NATIONAL AVIATION UNIVERSITY
Humanities Institute
Foreign Languages for Specific Purposes Department

AGREED
Director of the Aerospace Institute

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"_____"_____2013

APPROVED
Deputy Rector for Academics

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"_____"_____2013

Quality Management System

COURSE TRAINING PROGRAM

on

Foreign Language

(according to ECTS)

Area of Knowledge: 0506 " Energy and Power Engineering "
Major: 6. 050604 " Power Machine Building "

1 year
Practicals – 105
Self- study – 75
Total (hours/ ECTS credits) – 180/5
Homework (1) – 1, 2 semester

Semesters 1, 2
Graded Test – 1th semester
Examination – 2th semester

Index P1 – 6.050604- a/12 – 1.1.5

QMS NAU CTP 12.01.02-01-2013

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Contents

INTRODUCTION

The Course Training Program on each discipline is a must for successful teaching process organization according to the European Credit Transfer System. Teachers and students are to be familiarized with it. Grading system is an integral part of the Course Training Program and provides for assessment of student's knowledge and skills during current, module and semester checks. Grading procedure is performed according to the national grading scale and European Credit Transfer System grading scale.

1. Explanatory notes

1.1. Subject status in the system of professional training

Teaching the discipline "Foreign language" is the most important step towards practical use of the foreign language with the professional purposes. Practical skills in the foreign language enable students to be aware of world standards and new technologies, to translate computer manuals, software documentation, and additional literature with the aim of professional decisions-making. Prolific knowledge and good practical skills in the foreign language allow students to study in foreign languages, make translations, reports, summaries and comments, develop scientific projects and be engaged in research work in English.

1.2. Target of the subject

Mastering the discipline "Foreign language" is aimed at training students in reading original literature on his/her specialty, and, as a result, providing them with an access to foreign sources of information. On mastering the discipline "Foreign language" students of the Mechanics and Energetics Faculty are to obtain practical skills in the foreign language. These skills must be acquired on the basis of learning profession-oriented topics defined by this Course Training Program.

1.3. Objectives to study the subject

The main task of the discipline is to familiarize students with basic terminology on their specialty as well as to deepen their knowledge and improve the skills in different kinds of linguistic activities obtained at school.

The tasks of mastering the discipline "Foreign language" are the following:

- to learn professional terminology and everyday English;
- to be able to read and make oral/written translation of original scientific and technical texts on specialty;
- to understand recorded and live foreign speech;
- to be able to communicate with foreigners on general and professional topics;
- to make reports on professional and socio-political topics defined by this Course Training Program .

1.4. Integrated requirements for knowledge and skills of the subject

As a result of mastering the discipline a student shall

know:

- basic professional and technical terminology on the disciplines defined by the academic curriculum;
- main grammar and lexical features of technical translation;
- main rules of handling scientific and technical literature;
- basic socio-political terminology;
- term-building morphemes and models;
- main grammar structures, correlation of forms and meanings.

Learning outcomes:

- read the original literature of the specialty to extract the necessary information;
- read and interpret professionally oriented texts , delete them basic information, summarize and annotate texts;
- comprehension of monologue and dialogue speech ;
- reports on profession-oriented and socio-political topics;
- participation in discussions ;
- rendering information obtained from foreign and native-languages sources (in oral and written forms) ;
- analyzing grammar structures, correlating forms and their meanings in reading and translating texts .

1.5. Integrated requirements for learning outcomes in educational modules

The subject matter of the discipline is divided into **2** modules.

1.5.1. As a result of studying the material of module №1 “Hydrodynamics. Gas dynamics. Thermodynamics. Heat Engineering” a student shall

know:

- basic terminology on the profession-oriented topic;
- socio-political terminology;
- grammar material: Groups of Indefinite and Continuous Tenses Active/Passive; Present/Past Participle as a predicate and as an attribute Interrogative sentences (types and structures).

Learning outcomes:

- determining the principal and secondary parts of the sentence, grammar forms;
- making different types of questions;
- composing dialogues on the basis of material studied;
- comprehension of monologue and dialogue speech on profession-oriented topics;
- rendering basic information on the professional topic.

1.5.2. As a result of studying the material of module №2 “Hydraulics. Types of Engines” a student shall

know:

- basic terminology on the profession-oriented topic;
- socio-political terminology;
- grammar material: Groups of Perfect and Perfect Continuous Tenses, Modal Verbs, Sequence of Tenses, Indirect Speech (different types of sentences).

