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# STANDARD REGULATION ON THE RATING SYSTEM FOR ASSESSING THE LEARNING RESULTS OF SEEKERS (for distance higher education)



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## PREAMBLE

- The Standard Regulation is not an original text and the compilers do not claim authorship and original source.
- The Standard Regulation was developed within the framework of the Erasmus+KA2 DEFEP project "Distance Education for Future: best EU practices in response to the requests of modern higher education seekers and labor market".
- The Standard Regulation was created on the basis of existing European and domestic practices, regulatory documents, methodological developments of individual institutions of higher education, as well as materials and cases of the Ministry of Education and Science of Ukraine, the National Agency for Higher Education Quality Assurance, etc.
- The Standard Regulation takes into account the experience of partner universities in the DEFEP project from Ukraine, Moldova, Germany, Spain, Italy, the results of a sociological survey, an analytical report and a monograph carried out within the framework of the project.
  
- The Standard Regulation is applicable to distance higher education.
- The Regulation considers the features associated with digital technologies and the distance format of organizing the educational process in the distance form. At the same time, the main principles of forming a rating assessment system and the technology for assessing higher education seekers using digital platforms, described in the Standard Regulation, are universal for all forms of higher education and the assessment procedure in other forms of education at the University is regulated by approved institutional norms in accordance with their characteristics and features.
- Based on the Standard Regulation, the institution of higher education develops its own Regulation on the rating system for assessing the learning results of seekers (hereinafter – the Regulation) or implements the norms of the Standard Regulation relating to the distance higher education into the relevant regulations of the institution of higher education.

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## **1. GENERAL PROVISIONS**

1.1. The purpose of the rating assessment of the achievements of higher education seekers (hereinafter – the rating system) of the distance higher education (hereinafter – the distance form) is to determine their academic achievements objectively, promote their active learning and self-development, as well as ensure a high-quality educational process and compliance with education standards. Such an assessment helps to consider both quantitative and qualitative aspects of learning to ensure objectivity and fairness in assessing the educational achievements of higher education seekers (hereinafter – seekers). The rating system is aimed at encouraging active, systematic, and creative work of seekers during the semester, fostering responsibility for learning results.

1.2. The rating system makes it possible to ensure the seekers' mobility due to its transparency and compatibility with similar systems of other institutions of higher education in Ukraine and abroad thanks to the use of ECTS, to ensure an individually oriented and student-centred educational process.

1.3. Based on the results of assessing each educational component on a 100-point institutional rating scale, the seeker's academic rating for the semester is determined as a simple average or weighted average grade (according to the number of credits assigned to the educational component).

1.4. Measures of current and final control, the results of which are presented using a rating system, are aimed at objectifying the assessment of the achievements of a distance education seeker. Final control motivates seekers to acquire knowledge and forms responsibility for the results, allows comprehensive evaluation of the developed competencies and program learning results. Current assessment encourages seekers to be systematic in their work.

1.5. All types of work from each educational component are assessed in total at 100 points of the institutional rating scale.

## **2. ASSESSMENT OF ACHIEVEMENTS OF DISTANCE FORM SEEKERS DURING THE CURRENT CONTROL**

2.1. When organizing the educational process for distance form seekers, the following types of control are used: current control, final control (exam, differentiated credit, credit), attestation (defense of qualification (bachelor's/master's) papers, qualification (attestation) exam, etc.).

2.2. Depending on the type of final control, the total score of the institutional 100-point rating scale is divided into components, the maximum number of points for which is set in the institution of higher education by internal normative documents:

Type of final control	Current control	Final control
	Maximum number of points of the institutional rating scale	
Exam	(specify the number according to the norms and rules accepted by the institution of higher education)	(specify the number according to the norms and rules accepted by the institution of higher education)
Credit	(specify the number according to the norms and rules accepted by the institution of higher education)	(specify the number according to the norms and rules accepted by the institution of higher education)
Semester control*	(specify the number according to the norms and rules accepted by the institution of higher education)	—

- Semester control is carried out for educational components for which there is no credit or exam in the current semester (as a rule, such educational components are studied over several semesters).

2.3. The work program of the academic discipline (syllabus) provides for the implementation of mandatory regular measures of current control, successful completion of which in the allotted time ensures the possibility for the seeker to receive the maximum number of points for current control (section 2.2 of this Regulation) for each educational component. The features of the forms and methods of control, content, schedule of task execution and the criteria for assessing the results of their performance are determined by the work program of the academic discipline (syllabus) taking into account the specifics of the distance form.

