

PROCEDURE FOR THE ASSESSMENT OF LEARNING OUTCOMES AT MYKOLAS ROMERIS UNIVERSITY

I. GENERAL PROVISIONS

1. The Procedure for the Assessment of Mykolas Romeris University (hereinafter referred to as the University) Learning Outcomes (hereinafter referred to as the Procedure) shall establish principles and criteria for the assessment of the learning outcomes of study subjects and study programmes, the procedure for the preparation and assessment of the fulfilment of examinations and other academic credits, of students' written works, final examinations and theses at the University.

2. The aim of the assessment of learning outcomes (hereinafter referred to as the assessment) shall be to provide information on the level of achievement of envisaged study goals, to assess the success of the subject and (or) studies of the programme.

3. A criterial ten-point scale scheme shall be used for assessment as approved by Order No. ISAK-2194 of the Minister of Education and Science of the Republic of Lithuania of 24 July 2008 „On the Approval of the Assessment System of Learning Outcomes". For assessment of professional foreign language (English, French, German) proficiency, a criterial ten-point scale scheme shall be used, with an assessment point equivalent to the level of the Common European Framework of Reference for languages approved by the European Commission (Annex2).

Amendment

*Senate of Mykolas Romeris University,
Resolution 30 June, 2014, No. 1SN-51*

(Shall be applicable to students admitted from 1st September 2014)

4. This Procedure has been developed in accordance with the University Studies Procedure approved by University Senate Resolution No. 1SN-17 of 27 January 2011, National Qualifications Framework approved by Resolution No. 535 of the Government of the Republic of Lithuania on 4 May 2010 and by the recommendations for the improvement of the assessment of learning outcomes of the Minister of Education and Science of the Republic of Lithuania.

4¹. Students and unclassified students of international study programmes can also be subject to other provisions of procedure for assessment of learning outcomes established in inter-institutional agreements of the University.

Amendment

*Senate of Mykolas Romeris University,
Resolution 30 June, 2014, No. 1SN-51*

II. PRINCIPLES AND CRITERIA FOR THE ASSESSMENT OF LEARNING OUTCOMES

5. The following assessment principles shall be used:

5.1. Validity – assessment is associated with objectives of the study programme (study subject) and must measure learning outcomes designed to implement them;

5.2. Reliability – information of assessment and assessment learning outcomes must be objective and not to depend on the assessor;

5.3. Clarity – assessment system must be informative, understandable for assessors and the assessed;

5.4. Usefulness – assessment must be positively evaluated by the assessed persons themselves and contribute to the implementation of the objectives of the study programme;

5.5. Impartiality – methods of assessment must be equally appropriate for all persons assessed;

5.6. Transparency - assessment must be based on a set of criteria and procedures agreed in advance and its results must be made available for inspection.

Amendment

Senate of Mykolas Romeris University,

Resolution 19 February, 2014, No. ISN-22

6. Assessment of learning outcomes shall consist of:

6.1. Assessment of knowledge and understanding;

6.2. Assessment of abilities.

7. The weight of the elements of assessing knowledge, understanding and abilities in the final assessment shall depend on the subject and study field.

8. Knowledge and abilities of students (associated students) shall be assessed based on qualitative criteria.

9. The main qualitative assessment criteria shall be as follows:

9.1. Consistency of *theoretical knowledge* of the study subject (individual theme) and *level of their understanding*, i.e. conscious acquisition of the main subject knowledge; understanding, interpretation and assessment of concepts, facts, analysed phenomenon or the entirety of the process and its individual components; ability to analyse subject-related texts, think logically and critically, raise and reveal hypotheses, investigate tasks and objectives, demonstrate broad erudition and responsibility based on self-perception, creative, critical thinking and integral knowledge and mind complexity of the problem, critically evaluate novelties of science, analyse results and establish their reliability.

9.2. *Level of applied abilities*, i.e. ability to use acquired knowledge while analysing practical situations, develop practically significant projects, execute practice-applied procedures related to the sought competency, address arising disputes, argue based on actual data, convey complicated knowledge, find and critically assess sources of information, plan, organize and control individual activity and working time, independently perform research, distribute and coordinate working tasks, work independently and in the team, cooperate and be impartial, sensitive to the impact of other persons and the environment.

