

MINISTRY OF EDUCATION AND SCIENCE OF THE KYRGYZ REPUBLIC
Jalal-Abad State University named after B. Osmonov

ACCEPTED
Academic Council of JASU
named after, B. Osmonova
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AFFIRM
RECTOR JASU named after
B. Osmonov
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Position
on interdisciplinary final state certification in the disciplines “History of Kyrgyzstan”, “Geography of Kyrgyzstan”, “Kyrgyz language and literature” at Jalal-Abad State University named after B. Osmonov

Jalal-Abad- 2023 y

Position on interdisciplinary final state certification in the disciplines “Kyrgyz language and literature”, “History of Kyrgyzstan”, “Geography of Kyrgyzstan” at Jalal-Abad State University named after B. Osmonov

The regulations were drawn up for the purpose of independent and objective testing of students' knowledge for the interdisciplinary final state certification at the ZhAGU named after B. Osmonov, in the disciplines “Kyrgyz language and literature”, “History of Kyrgyzstan”, “Geography of Kyrgyzstan”.

The regulations determine the methods and means of assessing students' knowledge, the procedure for preparation, organization and conduct, summing up, analysis, job duties and responsibilities of the organizers of the exam using computer testing.

The position works in compliance with the rules of state certification in the following regulatory documents:

1. Law of the Kyrgyz Republic "On Education"
2. "Regulations on state certification in the field of higher education in Kyrgyz Republic" (Decree of the Government of the Kyrgyz Republic dated May 29, 2012 No. 346);
3. State certification program in the discipline “National History” (Government Decree of the Kyrgyz Republic No. 346 of May 29, 2012)
4. Order of the Ministry of Education and Science of the Kyrgyz Republic No. 1455/1 dated November 27, 2017 “On amendments to state educational standards and higher professional education curricula”
5. Letter from the State Registrar of the Ministry of Education and Science of the Kyrgyz Republic addressed to directors, rectors of universities, vocational schools of the Kyrgyz Republic (02-1.8514. dated September 26, 2019)

Heads of structural units (deans of faculties, directors of colleges) are responsible for organizing and conducting state certification (GA) according to functional responsibilities, as those responsible for organizing the exam according to the regulations. If the procedure for conducting civil engineering is not followed, the relevant employees are held accountable in accordance with the labor code of the Kyrgyz Republic.

The organization and control of the SE is assigned to the educational department (TD) and is coordinated by the relevant vice-rector.

General methodological requirements.

Interdisciplinary final state certification at JASU, in the disciplines “Kyrgyz language and literature”, “History of Kyrgyzstan”, “Geography of Kyrgyzstan” is carried out using computer testing and is used as a guideline by the advisory instruction of the State Secretary of the Ministry of Education and Science of the Kyrgyz Republic (No. 02-1. 8514. 09/26/20190), for rectors of universities, for directors of special vocational educational institutions

1. The database of test tasks is compiled by the relevant departments in accordance with the state standard and the state certification program for the specified disciplines.
2. Responsibility for compliance with the requirements (standards) and compatibility of the testing program used rests with the technical specialist (author).

Activities of structural divisions, deans of faculties, directorates of institutes:

1. A week before the start of computer testing (CT), submits relevant materials to the educational department (orders for the admission of students to the SA, record books, final statements, etc.), does not allow students to debt to SA;
2. Students who do not have academic debt in the subjects of history of Kyrgyzstan, Kyrgyz

language and literature, geography of Kyrgyzstan will be admitted to the final state certification.

3. Must organize group consultations and trial testing a week before CT, and provide students with the necessary information.
4. Conducts meetings on the procedure for organizing and conducting CT, conducts explanatory work with students.
5. On the day of testing (according to the schedule), ensures the timely arrival of students to take the SA(SC) and is directly responsible for identifying the students.
6. The heads of the relevant faculties (colleges, institutes) are obliged to monitor the completion of the SA(SC) and are directly responsible for identifying the student's identity.
7. The retake of the SA(SC) is organized in accordance with the general procedure for passing the SA(SC). Finally, he prepares a report on the conditional transfer from one course to another for students who received an "unsatisfactory" grade.
8. Prepares a report on the expulsion of students who did not appear for the exam without a reason (not allowed to the SA(SC) due to academic debt and tuition debt).

Heads of relevant departments:

1. A month before the start of the SA(SC), ensures the compilation of an electronic database of test materials, discusses it at the department council, submits it to the computer testing administrator and to the educational department;
2. Three months before the start of the state certification, submits to the TD (Training Division) the composition of the commission;
3. Is obliged to bring to the attention of each member of the NA commission information about the organization and procedure for conducting CT;
4. Ensures the submission of reports by the chairmen of the certification commission at a certain time.

Specialists of the educational department:

1. Monitors the organization of Civil Aviation in accordance with legal and regulatory document
2. The faculty methodologist, together with the technical secretary, clarifies the list of students admitted to the SA(SC), (additional order);
3. Admits students to SA(SC), on the basis of an identification document (grade book, passport, military ID, driver's license)
4. Ensures the timely submission of the technical secretary's documents on the results of the SA(SC), (protocols, statements, grade books, final statements) to the educational department;
5. Obligated to give a report on the activities carried out to the head of the **educational** department;
6. Having completed the documents related to the SA(SC), takes part in submitting documents to the archive.

