommended for self-guided work.

Learning material to be mastered by the student in the process of self-guided work, is included in summative module assessment along with the material that was covered during the learning sessions.

There are various organizational forms of self-guided work at the University: student's self-guided extracurricular work and individual (classroom) work under the guidance of a teacher.

When organizing self-guided work in clinics, pharmacies, rehabilitation and training centres, as well as with the use of complex equipment, settings and information systems, the

possibility to obtain necessary consultation or assistance from the members of the department should be provided.

4.8. Individual tasks

Individual tasks in certain disciplines (medical case histories, forensic medical acts, acts of toxicity testing, computation, graphic, control works, diploma, master's and thesis papers, etc.) are performed by the student in accordance with the requirements of the academic program. Terms of writing and presentation of individual tasks are determined by the schedule developed by the department. Individual tasks are performed by students independently under the supervision of a teacher on compliance with the requirements of academic integrity (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>). Formatting of the work is carried out according to the requirements of regulatory (methodical) documents.

4.9. Practical Training.

Practice is a mandatory component of the training program of a certain academic level. The objective of practical training is to provide students with professional skills and abilities for their further use in real work environment, to develop the desire of systematic update of their knowledge and to apply it professionally in practice.

Practical training is conducted according to current programs of all its types and Regulations on practical training for students of IFNMU (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>) in the terms provided by the curriculum. Continuity and consistency of practical training implementation while obtaining the necessary content of practical knowledge and skills according to a certain academic level should be provided. The content of practice is measured in ECTS credits.

Practical training can be learning, industrial, clinical and teaching. Other types of practice provided by the PEP (Professional Education Program), SEP (Scientific Education Program) and curricula are allowed.

The content and consistency of practical training is determined by practical training programs developed by relevant departments, agreed with the Department of Practical Training and Employment of Students and Graduates of the University and approved by the Central Methodological Council of the University. The programs contain recommendations on the types and forms of testing the level of knowledge, skills, abilities that students must master.

The content of the practical training program must meet the requirements of the relevant education program. On the basis of this program, current programs of the corresponding types of practical training are developed.

Practical training of students is carried out at university clinical bases, pharmacies, research fields (botanical gardens), rehabilitation centres and practice bases that meet the requirements of programs.

The Department of Practical Training and Employment of Students and Graduates of the University conducts preparatory work: concludes agreements with the Departments of Health Care of the Regional State Administration, the Department of Health Care, pharmacies, pharmaceutical companies, rehabilitation institutions, research institutions on practical training; carries out work on organization and maintenance of practical training, daily life of students, briefings.

Learning and methodical guidance and implementation of practical training programs are provided by the relevant departments. Experienced academic and teaching staff of the University, highly qualified practitioners are involved in the management of students' practical training.

The general management of the practice is carried out by the head of the practical training of the University, who is appointed by the order of the rector and the head of a practice base. The Department of Practical Training and Employment of Students and Graduates of the University monitors its implementation.

During the practical training, students retain the right to receive a scholarship in accordance with current legislation.

Teaching practice of third-level higher education is a component of professional training for scientific and teaching activities and is a type of practical activity for candidates who are seeking to obtain Doctor of Philosophy Degree in learning and educational process in higher educational institutions, including the peculiarities of teaching medical disciplines, organization of students' learning activities, scientific and methodological work in disciplines, acquisition of skills and abilities of teaching practice. The organizer and basis for the teaching practice of the third educational and scientific level students is the department of the University, to which they are assigned. The content of teaching practice, organizational bases, reporting documentation, rights and responsibilities of students and supervisors of practical training are described in the Procedures of pedagogical practical training for the students of the third educational and scientific level of higher education at Ivano-Frankivsk National Medical University (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

The results of practical training are discussed at meetings of the departments, the Central Methodical Council, the Rectorate and the Academic Council of the University.

4.10. Students' Research Work

Research work is a form of organization of scientific and research work of students, during which they are involved in active self-guided (or teacher-guided) research activities to form a scientific worldview, develop research skills and creative problem solving abilities.

Research work of students during the learning process is determined by curricula and current programs (courses on the basics of scientific research, various types of learning sessions with elements of scientific research, etc.).

Writing a research work in the process of studying educational disciplines is provided due to optimal correlation between procreative and creative tasks, individual and group forms of learning process with as much use of creative situations as possible.

Research work of students in extracurricular time is a continuation of learning and research work and an effective means to reveal gifted students, to implement their creative abilities, to stimulate the need for creative mastery of knowledge, intensification of learning cognitive activity.

Scientific activity that is performed simultaneously with the learning component throughout the period of study is a decisive factor during training the third educational and scientific level students of higher education. The scientific component of the Philosophy Doctor training program includes conducting personal experimental and/or clinical scientific research under the guidance of one or two supervisors and registration of its results in the form of a dissertation. Scientific activity is recorded in the student's individual curriculum of scientific work.

4.11. Control Activities

Control activities are a necessary element of feedback in the learning process to determine the compliance of the level of knowledge, skills and abilities acquired by students with the requirements of regulations on higher education and to ensure timely adjustment of the learning process.

Assessment of learning outcomes is carried out on the principles of objectivity, academic integrity, systematicity and consistency, planning, uniform requirements, openness, transparency, accessibility and clarity of assessment methods, taking into account the individual capabilities of students.

Control of student's knowledge is an organic component of the learning process. The main tasks of knowledge control include:

- increasing student's motivation for systematic active work during the academic year, redirection of their goals from obtaining a positive grade to the formation of sustainable knowledge, skills and abilities;
- systematization of knowledge and their active assimilation during the academic year;
- avoiding a gap between the tasks submitted for assessment and the program of a discipline;
- openness of control: familiarization of students with the forms of control activities and criteria for their assessment at the beginning of the discipline study;
- avoiding elements of subjectivity in the assessment of knowledge, which is provided by a comprehensive approach to the preparation of control tasks and final tests by means of computer testing;
- expanding opportunities for comprehensive disclosure of the abilities of students, the development of their creative thinking and increase the efficiency of the teaching staff.

The system of assessment of student's knowledge in each discipline includes current, midterm and summative control of knowledge, assessment of the results of practical skills and certification according to a particular academic program. Forms of summative assessment are determined by the education program and cannot be replaced by others.

4.12. Current Assessment

Current assessment is carried out by teachers during classroom sessions of all kinds. The main task of current assessment is to check the level of preparation of students to perform specific work. The main objective of current assessment is to provide feedback between teachers and students during the learning process, to manage the learning motivation of students. The information obtained during the current assessment is used both by the teacher in order to adjust the methods and tools of teaching, and by the student in order to plan self-guided work.

Current assessment can be carried out in the form of oral discussion, written form during practical sessions and lectures, speeches when discussing issues during seminars, as well as in the form of testing using modern information technology.

Forms of current assessment and criteria for assessing the level of knowledge and skills are determined by the relevant education program and in particular the current program of the discipline. The results of current assessment (current performance) in the discipline constitute the main information for the pass-fail test or graded test, they can be taken into teacher's account during the exam in this discipline, and also serve as a criterion for access to the summative module assessment.

Current performance in general comprehensive subjects taught to students of the Medical College of IFNMU, who study on the basis of basic secondary education, is assessed according to a **12-grade scale** (Order of the Ministry of Education and Science of Ukraine and the Academy of PSU No. 428/48 dated 04.09.2000).

Current performance in the humanities, fundamental and professionally-oriented disciplines taught to the students of the Medical College of the University, who study according to the traditional

education system, is assessed according to a **four-grade national scale**, (“5 (excellent)”, “4 (good)”, “3 (satisfactory)” and “2 (unsatisfactory)”).

Current performance in the humanities, fundamental and professionally-oriented disciplines taught to students on the basis of the credit-transfer accumulative system of learning process organization is assessed according to a **multi-graded (200-point) scale**.

During the assessment of the level of mastering each topic of the practical (seminar) session of the module, the student is assessed according to a multi-graded scale on the basis of the assessment criteria for the relevant discipline established at the University and approved by the Cycle Methodological Commission. This takes into account all types of work provided by the methodological guide for the study of the material during practical (seminar) sessions.

The importance of each topic of a practical (seminar) session within one module should be the same, but may be different within different modules of the discipline and is determined by the number of themes of practical (seminar) sessions in the module.

Forms of assessment of current performance should be standardized and include evaluation of theoretical and practical training.

The system of assessment of students’ current performance should be reflected in current programs of the disciplines taught at the department, indicating a clear structure of student’s assessment and evaluation criteria.

It is unacceptable to equate and consider one component of the grade of current performance as a total assessment for a practical (seminar) session, especially taking into consideration that a single component of the grade is a reason for not allowing the student to be present at the session.

The maximum number of points that can be given to a student for the current learning activity during the module study is calculated by multiplying the number of points corresponding to the maximum grade for practical (seminar) sessions by the number of practical (seminar) sessions in the module and adding points for student’s self-guided work, but should not exceed **120 points**. For disciplines the curriculum of which includes summative module assessment in the form of a pass-fail test, the current performance rate can be up to **200 points**.

The maximum grade for a practical (seminar) session in the module is calculated by dividing 120 points by the number of practical (seminar) sessions in the module, not including practical (seminar) sessions of the summative module assessment indicated by the current program.

For disciplines which have pass-fail test as the summative module assessment, the maximum grade for a session is calculated by dividing 200 points by the number of all practical (seminar) sessions in the module.

The minimum number of points that a student must receive to be allowed to take the final test is calculated by multiplying the number of points corresponding to the minimum positive grade for a practical (seminar) session by the number of practical (seminar) sessions in the module, not including practical (seminar) sessions of the summative module assessment indicated by the current program.

The minimum positive grade for a practical (seminar) session is calculated at a rate of at least 50% of the maximum grade for practical (seminar) session in the module (depending on how it is determined by the working program of the discipline).

At a practical (seminar) session a student can be given from 0 to maximum grade depending on the level of his/her knowledge.

Students are given an opportunity to make up unsatisfactory current grades within two weeks after receiving them, but not later than the day of the summative module assessment (test) during consultations and practical (seminar) make up sessions according to the rules approved at the

methodological meeting of the department. Positive results of made up sessions are recorded in the “Register of missed practical sessions make up” and “Register of student’s attendance and performance”.

4.13 Missed Sessions Makeup

It is carried out in accordance with the “Regulations on the organization of missed sessions makeup by the students of Ivano-Frankivsk National Medical University” (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

4.14. Assessment of Students’ Self-Guided Work

Grades for individual self-guided work are given to the students only if it is successfully completed.

The number of points given for different types of individual self-guided work of students depends on its volume and significance and is regulated by the working program of the discipline, but **should not exceed 12 points**. They are added to the amount of points earned by the student for current learning activities.

Example of calculation of grades of students’ current performance and the number of points for individual self-guided work

The number of sessions Grade in points	Points that correspond to the grades depending on the different number of themes of practical (seminar) sessions in modules													
	36	30	29	28	27	24	20	19	18	15	10	9	5	4
Maximum number of points for the session	3	4	4	4	4	5	6	6	6	8	12	13	24	30
Minimum number of positive points for the session	1	2	2	2	2	3	3	3	3	4	6	7	12	15
Points that correspond unsatisfactory grade	0	0-1	0-1	0-1	0-1	0-2	0-2	0-2	0-2	0-3	0-5	0-6	0-11	0-14
Number of points for individual self-guided work	12	0	4	8	12	0	0	6	12	0	0	3	0	0

4.15. Midterm Assessment

4.15.1. Midterm Assessment (MA) of Students

MA is a calendar midterm control of knowledge of medical college students. The goal of such midterm assessment is to increase the responsibility and efficiency of following the schedule of the learning process by students.

Midterm assessment is carried out twice an academic year (in the autumn and spring semesters) in all disciplines taught during this semester. Midterm assessment is conducted for medical college students. For students studying according to the credit-transfer system of the learning process organization midterm assessment **is not performed**.

Midterm assessment is issued to students if they have no more than 2 hours of missed and not made up learning sessions, if a student at the time of midterm assessment has 4 or more hours of missed and not made up learning sessions, he /she is considered not certified in this discipline. The grade for the midterm assessment in a discipline is presented as an arithmetic mean of all current grades in this discipline, which is rounded to the nearest whole number (according to the generally accepted mathematical rules of rounding numbers – a number with tenths from 1 to 4 is rounded down to the nearest whole number, and a number with tenths from 5 to 9 is rounded up to the nearest even whole number).

Example:

$$\text{Midterm assessment grade} = \frac{5 + 4 + 3 + 4 + 5}{5} = 4.2, \text{ rounded to } 4.$$

The results of the midterm assessment in academic disciplines are recorded in the Record of midterm assessment, which are submitted to the directorate of the medical college not later than the first two working days of the week following the midterm assessment.

4.15.2. Rector's Assessment of Knowledge Quality (hereinafter RA)

It is a special form of internal assessment, which is carried out in order to:

- determine the level of effectiveness of using various forms and methods of teaching academic disciplines by academic and teaching staff;
- obtain information about the nature of cognitive activity, the level of independence and activeness of students;
- assess the level of knowledge of the discipline, or a separate module, followed by analysis and generalization;
- train for licensing and accreditation procedures and ensure the most objective assessment of students' knowledge;
- check the quality of the learning process at the departments and the level of teaching disciplines by individual academic and teaching staff;
- check the readiness of students to pass the licensed integrated exams "Step", the Unified State Qualification Exam (USQE) and form a "risk group".

This form of assessment can be carried out during the study course, or after the study of a learning module (modules), namely:

- during the semester – on the material of discipline covered in the current semester from the effective date of the rector's order on the RA;
- at the beginning of the semester – on the themes of the discipline that were studied during the previous semester (provided that the discipline is taught for two or more semesters);

- at the beginning of the semester, following the full completion of the discipline study, on the topics provided by the current program;

- the semester when students are to take the licensed integrated exam “Step” or USQE.

RA of knowledge quality is carried out in accordance with the order of the Rector of the University, according to a separate schedule designed by the expert in ECTS and education quality monitoring responsible for RA at the faculty (ESIPE, medical college), agreed with the dean of the faculty (director of the institute, medical college) and approved by the first pro-rector. The approved schedule is communicated to students, interns, teachers and the Department of Information and Analytical Support (DIAS) of the University no later than ten days before the event.

RA on academic disciplines is organized and carried out by the dean’s office of the relevant faculty (ESIPE, medical college) and an expert of ECTS and education quality monitoring department. The control over its organization and carrying out is realized by ECTS and education quality monitoring department of the University.

The number of RA tests should not exceed one during a working day.

The set of tasks for RA is developed by academic and teaching staff of the department, approved at a meeting of a relevant Cycle Methodological Commission.

RA is conducted in the form of computer testing, or in writing according to the formed and approved databases of test tasks.

The approved set of tasks for RA, which is submitted to DIAS, in paper form must be stored at the department and contain:

- title page;
- explanatory note with the criteria for assessing students’ knowledge;
- list of questions within the training course (module);
- variants of test tasks;
- calculation tasks, practical tasks in variants;
- keys to tests, problems.