Learning outcomes:

- analyzing the structure of a sentence, determining grammar forms in order to translate the texts;
- making different types of questions to the text;
- composing dialogues on the basis of the material studied;
- comprehension of monologue and dialogue speech on profession-oriented topics;
- rendering basic texts on the profession-oriented topic.

The knowledge and skills obtained by the students during the study of this discipline are further used for professional training of specialists with basic and higher education.

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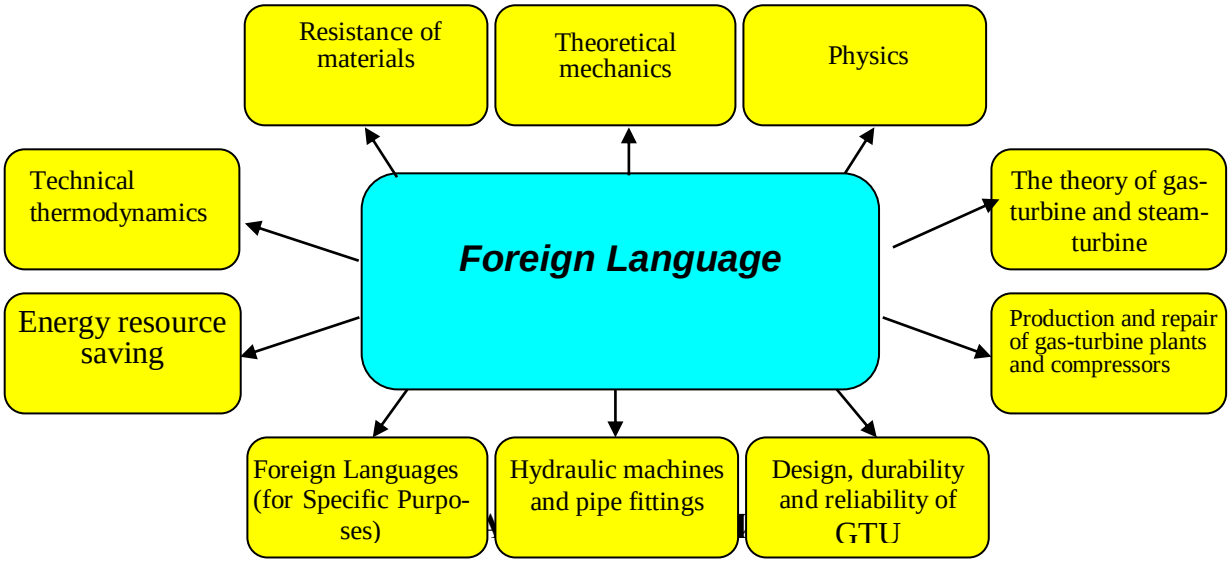
1.6. Interdisciplinary links of the subject



2. Subject content

2.1.Training schedule of the subject

№	Topic	Academic Hours		
		All	Practicals	Self- study
1	2	3	4	5
1st semester				
Module №1 "Hydrodynamics. Gas Dynamics. Thermodynamics. Heat Engineering"				
1.1.	Hydrodynamics. Gasdynamics.Thermodynamics.	52	34	18
1.2.	Heat Engineering	25	16	9
1.3.	Homework №1	8		8
1.4.	Module test №1	3	1	2
Total for the module №1		**88**	**51**	**37**
Total for 1st semester		**88**	**51**	**37**
2nd semester				
Module №2 "Hydraulics. Types of engines"				
2.1.	Hydraulics	50	32	18
2.2.	Types of engines	30	20	10
2.3.	Homework №2	8		8
2.4.	Module test №2	4	2	2
Total for the module №2		**92**	**54**	**38**
Total for 2nd semester		**92**	**54**	**38**
Total for the subject		**180**	**105**	**75**

2.2. Development of the didactic process for different types of classes

The specific character of learning the discipline "Foreign language" requiring constant communication and teacher's check of practical use of foreign language by students determines the prevalent amount of practical classes.

