

The Teaching Regulations through Normative Session

Article 12th – Course Assessment Organization

1. *Mid-term Exams*

In each course, mid-term exams are scheduled to verify the knowledge acquired during lectures and topics regarding the class's program previously discussed in any attended classes.

Each course provides two exams scheduled: one is called Mid-Term and one is the Final Exam. Teachers can ensure the re-taking of tests at least once regarding one of the two tests above described upon specific students' request.

Through the Student Guide, any teacher will communicate to students in class details about the procedure of the mid-term and the final exam, which could be set in oral, written test, or practical assessment, in either a mixed combination of them and in individual or group form.

For each compulsory course, there is a tutorial course for working students, and some lectures could be held totally or partially in an e-learning format.

2. *Organization of Schedule Exams*

The "[Course Structure Diagram](#)" provides cases where single course activities are achieved through final examination by grade in thirtieths (from 18/30 to 30/30 cum laude) or by approved eligibility.

The procedures for examination structures (oral, written, or practical assessment, either in mixed format, and individual or group test) are settled annually for each course activity, and they will publish through the University Portal in advance and before the start of fall semester (on September) and the spring semester (on February).

During any exam session, students are allowed to take a one-time exam. At the end of any semester when students attended classes, there will be three exams scheduled, meanwhile, at the end of the semester in which students did not attend any classes, there will be two available exams scheduled. In the late fall session (late August/mid-September) there will be only one available exam session.

3. *Teaching Organization Guide*

Students may find the Guide of the Teaching Organization generally published on the specific course website, where there are many details about the teaching organization of any single College Degree.