Tasks for RA should be of equal complexity, their solution must require the ability to apply integrated knowledge of the studied program material of disciplines, during the term which is within the allotted time for the RA. The number of task sets is calculated at a rate of one set per academic group. RA is held in a certain academic group or in a cohort in the presence of a teacher (commission).

Time for the RA is calculated at a rate of 1 minute per test task for students and interns who are citizens of Ukraine and 1.2 minutes – for students who are citizens of foreign countries.

“Passed” criterion for the RA is 75% of correct answers.

In order to prepare students for the first stage of USQE (Professional Foreign Language Exam), RA is conducted in a foreign (English) language. “Passed” criterion for RA in a foreign language is 50% of correct answers.

The results of RA are discussed at a meeting of the department, the Central Methodical Council, the Rectorate, the Academic Council of the University.

4.16. Final control

As a rule, the credit-transfer accumulative system of learning process organization doesn’t presuppose any examination sessions in the schedule of the learning process, since the control over mastering each module of the academic discipline by the student is carried out. If it is provided by the education program, the final control of the discipline may be in the form of an exam.

4.16.1. Summative Module Assessment (SMA)

Summative module assessment (SMA) is conducted to assess learning outcomes after the completion of a reasonably concluded series of lectures and practical (laboratory, seminar) sessions in a particular discipline (module). The task of the summative module assessment is to check the understanding and mastering certain material, development of skills, ability to independently process texts, ability to comprehend the content of several topics of the discipline, ability to present certain material publicly or in writing. Forms of summative module assessment and a system for assessing the level of knowledge and skills of students are defined and reflected in the current program of the discipline.

The summative module assessment is carried out after the completion of the study of all topics of the module during the last (2-, 4-, or 6-hour long) session, or during two last sessions of the module (not more than four academic hours), according to the schedule.

Students who have attended all the sessions provided by the program of the discipline (module) and received at least the minimum number of points of current performance during the study of the module are allowed to participate in the SMA on the basis of the “Record of summative module assessment”. Students are allowed to participate in the SMA if they personally present their individual curriculum to the teacher responsible for the SMA.

Forms of summative module assessment should be standardized and include: theoretical test (computer testing, oral examination, situational tasks, etc.) and practical skills test.

The rules and criteria of summative module assessment should be reflected in the current program of the discipline and brought to the attention of students at the beginning of the module.

The department must provide students with a reliable base of test tasks submitted for the summative module assessment not later than **one month** before the summative module assessment. The base of test tasks for SMA for disciplines included in the list of USQE, licensed integrated examinations “Step” **should include only** test tasks which are part of the base of test tasks for preparation and taking USQE and licensed integrated test exams “Step”.

In order to prepare students for the first stage of USQE, test tasks of SMA in the disciplines from the list of the first stage of USQE, must include test tasks in English.

The test part of the summative module assessment must be taken exclusively with the help of computers of the department of information and analytical support of the University, IT classrooms of departments, etc.

The maximum number of points that can be obtained by the student during the summative module assessment is **80**, points for having the test part of the SMA passed should be not less than **45 to 50%** of the maximum number of points for the SMA, while the maximum score for the test component of the SMA should not exceed **40 points**. The number of SMA test tasks can range from 40 to 60 test tasks (for disciplines included in USQE and licensed exams “Step” the number of test tasks must be at least 60, for disciplines of the first stage of USQE – 30% of test tasks in English language).

The summative modular assessment test is considered passed if the student has gained at least **50 points**, in particular, has given **at least 75% of the correct answers for the SMA test**.

Students who are not allowed to take the summative module assessment tests because they have not made up missed classes, or not gained the minimum number of points for current performance may be allowed to make up their academic assignment **only by the order issued by the dean’s office**. If the student has such failed academic assignments in three or more modules simultaneously, such a permission can be granted **only by the decision of the Rectorate**. With a positive decision, the

student is allowed to make up missed academic assignments in the time allotted to students of his/her academic group for make-up of an unsatisfactory grade received during the summative module assessment (a total of not more than 20 days).

If the student manages to make up a missed academic assignment before the date of the first re-taking session of the SMA test, he/she is allowed to take the SMA test, the results of his performance are indicated in the Record of SMA retake and individual curriculum plan of a student; if the student does not manage to make up a missed academic assignment in time, he/she is not allowed to retake the SMA test and opposite the name of such a student “not allowed” is written in the Record of SMA, or the number of points gained for current performance, which is less than the allowed minimum for this module, is indicated.

If the student does not manage to make up a missed academic assignment **before the date of the commission retake of the SMA**, the entry “not allowed”, or the number of points gained for the current performance, which is less than the allowed minimum for this module, is indicated in the Record of commission retake of the SMA. This student is considered to have failed the Summative module assessment twice **and is subject to expulsion from the University for academic failure**.

Decisions on making up academic deficiencies by students who were not allowed to take SMA test due to absences from classes for valid reasons are taken by the dean of the faculty individually on a case-by-case basis.

A student who has failed summative module assessment test has the right to retake the it no more than twice: the first time – within **10** days from the date of the SMA held the group in which he/she studies, to the teacher appointed by the head of the department, the second time – to a commission appointed by the head of the department within **10** days from the date of the first retake session, during the winter vacation period, not later than the day when the learning sessions of the spring semester begin; in spring semester not later than two weeks after the end of the semester, except for the graduates.

Within this period, after the third year of study, the first stage of USQE (licensed integrated exam “Step 1”) is organized for students studying according to the academic program of the second (master’s) level of higher education.

Schedules of summative module assessment retake, both primary and commission ones, must be submitted by the departments to the dean’s office not later than two weeks before the start of the summative module assessment.

Summative module assessment retake, both primary and commission, should be carried out according to the schedule at the time determined by the department, taking into account the schedule of learning sessions of students.

Grades received by students for taking or retaking SMA are submitted in individual curricula of students on the day of **taking or retaking** the test, the Record of the SMA, Record of the retake session of SMA (primary or commission) and the electronic form of SMA on the University website.

Reports on taking or retaking the SMA shall be submitted to the dean’s office not later than the following day.

Student who were absent during the summative module assessment without good reason are considered as such who have received an unsatisfactory grade for SMA.

Students who have received more than two unsatisfactory grades in various disciplines, the study of which is completed, or have not retaken the summative module assessment twice (once to the teacher, the second time to the commission) during the semester, **are subject to expulsion from the University**.

A positive grade received by the student when taking or retaking the summative module assessment cannot be improved.

Upon their written application graduate students may be allowed by the Rector's Office to retake up to three summative module assessment tests to increase their ranking position.

4.16.2. Pass-Fail Test

According to the curricula, a number of disciplines, the study of which is carried out in accordance with the credit-transfer system of the learning process, have a pass-fail test as a form of final knowledge level evaluation.

Pass-fail test is a form of final assessment, which consists in evaluating the assimilation of learning material by the student solely on the basis of the results of his/her performance of certain types of work during practical or seminar sessions.

Current performance of these disciplines, in contrast to the disciplines the study of which ends with the summative module assessment, is **200 points**. The maximum number of points for a practical (seminar) session in this module is calculated by dividing **200 points** by the number of practical (seminar) sessions in the module. The minimum number of points is calculated at the rate of at least **50%** of the maximum number of points.

If the student receives pass-fail test, the teacher indicates his/her grade in their individual curriculum and Record on the summative module assessment. In student's individual curriculum, in the column "number of points for module" on the right side "**passed**" is written, and on the left side, in the corresponding line in the column "number of points on discipline" the **200-point** grade is indicated, and in the column traditional grade "**passed**" is written. In the Record of summative module assessment in the column "current assessment" the **200-point** grade is indicated, and in the column "summative module assessment" – the note "**passed**" is written.

4.17.3. Examination

In accordance with the EP and curricula, a number of disciplines, the study of which is carried out in compliance with the credit transfer system of the teaching and learning process, the form of final control of knowledge in the discipline is an examination.

The current academic performance of students in the discipline is determined in accordance with these Regulations (see above). Upon completion of the study of the discipline, which consists of several modules, the department displays the arithmetic mean of the points of current performance in the discipline (the total of points of current performance for all modules is divided by the number of modules in the discipline).

Students who have attended all the learning sessions provided by the discipline curriculum and scored at least the minimum number of points of the current success are allowed to take an exam in the discipline.

The discipline exam is conducted in accordance with the schedule approved by the order of the rector.

The tasks of the Exam in the discipline must be of equal complexity, the solution of which requires the ability to apply integrated knowledge of the studied program material of disciplines and the duration of which is within the allotted time for the Exam.

For the Exam, time is allotted at the rate of 1 minute per test task for Ukrainian students and 1.2 minutes - for foreign students.

The rules and criteria for assessing the exam should be reflected in the working curriculum of

the discipline and communicated to students at the beginning of the discipline.

Not later than one month before taking the Exam in the discipline, the department must provide students with a database of test tasks taken for the Exam. The database of test tasks for passing the Exam in the discipline can be formed from the test tasks of USQE or licensed integrated exams "Step" taken from the test bank of the Testing Board at the Ministry of Health of Ukraine. The exam in the discipline must be taken by students exclusively using the computers of the department of information and analytical support of the university, computer classes of departments, etc.

The maximum number of points a student can score when taking the exam is 80 points (100% correct answers). The exam is considered passed if the student has scored at least 75% of the correct answers, equal to 50 points.

Students who have not passed the final exam have the right to retake it no more than twice, according to the schedules approved by the Rector of the University. The first retaking is conducted by teachers appointed by the head of the department, the second - by the commission. The commission is appointed by the order of the rector, on the proposal of the dean of the faculty and the head of the department.

Students who do not pass the final exam are subject to expulsion from the University.

The number of points scored by the student in the discipline (maximum 200 points) is defined as the sum of the arithmetic mean numbers of points of current academic performance for all modules of the discipline (the total of points of current academic performance for all modules is divided by the number of discipline modules). and the number of points obtained for the Exam (maximum is 80 points).

The results of successful passing the Exam are recorded into the Individual curriculum of the student.

The results of the Exam are discussed at a meeting of the department, the periodic methodical commission, the central methodical council, the rector's office, the Academic Council of the University.

4.18. Assessment of the discipline using the credit-transfer accumulative system in the organization of the teaching and learning process

The grade in the discipline is given only to students who have passed all the modules in the discipline.

The student, if provided by the curriculum, may receive "pass" in the discipline.

The number of points scored by the student in the discipline is defined as the arithmetic mean of the numbers of points for all modules of the discipline (the total of points for all modules is divided by the number of modules of the discipline).

The objectivity of the assessment of learning activities of students should be carried out in accordance with current legislation.

Conversion of the number of points in the discipline into grades on the ECTS scale and on a four-point (traditional) scale

Students of one year of study in one specialty studying at one or different faculties are ranked by the curator of ECTS faculty, or curators of ECTS faculties, taking into account the number of points earned in the discipline, as follows:

ECTS grade	Statistical indicator
A	The best 10% of students
B	The following 25% of students
C	The following 30% of students
D	The following 25% of students
E	The last 10% of students

Ranking with the assignment of grades "A", "B", "C", "D", "E" is carried out for students of the same year, who study in one specialty, and have successfully completed the study of the discipline.

Grades in the discipline FX, F ("2 (unsatisfactory)") are given to students who have not passed at least one module of the discipline after completing its study.

Students who received more than two unsatisfactory grades in the disciplines during the semester are subject to expulsion from the University (Article 46 of the Law of Ukraine "On Higher Education").

The FX grade is given to students who have scored the minimum number of points for current educational activities, but who have not passed the final module control.

Grade F is given to students who have attended all learning sessions in the module, but have not scored the minimum number of points for current learning activities and are not allowed to take the final module control.

The ECTS grade is converted into a traditional four-point scale as follows:

ECTS grade	A grade on a four-point scale
A	5 (excellent)
B, C	4 (good)
D, E	3 (satisfactory)
FX, F	2 (unsatisfactory)

On the basis of the ranking conducted by the curator (curators) of ECTS, a ranking protocol for the discipline is drawn up, which is signed by the dean or deans of the faculties and the curator or curators of the ECTS faculties in this specialty.

The results of students' ranking in the discipline, obtained on the basis of the ranking protocol, are recorded into the "Registers of student attendance and academic performance", Individual curricula of students and their Academic cards.

4.19. Semester control

4.19.1. Semester control is provided for students studying at medical college according to the traditional system of organization of the teaching and learning process. Semester control is carried out in the form of a semester exam, graded credit test or pass-fail test in a particular discipline in the amount of study material defined by the standard and current curricula, and within the time limits set by the standard and working curricula.

4.19.2. The semester exam is a form of final control of student's mastering the theoretical and practical material for the semester in particular academic discipline and it is spent as a control activity.

Conditions for organizing and conducting the exam are communicated to students at the first lesson of the discipline. Exams are taken by examiners (commissions - for state exams) approved by the order of the rector.

A student is not allowed to take semester control in a particular discipline if he has not performed all types of work (laboratory work, practical classes, certain individual tasks, etc.) provided for in the working curriculum and working curriculum in this discipline.

The denial of student's admission to the semester control in a certain academic discipline cannot be the reason for not admitting him to the semester control in other disciplines.

Exams are taken by students during the examination sessions provided by the curriculum. The university can set individual deadlines for passing tests and exams. If there are valid reasons (illness, family circumstances, etc.) that are documented, some students may be instructed by the dean to set an individual schedule of exams (tests) or liquidation of academic debt - no more than the duration of winter vacation, and after the summer exam session - up to the beginning of the new academic year. If this period is insufficient to fulfill the individual schedule, the issue of granting the student academic leave or a repeat year of study is considered.

Exams are held according to the schedule approved by the Rector of the University, which is communicated to teachers and students no later than one month before the session.

A student who fell ill during the examination session is obliged to notify the dean's office of his illness no later than the following day after the exam and to submit to the dean's office a medical certificate of the prescribed form (certified by the University Clinic) within a week after recovery.

For exams and graded credit tests in IFNMU the student forms an examination (test) paper from the bank of control questions taken for the exam in this discipline.

The results of exams and graded credit tests are evaluated on a four-point scale ("excellent", "good", "satisfactory", "unsatisfactory", which corresponds, respectively, to the grades "5", "4", "3", "2") and are recorded into the examination record, student's record book (Individual curriculum of the student) and academic student card.

Students who have received more than two unsatisfactory grades during the session are expelled from the University.

Students who have received no more than two unsatisfactory grades during the session are allowed to clear their academic backlog by the beginning of the next semester. Re-taking exams is allowed no more than twice in each discipline: once to the teacher, the second to the commission, which is created at the University by the order of the Rector.

Students who miss the exams without valid reason are considered to have received an unsatisfactory grade.

4.19.3. Semester graded credit test is a form of final knowledge control, which consists in assessing the student's mastery of educational material in a particular discipline solely on the basis of the results of individual tasks (calculation, graphics, etc.). Semester graded credit test is planned in the absence of module control and exam at the last lesson in the discipline, which according to the calendar-thematic plan is expected to be held as summative.

Graded credit test is carried out within the allotted lesson by the teacher who taught the class, associate professor, professor or head of the department.