Computer Admins:

1. Obligated to maintain confidentiality in the procedures for creating and protecting a database of test materials;
2. A week before the start of the SA(SC), the TD (Training Division) provides information on the preparation of tests, the work of the test automation program;
3. Test results are promptly displayed using a computer;
4. Summarize the CT results within 3-6 hours after the end of the CT procedures;
5. Create an opportunity for commission members to participate in an appeal based on the student's application;

6. Provide continuous computer and software support during the organization of the SA(SC),

Members of the state certification commission:

1. Is obliged to be in the audience where the test is being carried out, to monitor the progress of the CT;
2. Has the right to disqualify a student for violating the rules for taking a CT examination (if disciplinary violations are detected, according to the norms, a protocol is drawn up and submitted to the academic department);
3. Before the CT scan, instructions are given on how to take the test;
4. Based on the results of the SA(SC), the attestation sheet issued by the dean's office is signed by the chairman and members of the SAC; (State Attestation Commission)
5. Test reports are submitted to the Secretary of the SA(SC), after signing by the chairman and members of the commission.
6. The resolution of conflicts and disputes is carried out with the participation of members of the SAC (State Attestation Commission) under the leadership of the Chairman of the SAC.(State Attestation Commission)

Secretary of the State Attestation Commission:

1. A week before the GA, the dean's office prepares a final statement of students' progress on the implementation of the curriculum, grade books, statements of the SA(SC),
2. Within two weeks, submits the schedule of SA(SC), meetings to the educational department;
3. Informs the members of the SAC(State Attestation Commission) about the schedule of their work and ensures the regular participation of each of them in the GA;(Governmental Attestation)
4. Discusses the provision of an audience for the work of the SAC with the educational department;
5. Fills out minutes of State Attestation Committee meetings, student record books, statements and other regulatory documents.

Requirements for students participating in the state certification:

1. A student who has completed the curriculum, passed the subjects “Kyrgyz Language and Literature”, “History of Kyrgyzstan” and “Geography of Kyrgyzstan” in the curriculum and does not have financial debt for training is admitted to interdisciplinary final state certifications;
2. State certification is taken by students continuing their studies at a higher educational institution on the basis of secondary vocational education;
3. If students on the basis of higher education have passed the state exam in the discipline “History of Kyrgyzstan”, they re-take the interdisciplinary final state exams in the disciplines “Kyrgyz language and literature”, “History of Kyrgyzstan” and “Geography of Kyrgyzstan”.
4. If students are studying on the basis of higher education and have passed the interdisciplinary final state certification in the disciplines “Kyrgyz language and literature”, “History of Kyrgyzstan”, “Geography of Kyrgyzstan”, starting from 2020-2021, on the basis of the order of the dean, director, order of the rector, are exempt from testing;
5. In the event of a power outage, interruption in the Internet (force majeure circumstances) during the period of interdisciplinary final state exams, the approved schedule based on the act of the SAC and the dean's office (director) will be changed by postponing it to another day or time with the permission of the vice-rector.
6. A student who has access to testing comes 10 minutes before the exam, leaves all educational materials (books, bag, etc.) in a specially designated place and takes with him

- only the necessary things (documents);
7. Students are required to turn off mobile phones and not use them during computer testing;
 8. Places his signature on the protocol marking the correct answers and submits the protocol to the commission. Test duration is 30 minutes.
 9. It is prohibited to use a cheat sheet, talk to anyone, use a mobile phone or move around the audience;
 10. A student who has violated the rules of the situation is removed from the exam and the points received are canceled according to the protocol of the commission, the chairman of the commission;
 11. Students who do not agree with the results of the exam, after finishing the CT examination, on the same day can apply for consideration of their work;
 12. A student who is not satisfied with the CT grade received in the SA may file an appeal on the same day to review the objectivity of the evaluation. The CT appeal is carried out on the same day, on site, with the participation of the state certification commission;
 13. When calculating the results, the result of the appeal commission is taken into account, a protocol is drawn up and a score is given or remains unchanged;
 14. The appeal commission includes members of the SA and a technical specialist, the chairman of the SA is in charge;
 15. The retake of the SA is carried out on the basis of the general rules for passing the SA. Students who receive an “unsatisfactory” grade on the MA will be conditionally transferred from course to course by passing in the fall, and if they do not pass in the fall, they will be expelled;
 16. If a student was unable to participate in the SA for compelling reasons (documented, due to health or family reasons), without being expelled from the educational institution, he is given the opportunity to take the SA.

Grading system

The final assessment is carried out on a 100-point scale and is entered in the attestation sheet and grade book based on the following scale

№	Number of correct answers	Score	Marks
1	1-15	0-49	«unsatisfactory»
2	16-20	50-64	«satisfactory »
3	21-25	65-89	«good»
4	26-30	90-100	« Excellent »

Steps when passing computer testing for interdisciplinary final state certification in the disciplines “Kyrgyz language and literature”, “History of Kyrgyzstan”, “Geography of Kyrgyzstan”:

- 1- **step:** writing login, password;
 - 2- **step:**
 - 1- start testing
 - 2- **step:**
 - 1- selecting a test question;
 - 2- selection of questions by numbers;
 - 3- choose the correct answer.
 - 4- **step:**
- Results

Note:

- You cannot complete the test without marking the test completely;
- Duration of testing is 30 minutes.

Compilers of the regulations:

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