**Regulations of Test Examination in Neurology for the 5th year students of the Faculty of Medicine**

**at Wroclaw Medical University**

1. The test examination is a test of theoretical knowledge in the scope covered by the curriculum of Neurology.
2. **The test examination consists of a set of 100 questions. Each question is followed by 4 possible answers with only one being correct. One point is awarded for one correct answer. The students who select no answer or more than one answer are given zero points.**
3. On the day of test examination, the sets of test questions are delivered to the examination room so that their contents is inaccessible to unauthorized persons.
4. Test examination questions are disclosed in the examination room immediately prior to the commencement of the test.
5. **During the test examination, it is forbidden to take out, otherwise remove** **or take photos of the test questions.**
6. **The test answer sheet is the only document where the answers can be written during the test.**
7. **The test answer sheet should be filled in with a pen, the whole field of the correct answer should be blurred. The correction can be done with crossing of the wrong answer and blurring of the correct one.**
8. Test takers shall enter the examination room within 30 minutes before the exam starts.
9. When a student taking the test enters the examination room, the members of the Examination Board shall check their identity based on an identity document with
a photo and allocate the seats previously established by the Committee in the room.
10. A student who does not have a proof of identity is not allowed to take the examination.
11. **The duration of the test is 120 minutes.**
12. The Chairperson of the Examination Board in the room shall inform the test takers of the duration of the examination before the start of the examination and shall notify the assembled students of the start and end time of the examination.
13. **After the start of the test examination, no persons except for the Examination Board members are allowed to enter the room.**
14. **The students are obliged to solve the test independently. Contacting other people, the use of learning aids and educational resources as well as mobile phones and other electronic equipment designed for copying, transmitting and receiving information**

**by the test takers shall constitute the grounds for terminating the test and result in the disqualification and fail result of the student concerned.**

1. **Mobile phones and other electronic equipment should be deactivated and hidden.**
2. The decision on the student's disqualification is made by the Chairperson of the Examination Board in the room.
3. The disqualification is recorded by the Chairperson of the Examination Board in the test report, indicating the reasons and time of terminating the examination.
4. **During the test, the students are not allowed to leave the room.**
5. **In exceptional situations, the test takers may, with the consent of the Chairperson of the Examination Board, leave the room supervised by a member of the Examination Board. Before leaving the room, a student must deposit a test answer sheet with the Chairperson of the Examination Board.**
6. The course of the examination can be monitored by means of image recording equipment, of which the test takers will be informed before the examination starts.
7. If the recorded images, referred to in point 20, reveal after the test that a test taker used learning aids, educational resources or the devices designed for copying, transmission and receipt of information, the student concerned is disqualified. The decision in this respect is made by the Chairperson of the Examination Board in the given room in consultation with the teaching Coordinator in Neurology and is recorded in the examination protocol.
8. In the event that a editorial error, which make it impossible to give a correct answer, is found, the test taker has the right to express a reservation during the test to the Chairperson of the Examination Board, providing the number of the task containing the error and the test version.
9. The Chairperson of the Examination Board shall record the reservation raised in the examination report. Legitimate reservation results in appropriate explanations and extension the exam duration by additional 4 minutes for each substantiated claim.
10. **In the case of substantive concerns concerning the test questions, the test taker has the right to lodge a written reservation immediately after the completion of the test before leaving the examination room. The reservation is submitted to the Chairperson of the Examination Board in the examination room.**
11. The reservation should be made on a reservation sheet held by the Examination Board. The test taker has the right to inspect the test questions sheets when formulating the reservation.
12. The reservation will be verified by the teaching Coordinator in Neurology immediately after the test examination, before calculating the results.
13. The teaching Coordinator in Neurology decides whether to accept or reject the reservation by recording a written justification for their decision on the reservation sheet.
14. After the time for the test has elapsed, the Chairperson of the Examination Team shall announce the end of the test.
15. **After the end of the test, the students will hand in the test answer sheets to the Chairperson of the Examination Board in the room, who will confirm with handwritten signature that the documents have been returned. Then the student can leave the examination room.**
16. **The percentages of correct answers given by the test takers shall be converted into
a school grade based on the coefficients for conversion announced in Sylabus:**
17. **60% - 70% - 3,0 satisfactory**
18. **71% - 80% - 3,5 better than satisfactory**
19. **81% - 90% - 4,0 good**
20. **91% - 95% - 4,5 better than good**
21. **96% - 100% - 5,0 very good**
22. **After the results of the test are determined, the test takers shall be informed of them by the Examination Board through the Virtual University till 30th of June.**
23. An unexcused absence of a student at the test will result in a fail result on the first date of the examination.
24. A student who justifies his or her absence in accordance with the applicable study regulations will be given the opportunity to take the oral exam on a different date.