

MINISTRY OF SCIENCE, HIGHER EDUCATION AND INNOVATION OF THE
KYRGYZ REPUBLIC
ASIAN INTERNATIONAL UNIVERSITY NAMED AFTER SATKYNBAI TENTISHEV

AGREED

Vice-Rector for Quality of Education and
Labor Discipline
Edigeev Zh.A.

[Signature]
" 30 " 10 2025

APPROVED

by the decision of
the Academic Council of AIU
Protocol № 2

dated "30" 10 2025

Rector of AIU named after S. Tentishev
Honored Doctor of the Kyrgyz Republic,
Doctor of Medical Sciences, Professor
Serpiev T.T.



**REGULATION ON CONDUCTING INTERMEDIATE (MIDTERM) AND FINAL
(SEMESTER) ATTESTATIONS IN THE FORM OF COMPUTER TESTING**

QMS – AP – 2 – 2025

AGREED

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1. General Provisions

1.1. This Regulation defines the role of the computer testing system, which is an important component of the overall education quality management system of AIU named after S. Tentishev.

1.2. The Regulation was developed in accordance with the Regulation on conducting current control of academic performance, intermediate (midterm) and final (semester) attestations of students at the Asian International University named after S. Tentishev.

1.3. Control and assessment of knowledge in the form of computer testing is conducted for the purpose of:

- qualitative and operational assessment of the progress of mastering academic disciplines and obtaining independent objective information on actual assimilation of material by students;
- checking compliance, level and quality of students' preparation with the requirements of the state educational standard of higher education in disciplines;
- obtaining complete and adequate information on each student and communicating it to interested persons for assessment of the quality of the educational process, its results and formation of corrective actions;
- accumulation of rating assessments of students' achievements in all elements of the educational program and formed competencies;
- reduction of the role of randomness and subjective assessment during passing examinations and/or credits.

1.4. Control and assessment of knowledge in the form of computer testing at AIU is implemented using the computer testing system in the "e-Bilim" system. The basis of the content of the computer testing system is a logically ordered set of test assignments allowing generation of multiple tests in accordance with the learning outcomes of academic disciplines.

1.5. Testing results are not only an objective indicator of the level of students' mastery of an academic module or discipline as a whole, but also an indicator of the quality of the teacher's work.

1.6. Conducting control and assessment of knowledge in the form of computer testing is ensured by:

- Educational-Methodological Council (EMC): determines requirements for the structure of test assignments and criteria for assessment of students' knowledge and scales for converting testing results into academic grades;
- Vice-Rector for Academic and Scientific Work issues an order on conducting intermediate (midterm) control / credit-examination session;
- Educational-Methodological Department (EMD): prepares schedules for conducting intermediate (midterm) and final (semester) attestation of students in accordance with academic process schedules one month before their conduct, conducts methodological consultations for the professor-teaching staff of AIU on ensuring validity and effectiveness of test assignments and carries out comprehensive work on training and advanced qualification of the professor-teaching staff in the field of testology;
- dean's office: communicates schedules of intermediate (midterm) and final (semester) attestation to students and ensures students' attendance;
- professor-teaching staff: develops test assignments in disciplines according to the thematic plan and learning outcomes of the discipline, bears full responsibility for the quality, content and level of test assignments and enters test assignments approved at the department meeting into the "e-Bilim" system one week before the beginning of intermediate-midterm and final-semester attestations;
- department: checks test assignments for compliance of their content with the thematic plan and learning outcomes of the discipline and approves them at the department meeting;

- Department of System and Software Support: provides technical support of the computer testing system and information protection of the database of test assignments;
- Education Quality and Labor Discipline Department (EQLDD): ensures students' compliance with computer testing rules and conducts testing.

2. Formation of the Test Assignment Database

2.1. Use of the testing system implies creation, replenishment and improvement of the general database of test assignments of AIU, which represents the basis for creation of test variants. The database of test assignments includes sets of test assignments for conducting intermediate (midterm) and final (semester) control in all disciplines.

2.2. The database of test assignments of the institute consists of sets of test assignments in academic disciplines implemented by departments, which must be annually updated within 30%.

2.3. Taking into account the necessity of further statistical and analytical processing of testing results, in order to avoid mistakes and for unification of test assignments, AIU selected the three most common forms of test assignments: closed form, matching, and establishing the correct sequence.

3. Main Requirements for the Set of Test Assignments in the Discipline

3.1. The volume of the set of test assignments in the discipline is determined according to its volume (number of credits) in accordance with the Basic Educational Program (BEP) of AIU: 1 credit – 30 standard assignments.

3.2. Assignments in the set must not be repeated and must not be logically connected with each other (i.e., one must not follow from another).

