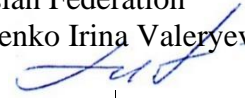


APPROVING IT  
Head of the Department  
children's dentistry  
Volga State Medical University  
of the Ministry of Health of the  
Russian Federation  
Fomenko Irina Valeryevna



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August 25, 2025

order  
conducting intermediate certification of students,  
including using distance learning technologies,  
at the Department of Pediatric Dentistry  
Volga State Medical University of the Ministry of Health of the Russian Federation

Volgograd, 2025

## 1. General provisions

1.1. The procedure was developed in order to regulate the conduct of intermediate certification (tests, tests with assessment, exams) in educational programs of higher education (specialty), including with the use of distance educational technologies, at the Department of Pediatric Dentistry of the Volga State Medical University of the Ministry of Health of the Russian Federation, taking into account the specifics of conducting intermediate certification in conditions of restrictive measures (or) the occurrence of individual emergencies, the introduction of a high-alert mode or an emergency situation throughout the territory of the Russian Federation or in the territory of the Volgograd Region (hereinafter, respectively, the Procedure, PA, DOT).

1.2. The Procedure is developed in accordance with the current version of the following regulatory documents:

- Regulations on the forms, frequency, and procedure for conducting ongoing monitoring of academic performance and intermediate certification, as well as on the point-rating system for evaluating academic performance of students of the Volga State Medical University of the Ministry of Health of the Russian Federation;
- Regulations for conducting intermediate certification of students, including those using distance learning technologies in the Volga State Medical University of the Ministry of Health of the Russian Federation;
- The procedure for certification in the discipline "Prevention and community dentistry" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Prevention of dental anomalies" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Pediatric Dentistry" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Children's maxillofacial surgery" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Modern approach to the diagnosis and treatment of dental caries in children in international practice" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Orthodontics and children's prosthetics" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Clinical and functional diagnostic methods in orthodontics" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
- The procedure for certification in the discipline "Diagnosis and treatment of maxillary deformities in TMJ dysfunction" for students in the specialty 31.05.03 "Dentistry" in the 2025-2026 academic year;
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- The procedure for certification of academic practice "Research work (obtaining primary skills of research work)" for students in the direction of training 31.05.03 "Dentistry", profile Dentistry in the 2025-2026 academic year;
- The procedure for certification in industrial practice "Practice for obtaining professional skills and professional experience (in preventive dentistry)" for students in the direction of training 31.05.03 "Dentistry", profile Dentistry in the 2025-2026 academic year;

- The procedure for certification in industrial practice "Practice for obtaining professional skills and professional experience (in pediatric dentistry)" for students in the direction of training 31.05.03 "Dentistry", profile Dentistry in the 2025-2026 academic year;

1.3. This Procedure establishes a unified approach to the technology of conducting PA, including the use of DOT in the disciplines (modules)/practices of higher education (specialty) educational programs, and also takes into account the specifics of conducting PA in the conditions of restrictive measures in the event of the threat of occurrence and (or) occurrence of certain emergency situations, the introduction of a high-alert mode, or emergency situations in the entire territory of the Russian Federation or in the territory of the Volgograd region.

1.4. The purpose of conducting PA, including with the use of DOT, is to assess the level of formation of students' competencies within the completed disciplines (modules)/practices as indicators of the quality of implementation of educational programs in the Volga State Medical University of the Ministry of Health of the Russian Federation.

1.5. In the case of conducting PA with the use of DOT, the technologies used must ensure the objectivity of the assessment, the safety of the results and the possibility of computer processing of information based on the results of certification.

1.6. The PA is conducted within the time limits stipulated by the approved curricula and calendar training schedules of the relevant educational programs.

1.7. The date of the PA (tests, exams, tests with assessment) is determined by the administrative act of the Volga State Medical University of the Ministry of Health of the Russian Federation, as well as the approved schedule of the test and examination session.

1.8. The time of conducting 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 a student stays outside the Volgograd Region (especially when implementing regional restrictive measures) and there is a time zone difference that leads to the fact that the actual time of the student's PA is outside the established time frame, the student must contact the relevant dean's office of the faculty / institute in advance at least 3 days before the PA to make a decision on the date and the time of holding its PA. At the same time, authorized employees of the dean's office agree on the date and time of the PA of this student with the head of the educational part of the department that conducts the PA 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 PA is held.

1.9. The time of conducting the PA, including with the use of DOT, is brought to the attention of students and teachers in advance by posting information in the electronic information and educational environment of the Volga State Medical University of the Ministry of Health of the Russian Federation (hereinafter referred to as EIOS VolgSMU) in the "Schedule" section.

