


APPROVING
Head of the Department of
Pharmaceutical and
Toxicological Chemistry,
Pharmacognosy and Botany of
the Federal State Budgetary
Educational Institution of Higher
Medical Education of the
Ministry of Health of the Russian
Federation


_____. A. Ozerov
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THE PROCEDURE
for conducting intermediate certification of students,
including using distance learning technologies,
at the Department of Pharmaceutical and Toxicological Chemistry,
Pharmacognosy and Botany
Federal State Budgetary Educational Institution of Higher Medical Education of the Ministry
of Health of Russia

1. General provisions

1.1. The procedure was developed in order to regulate the conduct of intermediate attestation (assessment tests, exams) in educational programs of higher education (specialty, bachelor's degree), including using distance learning technologies, at the Department of Pharmaceutical and Toxicological Chemistry, Pharmacognosy and Botany of the Federal State Budgetary Educational Institution of Higher Medical Education of the Ministry of Health of the Russian Federation, taking into account the specifics of intermediate attestation under restrictive conditions in case of threat of occurrence and (or) occurrence of certain emergency situations, the introduction of a high-alert regime or an emergency situation throughout the Russian Federation or in the Volgograd Region (hereinafter, respectively, the Order, IA, DOT).

1.2. The procedure has been developed in accordance with the following current regulatory documents:

Regulations on the forms, frequency, and procedure for conducting ongoing academic performance monitoring and intermediate Certification, as well as on the point-rating system for evaluating students' academic Performance of the Federal State Budgetary Educational Institution of Higher Medical Education of the Ministry of Health of the Russian Federation;

Regulations for the intermediate certification of students, including with the use of distance learning technologies at the Federal State Budgetary Educational Institution of Higher Education VolgSMU of the Ministry of Health of the Russian Federation;

The procedure for certification in the discipline "Botany" for students of the specialty program "Pharmacy", in the 2024-2025 academic year.

The procedure for certification in the discipline "Botany" for students of the bachelor's degree program "Biology" profile "Biochemistry" in the 2024-2025 academic year.

The procedure for certification in the discipline "Botany" for students of the bachelor's degree program "Biology" profile "Genetics" in the 2024-2025 academic year.

The procedure for certification in the practice of "Educational practice in botany" for students of the specialty program "Pharmacy", in the 2024-2025 academic year.

The procedure for certification in the practice of "Educational practice in pharmacognosy" for students of the specialty program "Pharmacy", in the 2024-2025 academic year.

The procedure for certification in the discipline "Toxicological Chemistry" for students of the specialty program "Pharmacy" in the 2024-2025 academic year.

The procedure for certification in the discipline "General pharmaceutical Chemistry" for students of the specialty program "Pharmacy" in the 2024-2025 academic year.

The procedure for certification in the discipline "Methods of pharmacopoeial analysis" for students in the Pharmacy specialty program in the 2024-2025 academic year.

The procedure for certification according to PM.02 "Manufacture of medicines in the conditions of pharmacy organizations and veterinary pharmacy organizations." MDK.02.02 "Quality control of medicines" according to the training program for mid-level specialists, for students in the field of Pharmacy, in the 2024-2025 academic year.

The procedure for certification in the educational practice of UP.02.02 "Quality control of medicines" under the training program for mid-level specialists, for students in the field of Pharmacy, in the 2024-2025 academic year.

1.3. This Procedure establishes a unified approach to the technology of conducting IA, according to the disciplines/practices of educational programs of higher education (specialty, bachelor's degree), and also takes into account the specifics of conducting IA in conditions of

restrictive measures in the event of a threat and (or) the occurrence of certain emergencies, the introduction of a high-alert regime or an emergency situation throughout the Russian Federation or on territories of the Volgograd region.

1.4. The purpose of the IA is to assess the level of formation of students' competencies within the framework of completed disciplines/practices as indicators of the quality of educational programs at the Federal State Budgetary Educational Institution of Higher Medical Education of the Ministry of Health of the Russian Federation.

1.5. The IA is conducted within the time limits stipulated by the approved curricula and academic schedules of the relevant educational programs.

1.6. The date of the IA (tests, exams, assessment tests) is determined by the administrative act of the Federal State Budgetary Educational Institution of Higher Medical Education of the Ministry of Health of the Russian Federation, as well as the approved schedule of the test session.

1.7. The time of the PA in the discipline is calculated in accordance with the time zone of the location of the educational organization and must be within the period from 8:00 to 18:00 (with the exception of force majeure situations). If the student stays outside the Volgograd region (specifics of the implementation of regional restrictive measures) and there is a time zone difference that leads to the fact that the actual time of the student's IA exceeds the established time frame, the student must contact the relevant dean's office of the faculty/institute at least 3 days before the IA to make a decision on the date and the time of his IA. At the same time, the authorized staff of the dean's office will coordinate the date and time of the student's IA with the head of the academic department conducting the IA in the discipline. At the same time, the Dean's office of the faculty/institute informs the student of the approved date and time of the PA no later than 2 days before the IA.

1.8. The time of the IA is determined by the PA schedule approved by the department.

1.9. The present Procedure, the cathedral schedule of the IA, and the schedule of pre-examination consultations are communicated to students no later than 1 month before the start of the IA by posting these documents on the cathedral page of the website in the Intermediate Certification catalog.