Cumulative nature of assessment

10. In order to ensure active work of students and associated students (hereinafter referred to as students) during the time of studies, ability to apply theoretical knowledge in practice, objective assessment of learning outcomes, avoidance of cases of plagiarism, cumulative assessment shall be used.

10.1. Cumulative assessment shall assess learning outcomes by means of interim credits.

10.2. Composite elements of cumulative assessment shall assess interim learning outcomes set out in the programme of the study subject. These outcomes shall be assessed under predefined criteria which are indicated in the descriptions of study subjects and are placed in the University's electronic media. Different parts of cumulative assessment must assess different learning outcomes.

10.3. The final grade shall be made of the grades of interim credits and grades of the examination.

10.4. Usually, the assessment of the examination makes 40-50 per cent of the grade of the final assessment, whereas that of interim credits – 50-60 per cent. The number and weight of interim credits in the grade shall be established by the Study Programme Committee (hereinafter referred to as the Committee).

Amendment

Senate of Mykolas Romeris University,

Resolution 30 June, 2014, No. ISN-51

(Paragraph 10.4 shall come into force from 1st February 2015)

10.5. A cumulative score of the students, who continue studies after their academic leave, shall be calculated further if the programme of the study subject did not essentially change during the period of academic leave. If the study programme changed essentially, a cumulative score shall be collected anew.

10.6. A cumulative score shall be recorded and stored in information system „Studies“ for one year following completion of the subject studied. Outcomes of the cumulative score shall be entered after the fulfilment of the task.

10.7. Cumulative assessment shall be also applied while retaking the examination in the study subject. Repetition of the study subject shall require that the score is collected again.

III. EXAMINATIONS AND OTHER ACADEMIC CREDITS

Implementation of examinations and other academic credits

11. A subject teacher shall introduce students to the procedure and criteria for the assessment of the learning outcomes at the time of the first lecture or seminar.

12. Examinations and other final academic credits set in study plans (hereinafter referred to as the examinations) shall be implemented at the time of sessions. Instruction of study subjects in cycles shall require that examinations are implemented upon completion of the teaching of the respective study subject at the time set out in the study timetable. Assessment of the master theses shall take place by the end of the semester.

13. In case of serious causes and subject to the permit of the dean, students will be able to pass examinations also prior to the session.

14. The form of credits shall be established by the Committee responsible for the programme. It is indicated in the description of the study subject.

15. Timetables of the examinations shall be drawn and announced at least two weeks before the start of the session. Instruction of study subjects in cycles shall require that the time of examinations and other credits is announced at least two weeks remaining to the end of the instruction of the study subject. Timetables shall be drawn so as at least three days are allocated to prepare for and pass each examination. In the cases when a study subject continues two or more semesters, at least four days shall be allocated for the preparation and passing. The name of the teacher and the place and time of the examination shall be indicated in the timetable.

16. Students who, due to serious causes (illness, official business trip, family circumstances, natural disaster and etc) failed to take examinations and defend theses on time and delivered respective documents shall be subject to individual credit terms set by the dean. A student shall be obliged to present the request regarding extension of the terms of credits and examinations and substantiating documents within 10 business days from the date of the end of important circumstances.

17. Teachers and other responsible employees must establish personal identity of the student at the time of credits and examinations.

18. Teachers shall examine only in the groups attributed to them. In exceptional cases (teacher's illness, business trip or any other important cause) the head of the department shall appoint another teacher to examine students.

19. Examinations must be passed with a positive score.

20. It shall be not allowed to retake the examination.

21. Assessment of examinations and credits shall be not rounded to 5 scores, in case of the score exceeding 5 – it shall be rounded based on mathematical rules (up to 0,5 – to the lesser integer, 0,5 and over – to the bigger integer).

22. Having assessed a student's learning outcomes, a teacher must complete an electronic record sheet. Assessment results must be submitted to the system within 5 working days. Other

rules for completion of electronic record sheets are set in the „Rules for the Completion of Electronic Record Sheet“.

Amendment

*Senate of Mykolas Romeris University,
Resolution 19 February, 2014, No. ISN-22*

22¹. Usually examinations are held in writing. Due to the specifics of a subject or other circumstances examinations can be held orally, or both orally and in writing. Exam answers and other documentation are stored at the Department (Institute), where the subject teacher is working, for a period of 1 year following the subject's completion.