2.4. The principles of assessing the results of distance form seekers using the rating system:

- **use of various control methods:** assessment should be based on a wide range of methods, including online testing, completion of analytical tasks, projects, participation in video discussions and other interactive forms;
- **technological adaptability:** assessment should use modern technologies and learning platforms to ensure convenience and accessibility for seekers;
- **ensuring objectivity:** the assessment system should be transparent and fair, ensuring equal conditions for all seekers and avoiding any form of unfairness or advantage;
- **support of the educational process:** assessment should be an integrated part of the educational process, contributing to the active learning of the material and stimulating the independent work of seekers.

2.5. The work program of an academic discipline (syllabus) may provide for a reserve number of incentive points for the completion of a certain type of work aimed at achieving key competencies, but which is not included in the mandatory part of the educational program.

2.6. Types of current control, topics of tasks planned in the work program of the academic discipline (syllabus), evaluation criteria and distribution of points according to the institutional 100-point rating scale are published by the scientific and

pedagogical worker in accordance with the institutional norms approved in the established order for conducting exams and credits in distance form.

2.7. A scientific and pedagogical worker is not recommended to allocate any number of points for seekers' attendance of distance sessions in synchronous mode (if such are provided).

2.8. A scientific and pedagogical worker enters the evaluation results of each type of current control in the electronic gradebook on the distance learning platform. The final results of the current control are made public in the terms determined by the schedule of the educational process.

2.9. The schedule for mastering educational materials and completing current control tasks in each educational component should ensure an even pace of work, which is technically regulated by the established deadlines for task completion on the distance learning platform. Seekers should have the opportunity to master the educational material according to a flexible schedule.

2.10. The minimum number of points that can be obtained by the seeker for the types of current control tasks, which determines their eligibility to participate in the final control, is specified in the institution of higher education by internal normative documents.

2.11. The attestation procedure (defense of qualification (bachelor's/master's) papers, qualification (attestation) exam, etc.) is determined by the institutional norms approved in the established order for the attestation of seekers of the distance form.

### **3. CORRESPONDENCE OF ASSESSING THE ACHIEVEMENTS OF DISTANCE EDUCATION SEEKERS TO THE NATIONAL SCALE**

3.1. Correspondence of the final semester grades according to the institutional 100-point rating scale to the national scale and the ECTS scale is determined as follows:

<b>According to the institutional 100-point rating scale</b>	<b>Grade according to the national scale</b>	<b>Grade according to the ECTS scale</b>
(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Excellent</b>	<b>A</b>
(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Good</b>	<b>B</b>
(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Good</b>	<b>C</b>
(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Satisfactory</b>	<b>D</b>
(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Satisfactory</b>	<b>E</b>

(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Unsatisfactory</b>	<b>FX</b>
(specify the range according to the norms and rules accepted by the institution of higher education)	<b>Unsatisfactory</b>	<b>F</b>

3.2. Exams and differentiated credits are assessed according to the national scale using a four-point scale: "excellent", "good", "satisfactory", "unsatisfactory" and the institutional 100-point rating scale and the ECTS scale, respectively.

Scale of correspondence in the assessment system of exam and differentiated credit results:

<b>According to the national scale</b>	<b>According to the institutional 100-point rating scale</b>	<b>According to the ECTS scale</b>
excellent	(specify the range according to the norms and rules accepted by the institution of higher education)	A
good	(specify the range according to the norms and rules accepted by the institution of higher education)	B
	(specify the range according to the norms and rules accepted by the institution of higher education)	C
satisfactory	(specify the range according to the norms and rules accepted by the institution of higher education)	D
	(specify the range according to the norms and rules accepted by the institution of higher education)	E
unsatisfactory	(specify the range according to the norms and rules accepted by the institution of higher education)	FX
	(specify the range according to the norms and rules accepted by the institution of higher education)	F

3.3. Credits are assessed according to the national scale (using a two-point scale): "passed", "failed" and the institutional 100-point rating scale and the ECTS scale, respectively.