2.2.1. Practical classes, their subject matters and planned hours

№	Topic	Academic Hours	
		Practi-cals	Self-study
1	2	3	4
1st semester			
Module №1 "Hydrodynamics. Gas Dynamics. Thermodynamics. Heat Engineering"			
1.1.	Introducing terminology on "Hydrodynamics".Grammar topic "Present Indefinite and Continuous Active". The verb to be	2	2
1.2.	Reading and analyzing texts on "Hydrodynamics". Grammar exercises on the topic under study. Short reports on current events.	2	1
1.3.	Introducing terminology on the topic "Gas Dynamics". Grammar topic "Past Indefinite and Past Continuous". Socio-political terminology (Mass Media)	2	1
1.4.	Introducing terminology on the topic "Fluid flow". Grammar topic: " There is/are. Types of questions".	2	1

1	2	3	4
1.5.	Reading text on the topic “Fluid flow”. Grammar topic: “Present Perfect and Present Perfect Continuous”. Exercises on the topic.	2	1
1.6.	Translating and analyzing texts on “Thermodynamics. Heat Engineering”. Listening to the text on the topic under study followed by discussing. Grammar topic: “Present /Past Participle”.	2	1
1.7.	Introducing terminology on “Thermodynamics”. Grammar topic “Present Indefinite Passive”. Exercises on the grammar topic.	2	1
1.8.	Making dialogues on the topic “Thermodynamics”. Exercises on the grammar topic “Present Indefinite Passive”.	2	1
1.9.	Reports on “Thermodynamics”. Grammar topic: “Past Indefinite Active /Passive”. Exercises on the grammar topic.	2	1
1.10.	Translating texts “Conservation of Mass” in order to revise the terminology of the topic. Discussing international news.	2	1
1.11.	Reports on “Fluid flow”. Short reports on current events.	2	1
1.12.	Translating texts with Passive Constructions. Introducing grammar topic: “Future Indefinite Active /Passive”.	2	1
1.13.	Translating texts on the topic under study: “Thermodynamics”. Making up dialogues on the topic. Lexical and grammar exercises. Exercises on the grammar topic: “Future Indefinite Active /Passive”.	2	1
1.14.	Introducing terminology on the topic: “Heat exchanger” Introducing grammar topic: “Present Continuous Active /Passive”.	2	1
1.15.	Exercises on the grammar topic: ”Types of questions” Making up dialogues on the topic“ The Laws of Thermodynamics”. Translating and analyzing the topic under study.	2	1
1.16.	Discussing the topic. Grammar topic “Sequence of Tenses” (Time Shift). Practice in “Present Continuous Active /Passive”. Discussing international news.	2	1
1.17.	Introducing terminology on the topic: “Heat Engineering”. Exercises on the grammar topic: “Present Continuous Active /Passive”.	2	1
1.18.	Reports on the topics. Listening to the text on the topic followed by discussing it. Introducing grammar topic:“Past Continuous Active /Passive”.	2	1
1.19.	Translating texts “Conservation of Mass” in order to revise the terminology of the topic. Discussing international news. Exercises on the grammar topic: “Past Continuous Active/Passive”.	2	1
1.20.	Reports on the topics. Listening to the text on the topic followed by discussing it. Introducing grammar topic: “Future Continuous Active”. Exercises on the grammar topic:“Future Continuous Active”.	2	1
1.21.	Reading supplementary texts on the topic “Gas storage”. Exercises on the grammar topic “Sequence of Tenses” (Time Shift). Discussing international news.	2	1
1.22.	Reading supplementary texts on the topic “Heat Engineering”. Exercises on the grammar topic: “Future Continuous Active”.	2	1
1.23.	In-class conference on the topic «Heat Engineering» and in forthcoming future.	2	1

