



Nicolae Testemitanu State University of Medicine and Pharmacy of the  
Republic of Moldova

**METHODOLOGY OF ORGANIZING THE PROCESS OF THE  
GRADUATION THESIS FINAL DEFENSE in a.y. 2019-2020**

1/5

**APPROVED**

**minutes of Nicolae Testemitanu  
SUMPh Senate meeting  
no. 4/6 of 23.04.2020**

**METHODOLOGY  
of organizing the process of the graduation  
thesis final defense in a.y. 2019-2020**

**I. GENERAL PROVISIONS**

1. This Methodology is developed on the basis of the Framework-Regulation on the organization of the final examination for higher license studies, approved by the Order of the Minister of Education No. 1047 of 29.10.2015 and the Regulation on the development and defense of the graduation thesis at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova, approved by the Senate no. 1/5 of 23.01.2020.

2. The methodology sets up the principles of organizing the Graduation Examination in all study programs, which will take place in a.y. 2019-2020 in a single stage, made by the online defense of graduation theses (Senate decision no. 4/6 of 23.04.2020).

3. The online defense of graduation theses will take place within the Graduation Exam Boards, approved by the Rector's Order in the presence of at least 2/3 of the number of members..

4. The organization of the online defense of graduation theses will be carried out in accordance with the schedule prepared by the dean's offices, in the following terms:

- ◆ in the period 11-29.05.2020, for **Medicine** and **Preventive Medicine** study programs;
- ◆ in the period 18-29.05.2020, for **Dentistry** and **Pharmacy** study programs;

5. The dean's offices will draw up the schedules of the Graduation Exam with the indication of the Boards and the nominal list of students who will defend the theses, taking into account that the maximum number per day will not exceed, usually 5 students per Board. The schedules approved by the rector of the University, will be placed on the web pages of the faculties and will be sent to the graduates through SIMU (terms of elaboration of the schedule - until 29.04.2020, placement on the WEB page - 30.04.2020, responsible: deans and vice-deans ).



## **II. ADMISSION OF STUDENTS TO GRADUATION EXAMINATION**

6. To the Graduation Exam, conducted by means of the graduation thesis defense, will be admitted the students who:

- ◆ have fully completed the curriculum and have accumulated the number of credits established for 12 semesters within the training programs of 360 credits and for 10 semesters in the case of the 300 credits;
- ◆ received the grade “admitted” for the prior defense of the graduation thesis within the department / chair in which it was carried out, fact confirmed by the extract from the minutes (responsible: vice-deans).

7. Taking into account the specific features of the study process in exceptional condition, in the spring semester of a.y. 2019-2020, the annual average of disciplines / modules / clinical internships included in the Curriculum for the twelfth semester (Medicine, Preventive Medicine study programs) and X (Pharmacy and Dentistry study programs) will be calculated as the final grade for these disciplines / modules / clinical internships, based on which students will be admitted to the Graduation Exam (responsible: heads of subdivisions and heads of studies).


## **III. ORGANIZING OF DEFENSE PROCESS**

8. 10 days before the online defense (in PDF format) the secretaries of the Assessment Boards will, as well, submit the PowerPoint presentations for examination to the Chairman, Vice-Chairman, members of the Graduation Examination Boards and members of the Assessment Board (responsible: Secretaries of the Assessment Boards, terms: Medicine, Preventive Medicine - until 01.05.2020, and Pharmacy and Dentistry - until 08.05.2020).

9. The members of the Boards will examine the graduation theses in accordance with the provisions of the Regulation on the development and defense of the graduation thesis at Nicolae Testemitanu SUMPh, by:

- ◆ analysis of the methodology used in the study;
- ◆ analysis of results and their reasoning;
- ◆ corresponding of the conclusions to the established objectives;
- ◆ compliance with the recommendations for structure and drafting of the text;
- ◆ use of the bibliography and its presentation.

10. When scheduling the online meetings of the Assessment Boards, inviting by e-mail and registering of participants for graduation theses defense in Google-Calendar using Google Meet, the secretaries will be guided by the developed Guide (in text and video form).

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11. The coordinators of the boards, together with the secretaries, will ensure the organization and development of the online defense of the graduation theses by scheduling the meetings in Google Meet, according to the schedule established by the dean's offices.

12. The date, time and links will be sent to the Chairman, Vice-chairmen, members of the Graduation Exam Board, members of the Assessment Board, scientific advisors and students by e-mail (responsible: secretaries of boards, terms: Medicine, Preventive Medicine - until 08.05.2020 and Pharmacy and Dentistry - until 15.05.2020).

