

**MINISTRY OF SCIENCE, HIGHER EDUCATION AND INNOVATION OF
THE KYRGYZ REPUBLIC**

**SCIENTIFIC-EDUCATIONAL INDUSTRIAL INSTITUTION «JALAL-
ABAD STATE UNIVERSITY NAMED AFTER B.OSMONOV»**

REVIEWED

at the meeting of the Academic
Council of JASU named after
B. Osmonov

Protocol No. 1

« 01 » 09 2025

APPROVED

Rector of JASU named
after B. Osmonov

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2025



**REGULATION ON THE CONDUCT OF CURRENT CONTROL AND
INTERMEDIATE ATTESTATION OF STUDENTS**

JALAL-ABAD 2025

1. General Provisions

Based on the Resolution of the Cabinet of Ministers of the Kyrgyz Republic No. 590 dated September 24, 2024, and Resolution No. 329 dated June 10, 2025, as well as the Regulation "On the Organization of the Educational Process in Higher and Secondary Vocational Education Institutions Using Academic Credits of Jalal-Abad State University (JASU)", the Regulations "On Conducting Current Control and Interim Attestation of Students in Higher and Secondary Vocational Education Institutions of JASU and Organization of the Educational Process Using Academic Credits", and "On the Module-Rating System for Assessing Student Achievements", amendments have been made to this Regulation.

1.1. This Regulation defines the procedure for conducting current control, interim attestation of students at B. Osmonov Jalal-Abad State University (hereinafter referred to as JASU), and the clearance of academic deficiencies (arrears).

1.2. Current control and interim attestation of students (administration of tests, examinations, modules, control works, term papers/essays, reports, oral examinations) record the students' mastery of the educational material in accordance with the requirements of state educational standards regarding the minimum content of education and the training level of educational institution graduates.

1.3. Current control of student performance (hereinafter referred to as current control) is an operational control throughout the semester. It assesses the level of students' knowledge as well as the degree of their mastery of educational material in logically completed sections (modules and chapters) during the study of corresponding disciplines in the form of modules, oral examinations, essays, reports, and control works.

2. Interim Attestation of Student Performance

2.1. Interim attestation of student performance (hereinafter referred to as interim attestation) is a mandatory control conducted at the end of a semester (during the examination session) by administering tests and examinations in disciplines provided for by the students' individual curriculum in the given semester.

2.2. The form of current control and interim attestation is determined by the educational institution and is brought to the attention of students by the beginning of the semester.

2.3. Examinations are one of the primary forms of interim quality control of knowledge and training. They aim to assess the student's work during the semester, the degree of theoretical knowledge mastery, verify independent work skills, and evaluate the ability to synthesize acquired knowledge and apply it to solving practical and professional problems.

2.4. In the absence of an examination in a discipline, tests (pass/fail assessments) serve as a form of evaluating the student's theoretical knowledge, as well as a means of verifying the completion of laboratory, calculation-graphic works, practical, and other types of training sessions.

2.5. The point-rating system for assessing student performance provides for the evaluation of learning outcomes using points established by the educational institution for each type of work.

2.6. Examinations and tests in elective courses are taken by students at their choice, and the results are entered into the grade sheet, the student record book (gradebook), and the diploma supplement.

3. Procedure for Conducting Interim Attestation

3.1. Current control and interim attestation are conducted in accordance with the academic calendar of the educational institution for the academic year, agreed with the Department of

Academic Policy (DAP) and approved in accordance with the established procedure by the head of the educational institution (Vice-Rector for Academic Affairs).

3.2. Students who have not fully completed the current control in individual disciplines are not allowed to take examinations in these disciplines but retain the right to take examinations in other disciplines.

3.4. Heads of institutes have the right to establish individual deadlines for the examination and test session for part-time (correspondence) students.

3.5. Upon appearing for examinations and tests, students are required to have their student record book (gradebook) or an identity document with them and present it to the examiner.

3.6. Examinations are administered by examiners (professors, associate professors, senior lecturers) who conduct lecture classes, in the presence of the examiner's assistants. By decision of the department, lecturers who conduct other types of classes (practical, seminar, laboratory sessions) in the given group for this discipline may participate in the examination.

3.7. Tests (pass/fail assessments) are accepted by the instructors conducting practical, seminar, and laboratory classes in the given group for the corresponding discipline.

3.8. The defense of various independent assignments, calculation-graphic works, and workplace training (internship/practicum) reports is carried out by a committee appointed by the department, with the participation of their supervisors.

3.9. The results of examinations and workplace training (internship/practicum) reports are evaluated according to a grading scale independently developed by the educational institution in accordance with the regulatory legal acts governing the organization of the educational process using academic credits.

3.10. The form of conducting examinations and tests, as well as the criteria for assessing student performance, are established by the educational institution. This process is regulated by separate provisions.

