

Pursuant to Article 119 of the Statute of the Polytechnic "Nikola Tesla" in Gospić, the Professional Council at its 133rd session held on 21 November 2016 issued the:

ORDINANCE

on the Assessment of the Incoming Students within the ERASMUS + programme

Article 1

Assessment and Evaluation of Incoming Students' Work

The work of incoming students during the course (module) is evaluated and assessed during the classes and in the final exam according to the study programme.

The assessment is made by applying the European Credit Transfer System (ECTS) and numerical system as well.

The evaluation within the ECTS system is carried out in relation to a group by relative distribution of all students enrolled in a study programme that successfully mastered the subject according to the final overall success.

In study groups with less than 10 students the evaluation within the ECTS system can be done by absolute distribution according to the achieved overall success.

Article 2

Assessment in the European Credit Transfer System

The success of incoming students for each course is expressed in ECTS grading scale in percentages from 0 to 100% whereby the passing grade cannot be lower than 40%.

Monitoring and assessment of incoming students for each course (module) is done during the classes and in the final examination as follows:

- the total percentage of success in classes (attendance, colloquia, preliminary exams and other activities in classes determined by the study programme) makes up to 70% of a grade
- the total percentage of student performance in the final exam makes up to 30% of the grade.

Incoming students who, during the classes, have achieved:

- from 0 to 29.9% of the grade are graded F (fail) and cannot acquire ECTS credits,
- from 30 to 39.9% of the grade are graded with FX (insufficient) and can take a corrective exam where they can achieve additional 0-10% of the grade. Minimum test score is 40% of successfully tasks done,
- 40% of grade or more - must take the final exam,
- the date of a corrective exam (score FX) is the last week of the classes and before the first date of the final exam.

Incoming students who have achieved 40% of a grade or more in the corrective exam have the right to take the final exam.

In the final examination incoming students can achieve up to 30% of the final grade. The minimum test score in the final examination is 40% successfully tasks done.

An incoming student who has not achieved the minimum test score in the final exam can take the final exam again. An incoming student can take the final exam in the scheduled

examination periods of the current academic year. The final exam can be only written or written and oral.

The final grade is the sum of the percentage achieved during the classes and the percentage achieved in the final exam.

Article 3

Assessment in Relation to the Group

Distribution of students due to their success in mastering the subjects in relation to the group shall be done after determining the final ranking list of success of all the students as follows:

- A - 10% of students,
- B - 25% of students,
- C - 30% of students,
- D - 25% of students,
- E - 10% of students.

The final ranking is made after the second date of the final exam: at the end of February for the courses of winter semester and in July for the courses of summer semester.

Students who pass the final exam in the third date (in September) will be distributed in the final ranking according to the distribution created in February and July.

In study groups with less than 10 students the distribution can be made on the basis of the final achievement (the sum of the ECTS grade achieved in classes and in the final examination) as follows:

- A - 80 to 100% of grade,
- B - 70 to 79,9% of grade,
- C - 60 to 69,9% of grade,
- D - 50 to 59.9% of grade,
- E - 40 to 49.9% of grade.

For courses expressed with a descriptive grade, the teacher awards the grade "fulfilled" to students who achieve 40 or more points.

Article 4

Numerical Grading System

Numerical grading system is compared to the ECTS system as follows:

grade excellent (5) is equivalent to A in ECTS scale,
grade very good (4) is equivalent to B in ECTS scale,
grade good (3) is equivalent to the C in ECTS scale,
grade sufficient (2) is equivalent to D in ECTS scale, and grade D and E in ECTS scale is recognised as grade sufficient (2) and grade insufficient (1) is equivalent to F and FX in ECTS scale.

Passing grades are: excellent (5), very good (4), good (3) sufficient (2).

The index and the exam application form should include numerical grade, ECTS grade.

Article 5

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Total Performance

Based on an average percentage of acquired knowledge, skills and competences at the end of the study we have the final average of acquired knowledge, skills and competences of an incoming student out of all courses passed through single comprehensive classification of a qualification (Classification of Honours).

First-Class Honours -80-100 % of acquired knowledge, skills and competences of the student during the study.

Upper Second-Class Honours -70-79.9% of acquired knowledge, skills and competences of the student during the study.

Lower Second-Class Honours - 60-69,9 % of acquired knowledge, skills and competences of the student during the study.

Third-Class Honours -50-59,9% of acquired knowledge, skills and competences of the student during the study.

Pass -40-49,9% of acquired knowledge, skills and competences of the student during the study.

An average percentage of acquired knowledge is determined in a way that the times of % of acquired knowledge, skills and competences and ECTS credits for each subject are added together and divided with the total number of ECTS credits of the study (180 ECTS credits in the professional study).

This information can be expressed if all the courses are presented in ECTS % grading scale.

Article 6

Amendments of this Ordinance shall be adopted by the same procedure as well as the Ordinance itself.

Article 7

This Ordinance shall enter into force on the eighth day since the publication on the notice board of the Polytechnic.

This Ordinance was published on the notice board on 22 November 2016 and entered into force on 1 December 2016.

Class: 003-05 / 16-01/05
Reg. No.2125/61-01- 16-01
Gospić, 21 November 2016

Polytechnic "Nikola Tesla" in Gospić

The Dean

Dr.sc. Vlatka Ružić, dipl.oec.