


"APPROVED»
Rector of ISM IUK,
Savchenko E. Yu.
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Protocol of the Academic Council
ISM IUK,
No. 57 from " 4 " 09 2019d.



REGULATION
about the procedure for the formation, selection and mastering of
elective and optional disciplines
in the ISM IUK

1. General provisions

1.1 This Regulation defines the procedure for the formation, selection, and mastering of elective and optional disciplines in the educational programs of higher professional education at the International School of Medicine of the IUK.

1.2 This Regulation has been developed on the basis of the following documents:

- Law of the Kyrgyz Republic "On Education" from April 30, 2003 No. 92;
- State educational Standard of higher professional education in the field of training (specialty) 560001 "General medicine", approved by the Order of the Ministry of Education and Science of the Kyrgyz Republic dated September 15, 2015 No. 1179/1;
- Regulatory legal acts regulating the activities of educational organizations of higher professional education of the Kyrgyz Republic;
- The Charter of the ISM IUK and other local regulations of the University.

1.3 Elective subjects are academic subjects that are a necessary part of the educational program and are offered to students to choose from. Elective subjects chosen by students are mandatory for mastering.

1.4 Optional subjects are academic subjects that are set in addition, and are optional for students to study during the development of the educational program.

1.2 This Regulation has been developed on the basis of the following documents:

- The Law of the Kyrgyz Republic "On Education" dated April 30, 2003 No. 92;
- State educational standard of higher professional education in the direction of training (specialty) 560001 "General Medicine", approved by the Order of the Ministry of Education and Science of the Kyrgyz Republic dated September 15, 2015 No. 1179/1;
- Normative legal acts regulating the activities of educational institutions of higher professional education of the Kyrgyz Republic;
- the Charter of the "IUK" and other local regulations of the University.

1.3 Educational disciplines are called elective, which are a necessary part of the educational program and are offered to students to choose from. Elective disciplines selected by students are compulsory for mastering.

1.4 Educational disciplines are called optional, which are established additionally, and are optional for students to study when mastering an educational program.

Optional disciplines are designed to deepen and expand the scientific and applied knowledge of students in accordance with their needs, to involve them in research activities, to create conditions for personal self-determination and self-realization, to ensure the preparation of gifted students for Olympiads and competitions.

1.5 The list of elective and optional disciplines, the number of credits (credit units) allocated for their study, the volume and types of classroom hours, the forms of certification are determined by the curriculum.

1.6 The implementation of elective and optional disciplines is one of the elements of the personal participation of students in the formation of their individual educational trajectory.

2. Formation of elective and optional disciplines in the curriculum

2.1 Optional disciplines and elective disciplines must comply with the requirements of the State Educational Standard of Higher Professional Education in the area of training and (or) specialty and be distributed by semester, labor intensity, forms of student certification.

2.2 Lists of elective disciplines are formed during the development of the curriculum of the corresponding direction of training and (or) specialty, taking into account the need for the formation of additional competencies in the variable (elective) part of the curriculum. The list of elective disciplines is developed at the departments, agreed with the educational-scientific-methodological council.

2.3 The mastering of elective disciplines is carried out within the framework of the educational program in accordance with the established norm of the maximum academic load.

2.4 Each discipline must be provided with a staff, educational and methodological documentation, material and technical base.

2.5 The choice of elective and optional disciplines by students from among people with disabilities and disabled people is carried out in accordance with their individual educational needs on a voluntary basis. Students from among people with disabilities are provided with printed and (or) electronic educational resources adapted to their disabilities.

3. The procedure for choosing elective and optional subjects by students

3.1 The list of elective and optional subjects chosen by students for the next academic year, and their total labor intensity is determined in accordance with the curriculum of the educational program.

Informing students about the procedure for mastering the educational program, about the procedure for choosing and registering for the study of elective and optional subjects is carried out by the Dean's office of the ISM.

3.2 Students have the right to choose one of the proposed elective subjects of their choice.

3.3 The right to choose is provided to all students, regardless of whether they have academic debts and the form of study.

3.4 The choice of elective subjects is carried out for each academic year.

3.5 In order to organize the selection of elective subjects by students for the next academic year, the Dean's office of the ISM pre-informs students about the disciplines offered for selection for the next academic year, indicating the name of the discipline, the semester of their study, the name of the department implementing the discipline, and the form of control.

The departments organize an introduction with annotated content of the proposed elective and optional disciplines with an indication of the teachers leading these disciplines, their positions, academic degrees and title.

When forming their individual educational program, students can get advice at the department on the choice of disciplines and their impact on the future qualification of a specialist.

3.6 Students enrolled in the first year are enrolled in elective subjects of the current academic year in the period until September 15.

3.7 Students of the second and subsequent courses choose elective subjects, optional subjects (if desired) for the next academic year until May 20 of the current academic year.

3.8 Students have the right to choose all or several, or not to choose optional subjects for study.

3.9 Registration for optional and elective subjects is carried out by submitting an application to the ISM Dean's office. It is possible to submit a group application from students of the same group. Applications are stored in the ISM Dean's office. The application form is provided in the annex to this Regulation.

3.10 If the student has not signed up for elective subjects within the established time frame, he / she is registered for the study of elective subjects by the order of the Dean's office.

3.11 If the student has not signed up for an optional discipline, then he/she is not registered for the study of this discipline.

3.12 The ISM Dean's Office forms groups and transmits information about the elective and optional subjects studied in the second and subsequent courses (until April 1 of the current academic year) to ensure the regulatory and documentation of the educational process in the form of memos to the Department of Education.

3.13 The choice of elective subjects is carried out by a majority vote, i.e. students who are in the minority must study the discipline chosen by the majority.

3.14 The study of an optional discipline is carried out in groups of at least 15 people or with the choice of at least 80% of the contingent of students who master the educational program in this course.

3.15 The study of the elective subjects implemented by students in the current academic year is mandatory.

4 The order of mastering elective and optional disciplines by students

4.1 Classroom classes in elective and optional disciplines are conducted in accordance with the approved schedule of training sessions.

4.2 Forms, means and methods of teaching are determined by the teacher independently in accordance with the teaching materials (working program of the discipline).

4.3 Assessment of the level of mastering elective and optional disciplines is carried out during the period of intermediate certification in the form provided by the curriculum.

4.4 The results of mastering elective disciplines are entered in the diploma supplement (certificate of study or period of study).

4.5 The results of attestation in optional disciplines are not included in the total number of exams for the academic year.

The results of mastering optional disciplines are included in the diploma supplement (certificate of study or period of study) at the student's personal application.

4.6 The attestation procedures for elective and optional disciplines are regulated by local regulations of the ISM IUK.

5 Final provisions

5.1 These Regulations, as well as the amendments and additions made to it, are approved by the decision of the Academic Council of the ISM IUK.

Application form for the study of elective and optional disciplines

To the Dean of ISM IUK

Application

on registration for the study of elective and optional disciplines

I, _____

(full name)

student of the ____ semester, group _____, specialty "General Medicine",
ask you to approve my choice of disciplines for the study and delivery of elective
and optional disciplines as part of the main educational program in the 20 __ - 20 __
academic year:

1. List of elective disciplines (modules)

_____;

2. List of optional disciplines

_____.

I am familiar with the "Regulations on the procedure for the formation,
selection, mastering of elective and optional disciplines in ISM IUK.

« __ » _____ 20 __

signature

full name