In the discipline, the study of which ends with a graded credit test according to the curriculum, students can get a rating without a graded credit test:

according to a five-point grading system:

- if a student's Grade Point Average (GPA) according to the results of his current academic performance in this discipline is **from 4.75 to 5.0**, he receives a grade of "5 (excellent)";
- a student with the GPA of current academic performance **from 3.75 to 4.74** - receives a grade of "4 (good)".

Students who have current academic performance of **3.74 or lower** must pass a graded credit test.

according to a twelve-point rating scale:

- if a student's GPA according to the results of his current academic performance in this discipline is **from 11.5 to 12.0**, he receives a grade of "twelve";
- if a student's GPA according to the results of his current academic performance in this discipline is **from 10.5 to 11.49**, he receives a grade of "eleven";
- if a student's GPA according to the results of his current academic performance in this discipline is **from 9.5 to 10.49**, he receives a grade of "ten";
- if a student's GPA according to the results of his current academic performance in this discipline is **from 8.5 to 9.49**, he receives a grade of "nine";
- if a student's GPA according to the results of his current academic performance in this discipline is **from 7.5 to 8.49**, he receives a grade of "eight";
- if a student's GPA according to the results of his current academic performance in this discipline is

Students who have a GPA of **7.49** or lower must pass a graded credit test.

Students who wish to receive a higher grade than their rating have the right to take a graded credit test, but can be graded both higher and lower, depending on their knowledge level.

When conducting a graded credit test, examiners should take into account the activity of students in the process of studying the subject (participation in SSS, Olympiads, conferences), summative assessments, etc.

The head of the department organizes a graded credit test, as follows: students who have not received a grade on their rating take the test at the last lesson of the discipline study (the evaluation includes oral questioning, tests, clinical cases discussion, solving situational problems, etc.).

If the graded credit test is set for the lecture course, the department prepares tests with standard answers and time is allotted according to the established norms.

According to the regulations of the department, the head of the department, as a rule, controls the knowledge of students who are assessed as "excellent" or "unsatisfactory", which is confirmed by his/her signature in the record book and examination record.

Conditions for a graded credit test are announced to students at the first lesson of the discipline study.

The examination record with the results of the examination and test is transferred to the dean's office on the day of compilation. The grade is recorded into the examination record, the student's record book (except for the grade "unsatisfactory") and the academic student card.

Reassignment of unsatisfactory grades obtained for exams or graded credit tests is carried out within the examination session on the days set by the deans, in agreement with the education department.

4.19.4. Semester pass/fail test is a form of summative assessment, which consists in assessing the student's mastery of educational material solely on the basis of the results of certain types of work

in practical, seminar or laboratory classes (all missed classes must be made up before the test date). Semester test is planned when there is no module control or exam at the last final lesson and does not require students. The test is usually conducted by the teacher who taught the class and is assessed on a two-point system "pass", "fail". The student's grade is recorded into the student's record book, examination record and academic student card.

4.20. Course work/project - one of the forms of student self-guided work, the purpose of which is an in-depth study of specific scientific areas and topics that are part of the discipline. The final stage of the course work/project is its defense.

The course work/project is evaluated by the commission members after student's defense in points, if the discipline is taught according to the credit-transfer system, or on the national scale (if the discipline is taught according to the traditional system). When evaluating the course work on the credit transfer system, a number of components are taken into account, in particular:

- formulation of the object and subject of the research;
- compliance of structural sections and paragraphs with certain topics and requirements for this type of work;
- compliance with the requirements for work structuring;
- links availability;
- compliance with grammatical and stylistic rules;
- the student's ability to present the results of their research and logically structure the report.

Requirements for course work, procedures and principles of defense and evaluation are provided by the relevant standard and working curricula.

4.21. Practical training assessment.

Practical training is an integral part of the learning process. Its aim is to master the modern methods, skills, abilities and ways of organizing the work of future professional activity; to form along with the knowledge obtained at the University the professional skills to make independent decisions while working in specific socio-economic conditions; to develop the need to enrich their knowledge systematically and creatively put into practice.

The grade for practical training consists of the assessment of:

- 1) the head from the practice centre;
- 2) the head of the practice from the department;
- 3) the student's presentation of their practice results during the defense of the report/summative module assessment;
- 4) interviews.

Additional conditions are determined by the faculty, taking into account the specifics of the specialty and types of practices that the student undergoes. They are indicated in education and working programs for organizing, conducting, defending and assessing the practice.

Assessment of the practice results in points and on the national scale is indicated in the record signed by the head of the practice from the department and members of the commission established to defend the practice.

4.22. Certification of students

4.22.1. Certification (of students) is the establishment of compliance of the level of knowledge, skills, and other competencies acquired by students with the requirements of higher education and higher education standards. Final certification in IFNMU takes place in accordance with the Regulations on final certification in the specialties of the relevant educational level.

Certification of students is carried out by the examination board (EB) after graduation at a certain educational level or its stage in order to establish the actual compliance of the level and scope of knowledge, skills and other competencies with the requirements of the Education Standards and the Education program. Forms of Certification are defined in the relevant Education Standard and Education program.

Certification of students takes place at the University according to Education programs, fields, specialties and ends with the issuance of documents on education of the established standard on the award of the appropriate degree of education and assignment of qualifications. Requirements for certification of students are defined by the Law of Ukraine "On Higher Education", resolutions of the Cabinet of Ministers of Ukraine, regulations of the Ministry of Education and Science of Ukraine, standards of higher education, Regulations on the establishment and operation of the University examination board, other Regulations of the University.

The issues of certification of students who are additionally trained according to the program of training of reserve officers in the field of "Healthcare" are also regulated by the relevant regulations of the Ministry of Defense of Ukraine.

Certification of students, except as provided by law, is carried out openly and publicly. Applicants and other people present at the certification, including during the defense of the dissertation of a doctor of philosophy, are free to carry out audio and / or video recording of the certification process.

Certification establishes the compliance of the level and volume of knowledge, skills and other competencies acquired by the student with the requirements of the Standards of higher education and the Education program.

Forms of certification of higher education (Unified State Qualification Examination (Unified State Examination Examination), practice-oriented examination, objective structured clinical examination (OSCE), thesis defense, comprehensive qualification examination, etc.) are defined in the Education program and take into account the requirements of relevant education standards.

Certification of people who obtain the degree of junior specialist (professional junior bachelor), bachelor, master (specialist) is carried out by the Examination Board (EB), which is established annually, approved by the order of the Rector at the request of the dean and valid for one calendar year. The EB work schedule is approved by the Rector of the University and is published no later than one month before the start of its activities. If there is a large number of graduates, the EB is created according to the Education programs; several commissions can be created for one education program. With a small number of graduates, a joint commission for related specialties can be organized. The order of formation and activity of the EB is determined by a separate Regulation.

The EB consists of: the Rector of the University, the First Vice-Rector, the Vice-Rector of Research, the Vice-Rector of Academic Affairs and Research and Medical Work, Deans of Faculties, Heads of Departments, Professors, Associate Professors of Clinical, Pharmaceutical, Medical and Biological Departments. The EB may also include the chief specialists of the healthcare department of the city, state administrations by agreement, as well as representatives of employers and their associations.

The candidatures of EB chairmen proposed by the deans of faculties (the Directorate of ESIPE, Medical College) for each degree of higher education (EQL) and all specialties are approved by the Academic Council and the Rector of the University, the information is submitted to the Ministry of Health of Ukraine.

The chairman of the EB is appointed a specialist in the relevant field or a leading scientist in the relevant field of research. A research and teaching employee in the specialty who is not an employee of the University may be appointed as the Chairman of the EB as well. The same person can be the chairman of the EB at the University for no more than three years in a row. Deans of faculties (director of ESIPE, medical college) can be appointed as the deputy chairman of the EB. Professors and associate professors of the relevant departments may be involved in the work of the EB as examiners (if there are no representatives of these departments in the commission or their number is insufficient).

The personal staff of members and examiners of EB is approved by the order of the Rector of the University not later than one month before the beginning of the board's work.

EB secretaries are appointed by order of the University Rector from among the staff of the faculty (ESIPE, Medical College) and are not members of the EB. EB secretaries ensure proper and timely execution of documents.

The EB assesses the level of scientific-theoretical and practical training of graduates, decides on obtaining a certain level of education, assignment of appropriate qualifications and issuance of a document on education.

The tasks of the EC are:

- carrying out of certifications of students (listeners) of the University - establishment of conformity of the level and volume of knowledge, abilities, other competences mastered by applicants of higher education to requirements of standards of higher education;
- making a decision on awarding a person who has successfully completed an education program at a certain level of higher education, the appropriate degree of higher education (educational qualification level - EQL), assigning the appropriate qualification and issuing the relevant document on education;
- development of proposals for further improvement of the quality of training of specialists in the relevant specialty.

EB meetings are open and take place with the participation of more than half of its members and subject to the mandatory presence of the Chairman of the Examination Board. EB meetings are recorded in the minutes.

Applicants who have successfully fulfilled all the requirements of the EP of the relevant educational level and do not have academic and financial debts to the University are admitted to the certification.

The timing of the certification is determined by the training plans and schedule of the teaching and learning process.

The schedule of certification of students and the schedule of work of the EB is approved by the rector and is brought to the notice no later than one month before the attestation of graduates.

Deans of faculties and heads of graduating departments are obliged to prepare and submit to the EB the necessary documents, to prepare a sufficient number of examination materials, to equip the premises for the theoretical and practical parts of the exam.

Prior to the certification, the deans of the faculties (director of ESIPE, medical college) submit the following documents to the EB:

- a copy of the rector's order on the admission of students to certification;

- a copy of the rector's order on examination groups;
- a summary of the implementation of the curriculum by students and their grades in academic disciplines, practices, term papers, etc.

The duration of the EB should not exceed 6 academic hours during the day.

EB meetings are recorded in minutes. The protocols reflect the assessment obtained by the applicant during the certification, the decision of the EB on awarding him the appropriate degree (EQL), awarding a qualification in the relevant specialty and the issuance of a document on education of the established model.

The order of formation, organization of work and summarizing the work of the EB at the University is regulated by the "Regulations on State Examination boards for specialties of the relevant educational level", which are approved by the Academic Council of the University and approved by orders of the Rector.

Each student undergoes certification after full implementation of the relevant curriculum. Certification of students of educational qualification level "Junior Specialist", PEP "Nursing" is carried out in the form of a comprehensive qualifying exam in the specialty and licensed integrated test exam "Step N", specialties "Dentistry" and "Pharmacy, Industrial Pharmacy" is carried out in the form of qualification exam in the specialty.

Certification of students of educational qualification level "Specialist" is carried out in the form of licensed integrated test exams "Step" (exams "Step") and practice-oriented final exams and / or (for graduates of the Faculty of Pharmacy) defense of the thesis.

Certification of applicants for higher education of the first (bachelor's) level in the specialty "Physical Therapy, Occupational Therapy" is conducted in the form of a single state exam - a comprehensive practice-oriented exam. Certification of applicants for the degree of master's degree in the field of "22 Healthcare" is carried out in the form of a single state qualifying exam (hereinafter -SSQE), which consists of such components as an integrated test exam "Step"; objective structured practical (clinical) exam (hereinafter - OSP (C)E); professional English exam. Certification can also be conducted in another form defined by the standard of higher education.

Certification of applicants for higher education is one of the elements of quality management of training, taking into account qualification requirements, labor market requirements.

4.22.2. Unified State Qualification Examination (USQE)

USQE for graduates of higher education master's degree in the field of expertise "22 Health Care".

The stages of the USQE and the components of each stage are defined by the Resolution of the Cabinet of Ministers of March 28, 2018 № 334 "On approval of the Procedure for a single state qualifying examination for higher education master's degree in the field of expertise "22 Health Care"

USQE consists of:

The first stage of USQE:

Licensed integrated test exam "Step 1"

"Step 1" - an exam in general scientific disciplines, which is formed after studying the basic fundamental disciplines that are part of the test exam "Step 1". The test exam is taken in the 3rd year ("Step 1. General medical training" - future doctors, "Step 1. Dentistry" - dentists, "Step 1. Pharmacy" - pharmacists).

The current value of the criterion "passed" for the integrated test exam "Step 1", as a component of USQE at the level of 60.5% of correct answers from the total number of test tasks.

All students who received a "failed" result in the "Step 1" test exams are allowed to retake the "Step 1" exam. If you do not retake the exam "Step 1" the student is not allowed to the next exam session and is expelled from the higher education institution as one who has not fulfilled the curriculum.

Professional English exam

This is the second component of the first stage of USQE, which tests the student's ability to master literature in English.

The exam is held in the format of a test in one day together with STEP-1. However, this exam is a separate component for which the student receives a separate result. The exam in a foreign language of professional orientation is taken by students majoring in "Dentistry", "Medicine", "Medical Psychology", "Pharmacy, Industrial Pharmacy", "Pediatrics". The Ministry of Health of Ukraine determines the «passed» criterion annually.

In case of failure to pass any of the components of USQE, the student has the right to retake the exam no more than once. Reassembly takes place within the timeframe specified in the schedule of USQE.

In case of repeated failure of any of the components of USQE, the student is considered to have failed to complete the individual curriculum and is expelled from the University. Re-taking the exam is allowed within one year from the date of the first exam.

The second stage of USQE:

Licensed integrated test exams "Step 2"

"Step 2" is an exam in professionally-oriented disciplines, which in content correspond to the professional education training program for graduates of the master's degree in the field of expertise "22 Health Care". "Step 2" is a component of student certification and is taken in the final year.

The "Step 2" exam is an integral part of the Final Certification of Graduates of Higher Education Institutions, measures the quality indicators of the professional component of complete higher medical (pharmaceutical) education, and is taken at the final course.

The current value of the criterion "passed" - 60.5% of correct answers. The Ministry of Health of Ukraine approves the value of the criterion «passed».

Students are allowed to take the Step 2 exam only if there is no arrears in the implementation of the curriculum and the availability of certificates for the Step 1 licensed exam.

All students who received a "failed" result in the test exam "Step 2" are allowed to take the state final exams. These students do not receive a certificate of licensing exams, are considered not to have passed the State Final Certification, and do not receive a diploma of higher education. They may retake the Step 2 licensing exam only once, not earlier than one year later, within three years of graduating from the University.

A student who has not re-taken the standardized state test exam "Step 2" is not allowed to further retake it without re-training in the final year.

Upon successful completion of the Step exams, applicants for higher education receive a certificate from the Testing Center of the Ministry of Health of Ukraine.

4.22.3. Objective Structured Clinical Examination (OSCE)

OSCE, the second component of the second stage of USQE, is conducted by the Examination Board of the University in accordance with the Regulations of the University. Objective Structured

Clinical Examination (OSCE) is a modern type of assessment of students' practical knowledge and skills, designed to test their acquisition of clinical skills and competencies that cannot be assessed by traditional forms of examinations. The main principles of OSCE are: Objective - all students perform tasks of equal complexity, which are evaluated using a standard tool (checklist); Structured - students move through the stations on a certain route, where they perform tasks in the same conditions for the same period of time; Clinical - creating situations as close as possible to clinical (scenarios) in which students apply the acquired theoretical knowledge and practical skills, Exam (examination) - assesses the competencies and skills of students based on the above principles.