Amendment

*Senate of Mykolas Romeris University,
Resolution 19 February, 2014, No. ISN-22*

23. A timetable for the re-sit exams for students with academic debts shall be drawn up at University faculties. A student wishing to re-sit an exam must register in the information system “Studies”. Students who fail to register will not be able to re-sit an exam.

Amendment

*Senate of Mykolas Romeris University,
Resolution 19 February, 2014, No. ISN-22*

24. During examinations, final and other credits, students will be able to use printed programmes of the study subjects, laws, and other legal acts. The procedure for using these documents and possibilities of using other information sources and means shall be indicated in the description of the study subject. Students using and not using programmes of subjects, laws, and other legal acts shall be subject to the same examination tasks and outcome assessment criteria.

25. Taking credits and examinations shall be subject to the prohibition:

25.1. To have mobile or other communication tools, except other information media set out in the description of the study programme,

25.2. To use or have textual or another prohibited information material,

25.3. To receive from or provide to other persons prohibited assistance (textual, verbal, or using technical communication tools).

25¹. On the examination sheet, a student shall sign a pledge in the form approved by the Senate, confirming that examination tasks have been accomplished independently and in good faith.

Amendment

*Senate of Mykolas Romeris University,
Resolution 30 June, 2014, No. ISN-51*

26. In cases of suspicions by subject teachers or examiners that a student uses illegal sources or tools, a student shall be obliged to help a subject teacher (examiner) disperse suspicions. Disagreement of the student to cooperate shall be treated as a proof of his dishonesty. In such a case a statement „Not assessed“ shall be entered in the sheet.

27. If suspicions of the subject teacher or examiner regarding dishonesty prove to be true, the subject teacher (examiner or chairman of the examinations commission) shall suspend the examination of the student. If possible, illegally used measures or tools shall be seized. The subject teacher (examiner or chairman of the examinations commission) shall notify in official note the faculty of the student on the case of dishonesty and shall provide a student's work and illegally used measures or sources (if any). The dean of the faculty shall initiate an investigation in order to confirm or deny an alleged breach of academic discipline.

28. On dean's order, studies of the student shall be suspended for the time of investigation. If the investigation does not confirm the fact of breaching the principle of fair competition, the studies and session shall be extended for a student for the time taken by the investigation in the alleged breach.

29. Students breaching the principle of fair competition – copying, plagiarism or another deception related with the assessment of learning outcomes – shall be expelled from the University for the gross breach of academic discipline.

29.1. Student's academic paper is considered plagiarism when:

29.1.1. The paper or its parts contain texts by other authors rewritten word-for-word without acknowledging the source or acknowledging the source but not enclosing the borrowed text in the quotation marks. The word-for-word rewriting of the text by other author without acknowledging the source or acknowledging the source but not enclosing the text in the quotation marks is considered plagiarism if it amounts to more than one half of a page of the whole academic paper, that is, 900 characters with spaces.

29.1.2. The paper or its parts are paraphrased without acknowledging the source. The paraphrasing of a work by another author is considered plagiarism if it amounts to more than one page of the whole academic paper, that is, 1800 characters with spaces.

29.1.3. The data is presented in the text, tables or figures of the written work without acknowledging the source (except the cases when the data is collected by the student himself);

29.1.4. The academic paper was presented and defended in this institution or any other educational institution in Lithuania or abroad.

29.2. In case of continued academic papers students must acknowledge the parts they have taken from their previous works. If students fail to acknowledge his authorship from the previous work they shall not be expelled from the University.

Amendment

Senate of Mykolas Romeris University,

Resolution 20 November, 2012, No. ISN-10

30. Training practice or internship of the student, upon presentation of the task execution report, shall be assessed by a supervisor of practice (internship) appointed by a respective committee.

31. Students who failed to fulfil the programme of training practice (internship), received a negative comment on the work during practice (internship) or an unsatisfactory assessment of the report shall be obliged to repeat practice (internship).

Preparation and assessment of term papers

32. At the time of the first stage of registering to the autumn semester studies (in full-time studies – from April 20 to May 1, in part-time studies during the weeks of introductory courses) students shall register for the subjects (seminars) of the term papers set in the study programme.

