

**Attestation procedure
in the internship in quality control of medicines
for students for students in 2020 admission
according to the educational program
specialist degree
in the specialty of training 33.05.01 Pharmacy
direction (profile) Pharmacy,
form of study full-time (face to face)
for the 2024-2025 academic year**

The procedure of attestation on internship on quality control of medicines is developed on the basis of the ‘Regulations on forms, frequency, procedure of current control of academic performance and interim attestation, as well as on point-rating system of evaluation of academic performance of students of FSBEI HE VolgSMU of the Ministry of Health of Russia’ (order of implementation No. 1034-CO dated 19 June 2024), developed in order to provide a unified approach to the attestation of students and regulating the order of organisation and conduct of current control, interim attestation and evaluation of academic performance of students of FSBEI HE VolgSMU of the Ministry of Health of Russia (order of implementation No. 1034-CO dated 19 June 2024), developed in order to provide a unified approach to the attestation of students and regulating the order of organisation and conduct of current control, interim attestation and evaluation of academic performance of students of FSBEI HE VolgSMU of the Ministry of Health of Russia.

The Regulations on the forms, frequency, procedure of current progress control and interim certification, as well as the point-rating system of evaluation of students' progress applies to students of all faculties of FSBEI HE VolgSMU of the Ministry of Health of Russia, including the Faculty of Pharmacy, undergoing industrial practice of the basic part “Internship in quality control of medicines”.

BRS is a system of quantitative assessment of the level of mastering the educational programme and personal educational achievements of students.

The main objectives of the BRS include:

- stimulation of daily systematic educational activity of students on formation and development of competences stipulated by the educational programme;
- obtaining versatile and differentiated information about the quality and performance of training on the basis of streamlining the system of control of

knowledge, skills and work experience as indicators of the achievement of competences;

- determining the real place that the learner occupies among his/her fellow students in accordance with his/her successes;
- formation of objective information about personal learning achievements of students for their encouragement;
- reducing the role of accidents in intermediate and/or state final attestation.

The maximum number of points that a student can get on the internship on quality control of medicines for the semester - 100, the minimum number of points at which the semester programme for the discipline can be considered completed and the student can be admitted to the credit or examination - 61.

At the Department of Pharmaceutical and Toxicological Chemistry, Pharmacognosy and Botany internship on quality control of medicines takes place in the IX semester, and ends with a credit with a grade.

Credit with assessment for industrial practice is held during the winter examination session. The credit with evaluation is carried out on the basis of examination tickets, drawn up on the basis of the working programme of industrial practice. Examination questions cover all sections of practical training. All tickets are equal in scope and level of difficulty. Examination tickets are approved at the meeting of the Department and the Council of the Faculty of Pharmacy.

Current control

1. Current control of students' progress is carried out in order to assess the degree of mastery of the training material of internship on quality control of medicines in the course of its implementation, as well as the timely identification of unsuccessful students in order to provide them with educational and methodological assistance from the faculty of the department in the framework of group and individual consultations, including workouts.
2. Current control of students' progress is carried out within the time allotted by the curriculum of the educational programme for the mastering of this practice.
3. Current control of students' progress is carried out within the framework of contact work of students with the teacher and supervisor on the basis of practice.
4. Current control on internship on quality control of medicines is carried out by the teacher with the use of assessment tools and in the forms provided by the fund of assessment tools of this practice.

