

## **Supplementary regulations for the MED-2520 written exam**

Approved by the study programme committee February 17 2016.

Replacing previous regulations.

With effect from February 17 2016.

### **§1 Duration**

MED-2520 is a written exam of four (4) hours duration, which concludes the fourth year autumn semester. The exam is held in December and will include questions from MED-2520 International semester (Course 4.1 Medical genetics, Course 4.2 Paediatrics, Course 4.3 Obstetrics and Gynaecology and Course 4.4 Global Health). The exam is in English, however students are permitted to write in Norwegian.

### **§2 Exam aids**

None.

### **§3 Period for preparation for examination**

There will be a period of at least one (1) week, for exam preparation, between the last day of teaching and the exam itself.

### **§4 Contents**

The exam aims to test the students' actual knowledge, logical reasoning and problem-solving competence. The emphasis is on the basic sciences. The exam shall reflect the content and learning objectives from all courses to cover all fields of teaching. Integration between basic sciences and clinical problems is advisable where it is found to be practical. Central subjects and learning outcomes from the previous years could be part of the exam. Multiple choice questions can be part of the exam. Regarding 'clinical problems' questions, emphasis is put on the students' ability to explain and describe symptoms (objective and subjective) and signs in regard to normal structure and function. The assignments will not always focus on the students' ability to carry out clinical diagnostic reasoning (to find specific diagnoses), unless it involves key diseases. Questions about therapy should evaluate knowledge and ability to reason about therapeutic principles, and not emphasis therapeutic solutions.

## **§5 Appointment of examination committee and complaints committee**

The Vice dean for education in Medicine and Odontology appoints an examination committee for MED-2520. The committee consists of at least four internal examiners who are teachers in Course 4.1 Medical genetics, Course 4.2 Paediatrics, Course 4.3 Obstetrics and Gynaecology and Course 4.4 Global Health. One or more external examiners are also appointed. The external examiners must meet the requirements for qualifications for external examiners as described in “Regulations for examinations at the University of Tromsø” § 41. The external examiners may assess all or a random sample of the exam papers and shall take part in the final assessment of all candidates.

At the re-sit exam / postponed exam, fewer members of the exam committee can participate in the grading if there are few candidates. At least one member of the committee must be an external examiner.

The Vice dean for education in Medicine and Odontology also appoints a complaints committee for the MED-2520 exam. The complaints committee consists of at least one internal examiner and one external examiner, which must meet the requirements for qualifications for external examiners as described in “Regulations for examinations at the University of Tromsø” § 41. The complaints committee must be independent from the examination committees and it is not possible to be a member of two committees at the same time. The complaints committee is not going to take part in making the exam.

## **§6 The examination committees’ mandate**

The examination committee shall, in consultation with course leader / teachers, make a suggestion to exam and assessment guidance for the ordinary and re-sit/postponed exam, and make a relative weighting of the questions. It is the examination committee’s responsibility that the exam and the assessment guidance are within the learning outcomes of MED-2520. The committee’s work also includes the grading of the exam for the ordinary and the re-sit/ postponed exam, and also to give feedback to the students after the exam results have been published. Suggestions for exam and assessment guidance, both for the ordinary and the re-sit exam/ postponed exam, is sent to the Permanent Examination Committee (Permanent Ekskensutvalg – PEU) by November 10 for approval. PEU has two weeks to comment on

the exam and send it back to the examination committee. The final exams, both for the ordinary and the re-sit exam/ postponed exam, approved by PEU, are sent to Section for Student and Academic affairs by December 1.

### **§7 Assessment and assessment guidance**

- a. The exams will be assessed by the scale "pass/fail".
- b. The examination committee makes a total assessment of every exam paper. The committee also decides the percentage of questions that have to be passed in order to achieve the grade "pass". The exam committee also has the opportunity to decide the requirements for "pass" within the two fields of the exam, basic sciences and clinical problems. The examination committee reserves the right to decide which questions are pass/fail. If the committee disagrees on whether a student has passed or failed, this has to be decided by voting. All examiners have the same impact on the result. If the voting is a draw, the exam committee must consult a new external examiner.
- c. The assessment guidance and its application:
  - Will be used by the exam committee in the assessment of the exams.
  - Will be used by students doing old exams in preparations for the exams.
  - Will be used by students after the exam, to see which questions they answered right/wrong.

The assessment guidance should include a description of the minimum expectations to pass each question. It should also include information about how many points each question gives, and how many points are needed to pass the exam.

If there are changes made in the assessment guidance in the grading process, it has to be revised in accordance to this. The assessment guidance, or the revised assessment guidance, is handed in to the student adviser together with the assessment protocol. The assessment guidance will be published on Fronter the same day as the exam results are published in StudWeb.

### **§8 Re-sit exam and postponed exam**

Re-sit exam and postponed exam will be arranged early in the following semester. Supplementary regulations for exam MED-2520 are also valid for the re-sit exam and postponed exam.

## **§ 9 Feedback to students and explanation about the awarding of grades**

The exam results will be published in StudWeb only. The assessment guidance will be published on Fronter.

All candidates are entitled to an explanation of their grades awarded for his/her performance pursuant to “Regulations for examinations at the University of Tromsø” section 45.

A member of the exam committee will give candidates failing the exam oral feedback. Written feedback can also be given upon request.

Candidates passing the exam will be given a score.

## **§10 Appeals**

A candidate may file a written complaint about a grade awarded for his/her performances pursuant to Section 46 in “Regulations for examinations at the University of Tromsø”.

Complaints about the awarding of grades shall be submitted within three weeks of the announcement of the exam results. If the request for an explanation about the awarding of a grade has been lodged with reference to Sections 44 and 45, the time limit for appeals pursuant to this section is reckoned from the date when the student receives the explanation or when the appeal is finally ruled on. Complaints about the awarding of grades shall be submitted in written form to Section for Student and Academic Affairs. The student’s exam, the original exam and the final assessment guidance will be sent to the complaints committee. The new complaint grade is considered a new decision and cannot be appealed. For complaints regarding procedural errors, see “Regulations for examinations at the University of Tromsø” § 44 and “Quality Assurance System for the Educational Activities at The University of Tromsø” section 5, chapter 14. The UiT Complaints committee is the administrative appeal body, but the complaint must be sent to Section for Student and Academic Affairs, Faculty of Health Sciences.