33. During the second stage of registering to the spring semester studies (in fulltime studies - from 15 December to 31 December, in part-time studies – according to study schedules posted in the intranet websites of faculties or institutes), students shall elect a topic of the term paper from the list of topics of elected subject (seminar). These topics shall be approved by the Committees and entered in the University Information System “Studies” by referents of departments and institutes by the 15 December.

Amendment

Senate of Mykolas Romeris University,

Resolution 30 June, 2014, No. ISN-51

34. Students wishing to write a term paper on the theme proposed by them, by the beginning of the second stage of registering to the spring semester studies, shall provide the proposed themes to the Committee. If the Committee approves the proposed themes of the term papers, the Committee shall enter these themes in IS „Studies“ and immediately indicate the student who has selected it.

35. A student preparing a term paper must consult his supervisor regarding the plan and structure of the term paper and on other methodological and practical questions pertaining to the writing of the term paper.

36. The term paper shall be prepared and defended based on methodological instructions approved by the Committee for the preparation and defence of the term papers.

37. The term paper must be presented to the supervisor and uploaded to the IS “Studies” before the start of the exam session. Term papers uploaded to the IS “Studies” are stored there for 1 year following the completion of a study subject. Together with the term paper, a student must provide a set declaration verifying that the term paper submitted for the assessment was written independently, without plagiarism and following the rules of academic writing. The supervisor shall assess the term paper and its defence based on two criteria:

37.1. Preparation and submission of the term paper – 60 per cent of the final assessment mark;

37.2. Defence of the term paper – 40 per cent of the final assessment mark.

Amendment

*Senate of Mykolas Romeris University,
Resolution 19 February, 2014, No. ISN-22*

38. Final assessment of the term paper that has not been submitted for defence or has not been defended shall be negative.

IV. FINAL EXAMINATIONS

39. Tasks for the final examination shall be approved by the deans (director of the institute) on the proposal of the Committee. The chairman of the Committee shall submit the tasks of final examinations for the approval of the deans at least one week before the planned session of final examinations. Tasks not approved for the final examination may not be used.

40. Chairmen and members of qualifications commissions of final examinations shall be appointed by the rector's order. Deans of faculties shall provide a draft order of the rector on approval of the qualifications commissions of final examinations. Members of the commission may be professors, docents, and lecturers; at least one member of the commission (usually a chairman of the commission) shall be a professor or docent (chief, senior scientific worker) of another higher education institution or scientific establishment, an employee of partner institutions. Non-University employees shall constitute at least 30 percent of members of the commission. The least number of members of the commission taking part in examinations shall be 3.

Amendment

*Senate of Mykolas Romeris University,
Resolution 30 June, 2014, No. ISN-51*

41. Prorector for studies shall issue an order whereby he approves a list of students allowed to take final examinations. Deans of the faculties shall provide to the prorector for studies (director of the institute) a draft order on the permit to take final examinations.

42. Decisions of the final examinations qualifications commissions regarding assessment shall be adopted at the commission meeting while calculating an arithmetic mean of assessments.

43. If the final examination of the student was assessed negatively, he shall be entitled to take the remaining final examinations.

44. Students who have failed the final examination before the end of the session may suspend their studies for a period not longer than one year; students who have not declared their intention to suspend the studies shall be expelled from the University on the grounds of failing a final examination. On their request, an academic certificate can be issued to them.

Amendment

*Senate of Mykolas Romeris University,
Resolution 7 June, 2013, No. ISN-58*

45. Final examinations shall be taken and retaken two times per study year.

46. Appeals regarding final examinations may be lodged following University provisions of appeals.

V. FINAL THESES

Selection and preparation of the themes of the theses

47. Students must select themes of bachelor theses during the first stage of registering for studies of the second study year (part-time students – of the third study year), i.e. in full-time studies from April 20 to May 1, and in part-time studies – during the weeks of introductory lectures. The Committees shall provide a list of the themes of the theses, supervisors and consultants until the start of the registering for studies to full-time studies of the second course and part-time students of the third course. While selecting themes, students are recommended to consult supervisors and consultants. Students wishing to write a thesis on the theme proposed by him shall consult with the chairman of the Committee. The Committee, having stated conformity of the theme to the requirements due for the thesis, shall appoint a supervisor of the final thesis. Upon expiry of the selection period, Committees shall publicly announce lists of students allowed to prepare the works, themes selected by them, appointed supervisors and consultants.