3.3. The sequence of standard assignments in the set must correspond to the sequence of presentation of educational material in the thematic plan of the discipline.

3.4. The set must contain test assignments of different test forms and difficulty categories. It is recommended to observe the following ratio:

- 20% minimum difficulty;
 - 50% medium difficulty;
 - 30% maximum difficulty
- from the total number of test assignments.

3.5. The content of the test assignment must be aimed at determining achievement of the learning outcomes of the discipline; the following ratio is recommended:

- 30% of assignments should be aimed at determining recognition of information (must know);
 - 30% – application of knowledge in practice (must be able);
 - 40% – demonstration of acquired skills (must possess)
- from the total number of test assignments.

3.6. The content of each test assignment in the set must cover one semantic unit only, that is, it must assess one thing only. Presence of two assignments checking knowledge of the same concept in different forms is not allowed.

3.7. Developers of test assignments bear full responsibility for the quality of test assignments: content, literacy of presentation, correctness of the correct answer option, which is confirmed by the signature of the developer of the test assignments.

3.8. Responsibility for confidentiality of test assignments is assigned to developers of test assignments, as well as to employees of the Educational-Methodological Department, inspectors of the Education Quality and Labor Discipline Department (EQLDD), and specialists of the Department of System and Software Support.

4. Main Requirements for the Structure and Content of Test Assignments

- 4.1. The wording of the content of test assignments must be in the form of concise condensed statements, while the recommended number of words in the assignment should not exceed 15. The text must not contain intentional hints and slang expressions;
- 4.2. Test assignments must be presented in accordance with the principles of testology, in the form of a logical statement (declarative sentence), and not a question, with concise and careful selection of words and symbols in order to achieve clarity of semantic content. Key words of the test assignment should be placed at the beginning of the sentence or graphically highlighted (in bold type or capital letters);
- 4.3. It is not recommended to introduce own abbreviations of designations and terms, introductory phrases, repetitions, unclear and rarely used words complicating perception of meaning, and abbreviations;
- 4.4. In the variant with selection of four answers, one of which is correct and three plausible, answer variants such as "all answers are correct", "there is no correct answer" are unacceptable. Correctness of answer variants must not be disputable. References to other answer variants are not allowed;
- 4.5. Proceeding from the principle that the correct answer transforms the main text of the assignment into a true statement. Incorrect answers (distractors) transform the main text of the assignment into a false statement, all answer variants must be grammatically coordinated with the text of the assignment. At the same time, incorrect answers must be skillfully selected, they must not contain obvious inaccuracies and hints.

5. Organization and Conducting of Testing

- 5.1. Intermediate (midterm) attestation of students of all years and all directions is conducted in the form of computer testing for assessment of acquired knowledge, mastered abilities and obtained skills in discipline modules;
- 5.2. Final (semester) attestation of 1st and 2nd year students is conducted in the form of computer testing for comprehensive assessment of acquired knowledge, mastered abilities and obtained skills and determination of achievement of the learning outcomes of the discipline;
- 5.2. Testing is organized centrally in computer classrooms of the institute under control of dean's office employees and inspectors of the Education Quality and Labor Discipline Department (EQLDD);
- 5.3. The dean's office jointly with curator-advisors ensure familiarization of students with the procedure and rules for conducting computer testing, the inspector of the Education Quality and Labor Discipline Department (EQLDD) responsible for computer testing conducts technical instruction of students immediately before testing;
- 5.4. Testing results are automatically entered into the electronic record sheet of the "e-Bilim" system and correctness of entered data is controlled by employees of the Education Quality and Labor Discipline Department (EQLDD) and the dean's office;
- 5.5. Students are obliged to arrive for computer testing 10 minutes before the established time;
- 5.6. During testing students are prohibited from exchanging information, communicating with each other, using books, educational-methodological manuals, mobile devices, etc.;
- 5.7. In case students fail to comply with testing rules, testing is terminated in accordance with internal regulations, with subsequent drawing up of a violation report by the inspector of the Education Quality and Labor Discipline Department (EQLDD) and transfer of it to the dean's office for consideration at the disciplinary commission;
- 5.8. For the academic discipline, time allocated for computer testing is established for the student taking into account the specifics of the subject. For disciplines of natural-mathematical, social-humanitarian and morphological blocks 20 minutes are provided, for disciplines of the professional block 30 minutes;

5.9. Test assignments are automatically generated from the set of test assignments in the discipline by the “e-Bilim” system individually for each tested student.