The exam is conducted in specially equipped premises - "OSCE Stations" and assesses communicative, cognitive, basic (technique of physical examination) and complex (physical examination to identify and interpret symptoms and syndromes) practical skills and manipulation; the ability of each graduate to collect complaints and anamnesis, to conduct an objective examination of patients, to draw up a plan of examination, to evaluate the results of laboratory and instrumental studies, to establish and justify a preliminary clinical diagnosis, to determine treatment tactics.

The content of OSCE, lists of typical tasks, skills and abilities that are presented at OSCE, are based on the requirements of the industry standard of higher education and educational (professional) program and programs of disciplines included in the certification for the specialty.

The relevant departments, based on current standards of training and standards of medical care, develop the list of practical skills that are taught at OSCE and algorithms for their implementation. Lists of practical skills in each examination discipline and algorithms for their implementation must be approved at a meeting of the relevant graduating department, the cycle methodological commission on dental disciplines and the Central Methodical Council of the University.

Departments prepare methodological support for OSCE (tasks, scenarios, algorithms and checklists) at the beginning of the academic year. Scenarios should be adapted to the technical capabilities of the graduating departments of the faculties. Details of clinical scenarios are not disclosed to students.

4.22.4. Practice-oriented final exams

Practically oriented final exams (POFE) check the readiness of the graduate to perform on a real object of future professional activity (person) or on the model of such object (phantom, model, situational task, etc.) production functions that cannot be assessed by standardized testing.

Graduation students who have fully fulfilled all the requirements of the curriculum and professional education program in the specialty are allowed to compile the POFE. Graduates are given at least 7 days to prepare for POFE.

The purpose of POFE is to assess the quality of the graduate's solution of typical problems of activity and demonstration of relevant skills and abilities in conditions close to real ones. The exam is conducted directly "at the bedside (chair) of the patient", in educational and practical centers "Medicine", "Dentistry", "Pharmacy" and in specially equipped classrooms. The EB assesses the ability of each graduate to collect complaints and anamnesis, conduct an objective examination of patients, make a survey plan, evaluate the results of laboratory and instrumental studies, establish and justify a preliminary clinical diagnosis, determine treatment tactics, conduct examination, work in a pharmacy.

The content of POFE is formed in accordance with the standards of higher education for the relevant specialties.

Lists of typical tasks, skills and abilities that are presented at the POFE are based on the requirements of the EQL.

Practically oriented final exam is conducted by the Examination Board of the University in the form of a comprehensive final exam, which includes final exams in professional disciplines, grouped into complexes, in accordance with the Regulations on the EB, the organization and procedure of certification.

POFE consists of two parts:

- The first part - direct work with patients on examinations in clinical disciplines, solving situational problems on examinations in hygienic disciplines;
- The second part - demonstration of basic skills and abilities in accordance with the requirements of the EQL with the use of phantoms, models, educational and visual materials, solving situational problems.

Practically oriented final exam is conducted in disciplines defined by the curriculum in the relevant specialty for the certification of higher education.

The first part of the final exams in clinical medical or dental disciplines is to examine patients at each exam in the presence of examiners and EB members. The ability and skills of each graduate to conduct surveys and objective examinations of patients, to establish and justify a preliminary clinical diagnosis (for the specialty "dentistry" - preliminary or final clinical diagnosis), to determine treatment tactics (for the specialty "dentistry" to conduct treatment) diseases according to EQL.

The first part of the state exam in social medicine and health and hygiene and ecology is to solve situational problems, based on which the graduate evaluates the performance of typical tasks and skills related to planning and conducting sanitary, preventive and anti-epidemic measures, environmental impact assessment environment for the health of the population, the processing of medical information.

Examiners and EB members assess the skills and abilities of the graduate and enter the grades in the Protocols for conducting and assessing the first part of the exam.

The second part of the exams in clinical disciplines is to assess the graduate's level of skills and abilities, which does not involve direct work with patients. The exam is held in educational and practical centers, specially equipped educational facilities and involves working with models, phantoms, educational and visual materials and solving situational problems.

The second part of the final exam in social medicine and health and hygiene and ecology is to solve situational problems, based on which the skills of each graduate to assess the results of laboratory and instrumental research, medical records.

The results of the second part are recorded in the Protocols for conducting and assessing the second part of the exam.

When evaluating the result of POFE, separate grades are set for each discipline included in the complex. Each member of the EB gives grades; the chairman summarizes their results for each student.

POFE at the Faculty of Pharmacy checks the readiness of the graduate to carry out on the real object of future professional activity (person, forms of journals and regulatory documents, drugs and finished drugs, medicinal herbal raw materials) or on the model of such objects (pharmacy model, pharmacy warehouse) , laboratories for quality control of medicines, etc.) production functions that can not be assessed by standardized testing.

Graduates of the Faculty of Pharmacy make a complex POFE of 5 disciplines: "Management and Economics in Pharmacy", "Drug Technology", "Clinical Pharmacy", "Pharmaceutical Chemistry",

"Pharmacognosy". Exam results are displayed for each of the 5 disciplines separately. The peculiarity of conducting a comprehensive POFE is that the student performs under the control of the EB certain tasks.

Scales determine the result of the practice-oriented final exam: in multi-point scores (200-point scale), in the grades of the traditional 4-point scale ("5 (excellent)", "4 (good)", "3 (satisfactory)", "2 (unsatisfactory) ") and ECTS rating scale.

All results are determined on the basis of the initial scores recorded in the individual Protocols for conducting and assessing the exam, in accordance with the Regulations on the organization and procedure for certification.

The initial scores to be entered in the Protocols are determined as follows: Completion of the standard tasks of the activities and skills tested during the first part of the POFE is assessed by scores "1", "0.5" and "0" (completed, not completed, not completed). Scores are entered in the individual Protocols for conducting and assessing the first part of the exam.

Points «1» and «0» estimate execution of situational tasks of the basic abilities and skills, which are checked during the second part of POFE, (executed, not executed). Scores are entered into the individual Protocols for conducting and assessing the second part of the exam.

The scores for the first (second) part of the exam are defined as the arithmetic mean of all scores recorded in the individual Protocols for conducting and assessing the relevant part of the exam. The initial scores for the first (second) part of the exam are in the range from 0 to 1 and are rounded to two decimal places.

Grades are set based on scores recorded in the individual Protocols for conducting and assessing the exam.

Evaluation criteria:

5-4.5 points - "excellent";

4.49-3.5 points - "good";

3.49-2.51 points - "satisfactory";

2.5 points or less - "unsatisfactory".

The resulting score for the practice-oriented state exam is defined as the arithmetic mean of the scores of the first and second parts of the exam, multiplied by a **factor of 5**.

The resulting score for the practice-oriented state exam in the discipline of the student on a **200-point scale** is defined as the arithmetic mean of the scores of the first and second parts of the exam, multiplied by a factor of 200, rounded to the nearest whole number.

The results of certification of higher education applicants are entered in the relevant information and protocols.

4.22.5. Licensed integrated test exams "Step M", "Step 1 and Step 2. Pharmacy (external study mode)," Step 2. General medical training "," Step 3".

The system of licensed integrated examinations "Step M", "Step 1", "Step 2" and "Step 3" is a set of tools for standardized diagnostics of the level of professional competence.

The Step exam is a standardized test in fundamental and clinical disciplines that tests the achievement of competencies of higher education seekers, defined by the requirements of higher education standards, developed by the Testing Center at the Ministry of Health of Ukraine.

The "Step" exam is conducted in one or two test stages - "Step 1" and "Step 2". At the first stage, the level of professional competence in general scientific (fundamental) disciplines is assessed.

At the second stage, the level of professional competence in professionally-oriented (clinical) disciplines is assessed.

The purpose of licensing exams, in accordance with the standards of higher education is to establish compliance with the level of professional competence of the applicant of higher education to the minimum required level.

Licensed integrated examinations in the specialty "Nursing" EP "General medicine", "Nursing" - "Step M", measures the quality of training - a professional component of basic higher education and determines the level of professional competence required for the qualification of educational specialist junior specialist (" Junior bachelor ").

Students are allowed to take the "Step M" exams only if there is no arrears on the implementation of the curriculum. All students who received a "failed" result in the test exam "Step M" are allowed to take the state final exams.

Students who received an unsatisfactory grade in the test exam "Step M" can retake it once, not earlier than a year, within three years.

A student who has not passed the standardized test exam "Step M" again, is not allowed to further re-take without re-training in the final year.

Licensed integrated exam "Step 2. General medical training" (GMT) at the final course involves students of educational and professional level "specialist" in "General Medicine" and "Pediatrics", who successfully passed the licensing exam "Step 1. GMT".

Applicants for external study mode in the specialty "Pharmacy, Industrial Pharmacy" educational and professional level "specialist" pass the license exams "Step" in two stages: "Step 1" and "Step 2. Pharmacy". The test exam "Step 1" is a semester exam and measures the quality indicators of the professional component of basic higher education. The purpose of the integrated test exam "Step 1. Pharmacy" is to assess the ability to use knowledge and understanding of key concepts of basic biomedical sciences.

The test exam "Step 2. Pharmacy" is an exam in professionally oriented disciplines, the content of which corresponds to the professional education training program. The exam "Step 2. Pharmacy" is an integral part of the Final Certification of Graduates of Higher Education Institutions, measures the quality indicators of the professional component of complete higher pharmaceutical education, and is taken in the final year.

The "Step 3" exam is an exam based on an educational and professional training program for a certain medical (pharmaceutical) specialty in an internship. Doctors (pharmacists) -interns take this exam while studying in an internship.

The results of the "Step" exams are expressed on a scale: "passed" or "failed".

To conduct the "Step" exams, the Ministry of Health of Ukraine annually sets the absolute values of the "passed" criterion.

Upon successful completion of the Step exams, applicants for higher education receive a certificate from the State Organization "Testing Board for Professional Competence Assessment of Higher Education Trainees in Medicine and Pharmacy at the Ministry of Health of Ukraine").

By the order of the Rector, students are allowed to take the Step exams only if there are no arrears in the implementation of the curriculum and study programs.

Registration of students (interns) for the Step exams is carried out by the Testing Board of the Ministry of Health of Ukraine at the request of the University. Registration of students (interns) begins three months before the exam and ends no later than four weeks before the exam.

Students (interns) who have not been admitted to the licensing exam due to non-compliance with the curriculum are considered to have failed to appear for the exam without good reason.

All students who received the result "Step 1" on the test exams "did not pass", are allowed to retake the exam "Step 1" no more than once in the terms approved by the Ministry of Health of Ukraine. External study mode students majoring in "Pharmacy, Industrial Pharmacy" who received the test exam "Step 1. Pharmacy" are allowed to retake the exam "Step 1" no more than twice before the next session within the time approved by the Ministry of Health of Ukraine. If you do not retake the exam "Step 1" (the first stage of USQE), the student is expelled from the University as one who has not fulfilled the curriculum.

The dates of re-taking the license exam are notified to the University by appropriate letter. The Dean's Office organizes the preparation of the student for re-taking and announces the date and place of re-taking under the personal signature of the student.

A student who has not passed the test exam "Step 1" is not allowed to further pass the exam "Step 1" without re-training in the third year.

Test exams are taken for students-citizens of Ukraine only in Ukrainian, for foreign students - respectively in Ukrainian / Russian / English.

Students are allowed to take the "Step 2" exam only if there are no debts for the implementation of the curriculum and the availability of certificates for the "Step 1" license exam.

All students who received a "failed" result in the test exam "Step 2" are allowed to take the state final exams. These students do not receive a certificate of licensing exams, are considered to have not passed the state certification, and do not receive a diploma of higher education. They may retake the Step 2 licensing exam only once, not earlier than one year later, within three years of graduating from the University.

A student who has not re-taken the standardized state test exam "Step 2" is not allowed to further retake it without re-training **in the final year**.

Interns are allowed to take the "Step 3" exam only if they have certificates of passing the "Step 1" and "Step 2" licensing exams.

Interns who received a "failed" result in the licensing exam "Step 3" are not allowed to other stages of certification. These interns do not receive a license exam certificate and do not receive a certificate of a doctor (pharmacist) -specialist. Interns who have failed the Step C Licensing Exam may retake it within three years at any subsequent time for the Step 3 Licensed Integrated Exam.

Students (interns) who, for good reasons, are unable to take the scheduled test in the general audience for health reasons, duly confirmed and a letter from the University signed by the rector or vice-rector, certified by the seal, may take the hospital exam on the day of the exam or in the Center of testing according to the individual schedule. An Act of the appropriate form shall be drawn up on individual examination.

For students (interns) with special needs it is possible to create special conditions for passing the license exam. The conditions for passing the license exam are determined individually for each student (intern) separately, depending on the nature of the restrictions and the state of health at the time of the exam, which is documented.

Requirements for licensed integrated examinations, their forms, structure, procedure, information on the rights and obligations of persons who take these examinations, conditions of admission and participation, criteria for assessment, re-taking and re-taking licensing examinations, appeal procedure, cancellation of results, information on the requirements for the preparation of higher

education students of the University is regulated by the Procedure for conducting licensed integrated examinations, agreed by the Ministry of Health of Ukraine.

4.22.6. Thesis final/qualification / work

It is a component of the Final Certification of University graduates in the specialty "Pharmacy, Industrial Pharmacy", the final individual written research work, which allows you to get a comprehensive idea of the level of theoretical knowledge and practical training, the ability to work independently in the chosen specialty.

Graduates of their own choice perform thesis. Thesis can be performed as a mono- or disciplinary study.

In the final qualifying work, the student must demonstrate knowledge of a particular scientific field, mastery of research skills, the ability to think, analyze, summarize and draw conclusions.

The student's grade for the qualifying work is formed on the basis of the reviewer's assessment and defense. Requirements for writing and design and evaluation criteria for final qualification works are determined by the relevant Regulations of the University.

The defense of the final qualification work, when it is performed, is a mandatory procedure for obtaining the appropriate degree. Students who have completed the curriculum in the specialty are allowed to defend. According to the decision of the department, preliminary defense may be held at the meeting of the department.

4.22.7. Master thesis

Independent qualification work, the result of theoretical and practical training within the educational standards of master's training.

Master's thesis is a form of control acquired by the applicant in the process of learning integrated skills, knowledge, skills that are necessary for graduates to perform professional duties.

Execution and defense of master's thesis is the main form of certification of master's graduates.

The applicant individually under the guidance of a supervisor prepares the master's thesis.

Requirements for the organization of preparation and defense of master's theses are defined by the relevant Regulations of the University (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

4.22.8 Decision of the Examination Board (EB)

EB decision on assessment of knowledge, skills and abilities revealed during each practice-oriented final exam, or (and) defense of diploma theses, as well as on awarding the graduate the appropriate degree of higher education, awarding the appropriate qualification and issuing him a standard education document adopted at a closed meeting of the commission by open voting by a simple majority of votes of the members of the commission who participated in the meeting. With the same number of votes, the vote of the President of the EB is decisive.