48. Students have to choose topics for the final Master degree theses within 15 calendar days from the beginning of the first semester in their first year of study, in extended studies – according to study schedules posted in the intranet websites of faculties (institutes). Before the beginning of the first semester in their first year of study, the Committees provide students with a list of final thesis topics, supervisors, and consultants. When choosing the topics, students are recommended to consult with the supervisors and consultants. The students, who intend to write the final thesis on their own topic, shall consult with the manager of the study program and the prospective supervisor of the final thesis. Having ascertained that the topic meets the requirements for the final thesis, the Committee appoints the supervisor for the final thesis. When the time for selection is over, the Committees publicly announce the lists of students who are allowed to prepare their theses as well as the lists of topics that they have selected, the lists of appointed supervisors and consultants.

Amendments:

*Senate of Mykolas Romeris University,
Resolution 15 October, 2013, No. ISN-8;
Resolution 30 June, 2014, No. 1 SN-51*

49. University scientists and teachers holding at least three years' experience of pedagogical work in the higher education institution and performing scientific research in the same field (area) of science shall be able to supervise. If a teacher holds no scientific degree but carries out scientific research in the same field (area) of science and has at least three years' experience of pedagogical work in the higher education institution, he shall be able to supervise bachelor's final theses. Scientists, practitioners and specialists of the respective field shall be appointed as consultants, if needed.

50. University teachers holding a scientific degree and performing scientific research in the scientific field (area) in which a master's final thesis is written shall be able to supervise master's final theses. If a supervisor of that scientific field (area) performs no scientific research or if for this once a specialist with extensive practical experience in that field (area) is appointed to supervise a master student, a scientist-consultant shall be additionally appointed to help prepare the final master's work. A consultant may be appointed also in the case where this is required by specificity of the final thesis, when consultations of the practitioner, expert of that area or of the specialist of another area are needed.

51. Usually, the teacher may supervise not more than 15 final theses of the students at a time. Supervisors-beginners without scientific degrees usually may supervise not more than 5 final theses of the students. This number shall not include students who terminated their studies. Exceptions from these rules shall be approved by the separate motivated protocol of the Committee.

52. Bachelor and master students shall coordinate the programme and calendar plan for the preparation of the final thesis with supervisors in accordance with the procedure for preparation and defence of final theses in methodological instructions approved by the council of the faculty.

Amendment

Senate of Mykolas Romeris University,

Resolution 30 June, 2014, No. ISN-51

53. A student preparing a final thesis must inform the supervisor on the course of writing the work and take into account practical and methodological advice and comments of the supervisor or consultant following the procedure set in the work preparation programme. Parts of the work supplied for interim credits shall be uploaded to the information system „Studies“ by the end of the session of the respective semester together with the assessments of the supervisor.

54. If, due to objective reasons, the supervisor of the final thesis changes, further supervision of the work shall be usually be done in accordance with the devised plan of the final thesis, deadlines, methodological instructions provided by the supervisor and selected sources of literature.

55. If a student continues studies after a long period of suspension, preparation of work shall take place taking into account relevance and novelty of the current theme, sources of literature and other circumstances. If their changes are essential, requirements referred to in paragraphs 47-54 may be raised to the students anew in order they can receive credits.

56. A student shall hand in the ready final thesis to the supervisor not later than one month before the beginning of the term of the defence of the final thesis indicated in the study timetable. A student will submit the final thesis together with the declaration of the prescribed form in which he confirms that the final thesis submitted for assessment has been accomplished independently, without plagiarism and following the rules of academic writing.

Defence and assessment of final theses

57. Upon supervisor's approval of the prepared final thesis, a student must upload it to the University's information system "Studies" no later than 10 working days prior to the defence, and the supervisor has to authorise the defence of the paper in the IS. The final thesis uploaded to the IS is stored there for 5 years following the end of the exam session when the thesis is to be defended. If the supervisor does not authorise the defence of the thesis, the student has a right to appeal to the chairperson of the Commission, who shall decide whether or not the defence of the thesis will be authorised. If the chairperson of the Commission does not authorise the defence of the thesis, the student may suspend his or her studies for a period no longer than one year. Students who do not declare the intention to suspend their studies shall be expelled from the University on the grounds of failing to defend the final thesis.

