



RESOLUTION NUMBER 05 – CONSEPE – MAY THE 20TH, 2011.

Establishes Regulation of undergraduate programs at the Federal University of Jequitinhonha and Mucuri Valleys- UFVJM.

The Board of Teaching, Research and Extension - CONSEPE of the Federal University of Jequitinhonha and Mucuri Valleys, in discharge of its duties;

DECIDES:

CHAPTER VI

ACADEMIC PERFORMANCE ASSESSMENT

Article 72 The evaluation of academic performance in each Subject will be held through written and/or oral tests, exercises, seminars, laboratory work and fieldwork, reports, literature searches, tests, written assignments, projects development, practical work and execution of projects and other activities established by the professors and registered in the teaching plans.

§ 1 In each Subject there will be a compulsory minimum of two (2) assessments.

§ 2 The result of an evaluation should be disclosed by the professor within thirty (30) days after completion, limited to the last school day. If there is another subsequent assessment within that period, the grade of the previous evaluation should be disclosed at least 48 (forty eight) hours before, respecting the established deadlines in the Academic Calendar.

§ 3 The assessments, including the final exam should be available to students review, within five (5) working days, after result disclosure.

§ 4 The student who does not agree with the obtained result, must, at first, ask the assessment review to the professor in charge of the Subject. If the student feels that he/she has been harmed, he/she may request an assessment review to the Course Coordinator, up to seven (7) working days after the result announcement.

§ 5 The assessment review will be conducted by an examination board composed of three (3) professors designated by the Course Coordinator, including the professor who is responsible for the assessment in question.



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF THE JEQUITINHONHA
AND MUCURI VALLEYS



§ 6 After review completion, the Course Coordinator must inform the student the review outcome in writing, and the score given by the commission shall be registered in the Academic Management System.

Article 73 The student who has missed an assessment may request a second call within five (5) working days after completion.

§ 1 **The request must be sent to the professor in charge of the Subject for analysis and opinion.**

§ 2 A second call will be held exclusively on date, time and location established by the professor in charge of the Subject, respecting the student's educational schedule.

§ 3 Another date for second call completion shall not be granted.

§ 4 Second call for the final exam shall not be granted.

§ 5 Formal didactic activities held outside the institution will give the student a second chance in evaluations of the Subjects in which the student is registered.

Article 74 Attendance at activities corresponding to each Subject is mandatory. The student who does not attend 75% (seventy five percent) of theoretical and practical classes separately computed, and other school work scheduled to integrate the workload for that Subject will fail.

Article 75 The student who obtains the required attendance in Clause 74 will pass in the Subject, since the final average in the assessments is equal or higher than 60 (Sixty) points, on a scale from 0 to 100 points or satisfactory concept (S) for those Subjects which are assigned concept, in accordance with the Course Educational Project.

§ - The final average is equal to the standard rounding to the whole number obtained through the product sum between assessment's rating, and its weight, according to the following equation:

$$MF = [PA \times \text{Weight} (\%)]$$

In which:



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF THE JEQUITINHONHA
AND MUCURI VALLEYS



MF = Final average rounded to the whole number
PA = Points of evaluation

Article 76 The student who has not failed in attendance has the right to do another evaluation (final exam) in the Subject and, according to the Article 74, if the student's final average is equal to or higher than 40 (Forty) in all evaluations throughout the semester, and less than sixty (60) points. A minimum of three (3) days after the end of the term is need for that evaluation and it must be performed within the time limit referred to in the Academic Calendar.

§ 1 To the student who undergo a final examination, the final result is calculated by the formula:

$$RF = \frac{MF + PE}{2}$$

In which:

RF = Final Result;

MF = Final average;

PE = Points of the final exam.

§ 2 The student who obtains RF equal to or greater than 60 (Sixty) points passes in the Subject .

Article 77 The student fails in the Subject if:

I-The Final average is less than forty (40) points;

II-The theoretical and practical classes Attendance is less than 75% (seventy five percent);

III- The final result is below 60 (Sixty) points after completion of the final exam.

Section I Coefficient of Academic Performance

Article 78 Coefficient of Academic Performance – CRA is the index that measures the students' academic performance in each semester.

§ 1 The CRA is a weighted average of points earned in the semester, considering the number of credits of the respective Subjects as weight, calculated by the formula:



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF THE JEQUITINHONHA
AND MUCURI VALLEYS



$$CRA = \frac{\sum(RF \times CR)}{\sum CR}$$

In which:

CRA = Coefficient of Academic Performance
RF = Final Result in the Subject
CR = Number of credits in the Subject.

§ 2 The CRA is calculated with one decimal place, without rounding.

§ 3 The subjects coursed in special period between the semesters are computed in the calculation of the CRA in the subsequent semester.

Article 79 The cumulative CRA is calculated through weighted average of points obtained in all courses attended by the student, either if passed, failed, as well as the credit transfer.

§ - Completion of course work, complementary activities, academic, scientific and cultural activities, and any supervised internship are excluded from calculation.

Ronie César Santos
Tradutor

Diretoria de Relações Internacionais/ UFVJM

UNIVERSIDADE FEDERAL DOS VALES DO
JEQUITINHONHA E MUCURI - UFVJM

Rodovia MGT 367 - Km 583, 5000
Alto da Jacuba - CEP 39100-000
DIAMANTINA/MG