1	2	3	4
1.24.	Making up dialogues on the topic “Heat Engineering”. Discussing and analyzing Indefinite and Continuous grammar forms .	2	2
1.25.	Home reading. Grammar material revision..	2	1
1.26.	Module test №1	1	2
Total for the module №1		**51**	**29**
Total for 1st semester		**51**	**29**
2nd semester			
Module №2 “Hydraulics. Types of engines”			
2.1.	Introducing terminology on “Hydrolics”. Grammar topic “Present Indefinite and Continuous Active”	2	1
2.2.	Discussing the topic. Translating texts on “Hydraulics”. Introducing grammar topic: “Present Perfect Active/Passive”.	2	1
2.3.	Introducing terminology on “Hydraulic Fluids”. Socio-political terminology (“Agreements”). Exercises on the grammar topic: “Present Perfect Active/Passive”.	2	1
2.4.	Hydraulic systems. Professional terminology study. Discussing and analyzing of grammar forms to be, to have. Discussing international news.	2	1
2.5.	Translating texts on the topic under study: “Hydraulics”. Listening to the text on the topic followed by discussing it. Introducing grammar topic: “Past Perfect Active/Passive”.	2	1
2.6.	Translating texts on the topic. Exercises on the grammar topic: “Past Perfect Active/Passive”. Discussing international news.	2	2
2.7.	Monologue and dialogue speech. Introducing grammar topic: “Future Perfect Active/Passive”.	2	1
2.8.	Dialogue and monologue speech “Hydraulic systems”. Exercises on the grammar topic: “Future Perfect Active/Passive”.	2	1
2.9.	Translating texts on the topic under study: “Hydraulic Fluids”. Exercises on the grammar topic: “Future Perfect Active/Passive”. Reports on topic and socio- political theme.	2	1
2.10.	Supplementary reading. Introducing grammar topic: “Present Perfect Continuous”.	2	1
2.11.	Dialogue and monologue speech. Grammar material: “Present Perfect Continuous”.	2	1
2.12.	Role-play on professional – oriented situation. Grammar material: “Past Perfect Continuous”. Discussing international news. .	2	2
2.13.	Types of Engines. Professional terminology study. Exercises on the grammar topic: “Past Perfect Continuous”.	2	1
2.14.	Listening on the topic under study:“Types of Engines”. Introducing grammar topic: “Future Perfect Continuous”.	2	1
2.15.	Engine structural members. Reports on professional-oriented and socio-political topic.Grammar material:“Future Perfect Continuous”.	2	1
2.16.	Supplementary reading. Translating texts on socio-political topic. (“Ellections”). Grammar review.	2	1
2.17.	Internal combustion engine. Professional terminology study. Discussing and analyzing grammar material.	2	1

1	2	3	4
2.18.	Dialogues on the base of learning material Grammar material. Direct and Indirect Speech. Introducing grammar material: “Modal verbs can, may, must”.	2	1
2.19.	Listening and discussing the text on the topic under study. Introducing grammar topic: “Modal verbs can, may, must”. Exercises on socio-political terminology and discussing newspaper articles.	2	1
2.20.	Dialogue and monologue speech. Lexical and grammar exercises with modal verbs can, may, must”.	2	1
2.21	Dialogues on the base of learning material. Grammar material: ”Direct and Indirect Speech.” Introducing grammar material: “Modal verbs have to, to be to”.	2	1
2.22.	Supplementary reading. Grammar material: “Modal verbs have to, to be to”.	2	1
2.23.	Translating texts on the topic under study: “Hydraulic Fluids”. Internal combustion engine. Professional terminology study. Introducing grammar material: “Modal verbs should, ought to”.	2	1
2.24.	Dialogues on the base of learning material grammar material. Direct and Indirect Speech. Modal verbs “should”, “ought to”, “will”.	2	1
2.25.	Reports on professional-oriented and socio-political topic. Grammar review.	2	1
2.26.	Gas turbine engine. Supplementary reading. Reports on the topic and sociopolitical theme.	2	1
2.27.	Module test №2	2	2
Total for the module №2		**54**	**30**
Total for 2nd semester		**54**	**30**
Total for the subject		**105**	**59**

2.2.2. Student self-study, its content and planned hours

№	Self-study Content	Acade-mic Hours
1	2	3
1st semester		
1.	Preparing for practicals	27
2.	Homework №1	8
3.	Preparing for module test №1	2
Total for 1st semester		**37**
2nd semester		
1.	Preparing for practicals	28
2.	Homework №2	8
3.	Preparing for module test №2	2
Total for 2nd semester		**38**
Total for the subject		**75**

2.2.2.1. Homework

Homework is performed in the first and second semesters, according to the established procedure approved guidelines, with the aim of deepening the theoretical knowledge and skills of students and is an important step in learning what is taught in the fourth semester.

Homework №1 is based on the educational material aimed at students self-study, and is a constituent to the module №1 “Hydrodynamics. Gas dynamics. Thermodynamics. Heat Engineering”.

The main task of homework №1 is to learn basic professional and technical terminology on the disciplines defined by the academic curriculum, read and interpret professionally oriented texts on the topics “Hydrodynamics. Gas dynamics. Thermodynamics. Heat Engineering” and socio-political topics and practice in grammar material on the topics Groups of Indefinite and Continuous Tenses Active/Passive; Present/Past Participle as a predicate and as an attribute, Interrogative sentences (types and structures).