Amendments:

Senate of Mykolas Romeris University,

Resolution 7 June, 2013, No. ISN-58;

Resolution 19 February, 2014, No. ISN-22

58. The Committee shall appoint a reviewer who will be also marked in the information system „Studies“. Two bound copies of the final thesis signed by the author and supervisor shall be submitted to the Committee. Two envelopes for the entry of the supervisor's comments and review shall be attached on the internal side of the cover of the final thesis.

59. Before two weeks remaining until the beginning of the defence of the final theses, the Committees shall draw timetables approved by the dean for the meetings of the final theses defence qualification commission and foresee the procedure and place of defence. It shall be recommended to defend not more than 10 finals works a day.

60. Qualifications commissions for the defence of final theses shall be set up according to study fields (area). Taking into account the number of students, several commissions of the same study field (area) may be set up. Chairpersons and members of qualifications commissions on the defence of theses and qualifications commissions on the award of bachelor's or master's degrees shall be appointed by order of the Rector. Deans of faculties shall submit a draft order of the Rector on approval of the qualifications commission for the defence of theses and the qualifications commission on the award of bachelor's or master's degrees. Members of the commission may be professors, docents, and lectors; at least one member of the commission (usually a chairman of the

commission) shall be a professor or docent (chief, senior scientific worker) of another higher education institution or scientific establishment, an employee of partner institutions. Non-University employees shall constitute at least 30 percent of members of the commission. The least number of members of the commission taking part in the defence of theses shall be 3. Members of the qualifications commission on the defence of theses shall be granted access to the theses in the "Studies" Information System no later than 10 days prior to the date of the defence.

Amendments:

*Senate of Mykolas Romeris University,
Resolution 27 April, 2012, No. ISN-45;
Resolution 7 June, 2013, No. ISN-58;
Resolution 30 June, 2014, No. ISN-51*

61. The reviewer shall upload in the information system "Studies" a review, in which he shall positively or negatively assess the work, at least before 2 days remaining to the defence. Access to the review shall be provided to the author of the work, his supervisor and members of the defence commission.

62. The final thesis will be authorised for the defence only after it is successfully put through a formal computer check for plagiarism. If plagiarism is found in the final thesis during the formal check or during the thesis defence, the student who has provided the thesis shall be expelled from the University after the investigation described in Paragraphs 27-28 of this Procedure is performed.

Amendment

*Senate of Mykolas Romeris University,
Resolution 19 February, 2014, No. ISN-22*

63. Final theses shall be defended in the open meeting of final theses qualification commission.

64. Video and audio recording equipment may be used at the time of defence. Such recordings may be used while handling appeals. Students must be informed of the use of video and audio equipment.

65. At the time of the defence, the author of the final thesis shall briefly (up to 10 minutes) introduce his work while reviewing the problem of research, aim/aims and hypothesis (if any) of the work, research object, results of research obtained, reliability of methods applied, present the findings and recommendations and substantiate them. After that a review shall be presented, the author of the final thesis shall answer to the submitted comments followed by the questions of the qualification commission and other persons taking part in the defence. The supervisor of work shall speak at the end of the defence.

66. If the supervisor is not able to take part in the defence meeting, he shall submit his comment in writing.

67. If the reviewer does not participate in the meeting, his review shall be read by one of the members of the commission.

68. If the reviewer assesses the final thesis, participation of the supervisor and reviewer shall be mandatory in the defence meeting.

69. Final theses and their defence shall be assessed by the members of the final theses defence commission. The final grade of the work shall be set by deriving the mean of the grades of the members of the commission and entered in the defence protocol, title page of the work and defence sheet in information system "Studies".