4.22.9 EB decision on awarding a diploma with honors

A graduate who received the final grades "excellent" (on the national scale) and "A" (on the ECTS scale) not less than 75% of the disciplines provided by the curriculum, and in other disciplines - grades "good" (on the national scale) and "B", "C" (on the ECTS scale), passed the final certification with grades "A" "excellent", **issued a diploma with honors**. Graduates who have re-taken the Certification (re-taken the license exam "Step" or POFE), even if they have previously received the final grades "excellent" (on a national scale) and "A" (on the ECTS scale) of at least 75% academic

disciplines provided for in the curriculum, and in other academic disciplines - grades "good" (on the national scale) and "B", "C" (on the ECTS scale), **a diploma with honors is not issued.**

Students who received a grade of "failed" in the licensed test exam "Step 2" or "Step M" (for medical college students) are allowed to take comprehensive practice-oriented final exams. These students are considered to have not passed the state certification and do not receive a document on education of the established standard. Interns who received a "failed" result in the licensing exam "Step 3" are not allowed to other stages of certification.

A graduate who during the practical-oriented final exam, or in the defense of the diploma (master's) work received a grade of "unsatisfactory" (on a national scale) and "F" or "FX" (on the ECTS scale), is expelled from the University and issued academic certificate of the established sample.

A graduate who has not passed the practically oriented final exam or has not defended a diploma (master's) thesis is allowed to retake the practice-oriented final exam or defend a diploma (master's) thesis once in the next EC term within three years after graduation.

Graduates who, for a good reason (documented) did not pass the USQE (POFE) in due time, the University Rector's Office may set an additional date for this exam only during the EB (the date of the license exam must be agreed with the Testing Center of the Ministry of Health of Ukraine).

The list of disciplines submitted for the State attestation for persons who have not passed this attestation in due time is determined by the curriculum, which is valid at the time of re-examination by the student USQE (POFE).

All decisions made at the EB meeting are recorded in the minutes. The President and members of the EB who participated in the meeting sign minutes.

Within the timeframe specified by the rector's order on certification of higher education seekers, the chairman of each EB submits a report in which: reflects the level of practical training of graduates, the level of their acquisition of skills in accordance with education standards and curriculum; analyzes and evaluates educational and methodical work, indicates shortcomings in the work, which negatively affect the level of preparation of graduates; reflects the work carried out by the faculty, individual departments, taking into account the comments and wishes made by the previous EB; gives recommendations on improving the educational and methodological work of the faculty, individual departments, aimed at improving the quality of graduate training, selection of examiners and members of the EB and its work.

The reports of the EB chairmen before the beginning of the next academic year are discussed at the meeting of the Central Methodical Council, the Academic Council of the University, on the basis of which the list of specific measures aimed at improving the quality of graduate training is approved. The minutes of the EB meeting are transferred by the deans of the faculties (ESIPE Directorate, Medical College) to the archives of the University after the end of the EC, where they are stored in accordance with the requirements of current legislation.

Theses of the dean's office of the faculty are transferred to the archives of the University after the end of the EC, where they are stored in accordance with current legislation.

4.22.10. The final certification of graduates of the IFNMU Medical College is carried out by the Examination Board in accordance with these Regulations and the relevant Regulation of the IFNMU Medical College.

4.22.11. Certification of doctors (pharmacists) -interns

Carried out on the basis of the Regulations on specialization (internship) of graduates of higher medical and pharmaceutical institutions of medical faculties of universities of the Ministry of Health of Ukraine.

Individuals who have completed internship and completed specialization courses are subject to certification to determine knowledge and practical skills with the title of doctor (pharmacist) - a specialist in a particular medical specialty.

Certification of doctors at the University is regulated by the order of the Ministry of Health of Ukraine from 22.02.2019 № 446 "Some issues of continuous professional development of doctors."

The certification of doctors is aimed at improving the activities of health care facilities of all forms of ownership to further improve the provision of medical care to the population.

The main tasks of certification of doctors are to assess the fulfillment by doctors of the requirements for obtaining postgraduate education in internships, improving their skills and continuing professional development.

Types of certification of doctors:

- 1) certification to determine knowledge and practical skills with the assignment (confirmation) of the title "specialist doctor";
- 2) certification for the assignment of a qualification category;
- 3) certification to confirm the qualification category.

After completing the cycles of internship, specialization and improvement at the departments of ESIPE University, final exams are held, and after the completion of short cycles - tests. The organization and conduct of examinations on pre-certification cycles is regulated by the order of the Ministry of Health of Ukraine dated February 22, 2019. № 446.

4.22.12. Certification of persons obtaining the degree of Doctor of Philosophy (Candidate of Medical Sciences - in transition)

Certification of applicants for the educational component of SEP - according to ECTS (taking into account the total number of credits and the level of mastering of each training course).

Public defense of scientific achievements in the form of a dissertation. A prerequisite for admission to the defense is the successful implementation of the applicant's individual curriculum and individual plan of scientific work.

Carried out by a permanent or one-time specialized scientific council of the University, on the basis of public defense of scientific achievements in the form of a dissertation. The candidate for the degree of Doctor of Philosophy has the right to choose a specialized academic council. The dissertations of persons who obtain the degree of Doctor of Philosophy, as well as the feedback of opponents are published on the official website of the relevant IHE, where the defense will take place, according to the law.

Carried out by a permanent or one-time specialized academic council accredited by the National Agency for Quality Assurance in Higher Education, on the basis of public defense of scientific achievements in the form of a dissertation or published monograph, or a set of articles published in domestic and / or international peer-reviewed professional journals.

Applicants for the degree of Doctor of Philosophy or Doctor of Science have the right to choose a specialized academic council.

Theses of applicants obtaining the degree of Doctor of Philosophy, and theses (or scientific reports in case of defense of scientific achievements published in the form of a monograph or a set of articles published in domestic and / or international peer-reviewed professional publications) of persons

obtaining the degree of Doctor of Science, as well as Opinions of opponents are published on the official website of the University in accordance with the law.

Theses (scientific reports) executed by the applicant of a scientific degree independently are admitted to protection. Detection of academic plagiarism in the submitted thesis (scientific report) is a ground for refusing to award the appropriate scientific degree.

Peculiarities of certification of candidates for the degrees of Doctor of Philosophy and Doctor of Science at the University are regulated by a separate Regulation.

4.22.13. State final examination (SFE) of students in general education subjects

This is a form of control over the compliance of students' educational level with the curriculum. The content, forms and terms of certification are determined by the working curricula of junior specialists (junior bachelors), which are approved by the rector of the University. Students who study on the basis of basic general secondary education can simultaneously study under the professional education training program of a junior specialist (junior bachelor) and obtain a complete general secondary education. Subjects of general education are studied simultaneously with the disciplines of the professional education training program of a junior specialist (junior bachelor) during the first two courses of study. After successful completion of the curriculum and full elaboration of the program of general education and successful completion of the SFE, students have the right to receive a Certificate of Complete General Secondary Education (hereinafter - the Certificate). Certificates are ordered and received by the University from the body authorized by the Ministry of Education and Science of Ukraine through the USEDE system after the second-year student and are stored in the student's personal file until the end of his studies. Together with the Certificate of Complete General Secondary Education, an appendix to it is issued, which indicates the achievements of students in learning in points (twelve, eleven, ten, etc.). All subjects of general educational preparation of the curriculum are entered in the appendix to the Certificate.

4.23. Education documents (scientific degrees) issued by the University

4.23.1 Education documents

Issued to a person who has successfully completed the relevant educational (scientific) program and passed the certification. Educational activities at the educational and qualification levels of specialists and junior specialists, conducted by the University and initiated before the entry into force of the Law of Ukraine "On Higher Education" from 01.07.2014 № 1556-VII, continues within the training period under a certain education program with the issuance of a document about education of the established state model - the diploma of the specialist and the junior specialist. The last admission for higher education at the educational and qualification level of a junior specialist is held in 2019.

The following types of documents on higher education (scientific degrees) are established at the appropriate degrees:

- junior bachelor's degree (junior specialist in transition);
- junior bachelor's degree with honors (junior specialist with honors in transition);
- specialist diploma (in transition);
- diploma of a specialist with honors (in the transition period);
- Master's degree;
- master's degree with honors;

- Doctor of Philosophy;
- Doctor of Science diploma.

In the diploma of the junior bachelor (junior bachelor with honors), bachelor (bachelor with honors), master (master with honors) (in the transition period - in the diploma of the junior specialist, junior specialist with honors, specialist, honors specialist) the name of the document on higher education, surname, name, patronymic of the graduate, name of the higher educational institution (scientific institution) that issued (issued) the diploma (in case of higher education in a separate subdivision of the higher educational institution - name of such subdivision), year of graduation of the higher educational institution, qualification of the graduate (obtained degree of higher education, specialty, specialization (in some cases - education program, professional qualification), series and registration number of the diploma awarded during the state registration in the Unified state electronic database on education, date of its issuance positions, signature certified by the seal, surname and initials of the head or another authorized person of the higher educational institution (scientific institution), information on the legalization of the document on education and / or affixing an apostille on the document on education (if necessary).

The diploma of Doctor of Philosophy, Doctor of Science indicates the name of the document on higher education, series and registration number of the diploma, the date of entry into force of the decision of the Specialized Academic Council on awarding the degree of surname, name, patronymic of the degree, name of higher education institution.), in which (which) the training was carried out, the name of the higher educational institution (scientific institution), in the specialized scientific council of which (which) scientific achievements are defended, the qualification of the degree seeker (obtained scientific degree, field of knowledge and / or specialty), job title, signature certified by the seal, surname and initials of the head or other authorized person of the higher educational institution (scientific institution), in the specialized scientific council of which scientific achievements are protected, information on legalization of the document on higher education and / or affixing an apostille on the document on education (if necessary).

An integral part of the master's degree (specialist in transition) and doctor of philosophy is the supplement to the European diploma (DIPLOMA SUPPLEMENT).

The diploma supplement contains information on the learning outcomes of the person, which consists of information on the names of disciplines, grades obtained and the number of ECTS credits obtained. The appendix to the European diploma additionally contains structured information on completed education and information on the national system of higher education in Ukraine. An integral part of the diploma of a junior bachelor (junior specialist in the transition period) is the appendix to the diploma of a junior specialist.

Documents on higher education of the state standard are issued for all education programs accredited at the University. Under non-accredited education programs, the University may issue its own documents on higher education in the manner and according to the model determined by the Academic Council.

In case of obtaining a higher education by a person agreed with higher education institutions, including foreign, education programs, the University has the right to issue joint diplomas on the model determined by a joint decision of the Academic Councils of these universities.

If a person obtains higher education in two specialties at the same time, the University has the right to produce and issue a double diploma according to the model determined by the Academic Council.

Information about diplomas issued at the University is registered in journals issuance of diplomas and is entered into the Unified state electronic database on issues education in the manner prescribed by the central executive body in the field of education and science.

The design of forms of documents on education (scientific degrees), which are issued to persons who have successfully completed the relevant educational (scientific) program and passed certification, is developed at the University and approved by the Academic Council of the University. Documents on state education for persons studying under the state order, the University produces and issues at the expense of the state budget, and for persons studying at the expense of individuals or legal entities, the cost of educational documents is included in the cost of education.

The Cabinet of Ministers of Ukraine sets the maximum cost of state-standard education documents.

If a person obtains higher education according to the agreed education programs between the University and other higher education institutions, including foreign ones, the University has the right to prepare and issue joint diplomas on the model determined by a joint decision of the Academic Councils.

The Educational and Scientific Institute of Postgraduate Education of the University, which performs the functions of training, retraining and advanced training of specialists in licensed specialties, has the right to issue certificates and certificates of advanced training.

4.23.2. Issuance of duplicate education documents

In case of loss, destruction, damage or in case of error in the document on education, the University issues a duplicate, the content of which corresponds to the previously issued document on education in the form in force at the time of issuance. Duplicates are made at the expense of the person who receives the duplicate.

Production and issuance of a duplicate educational document is carried out by the order of the Rector, which is issued on the basis of a personal application of the graduate - the owner of the lost educational document or his authorized representative with information on the name of the document, name of the institution and date of completion, reasons for duplicate, contact information and archival information. The application for a duplicate must be accompanied by:

- a copy of the identity document and registration number of the taxpayer's account card;
 - consent to the collection and processing of personal data;
 - certificate from the internal affairs body about the loss of the education document (if any);
 - a copy of a lost, destroyed or damaged educational document (if any);
 - a copy of the marriage or divorce certificate, change of name, surname and patronymic (if necessary);
 - a copy of the announcement in the print media at the place of residence of the owner of the educational document on the invalidation of the lost educational document (indicating the name, by whom and to whom it was issued, number and date of issue);
- ☐ transliteration of the surname, name and patronymic of the holder of the educational document in English, when ordering a duplicate of the diploma supplement - additional information about the previous educational document is translated into English (document type, series and registration number, name of the educational institution that issued the document) ;
- ☐ archival reference.

Information on duplicates of educational documents issued at the University is registered in the journals of diplomas and entered into the Unified State Electronic Database on Education in the manner prescribed by the central executive body in the field of education and science.

4.23.3. Academic reference

A person expelled from the University before completing the Education program receives an academic certificate containing information about the Education program, disciplines studied, defended term papers / projects and practice reports obtained in tests and assessment exams, as well as the number of ECTS credits obtained. .

The procedure for preparing, issuing and accounting for an academic certificate, requirements for its form and / or content shall be approved by the central executive body in the field of education and science, taking into account the requirements of special laws. The Academic Council of the University approves the sample and technical description of the academic certificate.

If the study was carried out under a program in which no ECTS credits were awarded, information on the amount of study time in hours must be included in the academic transcript.

The academic certificate does not include educational components from which the applicant received unsatisfactory grades. Persons who dropped out of the first year of the University and did not pass the final tests are issued an academic certificate stating that the student did not pass the final tests.

The applicant of higher education has the right to receive an academic certificate upon application in case of interruption of studies.

4.23.4. Abolition of educational documents

An erroneously issued educational document should be revoked, removed and, if necessary, replaced.

The basis for the decision to cancel the issued educational document is a duly drawn up act on erroneous preparation and / or issuance of an educational document, or established (according to the procedure established by the Academic Council of the University to identify and establish violations of academic integrity) academic breach.

The authority to decide on the cancellation of the issued educational document belongs to the Rector of the University.

5.University students' study time

University students' study time is determined by a number of time indicators intended for mastering the educational (professional education or science education) training program at the certain level of higher education (primary, first, second, third) to obtain the expected quality level of higher education (EQL).

The accounting units of study time of the student are: ECTS credit, academic year, academic day, week, semester, course, year.

ECTS credit is a method of measuring students' study programme, necessary to achieve certain (expected) learning outcomes (one ECTS credit points to 30 hours). Credit includes all types of activities of the student, provided in the approved individual curriculum of the applicant: classroom, independent, preparation for Final Certification, passing licensed integrated exams "Step", USQE, practice-oriented final exam, OSCE, manufacturing practice.

