**1. General Provisions**

1.1 The exam policy was developed in connection with the Administration decision "On Academic Policy " dated October 29, 2020 and “Regulations on the student assessment system” dated February 1, 2021 and “Regulations on the intermediate and final types of assessment” adopted by Astana IT University.

1.2 Students are eligible to take part in the final examination if they have completed the Foreign language 2 course developed by the AITU GED Department, have an attendance rate no less than 70%, and a term mid-score of 50% or more.

NB: If a student grade for Midterm or Endterm is lower than 25% out of 100%, a student is not allowed to take the final exam according to “Regulations on the student assessment system” dated February 1, 2021.

1.3 The final exam is carried out **in person** according to the approved schedule of examinations at Astana time. If a student is not admitted to the exam, the procedure is organised in accordance with the Regulations on conducting formative and summative assessments of Astana IT University.

1.4 If there is documentary evidence of a valid reason for missing the final exam, the procedure for retaking and the timing of the exam must be approved by the Dean's Office.

1.5 The results of any of the types of final assessment are determined in accordance with the Regulation on the point-rating system for assessing student progress (maximum 60% for the formative part and 40% for the final exam). The results of the final exam held in person are published in LMS Moodle by an examiner within 7 working days after the exam.

1.6 The FX option does not apply to Foreign Language discipline.

**2. Academic Integrity Policy**

2.1 The policy of academic integrity must be followed by students in taking paper-based final exam. The essay should be written personally by the student, without the involvement of outside help and any technologies (AI platforms such as ChatGPT, Grammarly, translators, QuillBot etc). You cannot access your smartphone or electronic devices (smart watches, Airpods/earphones, laptop, tablet etc).

**3. The Process of Examination**

3.1. Preliminary preparation before the exam

3.1.1 Students should check the date and time in advance and come at least 15 minutes before the exam time. It is required to observe the dress code (to have a neat look that matches the occasion). Bring your ID card, pens, and pencils with erasers (*do not bring pieces of paper to the exam*). You cannot bring your bag to the desk and keep your electronic item/smartphones/mobile phones inside the exam room. **In case of being late for more than 15 minutes you are not allowed to enter the final exam room.**

**3.2. The exam structure**

3.2.1 The final exam for the "Foreign Language 2" course is conducted in written form (on-campus). The final exam is an essay writing based on the given topic and provided journal articles.

Students are required to write a **comparison essay** on the designated topic and given 2 journal articles. Essay length is 400-550 words.

The essay structure should include:

Introduction contains only a thesis statement (50-70 words);

Body: Point 1 + Point 2 (~400 words);

Conclusion contains summary of main points (50-70 words).

The topics of the final exam essay may include the following areas: Education, Politics, Mass Media, Healthcare, and Technology.

3.2.2 Duration of the exam is 2,5 hours (150 minutes) from the start of examination time. The essay is evaluated according to the given assessment rubric. See below.

3.2.3 You will be provided with two pieces of paper for the exam stamped by the Dean’s Office and give back all the papers (answer sheet and notes/draft) to the instructor after the completion.

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| --- | --- |
| **Final Comparison Essay C1** | Score |
| 1. Intro: The thesis statement is clear, specific, and logically coherent. | 5 |
| 2. Body: Each topic sentence states item 1, item 2, and one point relevant to the essay title (overall, two points discussed in two separate paragraphs comparing/contrasting item 1 and item 2). | 20 |
| 3. The supporting sentences expand the idea with at least one piece of evidence for similarity/difference in a logical way. | 20 |
| 4. Each concluding sentence in each paragraph is relevant to the topic sentence and flows logically within the paragraph. | 10 |
| 5. Conclusion contains summary of main points. | 5 |
| 6. In-text citations are formatted in APA. Narrative and parenthetical citations are mandatory. | 10 |
| 7. Body paragraphs contain a range of cohesive devices (linkers, pronouns, repetitions, etc.). | 5 |
| 8. A student demonstrates a flexible and wide range of academic vocabulary. | 10 |
| 9. A student demonstrates a wide range of grammatical structures (sentence types, relative clauses, impersonal structures, conditionals, caution language, articles, determiners, infinitive forms of verbs) with full flexibility and accuracy with no spelling and punctuation errors. | 10 |
| 10. The word count for the final exam essay is **400-550** in total. (Intro – 50-70 words; Point 1 ~ 200 words; Point 2 ~ 200 words; Conclusion – 50-70 words). | 5 |

.....(Johnson, 2019, as cited in Smith, 2021) .....

References

Smith, D.H. (2021) Education system in Great Britain. *Global Forum, vol.5*

*Lee,*