Execution and defending individual tasks is carried out by a student in an individual order in accordance with methodical recommendations.

The time required for home work №1 – to 8 hours of independent work.

Homework №2 is performed in the second semester in accordance with established methodical recommendations, with the aim of improving and deepening of practical knowledge and skills of students in the study of foreign language and is a constituent to the module №2 “Hydraulics. Types of Engines”

The main task of homework №2 is to learn basic professional and technical terminology on the disciplines defined by the academic curriculum, read and interpret professionally oriented texts on the topics “Hydraulics. Types of Engines” and socio-political topics and practice in grammar material on the topics Groups of Perfect and Perfect Continuous Tenses, Modal Verbs, Sequence of Tenses, Indirect Speech (different types of sentences).

Execution and defending individual tasks is carried out by a student in an individual order in accordance with methodical recommendations.

The time required for homework №2 – to 8 hours of independent work.

3. Basic concepts of guidance on the subject

3.1. List of references

Basic references

3.1.1. Акмалдінова О.М., Карпенко М.В., Максимович Г.О., Поповська І.І. "Compressor Stations." Навчальний посібник. – К: НАУ, 2010 р.

3.1.2. Акмалдінова О.М., Поповська І.І., Максимович Г.О., Семенюк Н.Г. Англійська мова. Energy Sources and Transmission: Навчальний посібник. – К: НАУ, 2009. – 160 с.

3.1.3. Акмалдінова О.М., Кравчук О.Ю. Методичні вказівки і завдання для самостійної роботи студентів ІІ курсу спеціальності 8.090522 «Газові установки і компресорні станції». – К: НАУ, 2004 р.

3.1.4. Коваленко В.Е., Ронжина Г.М., Суслова Г.А. Aircraft Design and Maintenance. Reader. Учебное пособие для студентов механических факультетов авиационных вузов. – К., 1972.

3.1.5. Акмалдінова О. М., Будко Л.В. Aircraft Systems.Методична розробка для студентів І-ІV курсів Аерокосмічного інституту. – К.: НАУ, 2004 р.

3.1.6. Методичні вказівки і завдання для самостійної роботи студентів ІІ курсу ІЗДН спеціальності «Газові установки і компресорні станції». – К: НАУ, 2004 р.

3.1.7. Акмалдінова О.М. Lean to Speak on Your Speciality. Учебное пособие для студентов технических вузов. – К: НАУ, 1992 р.

Additional references.

3.1.8. Акмалдінова О.М., Будко Л.В., Старовойтова Л.І. Навчальний посібник для студентів усіх спеціальностей НАУ "High-Style Socio-Political Terminology.– К.: НАУ, 2005, – 228с.

3.1.9. Акмалдінова О.М., Фатєєва С.П. English Grammar Practice. Навчальний посібник. К., 2002р.

3.1.10. Articles from original periodic literature.

3.1.11. Newspaper articles on social-political topics.

3.1.12. English Grammar textbooks.

3.1.13. Technical dictionaries.

3.2. List of basic guidance materials for the subject

№	Name	Index of Topics where Guides are Used	Amount
1	2	3	4
1.	Posters	1.1, 1.3, 2.1, 2.3, 4.1, 5.1	6 items.

4. Rating System of knowledge and skills assessment

4.1. Basic terms and definitions

4.1.1. **Graded Test** is a form of final check of how well a student has mastered both theoretical and practical material in a given subject during a semester. Differential test is held during the examination period in the presence of a board of examiners headed by the chief of the department in accordance with the established time-table.

4.1.2. **Semester Examination** is a form of final check of how well a student has mastered both theoretical and practical material in a given subject during a semester. Written examination is held during the examination period in the presence of a board of examiners headed by the chief of the department in accordance with the established time-table.

4.1.3. **ECTS system** is a model of academic process organization based on a combination of two constituents: module technology of training and credits (Test Units) and covers the content, forms and facilities of academic process, forms of checking students' knowledge and skills quality as well as academic activity of students both in class and outside it (i.e. self-study). The ECTS system aims at making students work on a systematic basis during the semester in view of their future professional success.

4.1.4. **A module** is a logically complete, relatively independent integral part of a training course, a set of theoretical and practical tasks of relevant content and structure with an elaborated system of methodical, educative, individual and technological support, a necessary component of which is an appropriate form of grading.

