

Examination regulations for Patobiochemistry I at the Department of Pediatrics and Adolescent Medicine 1.st Faculty of Medicine and General Faculty Hospital

Examination dates in the winter examination period

Examination dates (“terms”) are announced in the SIS on 11/3/2017. These represent all exam dates available in the exam period, their number (20) is final. (*Dates for terms in the summer semester will be announced later*).

Examination dates are available for the following periods:

- Pre-term examinations: from 11/28/2017 to 1/21/2018.
- Regular examination period: from 1/22/2018 to 2/18/2018.
- Examination dates for the summer examination period, summer vacations, and September 2018 will be announced after the end of the winter examination period.

Examinations can be held no later than two weeks before the beginning of the next academic year (see the Rules, Plan of the academic year 2017-2018). After that, no more exams can be taken and students cannot apply for more examination dates, even if they had not exhausted their allowed number of attempts.

Rules for registration for exams and cancellation

The registration for examination dates is possible in SIS and is different for these periods:

- for pre-term examinations and for regular examination period from 11/13/2017, 5 p.m.
- for the summer examination period, summer vacations, and September 2018 will be announced after the end of the winter examination period.
- for the terms in the second part of the examination period (in September 2018) the exam dates will be announced after the last exams in summer vacations.

A student can only take the exam if he or she is registered for the date in SIS and has all required pre-requisites. Students who do not have all required pre-requisites will be stricken out from the exam date, about which they will be informed via e-mail. The date will not be counted as a missed exam date.

REFERENCES:

“**Regulations**” refers to *Studies and Examination Regulations of Charles University in Prague*

“**Rules**” refers to *Rules for Organization of Studies at the First Faculty of Medicine*

Failure to attend the examination

The student who fails attend the examination that he/she has registered for without notifying examiners in advance will not be given mark but it will be counted as an attempt. If a student misses the exam in this manner, he or she can register for another examination date. Late notices will be accepted only if the student can prove serious reasons for not attending the exam. The apologies will be judged by the examiner and/or the chairman of examination committee (*see Regulations, Article 8, Paragraph 14, and Rules, Article 17, Paragraph 8*). The student must send the apology in writing (an e-mail or a letter) and state the reasons for non-attendance. The student will be informed if his or her apology is accepted.

Re-examinations

A student can take an examination three times as a maximum, i.e. the student is entitled to two re-examinations, and no extraordinary terms beyond that are allowed (*Regulations, Article 8, Paragraph 14*). However, if the student does not exhaust all three exam opportunities within the announced examination periods, it does not entitle him/her to an extraordinary date for examination (*ibid.*).

No extra examination dates will be issued.

Furthermore, no examinations can be taken after the end of the second part of the regular examination period in September, or after the last term announced. No extraordinary terms or “Dean’s exam terms” are allowed.

Rules pertaining to the course of examination

The examination is oral and students will draw two questions from the list which is available in the SIS and on the Institute's web site together with study materials, including course presentations.

11/3/2017

Prof. MUDr Viktor Kožich, CSc

REFERENCES:

“**Regulations**” refers to *Studies and Examination Regulations of Charles University in Prague*

“**Rules**” refers to *Rules for Organization of Studies at the First Faculty of Medicine*