70. Criteria and weighted coefficients of the final thesis and its assessment shall be as follows:

70.1. Preparation of work, scientific level (substantiation of the relevance and significance of the selected theme, formulation of the theme, clarity of research objective, tasks and hypothesis/hypotheses, author's knowledge of the latest works of researchers, appropriateness of research methods, significance and statistical reliability of the data, level of interpretation of the results of the research, conformity of the findings with the tasks and their validity); integrity,

completeness of the content (it shall be assessed whether all compulsory elements of the structure of the work are in place, appropriateness of the scope of the work and balance of the scope of structural parts, conformity of the parts with the text); quality of execution (quality of the prints, visual material, scholarliness, logic, accuracy and laconic of the language, appropriate presentation of the tables of the results, appropriate presentation of pictures, questionnaires, lists of interlocutors, appropriate presentation of statistical data, accuracy of citing sources of literature, quality of the presentation of the bibliographical description). Weighted coefficient – 0,60.

70.2. Quality of the defence (ability of the student to present the work, quality of presentation, ability to answer the questions). Weighted coefficient – 0,40.

70.3. Final assessment of the final thesis that has not been defended shall be negative.

71. The final thesis' defence commission may recommend for the student who has not defended the final thesis to correct the work or prepare a new work on a different theme following the requirements formulated in paragraphs 47 – 56 (without applying terms limiting selection of the theme of the final thesis).

72. Defended final theses shall be uploaded in the Electronic theses and dissertations information system (ETD IS) in accordance with 7 November 2007 order No. 11-57 of the rector of the University „On the procedure for the preparation of electronic documents of master's final theses, doctoral dissertations of Mykolas Romeris University, their summaries, submission for uploading and uploading in the eLABa repositories“.

73. Assessment results can be reviewed upon the discovery of academic dishonesty. Assessment results shall be reviewed by the Commission formed by the dean.

Amendment

Senate of Mykolas Romeris University,

Resolution 19 February, 2014, No. ISN-22

RECOMMENDED EXPANDED DESCRIPTION OF THE SYSTEM OF THE ASSESSMENT OF LEARNING OUTCOMES *

Threshold of passing	Grade and brief description of knowledge and abilities	Detailed description of knowledge and understanding	Detailed description of abilities
Passed	10 (excellent) Excellent, exceptional knowledge and abilities	Excellent, exceptional comprehensive knowledge and its application while resolving complicated practical problems. Independently studied additional material. Understands and uses concepts excellently, is able to analyse them in a wider context of the subject. Thinks originally and independently. Excellent analytical and evaluation skills, insight. Excellent preparation for further studies.	Excellently applies theoretical knowledge. Excellently fulfils complicated non-standard tasks. Indefectible, exceptional quality of performance. Excellent skills of expression and presentation. Understands very well what and why he does.
	<i>More than 95 per cent of study objectives have been achieved</i>		
	9 (very well) Sound, good knowledge and abilities	Sound, good, comprehensive knowledge and their application while resolving complicated practical problems. Independently studied additional material. Excellently understands studied material, properly uses concepts. Thinks originally and independently. Very good analytical, assessment and synthesis skills. Very good preparation for further studies.	Applies theoretical knowledge very well. Fulfils complicated typical tasks easily. The quality of execution is very good. Very good skills of expression and presentation. Understands which methods, techniques he applies and why.
	<i>More than 85 per cent of study objectives have been achieved</i>		

<p>8 (well) Better than average knowledge and abilities</p>	<p>Better than average knowledge and its application while resolving practical problems. Familiarised himself with compulsory material. Is able to work independently with additional material. Understands concepts and principles, properly applies them. Provides good arguments and substantiates arguments with facts. Good preparation for further studies.</p>	<p>Properly applies knowledge. Correctly fulfils tasks of average complexity and more difficult tasks. Good quality of execution. Good skills of expression and presentation. Knows which methods, techniques to apply.</p>
<p><i>More than 75 per cent of study objectives have been achieved</i></p>		
<p>7 (average) Average knowledge and abilities, there are minor mistakes</p>	<p>Average knowledge, there are minor mistakes. Applies knowledge to resolve practical problems. Familiarised himself with the main material. Understands and uses concepts and principles. Several essential parts are linked into entirety. Is able to argument sufficiently well. Sufficient preparation for further studies.</p>	<p>Knowledge is applied based on provided examples. Good quality of execution. Correctly fulfils tasks of average complexity. Sufficient skills of expression and presentation.</p>
<p><i>More than 65 per cent of study objectives have been achieved</i></p>		
<p>6 (satisfactory) Knowledge and abilities (skills) are lower than average, there are mistakes</p>	<p>Lower than average knowledge, there are mistakes. Applies knowledge to resolve not complicated practical problems. Familiarised himself with the main material. Satisfactory understands concepts, is able to describe received information in his own words. While analysing concentrates to several aspects, but is not able to link them.</p>	<p>Knowledge is applied based on provided examples. Satisfactory quality of execution. Knows how to act by analogy. Correctly fulfils easy tasks but does not understand more difficult tasks. Satisfactory skills of expression and presentation.</p>