13. The coordinators and secretaries of Assessment Boards will ensure that all members and students have the technical conditions to participate in the assessment, according to the projected model. For this purpose, at least one day before the date specified for the defense, they will organize and simulate a rehearsal of the functionality of the selected instrument with each student.

14. To assess the graduation theses, the online meeting of the Assessment Board through Google Meet, with the transmission of the link by e-mail, will be scheduled.

#### **IV. DEFENSE AND ASSESSMENT OF GRADUATION THESIS**

15. On the date and time set in the schedule, the persons invited to participate in the meeting for the defense of the graduation theses will access the links received.

16. The chairmen, vice-chairmen and members of the Boards of the Graduation Examination on study programs will connect arbitrarily in any meeting of graduation theses defense and will participate in the assessment.

17. The secretaries of the Assessment Boards will ensure the registration of the online meetings.

18. The student will summarize the graduation thesis, supported by the Power Point presentation, for which he is given up to 15 minutes.

19. The evaluators will ask questions, participate in discussions and give the grade according to the Assessment Form (Annex 6 of the Regulation on the development and defense of the graduation thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova).

20. For evaluators' questions and discussions, up to 10 minutes are allowed.

21. The assessment of the graduation theses by the Board will be done according to the following criteria:

- ◆ the quality of writing the graduation thesis and the observance of the structuring rules;
- ◆ the quality of the research carried out;
- ◆ the quality of the bibliography;



- ◆ the quality of the oral presentation and the answers to the questions put by the Board;
- ◆ confirmation of publication / presentation of research results (article, thesis, report, poster, placed in the Annex to the thesis).

22. The decision on the grade from the defense of the thesis will be taken at the closed meeting of the Assessment Board, accessing the respective link, according to the grading algorithm and application of the Assessment Forms by the scientific advisor and the evaluators.

23. The scientific advisor of the graduation thesis, if he is also a member of the Assessment Board, will assess the thesis only once by completing the "Graduation thesis assessment form" according to the provisions of the Regulation on the development and defense the graduation thesis.

24. The final grade of the graduation thesis will be calculated by applying the coefficients according to the following formula:

$$G_{\text{final}} = (0,2 \cdot G_{\text{SA}}) + (0,8 \cdot G_{\text{EB}}), \text{ where:}$$

GSA – grade of the scientific advisor (from the Assessment Form provided in the Annex 5);

GAB – grade of the assessment board (arithmetic average from the Assessment Forms of Board members);

25. The final grade of the graduation thesis will be expressed with two decimal places and will be entered in Arabic numerals and letters in the minutes..

26. The results of the graduation theses defense will be announced to the students, on the same day, after the meeting of the Assessment Board.

27. Absence of the student, without a reason, at the graduation theses defense or obtaining a grade lower than "5" is qualified as failure to pass the Graduation Exam.

28. Students have the right to challenge the Board's decision. Applications for appeals shall be submitted within one working day of the announcement of the results of the graduation examination and shall be registered by the Secretary of the Graduation Examination Board in the Register of Appeals.

29. Appeals will be examined by the Appeals Board, approved by order of the Rector within one working day of its submission. The Board re-verifies and grades the presentation and defense of the license thesis. The change of the contested grade with the grade given after the examination of the appeal will be made by increasing or decreasing, remaining final.

30. The examination of appeals shall be recorded in separate minutes, signed by the members of the Graduation Examination Board and the members of the Appeals Board.



## V. FINAL PROVISIONS

31. The secretaries of the Evaluation Board take from the students the graduation theses and the presentations in electronic format, the assessment forms of the scientific advisors and the members of the Assessment Board and complete the minutes after each meeting.

32. The minutes of the Assessment Board will be sent to the Chairmen, the secretaries of the Graduation Examination and the dean's offices. In addition, the Board's assessment forms (one per student) and the graduation theses in electronic format (PDF version) will be sent to the dean's offices.

33. The dean's offices of the faculties, at the request of the Chairmen of the Graduation Exam, will ensure, as the case may be, the verification of the similarities of the graduation thesis. At their request, in order to verify the similarities, the chair will present the WORD version of the paper.

34. The Secretaries of the Graduation Exam Board will ensure the signing of the minutes by the Chairman of the Graduation Exam on study programs, will introduce the final grades in SIMU and will fill in the examination sheets.

Coordinated:

First vice-rector, vice-rector  
for Didactic Activity

Olga Cernetchi

Head of Department of Didactics  
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