

## **Second Chance Midterm Examination Regulation** *(Effective starting Mid-term Exams of Winter 2015)*

As part of GUC philosophy to continuously promote excellence in teaching, the university council strives to maintain academic integrity at all levels of teaching by constantly revising the university regulations and mandates. To this end, and as part of implementing the intended assessment methodology, the GUC executive university council decided to apply limited modifications to the Examination Policy starting Winter Semester 2015 for all students.

The modified revised examination policy will introduce the regulations of the **“Second Chance Midterm Examination”** for the midterm examinations and its effect on the finals makeup exams.

The “Second Chance Midterm Examination” regulations shall be implemented with the purpose of giving those students who will miss - for any reason - any of the midterm exam(s) a second chance to sit for the missed exam(s). Second chance midterm examinations will take place within two weeks from the scheduled main mid-term exams in the students’ days off. Such scheduling is done to ensure the intended fair assessment of all students.

- The revised midterm exam policy will relieve the students who miss any exam(s) for medical or other reasons from going through any administration process. Therefore, submitting excuses will not be needed and accordingly the process will be canceled. Instead all students who will miss any of their midterm exam(s) will be automatically registered in the “Second Chance Midterm Examination”.
- With implementing the modified midterm exam policy, no medical excuses will be submitted during the main scheduled midterm exams or the second chance exams.
- Student who will miss - for any reason - any of the midterm exam(s) will be entitled for a second chance to sit for the missed exam(s) on specified duration within the following two weeks of the scheduled mid-term exams in the students’ days off.
- All students who will miss any of their midterm exam(s) will be automatically registered in the “Second Chance Midterm Examination”.
- Student will have the chance to plan his/her midterm exams to be taken within the main scheduled midterm exam week and those to be taken during the second chance exam days (in the following two weeks of the scheduled mid-term exams in the students’ day off only –it may occur that more than one exam will take place on the same day).
- No repetitions for midterm exams are allowed. Students will not be allowed to enhance their performance for any of the midterm exams taken during the main midterm examinations by sitting for the same exam during the second chance examinations.

- Any student missing a mid-term exam and its second chance will receive a score of zero in the mid-term.
- The makeup exams will compensate ONLY the weight of the score of the final exams (i.e. makeup exams will only substitute the grade of the final exam).
- The grade improvement regulation for any succeeded course will remain as it is unchanged as per the previously announced regulation concerning midterm and final grades calculation.