

PROVISION
**on providing re-training for I. K. Akhunbaev KSMA students with full
reimbursement of expenses (with full cost recovery)**

I. General provisions

1.1. These provisions regulate the procedure, conditions for granting, content and procedure for registration of students' re-education, elimination of academic differences in the curriculum during the restoration (reinstate) and transfer of students with full reimbursement of costs.

1.2. The Provisions have been developed in accordance with the Law "On Education" and the Academy's Charter.

1.3. The decision on granting the right to complete a second course of study, eliminating the academic difference is made for students of all courses and all forms of study by the rector or vice-rector for Academic Affairs on the recommendation of the dean's office and in agreement with the head of the department (or the deputy head of the department).

II. Grounds/basis for providing re-training

2.1. Higher medical education is the only type of higher education where there is no correspondence course, since a medical student is required to listen to all the material and complete all practical classes included in the mandatory minimum of higher medical education. In cases when the student for any reason has not mastered the necessary program, has not acquired the knowledge, skills and abilities provided for in the educational program, the student has the right to repeat the course of study of this section of the educational program.

2.2. For the purposes of these Provisions, re-education means teaching a student an educational program of a specific course and discipline that has not been completed within the established period.

2.3. Elimination of the academic difference means teaching the educational program by a transferred / reinstated student and handing over debts on the forms of educational activities to the deputy head of the department.

2.4. Re-education is provided to students studying at KSMA full reimbursement of expenses, if they do not master the curriculum in one discipline based on the results of the session studied during the semester in the corresponding course, including for good reasons:

- ✓ Temporary disability of the student due to illness, confirmed by the relevant document;
- ✓ Due to family circumstances, business trips, natural disasters, etc., which directly caused the inability to pass exams and tests within the established time frame, confirmed by the relevant documents.

2.5. Re-training is provided to the student by order of the rector of KSMA (or Vice-rector for Academic Affairs) on the basis of a personal application of the student, on the submission of the dean's office, agreed by the head of the department. The right to repeat training begins from the moment the order for re-training is issued.

2.6. The elimination of academic difference arrears is carried out on the basis of a certificate of academic difference issued by the EMD, a list of academic difference elimination with the calculation of the cost issued by the Dean's office during the current semester at the relevant departments.

2.7. Repeated training of a student in one of the courses is allowed no more than 2 times during the entire period of the student's stay at the university and no more than 1 time in the same course. When transferring a student to another faculty, the requirements of the provision of this paragraph do not change.

2.8. A second course of study may be provided to students:

- ✓ who received an unsatisfactory assessment based on the results of the examination session in only one discipline;
- ✓ those who did not pass the internship in a timely manner for a valid reason;
- ✓ those who have an academic difference when transferring or recovering.

- ✓ 2.9. If debt liquidation requires additional training (laboratory work, consultations), then all types of training are carried out on a paid basis.

III. Content of re-training

3.1. According to p.2.8, a student who is admitted to re-study and has paid for it is not transferred to the next course, but is considered a student of the course in which he studied and did not complete the curriculum.

3.2. Calculations for the cost of a repeated course of study are made by the planning and economic Department on the basis of the labor legislation of the Kyrgyz Republic and taking into account the number of hours required for its completion from 3-5 students in one group.

3.3. The repeated course of study of certain subjects of the curriculum is paid for according to the price list and is implemented:

- ✓ repeated courses in this discipline are studied by students in a reduced *volume* (no more than 50% of the hours of the basic program), based on the developed curricula for the discipline. The form of final control for a reduced program does not change;
- ✓ practical training is carried out in full and at an unscheduled time (6 hours a day). A student who has not completed the internship program before the end of the semester of the academic year is subject to expulsion from KSMA based on the report of the Dean and EMD internship sector Head ;
- ✓ the difference in hours in individual subjects and final control, derived from the curriculum according to the State Educational Standard for specialties, should be eliminated during the current semester. If students have credits in certain disciplines and exam scores "good" and "excellent", the department must re-credit them. Payment is subject to 1/3 of the total number of hours, and the rest are transferred to independent work;

3.4. At the request of the student, agreed by the Dean of the Faculty and the Vice-rector for Academic Affairs, if there is payment for the semester, the student can get permission to attend classes of the next course / semester without the right to pass the current and semi-annual certification until the academic debt for the previous semester/course is fully repaid. In the draft order, the dean of the faculty sets a deadline for the elimination of academic debt.