			Satisfactory preparation for further studies.	
			<i>More than 55 per cent of study objectives have been achieved</i>	
	5 (poor) Knowledge and abilities (skills) satisfy minimal requirements		Knowledge satisfies minimal requirements Applies knowledge to resolve uncomplicated practical problems. Simple naming of learnt concepts, retelling of the text. The answer is concentrated to one aspect. Minimal preparation for further studies.	Minimal sufficient abilities to resolve problems based on examples. Is able to act by analogy. Satisfactory skills of expression and presentation.
			<i>Not less than half of study objectives have been achieved</i>	
Failed	4	Unsatisfactory Minimal requirements are not satisfied	Knowledge does not satisfy minimal requirements	Abilities do not satisfy minimal requirements
	3			
	2			
	1			
			<i>Less than half of study objectives have been achieved</i>	

*Developed in accordance with Order No. ISAK-2194 of the Minister of Education and Science of the Republic of Lithuania of 24 July 2008 “On the approval of the system of the assessment of learning outcomes” (Official Gazette, 2008, No. 86-3437) and recommendations of the Ministry of Education and Science of the Republic of Lithuania for the improvement of the assessment of learning outcomes“.

Annex 2
to the Procedure for the Assessment of Learning
Outcomes at Mykolas Romeris University, Approved by
Senate Resolution No. 1SN-30 as of 16 March 2012

**EQUATION OF THE PROFESSIONAL FOREIGN LANGUAGE PROFICIENCY
ASSESSMENT POINT TO THE LEVEL OF THE COMMON EUROPEAN FRAMEWORK OF
REFERENCE FOR LANGUAGES APPROVED BY THE EUROPEAN COMMISSION**

Assessment	Level
10	C1
9	C1
8	B2
7	B2
6	B1
5	B1

Amendment

Senate of Mykolas Romeris University,

Resolution 30 June, 2014, No. 1SN-51

(Applicable to students admitted from 1st September 2014)

Form approved by Resolution No. 1SN-10 of the Senate
of Mykolas Romeris University of 20 November 2012

CONFIRMATION OF INDEPENDENCE OF THE WRITTEN WORK

20 - -
Vilnius

I, Mykolas Romeris University (hereinafter referred to as the University),

(Faculty / Institute, study programme)

Student _____,
(Name, surname)

hereby confirm that this academic paper / Bachelor's / Master's final thesis

“ _____
_____”.

1. Has been accomplished independently by me and in good faith;
2. Has never been submitted and defended in any other educational institution in Lithuania or abroad;
3. Is written in accordance with principles of academic writing and being familiar with methodological guidelines for academic papers.

I am aware of the fact that in case of breaching the principle of fair competition – plagiarism – a student can be expelled from the University for the gross breach of academic discipline.

(Signature)

(Name, surname)

Form approved
by Resolution No. 1SN-51
of the Senate of Mykolas Romeris University as of 30 June 2014

In total, pages:



EXAMINATION SHEET

Name, surname of student/unclassified student:.....
Study programme:.....
Title of study subject:
Date:

Academic Integrity Pledge

I HEREBY PLEDGE to accomplished tasks of this examination fairly and independently, without resorting to any unauthorized sources of information or assistance of other persons, in full compliance with academic integrity and learning outcome evaluation transparency principles. I HEREBY CONFIRM that the below stated answers are independent.

Student's signature.....
(Confirmation of data and integrity)

Examination assessment

Teacher's signature

Notes:

Please do not forget to number the pages with answers – write a page number at the bottom of a new page, and your first and surname – at the top of it. Mark a total number of pages at the top of the page 1 of the Examination Sheet.

Examination tasks

*Amendment
Senate of Mykolas Romeris University,
Resolution 30 June, 2014, No. 1SN-51*