5. During the current control of students' progress, the teacher evaluates the results in accordance with the requirements of the BRS.
6. The results of the passage of the necessary forms of current control students are recorded by the teacher in the logbook of current academic performance and attendance of students, which forms a picture of mastering the material internship on quality control of medicines by each student.
7. When not passing, or unsatisfactory results of part of the activities of the current control of progress in the student may form a current debt, which is formed from the presence of unsatisfactory marks received in classes to control knowledge, skills, abilities, skills provided by the working programme of practice, and / or the presence of absences from classes in practice, mastered educational programme, and / or the presence of unsatisfactory marks for the diary of practice and individual assignment, or not handed in the diary and individual assignment, or not given diary and individual assignment, or not given to the student. 8.
8. Procedure of liquidation of current debts:
 - 8.1. liquidation of current debts is carried out within the time allotted to the teaching staff of the department for group and individual consultations, including workouts, in accordance with the departmental technology and the departmental schedule of their admission;
 - 8.2. current debts must be eliminated, as a rule, before the end date of the semester;
 - 8.3. after the end date of the semester, the liquidation of current debts in practice is possible until the established term of the 2nd retake of interim certification in the semester in which the study of the discipline ends and in which the interim certification on it is carried out;
 - 8.4. the student who for an unjustified reason has not eliminated current arrears of practice, which provides for interim certification in a given semester, to the established date of the 2nd retake of interim certification, is not allowed to interim certification of this practice and expelled from FSBEI HE VolgSMU of the Ministry of Health of Russia as not fulfilling the obligations to diligently master the educational programme and implementation of the curriculum;

8.5. liquidation of current debt by the student after the end date of the semester is carried out in accordance with the individual schedule of liquidation of current debt, which is prepared by the head of the educational programme or a person authorized by him together with the department assigned to the implementation of the discipline on which the current debt has arisen.

Intermediate certification

1. Intermediate attestation of students is carried out to assess the level of competencies formed by the students at the end of industrial practice as indicators of the quality of implementation of educational programmes.
2. To the interim certification on internship on quality control of medicines can be admitted students who do not have a current debt on this practice, while the admission does not affect the presence of debts (current or academic debt) on other disciplines / practices.
3. It is not allowed to charge students for intermediate certification.
4. Intermediate attestation of students is carried out within the amount of time allocated by the curriculum of the educational programme for intermediate attestation on internship on quality control of medicines, in the terms established by the calendar of the educational programme.
5. Intermediate attestation of students is carried out within the framework of contact work of students with the teacher.
6. Intermediate certification of students on internship on quality control of medicinal products is carried out in the forms provided for by the curriculum of the educational programme (credit with assessment), using assessment means from the fund of assessment means of this practice.
7. During the interim certification of students the teacher evaluates the results in accordance with the scales and criteria of the BRS sections.
8. As the results of intermediate attestation are taken into account credited in the order of re-credit or recertification learning outcomes, mastered by the student in other organisations or other educational programmes of FSBEI HE VolgSMU of the Ministry of Health of Russia.
9. Failure to pass interim certification without the formation of academic debt occurs if the student did not attend the interim certification for a valid reason

(temporary disability, public or state duties, summons to court, transportation problems (flight cancellation, lack of tickets), weather conditions, etc.). In this case, the student must submit to the dean's office of the Faculty of Pharmacy upon receipt of a document confirming a valid reason for absence, and has the right to pass interim certification in the established terms of retakes within the framework of this credit and examination session.

10. Failure to pass the interim attestation with the formation of academic debt occurs:

10.1. in case of receiving an unsatisfactory grade at the interim attestation;

10.2. in case of failure to attend the interim attestation without a valid reason, in this case the final grade for the discipline 'unsatisfactory';

10.3. in case of non-admission of the student to the interim certification in accordance with paragraph 8.4. and paragraph 2. of this Procedure, the final assessment of the discipline 'unsatisfactory'.

11. The order of liquidation of academic debt:

11.1 The student who has an academic debt, has the right to pass interim certification on internship on quality control of medicines (hereinafter - retake) not more than two times in the terms determined by a regulatory act on FSBEI HE VolgSMU of the Ministry of Health of Russia (hereinafter - retake terms). This period does not include the time of illness of the student, his/her being on academic leave or maternity leave.

