

The Department of Anatomy, The Institute of Medical Sciences
The Faculty of Medicine and Health Sciences

Regulations on the classes organisation and the conditions of final examination.

Valid for the 2018/2019 academic year.

1. Anatomy classes include lectures, tutorials and seminars.
2. Anatomy classes conclude with obtaining a graded examination in the fall and spring semesters and the examination in the spring semester.
3. Anatomy tutorials are held in groups according to the classes schedule at the notice board and on the websites.
4. Attending all forms of classes is mandatory and controlled.
5. At the first tutorial students are informed on the classes organisation, the Anatomy Department regulations, OHS principles and the conditions for get credit.
6. Students spending time at the Anatomy Department must wear a white gown, a protective medical footwear and diagnostic non-sterile gloves. Badges are mandatory to enter the dissection lab. Lack of the aforementioned equipment causes the situation where such a student cannot attend the classes.
7. Students attending tutorials are obliged to acquire knowledge required in the classes programme according to the schedule presented at the end of each semester (including the first tutorial). At tutorials student's theoretical knowledge acquired during the week is checked.
8. Every tutorial must be passed. No passing causes passing the tutorial requirements during another tutorial.
9. At the end of every tutorial cycle the test concerning the whole cycle is conducted (the first deadline).
10. Unexcused absence at the test means an unsatisfactory grade.
11. According to the classes schedule, the re-take of any failed partial tests from the first deadline is possible at the last tutorial (the second deadline).
12. The condition of passing the first (fall) semester and the second (spring) semester is to pass all the partial tests. The final semester grade is arithmetic average of partial tests grades.
13. In order to take part in the examination is to complete classes in both semesters.
14. Partial tests are conducted according to following rules:
 - a) practical part: 10-15 „pins” to recognize (specimens, anatomical structures, CT, MRI, X-rays), answers are provided in writing in a structured form (to be given during the first class)
 - 1 min for each pin
 - correct name: 1 point
 - incorrect name: 0 points

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- correct name, incorrect side: 0.5 point
- providing side for the structure existing unilaterally or if there is only one: 0 points

b) theoretical part: a multiple-choice test, 30 questions with 5 answers or test with writing answers in the gaps (each correct answer = 1 pt, incorrect answer = 0 pt); 1 min per question plus 5 min for final check

c) oral part: regional and clinical anatomy, 6 questions graded on a scale of 0-5 pt

To pass all test parts the student must reach the score of 61% of correct answers.

15. The final semester grade is arithmetic average of partial tests grades. The required potential points range for each grade is as follows:

- satisfactory (3) 61-68%
- satisfactory plus (3.5) 69-76%
- good (4) 77-84%
- good plus (4.5) 85-92%
- very good (5) 93-100%

16. Final examination includes practical, theoretical, and oral part. Please refer to the Description of the Course of Study. Any further details will be provided directly before the exam.

17. Any forms of cheating or using any electronic devices during tests (both partial and final) will result in an instant dismissal together with the unsatisfactory grade (=“failed”). No claims will be taken into consideration in that case.

18. All the information concerning the programme, the classes organisation and the classes schedule can be found at the notice boards and on The Faculty of Medicine and Health Sciences website.