4.1.5. **A credit (test unit)** is a single unit of measuring work done by students both in class and outside it (Academic Load) which is equivalent to 36 working hours.

4.1.6. **A grade** is a quantitative measuring unit of students' learning outcomes assessment, based on a multi-value scale as they perform their pre-assigned set of academic tasks.

4.1.7. **The ECTS grading system** is a system of measuring the quality of all types of classroom and self-study work done by students as well as the level of their knowledge and skills by assessing them in values according to the 100-value scale with further transfer of these values into the national scale and the ECTS scale.

The grading system envisages the use of the following grades: the current module grade, the module test grade, the total module grade, the semester module grade, the examination grade and the total semester grade.

4.1.7.1. **The current module grade** consists of values which a student gets for a certain kind of academic work in mastering a given module, i.e. doing and defending his/her individual tasks at practical classes.

4.1.7.2. **The module test grade** is determined in values and in national scale grades as a result of doing the module test.

4.1.7.3. **The total module grade** is determined in values and in national scale grades as the sum of the current module grade and test module grade.

4.1.7.4. **The semester module grade** is determined in values and in national scale grades as the sum of the total module grades obtained after studying the material of all the modules within a semester.

4.1.7.5. **The examination grade** is determined in values and in national scale grades in the result of carrying out the examination tasks.

4.1.7.6. **The total semester grade** is determined as the sum of the semester module grade and the examination/differentiated test grade in values, national scale grades and ECTS scale grades.

The total grade in a discipline taught during a few semesters is determined as the average of the total semester grades in values with its further transfer into the national scale and the ECTS scale. The total grade in a discipline is entered into the Appendix to the Specialist's diploma.

4.2. Methods of the knowledge and skills assessment rating system

4.2.1. Grading of different kinds of academic work performed by a student is done in accordance with Table 4.1.

Table 4.1

Grading of different kinds of academic activities performed by a student

<table>
<tr><td colspan="4">1st, 2nd Semesters</td></tr>
<tr><td colspan="3">Module №1, 2</td><td rowspan="16">Max. Grade</td></tr>
<tr><td>Material for Study</td><td>Kind of Academic Activities</td><td>Max. Grade</td></tr>
<tr><td rowspan="4">Basic Material</td><td>Knowledge of Terminology</td><td>6</td></tr>
<tr><td>Reading and Translation Skills</td><td>6</td></tr>
<tr><td>Dialogical Speaking Skills</td><td>5</td></tr>
<tr><td>Monological Speaking Skills</td><td>5</td></tr>
<tr><td rowspan="3">Material for Supple-mentary Reading</td><td>Reading and Translation Skills</td><td>6</td></tr>
<tr><td>Dialogical Speaking Skills</td><td>5</td></tr>
<tr><td>Monological Speaking Skills</td><td>5</td></tr>
<tr><td rowspan="4">Socio-Political Material</td><td>Knowledge of Terminology</td><td>6</td></tr>
<tr><td>Reading and Translation Skills</td><td>6</td></tr>
<tr><td>Dialogical Speaking Skills</td><td>5</td></tr>
<tr><td>Monological Speaking Skills</td><td>5</td></tr>
<tr><td></td><td>Carrying out and defending of the home assignment</td><td>8</td></tr>
<tr><td colspan="3">For carrying out module test, a student must receive not less than 41 values</td></tr>
<tr><td colspan="2">Module Test</td><td>20</td></tr>
<tr><td colspan="2">Total for module №1, 2</td><td>88</td></tr>
<tr><td colspan="3">Semester Graded Test</td><td>12</td></tr>
<tr><td colspan="3">Total Semester Grade</td><td>100</td></tr>
</table>

4.2.2. The executed kind of academic work within the given module is set off to the student, if he got a positive Grade on a national scale (Table 4.1).

Table 4.2

Correspondence between the Grades and the National Scale

Grades						National Scale
Knowledge of terminology	Reading and translation	Speaking skills	Monological speaking skils	Carrying out and defending of the home assignment	Module Test	
6	6	5	5	8	18-20	**Excellent**
5	5	4	4	6 - 7	15-17	**Good**
4	4	3	3	5	12-14	**Satisfactory**
Under 4	Under 4	Under 3	Under 3	Under 5	Under 12	**Bad**

4.2.3. The grades a student has been given for the different kinds of academic work are summed up and the result constituting a Current Module Grade is entered into the Module Grade Register.