11.2 For the elimination of academic debt requires the permission of the dean's office of the Faculty of Pharmacy.

11.3 For interim certification in the second term of retake examinations at the host department of pharmaceutical and toxicological chemistry, pharmacognosy and botany is created commission, the composition of which is approved by the head of the department after discussion of the issue at the meeting of the department. To retake the exam, the commission is formed of at least 3 persons from among the examiners of the department with the established requirements for the position, academic rank, academic degree.

11.4 In one day, the student has the right to eliminate academic debt on several disciplines / practices. In this case, the student is solely

responsible for the consequences of the decision to retake in one day several credits / credits with a grade / exams.

11.5 The student who has not eliminated the academic arrears within the established terms is expelled from FSBEI HE VolgSMU of the Ministry of Health of Russia as a failure to fulfil the obligations on conscientious mastering of the educational programme and implementation of the curriculum.

In order to assess the quality of solving practice tasks and mastering the necessary competences by the student at the end of the internship, an interim certification is carried out with an assessment in the student's credit card on a 5-point system based on the final rating on practice (Rprac).

Rprac - final rating on practice - is an individual assessment of the practice in points, taking into account the interim certification, the maximum number of points - 100, the minimum number of points at which the practice can be credited - 61 (see Table 1).

Table 1: Final evaluation of the practice

Assessment on a 100-point system	Assessment on a pass-fail basis (for credit)	Assessment according to the 5-point system (for credit with a grade, examination)		ECTS assessment		
100-96	Зачтено	5	Отлично	A		
95-91				B		
90-81		4	Хорошо	C		
80-76				D		
75-71				3	Удовлетворительно	E
70-66		2	Неудовлетворительно			Fx
65-61						F
60-41	Не зачтено	2	Неудовлетворительно			
40-0						

The final practice rating (Rprac) is calculated according to the following formula:

$$R_{prac} = (R_{praca} + R_{is}) / 2$$

where

Rprac - final rating for practice

Rpraca - average rating of the practice for n semesters of study - individual assessment of mastering the practice in points for n semesters of

study; in this case $n = 1$, therefore, the rating for the semester does not require averaging;

R_{is} - rating of interim certification.

The average rating of practice is calculated using the following formula:

$$R_{praca} = R_{pre9}$$

where

R_{pre9} - rating for practice in the 9th semester preliminary

The preliminary rating for practice in the 9th semester is calculated according to the following formula:

$$R_{pre9} = R_{cr} + R_b - R_p$$

where

R_{cr} - current rating;

R_b - bonus rating;

R_p - penalty rating.

Calculation algorithm

1. Methodology for calculating the average score of current academic performance (R_{cr})

During the mastering classes, the instructor evaluates the student's work on a 5-point scale. An arithmetic mean is calculated from these marks, which is then converted to a 100-point scale (Table 2). The minimum score to be counted is 61.

Table 2. Conversion of the student's current grade point average into a rating score according to the 100-point system

The average score according to the 5-point system	Score according to the 100-point system	The average score according to the 5-point system	Score according to the 100-point system	The average score according to the 5-point system	Score according to the 100-point system	The average score according to the 5-point system	Score according to the 100-point system
5,00	100	3,45	70	2,48	40	2,09	10
4,95	99	3,40	69	2,46	39	2,08	9
4,90	98	3,35	68	2,44	38	2,07	8
4,85	97	3,30	67	2,42	37	2,06	7
4,80	96	3,25	66	2,40	36	2,05	6
4,75	95	3,20	65	2,38	35	2,04	5
4,70	94	3,15	64	2,36	34	2,03	4
4,65	93	3,10	63	2,34	33	2,02	3
4,60	92	3,05	62	2,32	32	2,01	2
4,5	91	3,00	61	2,30	31	2,00	1
4,47	90	2,98	60	2,29	30		
4,43	89	2,95	59	2,28	29		
4,40	88	2,93	58	2,27	28		
4,37	87	2,90	57	2,26	27		
4,33	86	2,88	56	2,25	26		
4,30	85	2,85	55	2,24	25		
4,27	84	2,83	54	2,23	24		
4,23	83	2,80	53	2,22	23		
4,20	82	2,78	52	2,21	22		
4,17	81	2,75	51	2,20	21		
4,13	80	2,73	50	2,19	20		
4,10	79	2,70	49	2,18	19		
4,07	78	2,68	48	2,17	18		
4,03	77	2,65	47	2,16	17		
4,00	76	2,63	46	2,15	16		
3,90	75	2,60	45	2,14	15		
3,80	74	2,58	44	2,13	14		
3,70	73	2,55	43	2,12	13		
3,60	72	2,53	42	2,11	12		
3,50	71	2,50	41	2,10	11		

