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RESOLUTION NR 18
of the TEACHING COUNCIL FOR THE FIELDS OF STUDY OF COMPUTER SCIENCE,
MATHEMATICS, COMPUTATIONAL ENGINEERING, MACHINE LEARNING

of 3 February 2022

on the adoption of Examination and assessment rules for Machine Learning

Pursuant to Article 68 section 2 of the Statute of the University of Warsaw (Monitor UW of 2019, item 190)

in conjunction with Article 5 section 7 of the Rules of Study at the University of Warsaw (Monitor UW of 2019, item 186) and the Resolution nr 10 of the University Education Council on the guidelines for examination and assessment rules at the University of Warsaw (Dziennik UW URK of 2020, item 10), the Teaching Council resolves as follows:

§ 1

The Examination and assessment rules for the field of study of Machine Learning are hereby adopted and appended to the present Resolution.

§ 2

The resolution comes into effect on the day it is adopted.

Chairperson of the Teaching Council:
P. Goldstein

Examination and assessment rules for Machine Learning

1. The course coordinator is responsible for organising and conducting the examination.

2. Assessment methods and criteria, as well as principles for the class and course credit award (including resit credit award) shall be announced in the course syllabus within two weeks of the start of classes. Announced rules may be changed only in particularly justified cases, in agreement with the relevant students' self-government body.

3. The course coordinator informs students of the detailed rules for the organisation of examinations within two weeks of the start of the main examination session. These relate in particular to the examination procedure, the examiner(s) and the possible presence of persons other than the examiner during the examination and their functions.

4. Framework principles for obtaining pre-session course credit before the start of the examination session:

Students are entitled to a final grade in a course before the start of the session if they demonstrate a high level of mastery of the skills and knowledge contained in the course syllabus. The criteria to be fulfilled by the student in order to obtain a grade in this way are set by the course coordinator. The assessment rules should be announced no later than 2 weeks after the start of the course. They may be different from the general principles for the class and course credit award.

5. The course coordinator decides whether students who have previously obtained a positive grade on the first date may be allowed to take the examination on the second date.

6. Unless otherwise specified, the oral examination shall be attended only by the examiner(s) and the student taking the examination.

At the request of the examiner, the head of the teaching unit (HTU) may allow other persons, including other students taking the examination, to be present during the oral examination.

7. Any circumstances that may give rise to concerns about an examiner's professionalism or objectivity shall be reported immediately to the HTU. The HTU may decide to appoint an observer for all or part of the examination. The observer does not participate in the examination, in particular does not ask questions during the oral examination. The observer informs the HTU of the course of the examination. The HTU may decide, among other things, to conduct an exam before a commission.

8. Immediately after the conclusion of an oral examination, the examiner informs the student of the grade obtained. The student will be informed of the course credit and the grade of the written examination within two weeks.

9. Course and examination credit protocols shall be entered in USOS no later than two weeks after the credit award or examination.

10. The HTU, in consultation with a competent students' self-government body, determines guidelines for enabling the students to view their examination works, as well as to obtain the grade justification.

11. If the grade for a written examination is based on the number of points obtained by the student, the student should be informed of the grading scale adopted by the examiner, i.e., the point or percentage ranges for particular grades. A student giving an incorrect answer should not be graded lower than giving no answer.

12. Written student examinations, which form the basis for final credit award, shall be kept until the end of the academic year following a given educational cycle.

13. Unless otherwise specified, the provisions for examinations shall apply to courses leading to a pass/fail grade.

14. The course of the assessment process and the results of the examination session are analysed by the Faculty Team for the Quality of Education, hereinafter referred to as the Team appointed by the Teaching Council, in accordance with the timetable adopted by the Teaching Council.