Academic hour is the minimum unit of study time. The academic hour is defined as 45 minutes. Two academic hours are defined as a couple of academic hours (hereinafter - a "pair").

Classes at the University usually last 95 minutes, with a 5-minute break. The duration of training sessions is regulated by working training programs with disciplines and class schedules (there can be 2, 4 and more hour classes as well).

The school day is an integral part of the student's study time lasting no more than 8 academic hours.

The school week is an integral part of the student's study time. Weekly classroom training for full-time students in general is:

for masters, bachelors, specialists - 22 - 26 hours;

for junior specialists (junior bachelors) - 23-30 hours.

For doctors of philosophy 13-15 hours.

The academic semester (autumn, as a rule, lasts 17 weeks, spring - 23 weeks) is an integral part of the student's study time, which can end with the final semester tests.

Training course - completion of the period of studying of the applicant during the academic year (40 weeks). The duration of stay on the training course includes the time of semesters, final tests, practice and vacation. The beginning and the end of the student's education in a particular course are formalized by the relevant (transfer) orders.

The academic year lasts 12 months (except for graduation courses), starts, as a rule, on September 1 and includes autumn and spring semesters, final tests, if available with winter and summer examination session, practical training and vacations (except the graduation course).

The terms and time of various types of educational work are regulated by working curricula, schedule classes, final tests, work of examination boards, consultation schedules, etc.

Class schedules and schedules of summative module assessment for each semester are made up by the educational department in accordance with the schedule of the teaching and learning process for each area of training, specialty (specialization), EP.

The compiled schedules of classes and summative module assessment are agreed with the departments, deans of the faculties, the management of the college, the department of postgraduate and doctoral studies, approved by the rector of the University.

Confirmed class schedules are published on the University's website and stands and are entrusted to the well-known department and students no later than three days before the beginning of the semester.

The schedules of the summative module assessments should be published not later than one month before the beginning of the compilation of the summative module assessments.

Examination boards (EC) work in the terms determined by the schedule of teaching and learning process for the current academic year which is developed on the basis of educational and working curricula program of preparation, the specialties approved by the order of the rector of the University and inform graduating departments no later than one month before the Certification of graduates.

The schedule of each EC, agreed with the President of the EC, is received by the dean of the faculty (educational and scientific institute of postgraduate education (ESIPE), medical college, postgraduate and doctoral department), submitted to the educational department, where the general schedule of the EC, approved by the rector, no later than one month before the Attestation of graduates.

Schedules of consultations of teachers of departments are made at the departments and signed

by the heads of the department and approved by the dean of the faculty (director of the medical college, manager of the department of postgraduate and doctoral studies).

Students of the University are obliged to follow the schedule of the teaching and learning process and comply with the requirements of the curriculum program. *All students of all forms of education for all Eps are sure to attend all classroom, distance and consulting classes.*

It is forbidden to distract students of the University from participation in educational classes and control measures established by the schedule, except for the cases provided by the current legislation.

6. Students' admission, expulsion, transfer and readmission

6.1. Students' admission

It is carried out on a competitive basis in accordance with the Terms of Admission, approved by the Rector of the University and the central executive body in the field of education and science. The terms of the competition must ensure respect for the rights of the individual in the field of education.

The conditions of admission to the University are published on the official website in due time (<https://www.ifnmu.edu.ua/uk/>).

6.2. Transfer to the next year of study

It is carried out by the order of the Rector. Applicants who have fully fulfilled the requirements of the curriculum program of a certain course, successfully passed all semester tests and have no financial debt are transferred to the next course.

In cases of long-term illness during the semester assessment and vacation, if the relevant documents are available, individual students may be set an individual schedule of semester assessment, lasting no more than two weeks after the beginning of the next semester.

6.3. Academic leave

Interruption of education is the right which the student receives due to circumstances that make it impossible to implement the curriculum program (health, conscription, care for a newborn child until he reaches 3 years of age, education or internships in educational and research institutions of Ukraine or foreign countries according to academic mobility programs, etc.).

The maximum duration of academic leave is usually set up to one year. If necessary, the duration of academic leave may be extended for another year, for the care of a newborn child until he reaches 3 years of age.

Academic leave for medical reasons is granted to students on the basis of the conclusion of the Medical Advisory Commission (MDC) of the University Clinic. Granting of academic leave is made out by the corresponding order of the rector with the indication of the basis of granting of leave and its term.

During the entire period of study, the applicant may exercise the right to receive academic leave, usually once.

Maternity leave is provided in accordance with the Labor Code of Ukraine.

To resolve the issue of admission to education of students whose academic leave expires, it is necessary to submit to the University Clinic, before the beginning of the semester, a certificate of health from the treatment and prevention institution that observed the patient during academic leave and pass a comprehensive medical examination, on the basis of which the student is given an opinion

of the MDC for submission to the relevant dean's office of the faculty (the rectorate of the Medical College, ESIPE) of the University.

Admission to the study for students whose academic leave has expired is carried out by the order of the Rector of the University on the basis of the applicant's application and the conclusion of the MDC on the state of his health, submitted no later than two weeks from the beginning of the semester. Applicants who do not submit documents within the prescribed period are expelled from the University.

6.4. Re-studying

This is the re-passing by an able-bodied student (who is not entitled to academic leave for medical reasons) of a year of study for a certain semester, the curriculum program which he did not fully complete for good reasons: because of long-term illnesses, including epidemics, frequent illnesses (more than one month per semester); business trips; difficult family circumstances, in particular, the need to care for family members, etc.

First-year students do not use the right for re-studying. During the entire study period, the student can use the right to repeat the year of study no more than twice.

The issue of granting the student the right to re-education is decided by the Rector's Office at the request of the Dean of the Faculty (Director of the Medical College) before the beginning of the semester and is formalized by the relevant order. Re-education is carried out from the beginning of the semester, the curriculum program of which the student has not fulfilled.

Applicants who are left for re-education studies may be re-enrolled in subjects from which, according to the results of the summative module assessment, they were graded "excellent" (on the national scale) and "A" (on the ECTS scale) or "good" (on the national scale), and "B" or "C" (on the ECTS scale). Re-enrollment is carried out by the decision of the administration, on the basis of the student's application, which is approved by the heads of the educational department and the department of ECTS and monitoring the quality of education.

An applicant who has been given a repeat course must eliminate the academic difference if it arose as a result of changes in the curriculum program. In general, the amount of additional loans that the student can get for training year (re-study disciplines, elimination of academic difference), should not exceed 10-12 ECTS credits per year.

The maximum allowable amount of academic difference when renewing or transferring a student to the second and subsequent courses may not exceed 15 credits and 10 ECTS credits - in the last year or the year of study.

Applicants who exercise the right to academic mobility during training, internship or research activities in another institution of higher education (scientific institution) on the territory of Ukraine or abroad are guaranteed the preservation of the place of study. Such students are not expelled from the educational institution.

6.5. Students' Expulsion

The grounds for expulsion of students from the University are:

- completion of training in the relevant educational and professional (scientific) program;
- own desire;
- transfer to another educational institution;
- academic failure (including, according to the results of semester assessment in case of obtaining a grade "unsatisfactory" ("F", "FX" on the ECTS scale) in three or more disciplines, in case

of obtaining an unsatisfactory grade in one discipline after three attempts drawing up of the summative assessment, in case the student did not liquidate the academic debt in due time; as one who did not pass the Final certification);

- non-fulfillment of the individual curriculum program (in particular, in case of non-admission to the semester summative module assessment (SMA, tests and exams) in three or more academic disciplines;

- non-appearance of the first-year student for classes within 10 days from their beginning;
- for health reasons on the basis of the conclusion of MDC;
- violation of the terms of the agreement (contract) concluded between the University and the student, or an individual (legal) person who pays for such training;
- gross violations of the rules of internal regulations of the University;
- other cases provided by law.

Student expulsion is carried out by the decision of the Rector's Office at the request of the Dean (director of the medical college, director of ESIPE, head of the research department) and in coordination with the self-government of students and approved by the rector.

The underage student expulsion is carried out in agreement with the Service for Minors of local executive bodies and with the obligatory informing of parents (guardians).

Persons expelled from the University, the dean's office (college directorate, ESIPE, postgraduate and doctoral department), after closing the bypass letter, issues a formally prescribed academic certificate, signed by the rector of the University and sealed and original documents of previous education. The formally prescribed academic certificate is approved by the Ministry of Education and Science of Ukraine. Registration of academic certificates is carried out in a special book. The following shall be attached to the student's personal file for transferring to the archive: a copy of the academic certificate certified by the dean (director, head of the department), individual curriculum program of the student (credit book), student card (intern's certificate).

Information about the studied disciplines (discipline modules) and grades in disciplines (module assessments) is made in the academic certificate separately for each semester. If the applicant has previously studied in other institutions of higher education (HEI), the academic certificate shall include the grades during his studies in these educational institutions.

The academic certificate does not include disciplines which the student received unsatisfactory grades from.

Applicants for higher education who dropped out of the first year and did not pass the summative module assessment are issued an academic certificate stating that the applicant did not pass the final tests.

6.6. Students' transfer and readmission

The general procedure for transfer, expulsion, readmission of students and interruption of their studies is defined in the "Regulations on the procedure for transfer, expulsion and augmentation of students of higher education", approved by the order of the Ministry of Education and Science of Ukraine from 15.07.96 № 245, section VIII of the Law of Ukraine About higher education ".

6.6.1. Students' transfer

Applicants can be transferred from:

- one institutions of higher education (HEI) to another, regardless of the form of education;
- one specialty to another one within one field of knowledge, with the permission of the

Ministry of Health of Ukraine;

Transfer of first-year students is not carried out.

Transfer of applicants from another educational institution to the University is carried out with the consent of the rectors of both institutions of higher education, subject to the availability of vacancies of a licensing volume.

An applicant wishing to transfer should submit an apply for transfer to the rector of the educational institution in which he / she is studying and, having received his / her written consent, should address this application to the rector of the educational institution which he / she wishes to transfer to. If the consideration of the application is positive, the rector issues an order according to which the student is admitted to classes, and the student sends a request to the educational institution where he used to study for receiving his personal file by mail . The transferred student's personal file should be addressed to another educational institution within a week. Copies of the academic reference, the student's study card, the individual curriculum (credit book) and the list of addressed documents are kept in the educational institution where the student studied before. The procedure for storing these documents is the same as the personal files of students.

Students who have studied at the expense of state budget may be transferred and readmitted to the places of the state order, in the case of admissibility such vacancies on a competitive basis. If there is absence of vacancies in the state order, the above-mentioned persons may, with their consent, be transferred or readmitted to study on a contractual basis.

Students studying in a state educational institution under a contract may be transferred to study on the same terms in other state educational institutions. Such transfers may be made if there is the availability of licensed vacancies and the consent of the applicants financing the training. This procedure can be carried out on a competitive basis and with the consent of applicants.

If bilateral or tripartite agreements (contracts) for training are made, transfer of students from one specialty, form of education, educational institution to another one is carried out due to appropriate changes to these agreements and in compliance with applicable law .

Transfer of students from one specialty to another one within one field of knowledge is carried out by the decision of the Rector's Office with the permission of the Ministry of Health of Ukraine; transfer from one form of study to another within the University in the presence of vacancies is carried out by the decision of the rector and is approved by the order of the Rector.

A student of the University can be sent to study in a foreign HEI, if the content of education programs is identical. If it's different, the student may interrupt studies having the right to receive academic leave for up to one year.

6.6.2. Re-admission of students

An expelled student before completing his / her education under the relevant education program has the right to re-admiss his / her studies within the licensed scope of the University under the same education program. Re-admission of students expelled from the University is carried out during the holidays, by decision of the Rector's Office and issued by the order of the Rector. Re-admission of students expelled from the University is carried out taking into account the applicant's ability to successfully complete the curriculum program and schedule of the learning process.

Re-admission of first-year students is prohibited.

The application for re-admission or transfer must be considered within two weeks, and the applicant is informed of the conditions of enrollment or the reason for its refusal.

An applicant who has been re-admitted at the University or transferred from another HEI is

issued an individual curriculum program of the applicant (credit book) with re-enrolled grades. Re-enrollment of the results of the summative module assessment previously made by the student, is carried out by the commission for re-enrollment of disciplines in accordance with the Regulations on re-enrollment of disciplines in IFNMU.

The liquidation of the academic difference is carried out in accordance with the Regulations on the procedure for re-enrollment of academic disciplines and determination of the academic difference in Ivano-Frankivsk National Medical University.

The elimination of academic disagreement by students who returned to study after the academic leave is carried out according to the order of the dean according to an individual schedule. The time spent by research and teaching staff of the departments to eliminate such differences is taken into account in their pedagogical workload.

The extract from the order on enrollment, the statement, the academic certificate are added to the personal file of the applicant, transferred from another HEI or re-admitted as a student.

6.7. Credit transfer

It can be carried out in re-crediting order, which was established to students during their studies in other education programs or in other free educational institutions of Ukraine and abroad.

Credit transfer established during studies at other education programs is carried out by the decision of the University Rector's Office upon submission of the re-enrollment commission on the basis of previously acquired education documents (diploma supplement, academic certificate, advanced training certificate), extract from individual curriculum program of the student, study card, in the case of simultaneous study in several programs or academic certificate.

7. Scholarships for students, graduate students and doctoral students.

Students who study at IFNMU (full-time) at the expense of state or local budgets, according to the Law of Ukraine "On Higher Education", have the right to receive scholarships in the manner prescribed by law, and may receive other scholarships awarded by individuals (legal entities) and is regulated at the University by the Rules at value and payment of scholarships and rating formation at Ivano-Frankivsk National Medical University

https://www.ifnmua.edu.ua/images/studentam/reiting_stud/%D0%9F%D1%80%D0%B0%D0%B2%D0%B8%D0%BB%D0%B0_%D0%BF%D1%80%D0%BE_%D0%BF%D1%80%D0%B8%D0%B7%D0%BD%D0%B0%D1%87%D0%B5%D0%BD%D0%BD%D1%8F_%D1%81%D1%82%D0%B8%D0%BF%D0%B5%D0%BD%D0%B4%D1%96%D0%B9_%D0%86%D0%A4%D0%9D%D0%9C%D0%A3_%D1%80%D0%B5%D0%B4%D0%B0%D0%BA%D1%86%D1%96%D1%8F_2019.pdf

8. Organizational and educational-methodical support of the teaching and learning process

Organizational and educational-methodical support of the teaching and learning process is an important and necessary for quality training of students and includes the presence of:

- higher education standards (if available);

Approved in the prescribed manner:

- educational (professional education, science education) programs, which are used to train students;

- curricula and working programs;

- curricula and working programs (educational components), syllabuses of all normative and elective academic disciplines of EP, according to the language of instruction, which reflect the structure of the discipline, planned program learning outcomes, competencies to be acquired by students, the procedure for assessing learning outcomes, recommended literature (basic and additional: textbooks and manuals, including electronic form, electronic training courses and lecture notes of academic disciplines;), information resources on the Internet;

- initial and working curricula in all types of practical training for each education program;
 - educational and methodical materials for conducting classes (educational and methodical recommendations for teachers, educational and methodical instructions for students);
 - methodical materials for the Final certification of students;
- Quality control systems of the teaching and learning process.

