

## General Guidelines for Conducting the Final Examinations of July – December Semester of 2020

Following outlines, the guideline for issuing the grades for the following programs.

- Foundation IT (UOB, Curtin) / Foundation EE-Curtin
- Higher Diploma in IT/BM/EE

The table below represents the types of alternative assessments for the final examinations and the grading policy for the current semester. Module leaders should ensure that the alternative assessments match the learning outcomes defined at the beginning of the semester.

Alternative Assessment Methods for Final Examination	Grade to be Issued	On-campus Make-up Final Exam for July-December Semester of 2020
Any type of time stamped online assessment (MCQ, short answers, essay type questions etc.)	Maximum of C grade for those who obtain the pass mark	<ul style="list-style-type: none"> <li>• Students who wish to decline the C grade already obtained will be given the option of taking the make-up final examination, which will be an on-campus examination.</li> <li>• In such cases the online final examination marks already obtained for the current semester will be annulled and the marks of make-up final examination will be considered along with the CA marks of the module to determine the grade as per the guidelines of the Rule Book.</li> <li>• No additional fee will be charged for make-up final examination.</li> </ul>
	IC status for the final exam component for those who do not obtain the pass mark in the online final exam	<ul style="list-style-type: none"> <li>• Students will be able to sit for the make-up final examination and the grade will be issued considering the CA marks and the marks of the make-up examination as per the guidelines of the Rule Book.</li> <li>• No additional fee will be charged for make-up final examination.</li> </ul>

Modules that have 100% Continuous Assessments as per the module outline. No alternative assessment is required.	Actual Grade will be issued based on CA mark as per Rule Book	Not Applicable.
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**Special Notes**

1. Improving the grade of a module via the on-campus make-up final examination, will be applicable only in cases when the final examination of July – December semester of 2020 is taken as the 1<sup>st</sup> attempt.
2. Academic misconducts are dealt according to the student rule book.