1.10. The present Procedure and detailed schedules for conducting the PA in full-time format (see Appendix 1.1 for the schedule template) are communicated to students in advance by posting information in the course of the relevant discipline (module)/internships on the electronic information and educational portal (hereinafter referred to as EIEP) VolgSMU.

1.11. The procedure and daily schedule for conducting the PA, including those with the use of DOT, are formed based on the following conditions:

- the form of conducting the PA established by the approved schedule of the test and examination session (full-time or with the use of DOT);

- the capabilities of the selected electronic video conferencing platform;
- the number of groups assigned to pass the PA at the department on the day set by the schedule, which determines the number of persons providing control of the PA, including with the use of DOT (may not be included in the order on approval of examiners);
- the number of persons providing control of the PA with the use of DOT is determined mainly at the rate of up to 9 examinees who are in the field of observation of the screen of the electronic video conferencing platform (on average (two) groups per day per person) providing control of the PA with the use of DOT;
- when receiving a PA in full-time format in compliance with all sanitary norms and rules, the time of conducting the PA is up to 70 minutes (up to 10 minutes – identification of the individual and issuing a ticket at the beginning of the PA; up to 30 minutes-writing a plan (theses) response time and up to 30 minutes. to an oral response).

1.12. If the PA is conducted in full-time format, after passing the PA procedures, the student is verbally informed of the grade for the PA (on a 100-point scale); the final grade for the discipline (module)/practice (on a 5-point scale for the exam and credit with an assessment, on the "credited-not credited for credit" scale), which is entered in his credit book, as well as the final rating for the discipline (module)/practice on a 100-point scale.

1.13. The Department submits assessments based on the results of the PA to the EIE of VolgSMU. Entering information and submitting relevant statements to the relevant dean's office of the faculty/IOZ should take place 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 the PA (test, test with assessment) in full-time format**

2.1. The Department of Pediatric Dentistry conducts the following activities:

credits for the following disciplines:

- Modern approach to the diagnosis and treatment of dental caries in children in international practice;
- Dentistry;
- Clinical and functional diagnostic methods in orthodontics;
- production practice "Practice for obtaining professional skills and professional experience (in pediatric dentistry)".

exams:

- Children's dentistry;
- Orthodontics and children's prosthetics.

2.2. In the event of establishing restrictive measures in the event of an unfavorable sanitary and epidemiological situation, a full-time PA is conducted in compliance with the following sanitary and hygienic requirements:

- carrying out cleaning of premises with the use of disinfectants according to the virus mode before receiving PA, including the treatment of all contact surfaces in public areas (door handles, switches, handrails, railings, table surfaces, etc.); if the duration of PA is more than 4 hours – repeated treatment of contact surfaces;
- carrying out (if possible) air disinfection using equipment approved for use in the presence of people;
- providing conditions for hygienic hand treatment with the use of antiseptics in the lobby at the entrance to the building where PA is conducted, in sanitary units, as well as

ensuring the constant availability of hand washing products, antiseptic hand treatment products in bathrooms;

- mandatory thermometry in a non-contact way at the entrance to the building/department where PA takes place;

- non-admission to the PA of persons with an elevated body temperature (above 37<sup>0</sup>C) and signs of acute respiratory viral infections (cough, rhinorrhea, sneezing, etc.). In this case, the student is given a non-appearance for a valid reason (which is made a corresponding entry in the PA's statement) and the terms of his PA are postponed to another time during the test period.the exam session, and information about the new dates of the PA is brought to the student's attention no later than 3 business days before its start;

- prevention of congestion of students (including in the halls, corridors before the start of the PA), control of compliance with social distance, including when seating in the audience for the PA;

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

- organization of centralized collection of used disposable masks after receiving PA with their packaging in plastic bags before placing them in waste collection containers.

2.3. After passing the PA, the teacher orally informs the student of the grade for the PA; the final grade for the discipline (module)is given by the teacher./practice (on a 5-point scale for the exam and credit with an assessment, on the "credited-not credited for credit" scale), which is entered in his credit book, as well as the final rating for the discipline/practice on a 100-point scale.

2.4. The Department submits assessments based on the results of the PA to the EIE of VolgSMU. Entering information and submitting relevant statements to the relevant dean's office of the faculty / IOZ should take place 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.

2.5. Students who have not passed the PA 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 those using distance learning technologies, at the Department of Pediatric Dentistry of the Volga State Medical University of the Ministry of Health of the Russian Federation and is valid during the fall semester of the 2025-2026 academic year.