6. Criteria for Assessment of Results of Intermediate (Midterm) and Final (Semester) Attestations in the Form of Computer Testing

6.1. The test assignment for intermediate attestation contains 20 questions – the weight of each question is 1 point.

6.2. Conversion of obtained points during midterm control into an academic grade is carried out according to the following table:

Number of correct answers	Obtained points	Quality	Grade
0% - 25%	0-5	unsatisfactory	2
30% - 50%	6-10	satisfactory	3
55% - 75%	11-15	good	4
80% - 100%	16-20	excellent	5

6.3. The test assignment for final (semester) attestation contains 30 questions – the weight of each question is 2 points. The points obtained during final (semester) attestation are not converted into a grade, since these points are summed with the points obtained during two intermediate (midterm) attestations for derivation of final points and the final academic grade according to the Regulation on conducting current control of academic performance, intermediate (midterm) and final (semester) attestations of students at AIU named after S. Tentishev.

7. Procedure for Conducting Midterm and Final Attestations in the Form of Computer Testing for Students with Disabilities

7.1. Conducting midterm and final attestations in the form of computer testing for students with disabilities is carried out at AIU taking into account peculiarities of their psychophysical development, individual capabilities and health condition while ensuring compliance with the following general requirements:

- testing for students with disabilities in one classroom jointly with students who do not have disabilities, if this does not create difficulties for students during passing intermediate and final attestation;
- during testing, if necessary, presence of an assistant in the classroom is ensured, providing students with disabilities with necessary technical assistance taking into account their individual peculiarities (taking a workplace, moving, reading and completing assignments, communicating with the examiner);
- during testing students with disabilities are allowed to use necessary technical means taking into account their individual peculiarities;
- during testing, the possibility of unobstructed access of students with disabilities to classrooms, toilet and other facilities, as well as their stay in the specified facilities is ensured (presence of ramps, handrails, widened doorways, elevators, in the absence of elevators the classroom must be located on the first floor, presence of special chairs and other devices).

7.3. Upon written application of a student with disabilities, the duration of testing may be increased in relation to the established duration of its passing:

- in case of conducting in written form – no more than 90 minutes;
- in case of conducting in oral form – no more than 20 minutes.

7.4. Depending on the individual peculiarities of students with disabilities, AIU ensures fulfillment of the following requirements during testing:

a) for blind persons:

- assignments are prepared in the form of an electronic document accessible through a computer with specialized software for blind persons, or are read aloud by the assistant;

b) for visually impaired persons:

- assignments are prepared in enlarged font;
 - individual uniform lighting of at least 300 lux is ensured;
- c) for persons with musculoskeletal disorders (severe disorders of motor functions of upper limbs or absence of upper limbs):
- written assignments are completed by students on a computer with specialized software or dictated to the assistant;

7.5. A student with disabilities no later than 3 months before the beginning of conducting intermediate and final attestation submits a written application in free form on the necessity of creating special conditions for him/her during conducting final attestation indicating peculiarities of psychophysical development, individual capabilities and health condition (hereinafter – individual peculiarities). Documents confirming the presence of individual peculiarities of the given student are attached to the application (in the absence of the specified documents at AIU).

7.6. In the application, a student with disabilities indicates the necessity (absence of necessity) of the presence of an assistant during the examination, the necessity (absence of necessity) of increasing the duration of passing the examination in relation to the established duration (for each examination).

8. Responsibilities of Process Participants and Structural Subdivisions

8.1. Responsibility for preparation of methodological support, organization and conducting of midterm and final attestations is distributed among educational and educational-support structural subdivisions of AIU in accordance with the Regulation on conducting current control of academic performance, intermediate (midterm) and final (semester) attestations of students at the Asian International University named after S. Tentishev.

9. Procedure for Storage and Introduction of Amendments to the Regulation

9.1. Revision of the Regulation is carried out as necessary, but not less than once every three years. The Regulation may be revised for the purpose of introducing operational amendments:

- upon changes in normative and legislative documents and normative acts regulating educational activity in the Kyrgyz Republic;
- upon changes in the Charter of AIU, Mission, Policy and development strategy;
- revision of requirements of educational programs;
- upon changes in organizational structure;
- upon changes in staffing table;
- upon redistribution of functions between subdivisions and officials;
- within the framework of recommendations based on results of international institutional or program accreditation.

9.2. Introduction of amendments into approved regulations is carried out by their developer through development of a new document and its coordination and approval in the established manner.

9.3. Approval of a new version of the Regulation is the basis for withdrawal of previous documents that lost force.

9.4. The original of the Regulation is stored in the QMS department under the Education Quality and Labor Discipline Department (EQLDD).

9.5. Copies of the new Regulation are reproduced by the EQLDD department, distribution among corresponding structural subdivisions is assigned to EQLDD, the head of the structural subdivision bears responsibility for familiarization of his/her employees with the new version of the Regulation, responsibility for replacement of the old Regulation on the AIU website with the new Regulation is also borne by EQLDD and the employee of the Department of System and Software Support.