Educational and methodical documentation on academic disciplines (educational components) is stored at the departments that provide their teaching, in paper and electronic form. The responsibility for the development of teaching materials of the disciplines of the department is relied on the head of the department.

Educational and methodological support of the teaching and learning process at the University is regulated by this provision and other Regulations of the University.

The full set of educational and methodological support of the discipline is posted on the website of the department that teaches this discipline.

Requirements as for the structure, content and design of documentation of structural units of the University are developed in accordance with the Nomenclature of IFNMU approved by the order of the Rector (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

9. Participants in the teaching and learning process

9.1. Participants in the teaching and learning process at the University are:

- academic, research and teaching staff;
- applicants for higher education and other students of the University;
- specialists-practitioners who are involved in the teaching and learning process in education programs;
- other employees of the University.

Research and teaching employees are those who carry out educational, methodical, scientific, medical and organizational activities. As a rule, those who have scientific degrees or academic titles, as well as graduates of master's, postgraduate and doctoral programs do are elected to the positions of research and teaching employees.

The working hours of educational, methodical, scientific, medical, organizational work of research and teaching staff are determined by the current legislation.

Teachers are persons who carry out educational, methodical and organizational activities.

Positions of pedagogical workers can be occupied by persons with a master's degree (specialist) in the relevant specialty.

The working hours of a teacher includes the time of his/her educational, methodical, organizational work and other labor duties.

Research staff are persons who carry out scientific or scientific-organizational activities and have the appropriate qualification, regardless of the degree or scientific title.

The working hours of research staff include the time of their performance of scientific, research, consulting, expert, organizational work and other work duties.

Scientific, scientific-technical and innovative activity of academic staff of higher educational institutions is regulated by the legislation on scientific and scientific-technical and innovative activity.

9.2. Rights of academic, research and teaching staff

Academic, research and teaching staff of the University have the right to:

- academic freedom, which is realized in the interests of the individual, society and humanity in general;
- academic mobility for professional activities;
- protect professional honor and dignity;
- participate in the management of the University, including electing and being elected to the highest body of public self-government, the Academic Council of the University;
- choose teaching methods and tools that ensure the high quality of the teaching and learning process;
- ensure the creation of appropriate conditions in work, raising their professional level, organization of recreation and life, established by law, regulations of the University, the terms of the individual employment agreement and the Collective Agreement;
- use free of charge library, information resources, services of educational, scientific, sports, cultural and educational divisions of the University;
- protection of intellectual property rights;
- advanced training and internship in accordance with continuous professional development;
- participate in citizens' associations;
- have social and pension provision according to the law;
- other rights provided by the legislation and the Charter of the University.

9.3. Academic, research and teaching staff responsibilities

Academic, research and teaching staff are obliged to:

- provide teaching at a high scientific-theoretical and methodological level of educational disciplines of the relevant education program in the specialty, conduct scientific, medical activities (for scientific-pedagogical and scientific workers);
- constantly improve the professional level, pedagogical skills, scientific qualification (for scientific-pedagogical and researchers);
- adhere to the norms of pedagogical ethics, morality, respect the dignity of students, instill them a love for Ukraine, educate them in the spirit of Ukrainian patriotism and respect for the Constitution of Ukraine and state symbols of Ukraine;
- develop students' independence, initiative, professionalism, creative abilities;
- comply with the Laws of Ukraine, other regulations, the Statute and the Rules of Internal Procedure of the University.

9.4. Academic, research and teaching staff working

The working hours of scientific and pedagogical employees of the University are determined by the volume of their educational, methodical, scientific, organizational, medical and educational work.

The training load of research and teaching staff is planned annually for the current academic

year, based on the average weekly working time of 36 hours, is reflected in the individual work plans of research and teaching staff and may not exceed one year.

The amount of work of research and teaching staff in accounting hours is their workload, which is determined for a particular research and teaching staff, taking into account the implementation of educational, methodological, scientific, organizational, medical and educational work and features of academic disciplines that he/she teaches. This also relates to academic disciplines that are just being introduced and require a significant amount of time from the research and teaching staff to develop a course of lectures and appropriate teaching and methodological support.

The basis for planning the workload of the research and teaching staff is the data for calculating the amount of educational work that the educational department provides to the departments that provide teaching of relevant disciplines.

The departments perform the distribution of educational work in hours for the academic year between research and teaching staff.

The volume of educational work of the department and the distribution of educational work between research and teaching employees are set so that the maximum educational load of the research and teaching employee does not exceed 600 hours per academic year (1.0 rate), for pedagogical worker - 720 hours per academic year (1.0 rate). The educational department complies with this requirement when calculating the pedagogical workload of research and teaching staff.

When drawing up individual work plans of research and teaching staff, the head of the department must take into account the peculiarities of each type of work and ensure optimal use of the creative potential of each scientific and pedagogical worker, teachers. Lectures should be planned, as a rule, for professors and associate professors.

Individual work plans are drawn up by all research and teaching staff, are considered at the meeting of the department and signed by the head of the department and approved by the first vice-rector. The individual plan of the head of the department is signed by the first vice-rector.

The calculation of working hours of research and teaching staff is carried out in accordance with the curricula program of the relevant education programs (specialties). Time norms for calculating the amount of educational work are mandatory, to change these norms or add other types of educational work is unacceptable.

The workload is calculated based on the calculation of the academic hour (45 minutes).

Methodical, scientific, organizational, medical and educational work of research and teaching staff is planned in the relevant sections of the individual work plan for the academic year with the indication of specific final results.

The lists of the basic types of methodical, scientific, organizational, medical and educational work of research and teaching staff have approximate character and according to the decision of department can be supplemented by other types of works which they are performed.

During illness, business trip, vacation, training of scientific and pedagogical employee, the teacher, the head of the department ensures his/her substitution by research and teaching staff of the department, redistributes his/her workload (lectures, practical classes, seminars, laboratory classes, consultations, summative module assessments, checking students' written work, etc.).

Summing up the academic year at the meeting of the department the implementation of individual plans by research and teaching staff is discussed.

The report on the implementation of the educational workload of research and teaching staff of the department for the academic year is submitted to the commission according to the schedule at the end of the academic year together with the report of the department.

9.5. Persons studying at the University

University students study at the preparatory department of the faculty of foreign students and are also students of the educational and scientific institute of postgraduate education.

Persons studying at the University have the right to:

- choice of the mode of study when entering the University;
- safe and harmless studying, working and living environment;
- extracurricular activities;
- additional paid leave in connection with training at the main place of work, reduced working hours and other benefits provided by law for persons who combine work and study;
- free use of libraries, information funds, educational, scientific and sports facilities of the University;
- use of medical, cultural, educational, household, health facilities of the University in the manner prescribed by the Statute of the University;
- providing a dormitory for the duration of training in the manner prescribed by law;
- participation in research works, conferences, symposiums, exhibitions, competitions, presentation of their works for publication;
- participation in events on educational, scientific, research, sports, artistic, public activities held in Ukraine and abroad, in the manner prescribed by law;
- participation in discussion and decision of questions as for the improvement of teaching and learning process, the organization of leisure, everyday life, sanitation;
- participation in public associations;
- participation in the activities of public self-government bodies of the University, institute, faculties, Academic Council of the University, student self-government bodies;
- the choice of disciplines within the limits provided by the relevant education program and working curriculum program, in the amount of not less than 25% of the total number of ECTS credits provided for this level of higher education, PEP or SEP;
- simultaneous study in several education programs, as well as in several institutions of higher education, provided that only one higher education for each degree at the expense of the state (local) budget;
- academic mobility, including international one;
- receiving social assistance in cases established by law;
- enrollment in the insurance experience period in accordance with the Law of Ukraine "On Compulsory State Pension Insurance" periods of study on a full-time basis, subject to voluntary payment of insurance premiums;
- academic leave or a break in studies with the preservation of certain rights of the applicant for higher education, as well as for the resumption of studies in the manner prescribed by the central executive body in the field of education and science;
- participation in the formation of an individual curriculum program;
- moral and / or material encouragement for success in education, research and social work, for artistic and sports achievements, etc .;
- protection from all forms of exploitation, physical and mental violence;
- free internship at enterprises, institutions, establishments and organizations;
- vacation leave lasting at least eight calendar weeks for the academic year, except for the final year;

- obtaining targeted preferential state loans for higher education in the manner prescribed by the Cabinet of Ministers of Ukraine;
- appeal against the actions of officials, academic and teaching staff;
- special training and rehabilitation support and free access to the infrastructure of the University in accordance with medical and social indications in the presence of life limitations due to health conditions.
- persons studying at the University on a full-time form at the expense of the state budget have the right to receive scholarships in the manner prescribed by law, as well as may receive other scholarships awarded by individuals (legal entities).

9.6. Student government coordination

Agreed with the student government coordination, decisions are made on:

- students' expulsion and their readmission;
- a contract applicants at the expense of individuals (legal entities) transfer, for the state order study;
- approval of the Rules of Procedure of the University in the part concerning students;
- issuing orders regulating the activities of the University on all issues related to the teaching and learning process;
- issuing orders that put into effect the regulations governing the educational activities of the University.

9.7. Students' rights

Students of the University have the right to:

- lifelong learning and academic mobility;
- free choice of types, forms and pace of education, educational institutions and their proposed education programs, disciplines and the level of their complexity, methods and means of teaching;
- quality of educational services;
- fair and objective assessment of learning outcomes;
- celebrating successes in their activities;
- freedom of creative, sports, health, cultural, educational, scientific and scientific-technical activities, etc .;
- safe and harmless conditions of study, maintenance and work;
- respect for human dignity;
- humiliation of honour and dignity protection during the teaching and learning process, any forms of violence and exploitation, discrimination on any grounds, honour and dignity humiliation and agitation that harm the learner's health;
- use of the library, educational, scientific, industrial, cultural, sports, household, health infrastructure of the University and the services of its structural units in the manner prescribed by the educational institution in accordance with special laws;
- access to information resources and communications used in the teaching and learning process and scientific activities;
- providing scholarships in the manner prescribed by the Cabinet of Ministers of Ukraine;
- work activities in extracurricular activities;
- preservation of the place of study for the period of military service on conscription and / or during mobilization, for a special period;

- personal or through their legal representatives participation in public self-government and management of the educational institution;
- other necessary conditions for obtaining education, including persons with special educational needs and from socially vulnerable segments of the population.

For the period of industrial training and practice, students are provided with jobs, safe and harmless working conditions in accordance with education programs and agreements between educational institutions and enterprises, institutions, organizations that provide places for industrial training and practice. During industrial training and practice it is prohibited to use the work of students for purposes not provided in the education program.

9.8 Students' responsibilities

Persons studying at the University are obliged to:

- comply with the requirements of current legislation of Ukraine, the Statute and Rules of Procedure of the University (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>), generally accepted norms of coexistence, morality, ethics and deontology, as well as the terms of the contract for the provision of educational services ;
- comply with the requirements of labor protection, safety, industrial sanitation, fire safety, provided by the relevant rules and instructions;
- comply with the requirements of the education program (individual curriculum program, if there is any), adhering to the principle of academic integrity, and achieve the learning outcomes provided by the standard of education for the relevant level of education;
- respect the dignity, rights, freedoms and legitimate interests of all participants of the teaching and learning process, adhere to ethical norms;
- responsible and careful care for one's own health, the health of others, the environment;
- systematic and deep mastering of professional skills, raise the general cultural level;
- protect the property of the University, including dormitories.

9.9. Rights and responsibilities of the head of the course

The head of the course is a representative of the dean's office to organize the learning process on the course and to manage the students of the course when involving it in all official events held by the dean's office and the rector or on their behalf. The head of the course is the coordinator of all heads of cohorts and groups of the course, and represents the course to the rector, the dean's office of the faculty and student government.

The legal status of the head of the course is regulated by these Regulations and other acts adopted in accordance with these Regulations.

Any student of the relevant course can be the head of the course, who is characterized by high moral qualities, has an active social position, enjoys authority and is respected by course students and research and teaching staff, has a positive impact on the students and has organizational skills and he/she has been recommended for this position by the dean's office of the faculty, student self-government bodies and he/she has expressed a desire to take this position him/herself and has not been brought to disciplinary responsibility.

The head of the course is appointed and removed from office by the order of the Rector of the University, on the proposal of the Dean of the Faculty (Director of the Medical College) or the decision of the general meeting of students of this course, voted for by at least two thirds.

The head of the course is accountable to the dean's office of the faculty and the heads of groups

of the corresponding course. For proper performance of his duties, the head may be materially and morally encouraged by the administration and student government of the faculty and the University.

9.10. Rights and responsibilities of the head of the academic group

The head of the academic group is a representative of the dean's office for organizational support of the teaching and learning process in the academic group and for managing the student body of the group when involving it in all official events held by the dean's office and the rector or on their behalf.

The head of the group represents the interests of the students of the group in the dean's office and at the departments. The head of the academic group can be one of the most successful students, who is characterized by high moral qualities, enjoys authority and has respect among students of the group and research and teaching staff, has a positive impact on the team and has organizational skills.

The head of the group may be materially and morally encouraged by the administration and student government of the faculty and the University for his/her proper performance of duties.

The head of the group is responsible for the performance of duties and the exercising of the rights provided in these Regulations.

In the first year, the head of the group is appointed with his consent. The dismissal of the head of the group can be carried out at his own request, on the initiative of the administration, student self-government bodies or students of this group and is issued by the order of the University.

10. Management of learning activities

The main responsibility for the quality of educational activities at the University rests with the rector, the first vice-rector, the vice-rector for research work, the vice-rector for science and education and medical work, the vice-rector for science and education work (international relations) and the heads of educational structural subdivisions.

10.1. University Rector and Vice-Rectors

The powers and responsibilities of the rector are determined by the current legislation of Ukraine, the Statute of the University and job responsibilities. Powers and responsibilities of vice-rectors are determined by the current legislation of Ukraine, the Statute of the University and job responsibilities.

10.2. Academic Council of the University

The Academic Council is the academic body of the University, which is formed for a period of five years, the composition of which is approved by the order of the Rector within five working days from the expiration of the previous term of the Academic Council. Academic Council of the University, its activities are regulated by current legislation of Ukraine and University Documents <https://www.ifnmu.edu.ua/uk/diyalnist-universytetu/vchena-rada>.

Decisions of the Academic Council of the University are put into effect by the order of the Rector.

10.3. Supervisory Board of the University

The Supervisory Board is formed at the University to supervise the management of the University and compliance with the purpose of its establishment.

The Supervisory Board of the University promotes the solution of promising tasks of its

development, attracting resources to ensure its activities in the main areas of development and control over their use, effective interaction of the University with government and local governments, the scientific community, socio-political organizations and sub-economic activities in the interests of development and improvement of the quality of educational activities and competitiveness of higher education, exercises public control over its activities, etc.