2. Calculation of the preliminary rating for practice (R_{pre9})

A student's preliminary rating for practice in the 9th semester is calculated on the basis of the current rating, taking into account bonuses and penalties, which are calculated according to the criteria (see Table 3):

$$R_{pre9} = R_{cr} + R_b - R_p$$

Table 3: Bonuses and penalties by practice

<u>Bonuses</u>	Name	Scores
Student research work (except for those carried out as part of the internship)	Training and research work by practice sections	Up to + 5.0
Writing an abstract/publication of theses based on the results of research and development activities	Student's scientific research work	Up to + 5.0
Scientific work of the department	Participation in the scientific work of the department	Up to + 5.0
Social and educational work of the department	Participation in social and educational work of the department	Up to + 5.0
<u>Penalties</u>	Name	Scores
Disciplinary	Failure to attend the safety briefing on time	-2,0
	Missing a practical training session without a valid excuse	- 2,0
	Systematic late arrivals to practical classes	up to - 1.0
	Violation of academic and labour discipline	Up to -4.0
	Submission of reporting documentation not within the established deadlines	up to - 1.0
Causing material damage	Damage to equipment and property	- 2,0

If the practice is implemented during one semester, the preliminary rating Rpre9 is equal to the average rating of the practice in the semester Rpraca.

3. Calculation of points of interim certification of practice (Ric)

Interim certification includes:

- assessment of mastering of practical skills, carried out through inspection and evaluation of reporting documentation on practice;
- a report, which is a public defence of the report on the results of individual assignments.

The quality of the reporting documents submitted by the student (practice diary and report on the results of individual tasks) is assessed by the teacher in accordance with the criteria (see Table 4). The minimum score is 61.

Table 4: Criteria for evaluating the student's submitted report documents practice documents

Evaluation criteria	Rating score
The report on the results of individual tasks has not been submitted. The practice diary has not been submitted.	0-20
The report on the results of individual assignments is submitted, but it is executed with gross errors of content and design. The internship diary is submitted, but has gross errors of content and design.	21-40
The report on the results of individual assignments is submitted, but it is executed with significant errors in the content, with insignificant remarks on the design. The internship diary is submitted, but it has significant errors in content, with insignificant remarks on the design.	41-60
The report on the results of individual assignments is submitted, there are 2-3 insignificant errors of content, while the remarks on design are insignificant. Internship diary handed in, has 2-3 non-substantial errors of content, with insignificant remarks on design.	60-80
The report on the results of individual assignments is submitted, it has no errors in content, and there are few or no remarks on the design. The practice diary has been handed in, has no errors of content, and there are no or insignificant remarks on its design.	81-100

The final stage of certification is the final stage of certification and it assesses the level of competence of the student in the internship. The results are assessed according to the criteria presented in Table 5). The minimum score to be counted is 61.

