

EM I

CV SEMIFINAL EXAMINATIONS IN MICROSCOPIC ANATOMY AND EMBRYOLOGY

Histology laboratory

Semifinal CV examinations are held on selected days in December and January starting at 13.00 except for December 20 and 27 when the exams start at 8.00 in the morning

PARTS OF THE SEMIFINAL EXAMINATION

WRITTEN PART (Students may not leave the room during the test)

The test is composed of 40 simple / multiple choice questions including histological images and schematic drawings

Writing time: 40 minutes

Passing rate: 60% (0-23.99 points=fail, 24-27.99=satisfactory, 28-31.99=average, 32-35.99=good, 36-40=excellent)

- Following the completion of the test Students may view their results, however, neither questions may be asked nor notes may be taken during this time. Students may not leave the room before the inspection time expires.
- Students not reaching 60% percent in the written part cannot continue (i.e. fail) the examination and should leave.
- Students failing the examination in a subsequent practical part may be exempted from the written test during the retake examination if they gained a good (4), or excellent (5), result from the written test.
- Students may request in writing to sit for an oral theory exam to replace the written part in case of a 2nd or 3rd retake examination. A request will have to be sent to the Course Director 48 hours before the examination day.

ORAL / PRACTICAL PART

This part is also held in the Histology Laboratory. The oral examination consists of

- 1 digitized tissue slide
Further questions, other than the identification of the presented specimens, may arise, e.g. discussing the theoretical or developmental relevances. Students may be asked to produce schematic drawings as part of the examination
- **Students failing the examination, may repeat the exam once „free“, every further attempt will be charged for.** The total number of examination seats is set (200% of the number of students in a given course), therefore the number of examination seats will not be increased*.
- **Retake of a successful examination** - students unhappy with the result of the examination may apply in writing with the Course Director, to retry the examination. They will be registered by the Course Director in neptun. **Please note, that such a retake examination does not necessarily result in a better mark.**
- **Technical problems** concerning registration or deregistration via the neptun system are beyond the scope of the Department, Students should seek help from the neptun group of the Secretariat.

- The Registrar of the English Secretariat is not entitled to register or deregister students with the only exception of using the 4th chance upon getting the Dean's permission.

REGISTRATION ISSUES

Please note that you can only use your remaining chances

Registration has to be done in neptun according to the Study and Examination Policy. Registration is open until 6.00 on the day of the examination. You may deregister from the examination before midnight on the preceding day.

Absences – no-show at the semifinal examination reduces the remaining examination possibilities and Students will have to pay a missed examination fee via neptun.

In case of health problems, students will have to present a **doctor's note within 3 working days** to be evaluated by the Head of Department. If accepted, the number of the student's examination possibilities will not be reduced.

On the day of the examination, leave your bags in a locker and gather in front of the Histology lab 10 minutes before starting time. Please make sure you have the following items on you:

ID card/student card (you may not start the examination **without it**)

SeKA login details (memorize or write them down on a small piece of paper) *

a pen or pencil to aid you with the explanation of the slides and the oral question

in case of a retake exam – proof of payment (except for the 1st retake)

*Students who cannot login /forgot their password will be considered as „absent” (see above) and have to sit for the examination on a different day

Phones and smart watches have to be stored elsewhere during examinations. Neither pens+papers may be with you during the written part. You cannot take notes or talk to your peers during the examination. Students found to use such items or breaking the aforementioned rules will be immediately suspended, the case recorded and the examination is terminated with a fail (1).

For safety reasons you may keep your valuables (money, cards, IDs, etc) on you, however „large” items, such as phones (switched off), tablets (switched off) and pencil cases will be collected upon entering the examination room.

Masks should be worn at all times

No chewing gum, no food, no drinks are allowed while on the premises

We wish you good health and a successful examination period!

Dr Andrea D Székely
Associate Professor, Course Director