If the debt is eliminated within the established time frame, upon the student's application, submission of the dean of the faculty, the student can be transferred to the next course or admitted to the examination session; otherwise, he is expelled from the academy due to academic failure.

A student who is retained for a second course of study in certain subjects of the curriculum has the right to receive teacher advice on academic subjects in accordance with the approved schedule and individual plan agreed with the dean of the faculty.

3.5. Completion of the repeated course of study is organized in the period between semesters during non-working hours for teachers and free time for students.

3.6. Repeated courses in these disciplines are studied by students in a reduced volume (no more than 50% of the hours of the basic program, except for internship) on the basis of developed training programs in these disciplines. The form of final control without the right to retake with a reduced program does not change.

3.7. If a student has an academic debt exceeding 50% of the curriculum subjects for a semester, re-training is possible only from the new academic year following the one in which the student failed to complete the curriculum.

3.8. A student who is left for re-training is obliged to complete all tasks, laboratory work, attend a course of lectures and pass exams with the right to one retake and tests (including full-time internship):

- ✓ For subjects that received unsatisfactory scores;
- ✓ For subjects that were not passed due to failure to appear for exams and tests for a valid reason;
- ✓ For subjects introduced in this academic year, due to changes in the curriculum of the corresponding course.

3.9. KSMA has the right to::

- ✓ Allow a student who has been left for a second course of study in certain disciplines of the curriculum to pass tests and exams ahead of schedule;
- ✓ For early transfer of a student left for re-training
- ✓ Individual disciplines, for the next course, provided that the existing academic debt is eliminated.

3.10. If a student has not eliminated his / her academic debt in the course of re-training within the established time frame, he / she is expelled from the Academy due to academic failure.

3.11. Re-training of a student in one course is allowed no more than once.

IV. Conditions for providing re-training

4.1. The cost of re-training of certain disciplines of the curriculum and types of educational activities is determined by recalculating the cost of studying these disciplines in proportion to their volume in the academic semester (in accordance with the annual curriculum).

4.2. Students studying on a paid basis, who are left by the order of the rector for re-education with the right to attend classes of the next semester / course, are obliged to pay its cost (while the amounts paid for re-education are not counted towards the payment of the next course)

V. Registration of repeated training

5.1. For re-education, a student who has academic arrears following the session must write an application addressed to the rector or Vice-rector for Academic Affairs with a request for re-education. The application must be submitted to the Dean's office of the faculty within one month from the beginning of the semester or from the beginning of the next academic year.

5.2. Completing re-training:



For individual subjects of the curriculum, the dean of the faculty (Deputy Dean) indicates classroom hours in general for the semester, for subjects that are studied again and sets the deadline for eliminating academic debt.;

✓ Starting from the new academic year, the dean of the faculty (Deputy Dean) puts a visa: "leave for re-study in the ___ semester of the ___ academic year and indicates the hours in general for the semester, the disciplines that are they are being re-examined."

5.3. Transfer of a student to the next course left for re-training is made out by the rector's order, which is brought to the attention of the student by the dean of the faculty and entered in his / her personal file.

5.4. In these disciplines, the dean's office, together with the head of the department, is given the right to independently determine the teachers who will conduct classes on the second course, including involving other teachers.

5.5. The dean makes a note in the credit book of a student who has been left for re-study - "left for a second course". On the same sheet of the credit book, a record of disciplines is made with the results of repeated passing of exams and tests.

APPROVAL SHEET

The order was prepared by the EMD KSMA:

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