10.4. Central Methodical Council of the University

The Central Methodical Council (CMC) is established at the University to plan and coordinate scientific and methodological work at the University, discuss normative drafts, educational and methodological documents, develop recommendations for improving the quality of education and modernize its scientific and methodological support. The CMC consists of the first vice-rector, head of the educational department, head of the ECTS and education quality monitoring department, chairmen of profile cycle methodical commissions, deans of faculties, director of ESIPE and medical college, other specialists, representatives of student self-government bodies.

The composition of the CMC is approved by the order of the Rector. Central Methodical Council of the University:

- discusses normative drafts, educational and methodical documents, recommendations on improving the quality of education and modernization of its scientific and methodological support;
- considers and submits for approval to the Academic Council of the University professional education and science education programs and curricula for training;
- develops recommendations on forms and methods of current and final control of students' knowledge and criteria for assessing their success;
- develops recommendations on the scientific organization of work of research and teaching staff;
- recommends methodical publications for printing;
- organizes scientific-methodical conferences and seminars on scientific-methodical work and methodical support of the teaching and learning process, exchange of experience of departments, etc.;
- according to the instructions of the rector considers the issue of organizational and methodological level of education, its process and the quality of its methodological support at specific departments, branches of the medical college, at the institute and at the faculties;
- controls the work of profile cycle methodical commissions.

The University's CMC works in accordance with the work plan for the academic year.

CMC's decisions are made by open voting. To make a decision, it is necessary that at least 2/3 of the total number of members of the CMC to be present at the meeting of the commission and at least half of the present members of the commission voted for the decision. The decisions of the CMC are recorded in the minutes kept by the Secretary of the CMC.

10.5. Cycle methodical commission of the University

A cycle methodical commission is created for preparation of projects of normative, educational-methodical documents (curricula, programs, etc.) and coordination of educational-methodical activity of departments (branches of medical college). On the proposals of departments (branches of the college) the commission includes the most experienced research and teaching staff. The composition and chairman of the commission are approved by the order of the rector. Cycle methodical commission:

- discusses the status and prospects of scientific and methodological work at the departments

- (college branches), draws up annual work plans to improve the quality of the teaching and learning process by profile and reports on their implementation;
- analyzes the scientific and methodological support of the teaching and learning process and develops recommendations on the improvement of the quality of the teaching and learning process;
 - prepares issues for discussion on educational and methodical work for meetings of pedagogical council, CMC, Academic council;
 - coordinates the activities of departments (branches of the medical college) for the development of components of scientific and methodological support;
 - approves working curricula in disciplines;
 - considers plans for publishing educational and methodical literature;
 - organizes methodical seminars on topical issues of higher education;
 - analyzes the content of demonstration lectures of applicants for academic titles,
 - considers other issues of educational and methodical work.

10.5. Education Department of the University

Education department is an independent educational and methodical subdivision of the University, which manages the teaching and learning process, controls the quality and efficiency of the teaching and learning process, as well as keeps records and reports on educational and methodical work. It coordinates and controls the educational activities of faculties, ESIPE, the department of postgraduate and doctoral studies, departments, medical college. The management of the Education department is carried out by the head of the Education department. The activities of the office are carried out in accordance with the Regulations (https://www.ifnmu.edu.ua/images/diyalnist_universitetu/navchalna_robota/normativni_dok/%D0%9F%D0%BE%D0%BB%D0%BE%D0%B6%D0%20%D0%BD%D0%BD%D1%8F_%D0%BF%D1%80%D0%BE_%D0%BD%D0%B0%D0%B2%D1%87%D0%B0%D0%BB%D1%8C%D0%BD%D0%B8%D0%B9_%D0%B2%D1%96%D0%B4%D0%B4%D1%96%D0%BB.pdf).

10.6. Office of Academic Services of the University

The Office of Academic Services of the University coordinates the scientific and methodical work of the faculties, ESIPE, the department of postgraduate and doctoral studies and the medical college.

The main activities of the Office of Academic Services are:

- analysis of the state, planning and organization of scientific and methodical work at the University;
- monitoring the quality of the teaching and learning process and its scientific and methodological support;
- search, study and implementation of advanced pedagogical experience;
- development and implementation of scientific and methodological documentation;
- organization and holding of scientific-methodical seminars, conferences, exhibitions and competitions on scientific-methodical problems and developments.

10.7. Department of European Credit Transfer and Accumulation System (ECTS) and Education Quality Monitoring

The Department of European Credit Transfer and Accumulation System (ECTS) and monitoring the quality of education is a structural unit of the University and was designed to implement credit transfer system in the University to organize the teaching and learning process and improve the quality of training by developing appropriate technologies and targeted monitoring of academic achievements by students of the University, studying the needs of society in educational services, changes in demand for certain types of specialties. The activity of the Department is regulated by the Regulations (<https://www.ifnmu.edu.ua/uk/struktturni-pidrozidili-2/viddilividdilievropetskoi-kredytno-transfernoi-sistemy-otsiniuvannia-ects-ta-monitorynhu-iakosti-osvity>).

10.8. Dean's Office of the Faculty, Directorate of the Educational and Scientific Institute of Postgraduate Education, Medical College, Department of Postgraduate and Doctoral Studies

The faculty (institute, college) is managed by the dean (director).

The powers of the dean of the faculty (director of the institute, medical college) are determined by the Regulations on the faculty (institute, college), which are approved by the Academic Council and approved by the order of the rector of the University. Dean of the Faculty (Director):

- issues orders on the activities of the relevant faculty (institute, college), which are mandatory for all participants in the teaching and learning process of the structural unit and may be revoked by the rector if they contradict the law, the Statute of the University or harm the interests of the University;

- directly manages the educational, methodological and scientific activities of the faculty (institute, college);

- together with the departments (college branches) ensures the development of the material and technical base of the teaching and learning process;

- coordinates the work of the departments of the faculty (institute, medical college branches);

- manages the work of departments (college branches) on the development, improvement and adjustment of temporary standards of education, education programs, curricula and programs, educational and methodological complexes of disciplines, preparation of documentation for the opening of specialties;

- organizes the study of practical work of the faculty (institute, college) graduates and measures for their employment;

- ensures the creation of conditions for improving the scientific and theoretical level and professional skills of employees of the unit;

- promotes the development of new forms of professional education activities;

- together with the departments develops measures aimed at improving the quality of training;

- monitors the implementation of curricula and programs, internships, the teaching and learning process, the final semester control;

- submits to the University management draft orders on enrollment, transfer, readmission and expulsion of students, amendments to individual plans, amendments to training schedules for students, granting them academic leave and benefits, re-training, application of incentives and penalties, appointment scholarships, admission of students to the final tests and certification, defence of master's (diploma) theses;

- submits proposals to the rector on the composition of the Examination Board (EB), its chairman and maintenance staff of the EB faculty.

10.9. University Department

The department is a basic structural subdivision of the University (its institute, faculties), which conducts educational, methodical and/or scientific activity in a certain specialty (specialization), which includes at least five research and teaching employees, for whom the department is the main place of work, and at least three of them have a degree or academic (honorary) title.

The department:

- organizes and carries out academic, scientific, educational, medical and methodical work within the limits set by the faculty (institute);
- distributes educational and scientific-methodical work among academic workers;
- takes on the task of professional development of academic, teaching and other employees.

The main organizational, educational, methodological and scientific issues of the department are considered at meetings. The department for targeted training may have its branches in clinical, scientific and industrial organizations using their facilities.

The department is managed by the head of the department.

11. Public self-government bodies

11.1. Public self-government

The highest collegial body of public self-government of the University is the general meeting (Labor Conference), including elected representatives from among the students of higher education of the University.

The body of public self-government of the faculty is the meeting (labor conference) of the faculty, including elected representatives from among the students of higher education of the faculty.

11.2. Student self-government

Student self-government operates at the University, which is an integral part of the public self-government of the University. Student self-government gives students the right and opportunity to decide on education and living environment, protection of their rights and interests, as well as to participate in the governance of the University

https://www.ifnmu.edu.ua/images/diyalnist_universitetu/vihovna_robota/pol_pro_samivrjad.pdf.

11.3. Scientific societies for University students

The University has scientific societies: Student Scientific Society (SSS) and the Society of Young Scientists (SYS), which are part of the system of University public self-government (<https://www.ifnmu.edu.ua/uk/diyalnist-universytetu/naukova-robota/snt-i-tmv>).

12. Academic mobility

The right to academic mobility can be exercised on the basis of international agreements on cooperation in education and science, international programs and projects, cooperation agreements between the University or its main structural units and domestic/foreign higher education institutions (scientific institutions) and their main structural units, and can be implemented by the Participants on their own initiative, supported by the University administration, on the basis of individual invitations and other mechanisms governed by the Regulations on the exercise of the right to academic mobility of participants in the teaching and learning process of Ivano-Frankivsk National Medical University (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

13. Quality assurance system of the teaching and learning process at the University

Ensuring the quality of education is one of the basic principles of state policy in the field of education. The creation of a system for ensuring the quality of the teaching and learning process at the University is regulated by the norms of the Laws of Ukraine "On Education" and "On Higher Education" and the requirements of higher education standards. These acts stipulate that one of the main responsibilities of the head of an educational institution is to ensure the functioning of the quality assurance system of the teaching and learning process.

In accordance with the Law of Ukraine "On Higher Education", the University has developed and implemented an internal quality assurance system of the teaching and learning process, based on the principles set out in the "Standards and Recommendations for Quality Assurance in the European Higher Education Area" of the European Association for Higher Education standards of Ukraine "Quality Management Systems" DSTU ISO 9001: 2015.

The quality management system (QMS) of IFNMU is confirmed by a certificate for the provision of services in the field of higher education at the university level and in the field of health care DSTU ISO 9001: 2015 (№UA MQ. 048-167-17 of 12.06.2017). The University has passed scheduled external supervisory audits and received confirmation that the IFNMU QMS complies with the current certificate with international recognition. The University has developed a concept for the development of the University (<https://www.ifnmu.edu.ua/uk/diyalnist-universytetu/systema-upravlinnia-iakistiu>).

13.2. Monitoring and periodic review of education programs.

The review of education programs is based on the results of the monitoring. The criteria for reviewing education programs are formulated both as a result of feedback from external and internal stakeholders and as a result of forecasting the development of the industry and the needs of society. Education programs are reviewed and re-approved in accordance with the Regulations (<https://www.ifnmu.edu.ua/uk/normatyvni-dokumenty>).

13.2. Annual assessment of students

IFNMU provides participants of the teaching and learning process (including foreign citizens and students with special needs) with unimpeded access to educational and methodological support, library resources, scientometric databases, providing them with professional consulting support, etc., as well as proper technical equipment of the auditoria and dormitories, provides support to graduates in employment.

Procedures for access to education programs, assessment, assignment of qualifications, recognition of previous formal learning results, recognition of educational results on educational declarations are clearly defined, transparent and ensure compliance/inconsistency of demonstrated learning outcomes, requirements of the relevant education program and additional conditions of assignment qualifications (if available).

The annual evaluation of students is carried out in accordance with these Regulations, other Regulations of the University and the results are published in the ranking lists.

13.3. Advanced training of academic and teaching staff

Advanced training and practical training of academic and teaching staff is carried out in accordance with the regulations of Ukraine and the Regulations on professional development of

academic and teaching staff of IFNMMU (<https://www.ifnmu.edu.ua/uk/diyalnist-universytetu/navchalna-robot>).

The University provides the minimum required level of qualification of academic and teaching staff by:

- formulation of clear requirements for the content components of the position, in particular for the ability and willingness of the candidate to develop relevant and priority research areas, establish international cooperation and/or participate in it, transfer of knowledge and technology, etc. when announcing a competition for research and teaching staff;
- organization of periodic assessment of professional competence and quality of teaching (including students' assessment);
- stimulating the professional development of research and teaching staff, encouraging them to scientific and/or innovative activities;
- assistance (organizational, informational, financial) to the academic mobility of research and teaching staff;
- creation of conditions for professional development of research and teaching staff.

The results of professional development are taken into account in the rating assessment of the activities of research and teaching staff in accordance with the relevant Regulations of the University. The rating of teachers at the University is presented at the meetings of the Academic Council, the Rectorate and brought to the attention of the departments.

13.4. Publicity of information about education programs, degrees of higher education and qualification

The official website of the University contains information that is subject to mandatory publication in accordance with the requirements of the Law of Ukraine "On Higher Education", "On Access to Public Information" (<https://www.ifnmu.edu.ua/uk>).

The University publishes and stimulates the publication (in the state language and at least one foreign language) as defined by the requirements of the laws of Ukraine "On Education" and "On Higher Education" of public information on education programs and their components (including programs of academic disciplines), evidence of the research and teaching staff competence, admission rules, official documents on the organization of the teaching and learning process and information on the accreditation of education programs.

13.5. Prevention and detection of academic plagiarism

Prevention of plagiarism in the academic environment of the University is regulated by the "Regulations on the detection and prevention of academic plagiarism at the University" (https://www.ifnmu.edu.ua/images/diyalnist_universitetu/naukova_robota/komisiya_plagiatu/Pologennya.pdf).

14. List of abbreviations used in the Regulations

NAES - National Academy of Educational Sciences of Ukraine
SFC - state final certification
EB - examination board
USEDE - Unified State Electronic Database on Education
USQE - Unified State Qualification Exam

ECTS (ECTS) - European Credit Transfer and Accumulation System
HEI – Higher Educational Institution
ESIPE - Educational and Scientific Institute of Postgraduate Education
EQL - educational and qualification level
SEP – Science Education Program
PEP - professional Education Program
OSCE - Objective structured clinical examination
POFE – a practice-oriented final exam
RA - Rector’s Assessment of Knowledge Quality
QMS - quality management system
University, IFNMU - Ivano-Frankivsk National Medical University
Testing Board of the Ministry of Health of Ukraine - the State Organization “Testing Board for Professional Competence Assessment of Higher Education Trainees in Medicine and Pharmacy at the Ministry of Health of Ukraine”)
CMC - Central Methodical Council of the University
NQF - National Qualifications Framework

15. Final provisions

The Regulations are approved by the decision of the Academic Council of the University and are introduced by the order of the Rector of the University and comes into force from the moment of its approval.

Proposals for amendments to the approved Regulations may be made by the heads of all departments, research and teaching staff, as well as persons studying at the University. Proposals are submitted in the form of a written statement addressed to the first vice-rector of the University, justifying the expediency and necessity of making changes and additions to the Regulations. The statements are submitted to the head of the ECTS department and monitoring of the quality of education of the University, who, after careful study of the latter, submits them to the commission chaired by the first vice-rector. Proposals received during the academic year are analysed, structured and submitted annually not later than 3 months before the start of the new academic year for consideration by the Academic Council of the University. After their approval by the Academic Council, the order of the Rector of the University approves a new version of the Regulations, which enter into force.

Since the entry into force of the new version of the Regulations on the organization of the teaching and learning process at Ivano-Frankivsk National Medical University, the previous one expires.

In case of urgent need to make changes and additions to these Regulations related to changes in current legislation, they may be made at a regular meeting of the Rectorate of the University and put into effect by the order of the Rector.