



# GLORIOUS POLYTECHNIC COLLEGE

# EXAMINATION REGULATIONS

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Prepared By Examination Office: September 2022

# CONTENT

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Introduction

Modes of assessment

Eligibility criteria for exams

Examination offences

Examination components and grading

# INTRODUCTION

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What is Assessment?

- Is an appraisal or evaluation

It is an integral part of the learning process and must support and complement the learning strategies in order to achieve the required outcomes

# Principles of Assessment

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Reflects aims and objectives.

assist students' learning.

Facilitate motivation and recognition of the need to adopt approaches to fulfill learning objectives.

Reflect progression through studying year.

# Modes of assessment

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## Continuous Assessment (CA)

- Assignments
- Field work
- Project work/Operational research
- Tests

## Semester Examination (SE)

# TYPES OF TESTS/EXAMINATIONS

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- **Oral tests/examinations**
- **Theory tests/examinations**
- **Practical tests/examinations**

# ELIGIBILITY CRITERIA FOR EXAMS

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- i. At least 90% attendance
- ii. Must be assigned examination number
- iii. Completion of field work and projects as stipulated in the relevant curricula
- iv. An aggregate average of at least 50% in CA of theory and practical components.

# Examination mishaps

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- i. Absence from examinations
- ii. Falling Sick Immediately Before or During Examination
- iii. Reporting Late for Examinations
- iv. Postponement of exams



# Examination offences

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- i. Unauthorized materials
- ii. Copying or permitting to copy
- iii. Communicating with another candidate
- iv. Starting/continuing to attempt the exam before/after the set time, respectively
- v. Impersonating a candidate
- vi. Misconduct or misbehaving towards the invigilator/supervisory staff

# Examination offences cont...

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- vii. destroying or attempting to destroy evidence of suspected irregularities.
- viii. behaving in such a manner as to disrupt the examination process
- ix. Committing plagiarism
- x. Deliberate disclosure of identity in the answer booklet
- xi. Attempting to influence the examiner for an award of marks

# Examination Components Contribution

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Module	Continuous Assessment Tests (%)	End of Semester Examination (%)	Grand Total (%)
Theory Modules	40	60	100
Practical Modules	40	60	100

# GRADING SYSTEM

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S/N	SCORE RANGE	GRADE	DEFINITION
1	80 – 100	A	Excellent
2	65 – 79	B	Good
3	50 – 64	C	Average
4	40 – 49	D	Poor
5	0 – 39	F	Failure
6	–	I	Incomplete
7	0	Q	Disqualification

# CLASSIFICATION OF AWARD

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Grades for the different score ranges are assigned points as follows:

A – 4

B – 3

C – 2

D – 1

F – 0

# The Grade Point Average (GPA) classes

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<b>CLASS OF AWARD</b>	<b>CUMMULATIVE GPA</b>
First class	3.5 – 4.0
Second class	3.0 – 3.4
Pass	2.0 – 2.9

# Nullification of results

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➤ Any form of cheating

The student shall be informed about the nullification of results with details that led to nullification of results

# Supplementary Examination

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- ❖ A candidate who fails one or more modules and his/her GPA in that semester is not less than 1.8.

**NB:** The candidate must sit for supplementary examinations before proceeding to the next semester. The student who passes a supplementary examination will be awarded a maximum of “C” grade regardless of his/her score (equivalent to 50% score). The passing of supplementary examination shall take into account the continuous assessment scores.



# Repeating the Semester

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- Failure to obtain an average of 50% in CA.
- Failing supplementary examination(s).
- Failure to meet a minimum of 90% attendance in a particular semester with acceptable grounds.

# Discontinuation

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- (i) failure to meet a minimum of 90% attendance in a particular semester without acceptable grounds.
- (ii) missing examination(s) without valid reason(s)
- (iii) A semester GPA of less than 1.8.
- (iv) failing a repeated semester
- (v) Failure to appear for supplementary examination(s) without compelling reason(s) approved by participatory organs .

# Discontinuation cont...

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(vi) examination irregularity

(vii) A candidate who has been disqualified from an examination following his/her walking out of the examination room in protest.

# Examination Appeals

Candidates have a right to appeal against published examination results, starting at institutional level.

The following should be observed:-

- i. It shall be lodged within one month
- ii. There shall be a non-refundable appeal fee
- iii. Rechecking is not a time bound process
- iv. The committee may interrogate the appellant

# Students Progression and Disposal

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The semester shall be the basic academic audit unit. **A student shall be allowed to proceed to the next semester if he/she passes end of module examinations in all modules prescribed in a semester.**

**NB:** An award shall be given to a student who satisfies the following conditions:

- ❖ She/he must have successfully completed all modules for which the award is to be made;
- ❖ She/he has achieved the minimum cumulative Grade Point Average (GPA) equivalent to pass.