4.2.4. Additional grades may be awarded to a student for other kinds of academic work he/she has done within the given module, such as participation in the students' scientific conferences or Olympiads in the discipline as well as assisting the teacher in preparation of additional instructional material on the subject being studied. The exact number of additional grades is stated by the teacher depending on how successful the student's participation in the conference (Olympiad) was or how relevant the presented instructional material is. Additional grades are defined as follows:

- participation in Olympiads in foreign languages – 6 – 10 grades
- participation in the students' scientific conferences – 6 – 10 grades
- preparation of additional instructional material on the subject being studied – 2 – 3 grades for one theme.

4.2.5. Penalty grades may be given to a student if he/she carries out his/her tasks with delay, misses classes without a valid reason, or does not have the required working material (exercise books, textbooks, guides to studies). The penalty grades are subtracted from the current grades acquired by the student. The penalty grades are calculated as follows:

- missing classes – 1 grade for each class missed;
- delay in carrying out tasks – 1 grade for each task carried out with delay;
- not having working materials – 2 grades.

4.2.6. If a student has successfully done all kinds of academic work within the given module and has got a positive Current Module Grade – not less than satisfactory according to the national scale , he/she is allowed to take his/her module test.

4.2.7. Students have their module test in a written form. The procedure, which lasts up to two academic hours, is held by a commission headed by the head of the department responsible for the discipline.

4.2.8. The Current Module Grade and the Module Test Grade together make up a Total Module Grade whose correspondence to the National Scale is shown in Table 4.3.

Table 4.3.

Correspondence between the Total Module Grades and the National Scale

Module №1-2	National Scale
79-88	**Excellent**
66-78	**Good**
53-65	**Satisfactory**
under 53	**Bad**

4.2.9. A student is considered to have passed the module if both his/her Current Module Grade and Module Test Grade are positive, i.e. higher than ‘bad’ according to the national scale (Tables 4.2 and 4.3), which yields a positive Total Module Grade.

4.2.10. If a student has missed the module test due to any reason (being ill, debarred, etc.), the entry ‘absent’ is made against his/her name in the column ‘Module Test Grade’ and the entry ‘unclassified’ – in the column ‘Total Module Grade’.

The student is considered as not having an academic incomplete if he/she is allowed to take his/her module test but has missed it due to a valid reason. Otherwise he/she is considered as having an academic incomplete.

Further testing the student in this module is done in accordance with the established procedure.

4.2.11. If the Module Test Grade is “bad”, it shall not to be added to the Current Module Grade, and the student is considered to have failed this module. Further testing the student in this module is done in accordance with the established procedure.

4.2.12. A Module Test Grade that a student can be given after the second testing cannot be higher than ‘good’ according to the national scale, i.e. the grade value presented in Table 4.2 is reduced by 3.

4.2.13. A student is not allowed to increase his/her positive Total Module Grade by taking a repetitive test.

4.2.14. The Semester Module Grade is calculated as the sum of the Total Module Grades. The correspondence between Semester Module Grade values and the National Scale.

4.2.15. A student having a positive (higher than ‘bad’ according to the national scale) Semester Module Grade is allowed to take a semester exam .

4.2.16. Students have their semester exam in a written form. The procedure, which lasts up to two academic hours, is held by a commission headed by the head of the department responsible for the discipline.

4.2.17. A student who has got a positive (higher than 'bad' according to the national scale) examination grade is considered to have passed the semester course in this discipline.

Otherwise the student is to be re-examined in accordance with the established procedure.

4.2.18. An Examination Grade obtained by a student in the result of re-examination cannot exceed 10 ('good' according to the national scale), i.e. the grade value presented in Table 4.5 is reduced by 2.

Table 4.4

Correspondence between Semester Module Grade and the National Scale

Semester Grade	National Scale
79-88	excellent
66-78	good
53-65	satisfactory
under 53	bad

Table 4.5

Correspondence between Graded Test, Grades and the National Scale

Graded Points		National Scale
Graded Test Grade	Examination Grade	
12	11-12	excellent
10	9-10	good
8	7-8	satisfactory
–	under 7	–

4.2.19. The Semester Module Grade and the Examination Grade together make up a Total Semester Grade whose correspondence to the National Scale and the ECTS Scale is shown in Table 4.6.

