

## Department's Internal Didactic Regulations

Valid in academic year	2022/2023
Full name of the Department	Neurology Department PMU
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Head of the Department (academic title, name and surname)	Dr hab. n. med. Marta Masztalewicz
Course coordinator (academic title, name and surname, e-mail, phone no)	Dr n. med. Agnieszka Meller agnieszka.meller@pum.edu.pl lek.med. Karolina Machowska-Sempruch karolinamachowska88@gmail.com
Field of study	Medicine and Dentistry
Year of studies	V
Course/subject title	neurology

### §1

#### Teaching methods

1. The education process of neurology is implemented during seminars, lectures and classes.
2. The lectures are available electronically
3. The seminars and the classes are obligatory. The condition of credit is the presence and active participation on them.

### §2

#### Mode and forms of compensation of missed activities

1. One justified absence on the seminar and classes is allowed. Unjustified being late or absence causes failure the neurology block and necessity to repeat it completely with one of the following groups.
2. In case of justified absence or failure the seminar, material should be credited with the person conducting the seminar, at the latest by the day preceding the practical credit. One justified absence on the classes must be made within a period specified for the group, at the end of the block. More than one justified absence causes failure the neurology block and necessity to repeat it completely with one of the following groups.
3. Justification of absence is possible upon presenting the appropriate attestation to PhD Agnieszka Meller within 7 days of the absence.

### §3

#### Requirements for course completion in order to sit the credit of exam

1. Students without credit for classes and seminars aren't allowed to take the exam. The credit for missed/failed seminar has oral form. The credit for missed classes is its retake with other student group or on medical duty.

### §4

### Principles of attending classes during the academic year

1. The principle of student participation in seminar and practical classes is her/his coming on time. Lateness **more than 20 minutes** yields lack of participation in classes.
2. Students **have to** use during practical classes short-sleeved medical uniform and appropriate shoes.
3. Students participation in classes is **not allowed** in cases of inappropriate behavior, inconsistent with study rules or another rules ruling in Hospital/Neurologic Department SPSKI PUM, as well as behavior disturbing classes, precarious for anyone health, live or property and uncivil behavior in relations to the teacher, other students participating in classes.
4. The situations mentioned above equal **missed classes**

### §5

#### Principles and forms of credits, exams

1. Subject neurology ends with a **practical credit** and theoretical test exam.
2. The practical credit is to confirm the student ability to perform neurological examination and interpretation of its result. Practical credit is held on the last day of classes. **Passing the practical credit is a prerequisite for taking the theoretical exam.**
3. Failed or justified missed practical credit must be improved/made up **not later** than on the day of the practical credit of the next student group.
4. The latest term for third term of practical credit in neurology is the practical credit day for the last student group.
5. For the last student group the term for retake of practical credit depends on the teacher responsible for it.
6. Passing the seminars, classes, and the practical credit is a **prerequisite for taking the test exam.**
7. **The test exam is organized** on one term for all students group. It is organized after the last group classes, in The test Exam Centre of PMU.
8. In case of justified absence on the exam, the student keeps its first term, still as test exam. Unjustified absence on the test exam results in negative note according to the study rules.
9. **The first retake of the exam in neurology is again test exam;** it is organized up to 15th September. **The second retake of the exam has oral form** and it is organized not earlier than two days after the first retake term, and not later than the last day of retake session for appropriate academic year.

### §6

#### Circumstances of exemption from credits or exams.

Not applicable

### §7

#### Form of admission to the pre-scheduled examination, referred to § 32 point. 8 Rules & Regulations of PMU

Not applicable

### §8



#### Assesment criteria


1. The test exam is performed in form of 60 questions of multiple choice but one possible answer.
2. Oral theoretical exam is carried out in the form of individual questions, given earlier to students.

3. The note for the test exam is based on the percentage of correct answers, according to the rules described in The Rules & Regulations of PMU: excellent – 5,0 ( $\geq 92\%$ ), – very good – 4,5 ( $\geq 84\%$ ), good – 4,0 ( $\geq 76\%$ ), satisfactory – 3,5 ( $\geq 68\%$ ), sufficient – 3,0 ( $\geq 60\%$ ), insufficient/failed – 2,0 (poniżej 60%)
4. The total score from the oral theoretical examination is an average of three questions.

§9  
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1. Negative assessment of the theoretical exam results to repeat the block in the next academic year.
2. Due to the pandemic SARS-CoV2 there is a possibility that classes and seminars will be organized online via Microsoft Teams according to the schedule.
3. In such situation practical credit is not performed; the other rules to credit neurology stay as described above. The test exam will be performed then online using the platform recommended by Pomeranian Medical University; oral exam will be performed via Microsoft Teams.

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<p>Opinia:</p> <p>Pozytywna / <del>Negatywna</del>**</p>	<p>Zatwierdzam:</p> <p>.....</p>
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\*jeżeli specyfikacja przedmiotu tego wymaga

\*\*niepotrzebne skreślić