1.10. The order and the cathedral schedule of the IA are formed based on the following conditions:

1.10.1. the form of the IA (full-time or with the use of DOT) established by the approved schedule of the test session;

1.10.2. The capabilities of the selected electronic video conferencing platform;

1.10.3. the number of groups assigned to take the IA at the department on the day set by the schedule, which determines the number of persons responsible for monitoring the IA;

1.10.4. when taking the PA in face-to-face format in compliance with all sanitary norms and rules, the time of the IA is up to 70 minutes (up to 10 minutes - identification and ticket issuance at the beginning of the IA; up to 30 minutes - written preparation of a plan (theses) response time and up to 30 minutes. for an oral response);

1.11. The student's appearance during the examination must be decent, neat, tidy, comply with safety regulations and rules of etiquette. In the full-time format of the IA, students must come to the PA in a medical gown, a cap, and a change of shoes.

1.12. In the case of the IA in full-time format, after the student passes the PA procedures, the assessment for the IA (on a 100-point scale) is verbally communicated to him; the final assessment for the discipline (module)/practice (on a 5-point scale for the exam and assessment,

on a scale of "credited-not credited" for the test), which is entered in his record book, as well as the final rating for the discipline (module)/practice on a 100-point scale.

1.13. The Department makes assessments based on the results of the IA in the electronic information and educational environment of the Federal State Budgetary Educational Institution of Higher Education VolgSMU of the Ministry of Health of the Russian Federation (hereinafter – EIOS VolgSMU). The information should be entered and the relevant statements submitted to the relevant dean's office of the faculty no later than three working days following the day of the PA, but no later than the last day of the month in which the interim certification was conducted.

2. The procedure for conducting an interim assessment (assessment, assessment, exam) in face-to-face format

2.1. The Department of Pharmaceutical and Toxicological Chemistry, Pharmacognosy and Botany conducts PA in full-time format

for students of the bachelor's degree program "Biology", the profile "Biochemistry" in the discipline "Botany"

for students of the bachelor's degree program "Biology", the profile "Genetics" in the discipline "Botany"

for students of the specialty program "Pharmacy" in disciplines:

Botany

Toxicological chemistry

General Pharmaceutical Chemistry

Methods of pharmacopoeial analysis

for students of the Pharmacy specialty program in practice:

Educational practice in botany

Educational practice in pharmacognosy

for students of the specialty "Pharmacy" SPO:

PM.02 "Manufacture of medicines in conditions of pharmacy organizations and veterinary pharmacy organizations." MDK.02.02 "Quality control of medicines"

educational practice EP.02.02 "Quality control of medicines"

2.2. Face-to-face IA in the case of restrictive measures in an unfavorable sanitary and epidemiological situation is carried out in compliance with the following sanitary and hygienic requirements:

cleaning of premises with the use of viral disinfectants before taking IA, including the treatment of all contact surfaces in public areas (door handles, switches, handrails, railings, table surfaces, etc.); if the IA lasts more than 4 hours, re-treatment of contact surfaces;

carrying out (if possible) air disinfection using equipment approved for use in the presence of people;

providing conditions for hygienic treatment of hands with the use of antiseptics in the lobby at the entrance to the building where IA is performed, in sanitary facilities, as well as ensuring the constant availability of hand washing products, antiseptic hand treatments in bathrooms;

mandatory thermometry by non-contact method at the entrance to the building/department where the fall occurs;

not allowing persons with elevated body temperature (above 37°C) and signs of acute respiratory viral infections (cough, rhinorrhea, sneezing, etc.) to participate in the IA. In this

case, the student is given a no-show for a valid reason (as indicated in the IA statement) and the dates of his IA are postponed to another time during the test session, and information about the new dates of the IA is communicated to the student no later than 3 working days before it begins.;

preventing students from crowding (including in halls and corridors before the start of classes), monitoring social distance, including when seating in the classroom for classes;

the presence of properly worn personal respiratory protection equipment on all IA participants (students, teachers, support staff);

organization of centralized collection of used disposable masks after taking IA and packaging them in plastic bags before placing them in waste collection containers.

2.3. Students are prohibited from carrying and using communication equipment during the course of the IA.

2.4. After passing the IA, the teacher orally informs the student of the assessment for the IA the final assessment for the discipline (module)/practice (on a 5-point scale for the exam and assessment, on a scale of "credited-not credited" for the test), which is recorded in his record book, as well as the final rating in the discipline / practice on a 100-point scale.

2.5. The department makes assessments based on the results of the IA in the EIOS of VolgSMU. The information should be entered and the relevant statements submitted to the relevant dean's office of the faculty / IOS no later than three working days following the day of the IA, but no later than the last day of the month in which the interim certification was conducted.

2.5. Students who have not passed the IA are assigned a re-certification, according to internal local acts and the schedule of retakes.

3. Validity period

3.1. This Procedure comes into force instead of the previous version of the Procedure for conducting intermediate Certification of Students, including using distance Learning technologies, at the Department of Pharmaceutical and Toxicological Chemistry, Pharmacognosy and Botany of the Federal State Budgetary Educational Institution of Higher Medical Education of the Ministry of Health of the Russian Federation and is valid during the spring semester of the 2024-2025 academic year..