<b>According to the national scale</b>	<b>According to the institutional 100-point rating scale</b>	<b>According to the ECTS scale</b>
passed	(specify the range according to the norms and rules accepted by the institution of higher education)	A
	(specify the range according to the norms and rules accepted by the institution of higher education)	B
	(specify the range according to the norms and rules accepted by the institution of higher education)	C



	(specify the range according to the norms and rules accepted by the institution of higher education)	D
	(specify the range according to the norms and rules accepted by the institution of higher education)	E
failed	(specify the range according to the norms and rules accepted by the institution of higher education)	FX
	(specify the range according to the norms and rules accepted by the institution of higher education)	F

3.4. During the formation of tasks for conducting control measures, scientific and pedagogical staff should take into account the following criteria for evaluating the seekers' answers:

**The grade "excellent" (A) is deserved by a seeker who:**

- has a comprehensive, systematic and deep knowledge of the material, has achieved and acquired all competencies and program learning results;
- is able to independently perform the tasks outlined in the work program of the academic discipline (syllabus), applies the acquired knowledge and skills in non-standard situations;
- has mastered the interrelationship of the main concepts of the academic discipline and understands their importance for the profession he/she is acquiring;
- freely expresses his/her own thoughts, independently evaluates various phenomena and facts, showing a personal position;
- has formed his/her own educational trajectory, has shown an inclination towards analytical and scientific work – for the seekers of a master's and a doctor of philosophy degree of higher education.

**The grade "very good" (B) is deserved by a seeker who:**

- has completely mastered and proficiently manages the material, including applying it in practice, using it convincingly in various situations;
- has the ability to independently search for information, as well as to analyze, pose, and solve problems related to the professional field;
- chooses convincing arguments to confirm the studied material, but allows minor inaccuracies.

**The grade "good" (C) is deserved by a seeker who:**

- makes a certain number of mistakes;
- is able to compare, summarize, and systematize information under the guidance of a scientific and pedagogical worker, in general, independently apply the acquired knowledge in practice, control his/her own activities;
- has mastered the material, has successfully completed the tasks outlined in the program;

**The grade "satisfactory" (D) is deserved by a seeker who:**



- knows the basic material to the extent necessary for further learning and its use in the future profession;
- performs tasks adequately, but with a significant number of errors;
- makes significant mistakes during work, but is capable of improving them after corrective actions.

**The grade "sufficient" (E) is deserved by a seeker who:**

- knows the basic material to the extent necessary for further learning and its use in the future profession, and the performance of tasks meets the minimum requirements. Knowledge is reproductive in nature.

**The grade "unsatisfactory" (FX) is given to a seeker who:**

- has significant gaps in the knowledge of the basic material, has made fundamental mistakes in the performance of tasks.

**The grade "unsatisfactory" (F) is given to a seeker who:**

- knows the educational material only at the level of elementary recognition and reproduction of individual facts or does not know it at all;
- makes gross mistakes when completing tasks, cannot continue learning and is not ready for professional activity without re-studying this academic discipline.

#### **4. ANTI-CORRUPTION WARNINGS**

4.1. Participants of the educational process fully adhere to the fundamental principles of corruption prevention, ensure regular assessment of corruption risks in their activities, take appropriate measures to prevent and resolve conflicts of interest and corrupt actions that may arise in the performance of their duties.

4.2. Participants of the educational process are obliged to comply with the requirements of the Law of Ukraine "On Prevention of Corruption".

4.3. Participants of the educational process are strictly prohibited from directly or indirectly using their official powers or opportunities related to them to receive an unlawful benefit or accepting such a benefit or accepting a promise/offer of such a benefit for themselves or other persons or make promises/offers or an unlawful benefit to a person, specified in the first part of Article 3 of the Law of Ukraine "On Prevention of Corruption", or at their request to other individuals or legal entities with the aim of inducing this person to unlawfully use the official powers granted to them or related opportunities.

4.4. For the commission of corruption or corruption-related offenses, participants of the educational process are subject to criminal, administrative, civil and disciplinary liability in accordance with the procedure established by law.

## **5. FINAL PROVISIONS**

5.1. The Regulation on the rating system for assessing the learning results of seekers is approved by the University Academic Council and enters into force by the order of the rector of the University or a person authorized to perform his/her duties.

5.2. Changes and / or additions to the Regulation are considered and approved by the University Academic Council and enter into force by the order of the rector of the University or a person authorized to perform his/her duties.