3.11. The presence of unauthorized persons at examinations and tests who are not related to the educational process is not permitted without the permission of the director of the institute or the Vice-Rector for Academic Affairs.

3.12. In case individual sections of a discipline are taught by several instructors, the examination or test is administered by all instructors who conducted lectures, practical, and laboratory classes in this discipline; however, one single final grade is issued.

3.13. The results of tests and examinations are entered into the electronic grade sheet on the AVN portal. Failure to appear for examinations and tests within the deadlines established by the schedule is marked in the examination/test sheet as "absent" (*не явился*). If the absence occurs for an unexcused reason, it is classified by the head of the institute or college as an unsatisfactory grade. Retaking is allowed only upon submission of a document confirming a valid reason for the absence.

3.14. The examination schedule is drawn up in such a way that at least two calendar days are allocated for preparation for the examination in each discipline. No more than five examinations and no more than six tests are included in one examination session. This number does not include the physical education test and reports on elective disciplines. The examination schedule for all forms of study is compiled by the directors, agreed with the academic department, and approved by the Department of Academic Policy. It is brought to the attention of instructors and students no later than one month before the start of the examination session.

3.15. Heads of educational institutions (Vice-Rectors, Department of Academic Policy, directors of institutes and colleges, heads of departments, and chairpersons of subject-cycle commissions

(SCC)), together with the faculty members during the examination session, analyze the quality of student training and take measures to further improve the educational process. The results of examination sessions are considered at meetings of the quality councils of institutes and colleges. The results of modules, tests, and examinations are summarized based on the analysis of the directors of institutes and colleges, after which the Director of the DAP submits them to the Administrative Council of JASU with proposals for eliminating deficiencies.

4. Procedure for Clearance of Academic Deficiencies (Arrears)

4.1. A student who receives an unsatisfactory grade in at least one examination or test by the end of the examination session is considered to have an academic deficiency.

4.2. For students who were unable to pass tests and examinations within the established deadlines for valid, document-supported reasons (illness, family circumstances, long-term business trips, natural disasters), individual deadlines for passing examinations and tests are established upon submission by the head of the institute or college, confirmation by the academic department and DAP, and with the permission of the Vice-Rector for Academic Affairs.

4.3. Repeated passing of interim attestation by a student in case of receiving an unsatisfactory grade is not permitted, except for cases justified by documentation. A student who receives an unsatisfactory grade has the right to repeat the course in this discipline and clear the academic deficiency within the time limits established by the educational institution.

4.4. Retaking an exam during the interim control period for the purpose of improving a positive grade ("satisfactory", "good") is not permitted.

4.5. To obtain a diploma with honors (cum laude), retaking examinations to raise a positive grade (only the grade "good") is allowed upon a justified (valid) submission by the head of the institute or college, and for no more than two disciplines only in the final year of study. All issues regarding such examination retakes must be resolved no later than one month before the start of the state attestation commission's work at the educational institution.

4.6. The deadlines for the clearance of academic deficiencies of students are established by the head of the institute or college in the manner determined by the educational institution. Students who have not completed the workplace training (internship/practicum) program for valid reasons are sent to workplace training (internship/practicum) repeatedly with the permission of the head of the institute or college. The deadlines for repeated workplace training (internship/practicum) are established by the head of the institute or college on an individual basis.

4.7. A repeated retake of an unsatisfactory grade in the same discipline is allowed twice. The first repeated retake is carried out within a one-month period after the end of the examination session. The second repeated retake is conducted by a commission created by the head of the institute in agreement with the head of the department. The decision of the commission is final and approved by a protocol. If a student receives an unsatisfactory grade for the second time, they are subject to dismissal (expulsion). A student who does not wish to appeal to the commission may, at their discretion, apply to the director with a statement requesting permission to take the summer semester.

4.8. In case of receiving an unsatisfactory grade, the student has the right to file an appeal. The appeal can be filed within two days (including the day of the examination). To consider the appeal, the head of the institute or college creates a commission chaired by the head of the department, the head of the SCC, or a person acting in their place, consisting of at least three instructors, including the examiner who issued the unsatisfactory grade. If the commission concludes that the student's

answer deserves a positive grade, this grade is entered into the examination sheet. The grade issued by the commission is final.

4.9. For persons admitted by transfer or reinstatement to educational institutions, the issue of credit transfer (transfer of academic credits) for previously passed disciplines is decided by the head of the institute or college in each individual case, depending on the similarity of the program requirements for these disciplines, regardless of how much time has passed since the date the grade was received.

4.10. Academic examination sheets of student performance must specify the full names of examiners, assistants, and group students, the name of the institute, year of study, group, semester, name of the discipline, and the date of the examination or test. The examination sheet is certified by the signature of the head of the institute.

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