Table 4.6

Correspondence of the Total Semester Grades to the National Scale and the ECTS System

Total Semester Grades	National Scale	ECTS System	
		ECTS Grade	Explanation
90-100	**Excellent**	**A**	**Excellent** (excellent performance with insignificant shortcomings)
82 – 89	**Good**	**B**	**Very Good** (performance above the average standard with few mistakes)
75 – 81		**C**	**Good** (good performance altogether with a certain number of significant mistakes)
67 – 74	**Satisfactory**	**D**	**Satisfactory** (performance meets the average standards)
60 – 66		**E**	**Sufficient** (performance meets the minimal criteria)
35 – 59	**Bad**	**FX**	**Bad** (bad performance; a second testing is required)
1 – 34		**F**	**Bad** (very bad performance; a student shall retake the course)

4.2.20. A student has the right to get his/her Total Semester Grade without taking a semester exam if, throughout the whole semester, he/she has done all the kinds of academic work in time and has got a positive (higher than 'bad' according to the national scale) Semester Module Grade.

4.2.21. To be allowed not to take the exam, a student shall submit a written application to the Dean of the Faculty. A specimen of the application is given in Table 4.7.

4.2.22. A student who, throughout the whole semester, has done all the kinds of academic work in time (without delays) and without repetitive module tests, has got a positive (higher than 'bad' according to the national scale) Semester Module Grade, and has decided not to take the exam gets his/her Total Semester Grade as the sum of his/her Semester Module Grade and the minimal Examination Grade established for each category of Semester Module Grades (***11 for "Excellent", 9 for "Good, and 7 for "Satisfactory"***).

For example, if a student's Semester Module Grade is 71 ('good' according to the National Scale), then 9 is added to 71 giving the Total Semester Grade equal to 80, which is "Good" according to the National Scale and "C" – to the ECTS scale (Table 4.7).

4.2.23. If a student, who was obliged to take an exam, has missed it due to any reason (being ill, debarred, etc.), the entry 'absent' is made against his/her name in the column 'Examination Grade' and the entry 'unclassified' – in the column 'Total Semester Grade'.

In this case, the student is considered as not having an academic incomplete if he/she is allowed to take his/her exam but has missed it due to a valid reason. Otherwise he/she is considered the one having an academic incomplete.

Further testing the student in this module is done in accordance with the established procedure.

4.2.24. The Total Semester Grade in a semester with a graded test at its end (semester 1in our case) is equal to the sum of the Semester Module Grade and the minimal Examination Grade established for each category of Semester Module Grades (***11 for "Excellent", 9 for "Good, and 7 for "Satisfactory"***).

4.2.25. A student is not allowed to increase his/her positive Total Semester Grade by taking a repetitive test or exam.

4.2.26. The Total Semester Grade is entered into the Examination Register and into a student's record book in values, National Scale grades, and ECTS Scale grades.

4.2.27. The Total Semester Grade is entered into a student's record book, for example: ***92/Ex/A, 87/Good/B, 79/Good/C, 68/Sat/D, 65/Sat./E***, etc.

(Ф 03.02 – 01)

АРКУШ ПОШИРЕННЯ ДОКУМЕНТА

№ прим.	Куди передано (підрозділ)	Дата видачі	П.І.Б. отримувача	Підпис отримувача	Примітки

(Ф 03.02 – 02)

АРКУШ ОЗНАЙОМЛЕННЯ З ДОКУМЕНТОМ

№ пор.	Прізвище ім'я по-батькові	Підпис ознайомленої особи	Дата ознайом-лення	Примітки

(Ф 03.02 – 04)

АРКУШ РЕЄСТРАЦІЇ РЕВІЗІЇ

№ пор.	Прізвище ім'я по-батькові	Дата ревізії	Підпис	Висновок щодо адекватності

(Ф 03.02 – 03)

АРКУШ ОБЛІКУ ЗМІН

№ зміни	№ листа (сторінки)				Підпис особи, яка внесла зміну	Дата внесення зміни	Дата введення зміни
	Зміненого	Заміненого	Нового	Анульо-ваного			

(Ф 03.02 – 32)

УЗГОДЖЕННЯ ЗМІН

	Підпис	Ініціали, прізвище	Посада	Дата
Розробник				
Узгоджено				
Узгоджено				
Узгоджено				
Узгоджено				