

GENERAL ASSESSMENT GUIDELINES – PHASE 1 MD PROGRAM

Hurdle Requirements

A hurdle requirement is an assessment task mandating a minimum level of performance as a condition of passing the course. Some, but not all, courses have a hurdle requirement. If a course does have a hurdle requirement, it will be listed on the ECP. Usually, a hurdle requirement will require that a student attend a certain percentage of classes, achieve a pass mark in an end-of-semester examination, or complete all assessments for a course.

Please note that meeting the Hurdle Requirement for a course does not guarantee a pass mark, but simply means that a student is eligible to pass if they perform sufficiently well in their assessment.

Rounding

Individual assessment elements (mid-semester exams, assignment grades etc.) will be reported in Grade Centre to two (2) decimal places. The overall mark obtained for the course, as expressed as a percentage to two decimal places, will be rounded to a whole number such that a percentage mark for the course of x.5% or greater will be rounded up to (x+1)%. A percentage mark of less than x.5% will be rounded down to x%.

Standard Setting

The process of determining the minimum level required to demonstrate competency in the course (the “pass mark” or “cut score”) is called standard setting. There are a number of recognised standard setting methods. Where a pass mark has been set at a pre-determined level prior to the actual assessment, standard setting may be used to moderate a set pass mark downwards to the advantage of students. Standard setting will not be used to raise a pre-determined pass mark.

Deferred assessment

Deferred assessment will be approved in line with the provisions of the UQ General Award Rules. As a guide, deferred examinations are available for mid-semester and end-of-semester exams, and for written, oral, theory-based, practical, or online exams. You may be eligible for a deferred exam:

- if there are exceptional or unavoidable circumstances, or
- as a one-off discretionary request.

Please refer to <https://my.uq.edu.au/information-and-services/manage-my-program/exams-and-assessment/deferring-exam>

Supplementary assessment

Students who fail a graded course with a grade of 1 or 2 will not be granted supplementary assessment. Students who gain a grade of 3 or a non-graded fail of N will not automatically be granted supplementary assessment. In accordance with the MBBS and MD program rules, supplementary assessment may be granted by the Associate Dean (Academic), upon consideration of advice from the Board of Examiners. Students in the MD program do NOT apply for supplementary assessment. Please refer to the Guidelines for the Award of Supplementary Assessment: MBBS & MD Programs - <https://medicine-program.uq.edu.au/supplementary-assessment>.

Timing of mid-semester deferred exams

Details regarding the time and location of deferred mid-semester exams will be provided closer to the time. This will be the only opportunity to take the deferred mid-semester examination and students will be expected to attend the exam at the scheduled time.

Timing of deferred and supplementary end-of-semester written exams.

The deferred and supplementary written exams are scheduled to take into account the longer semesters in the MD program and the Year 1 Observership.

- Semester 1
 - Year 1 and Year 2 courses:
 - **Deferred Exams** will take place after the official exam period and before the official Supplementary period. This deferred exam period will generally be in Week 1 of Semester 2.
 - **Supplementary Exams** will be held in the official Deferred and Supplementary Exam period, as per the University's Academic Calendar.
- Semester 2
 - Year 1 courses:
 - **Deferred Exams** will take place in the official Deferred and Supplementary Exam period, as per the University's Academic Calendar.
 - **Supplementary Exams** will take place in January of the following year.
 - Year 2 courses:
 - **Deferred Exams** will take place after the official exam period and before the official Supplementary period. This deferred exam period will generally be in the first week of December.
 - **Supplementary Exams** will be held in the official Deferred and Supplementary Exam period, as per the University's Academic Calendar.

Further details (including the specific date, time and venue) will be provided in closer to the time. This will be the only opportunity to take the deferred or supplementary examination and students must attend the exam at the scheduled time.

Exam review policy

After the release of exam results, students wishing to review their papers can arrange to do so by responding to the email invitation to register for a viewing session. These sessions will be at specified times provided by the Faculty of Medicine administrative staff, and will be conducted with groups of students sitting down with the official marking guide under strict examination conditions.

If a student identifies a specific query, area of concern or potential error when viewing their paper, they should refer to the following site: <https://my.uq.edu.au/information-and-services/manage-my-program/academic-progress-and-final-results/querying-result>

Review Schedules	
Date Last Amended/Approved	17 June 2017
Related Policies, Rules and Guidelines	<i>Assessment policy:</i> http://ppl.app.uq.edu.au/content/3.10.02-assessment <i>Examinations:</i> http://ppl.app.uq.edu.au/content/3.10.11-examinations <i>Supplementary assessment:</i> http://ppl.app.uq.edu.au/content/3.10.09-supplementary-assessment <i>Assessment re-mark:</i> http://ppl.app.uq.edu.au/content/3.10.10-assessment-re-mark