Table 5. Criteria for evaluating the results of the report defence based on the results of individual assignments

Characterisation of the response	ECTS assessment	Scores in the BRS	Level of competence in practice	Evaluation on a 5-point scale
A full, detailed answer to the research questions, a set of conscious knowledge about the object is shown, manifested in the free operation of concepts, the ability to identify its essential and non-essential features, cause-and-effect relationships. Knowledge about the object is demonstrated against the background of understanding it in the system of pharmaceutical chemistry and interdisciplinary relations. The report on the results of individual tasks is formulated in terms of science, set out in literary language, logical, evidentiary, demonstrates the author's position of the student. The student demonstrates advanced high advanced level of competence formation	A	100–96	HIGH	5 (5+)
A full, detailed answer to the research questions posed, a set of conscious knowledge about the object is shown, the main provisions of the topic are evidently disclosed; the answer has a clear structure, logical sequence, reflecting the essence of the concepts, theories, phenomena disclosed. Knowledge about the object is demonstrated against the background of understanding it in the system of the given science and interdisciplinary relations. The report on the results of individual tasks is presented in literary language in terms of science. There may be flaws in the definition of concepts, corrected by the student independently in the process of answering. The student demonstrates a high level of competences.	B	95–91		5
Дан a full, detailed answer to the research questions posed, the ability to identify essential and non-essential features, cause-and-effect relationships is demonstrated. The report on the results of individual tasks is clearly structured, logical, set out in literary language in terms of science. There may be flaws or minor errors, corrected by the student with the help of the teacher. The student demonstrates an average elevated level of competence.	C	90–81	MEDIUM	4
A full, detailed answer to the research questions posed, the ability to identify essential and non-essential features, cause-and-effect relationships is demonstrated. The report on the results of individual tasks is clearly structured, logical, presented in terms of science. However, there are minor errors or mistakes, corrected by the student with the help of 'leading' questions of the teacher. The student demonstrates an average sufficient level of competences.	D	80-76		4 (4-)
A complete, but not consistent enough answer to the research questions, but at the same time the ability to identify essential and non-essential features and cause-and-effect relationships is shown. The report on the results of individual assignments is logical and presented in terms of science. There may be 1-2 errors in the definition of basic concepts, which the student finds it difficult to correct independently. The student demonstrates a low level of competence.	E	75-71	LOW	3 (3+)
Insufficiently complete and insufficiently detailed answer to the	E	70-66		3

research questions. The logic and sequence of presentation have violations. There are errors in the disclosure of concepts, use of terms. The student is not able to independently identify essential and nonessential features and cause-and-effect relationships. The student can concretise generalised knowledge, proving its main provisions by examples only with the help of the teacher. Formalisation of the report on the results of individual assignments requires amendments, corrections. The student demonstrates an extremely low level of competence formation.				
The answer is incomplete, the logic and sequence of presentation have significant violations. There are gross errors in determining the essence of the disclosed concepts, theories, phenomena, due to the student's lack of understanding of their essential and nonessential features and relationships. There are no conclusions in the report on the results of individual tasks. The ability to reveal specific manifestations of generalised knowledge is not shown. Formalisation of the report on the results of individual tasks requires corrections and adjustments. The student demonstrates the threshold level of competences.	E	65-61	THRESHOLD	3 (3-)
The answer is incomplete, representing scattered knowledge on the topic of the question with significant errors in definitions. There is fragmentation, illogicality of presentation. The student does not realise the connection of biological concepts, theories, phenomena with other objects within the framework of practice. The report on the results of individual tasks lacks conclusions, specificity and evidence of presentation. Speech at the oral defence is illiterate. Additional and clarifying questions of the teacher do not lead to the correction of the student's answer not only to the question posed, but also to other questions within the practice. Competence is absent.	Fx	60-41	COMPETENCE ABSENT	2
Basic research questions are not answered. The student does not demonstrate indicators of achievement of competence formation. Competence is absent.	F	40-0		2

The final score of the student's interim assessment for the internship (Rprac) is calculated as the arithmetic mean of the points received for the reporting documents submitted by the student (internship diary and report on the results of individual assignments) and the points received for the defence of the report on the results of individual assignments.

Considered at the meeting of the department of Pharmaceutical and Toxicological Chemistry, pharmacognosy and botany "28" August 2024, protocol No1

Head of the Department



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