

**UNIVERSITY OF SPLIT
SCHOOL OF MEDICINE**

Class: 003-05/22-03/0001

Reg. No.: 2181-198-01-04-22-0154

Split, 17 October 2022

Pursuant to Article 43 of the Statute of the School of Medicine in Split, Article 29 Paragraph 2 of the Regulations on Study Programs for the integrated studies of the School of Medicine in Split, and at the proposal of the Teaching Committee from 23 September 2022, Professor Ante Tonkić, Dean, brought the following


D E C I S I O N

**on registering for the exam and entering grades for integrated study programs
into the Information System of Higher Education Institutions (ISVU)**

- I. Student formally registers for the exam via the ISVU Studomat system no later than 48 hours before the exam. If the student does not register, they do not have the right to approach the exam.
- II. Teacher enters the final grade in the **Exams** module through the **Teacher Portal** in the ISVU, no later than 5 days after the grade had been communicated to the student and for which the deadline for appeal had expired.
- III. If the teacher does not enter the final grade through the Teacher Portal due to justified reasons approved by the competent vice dean, they are obliged to submit the final exam results in the form of the Exam List previously delivered by the Office for Integrated Studies and Students, i.e. Office for Integrated Studies in English who will then enter them through the ISVU Exams module.

If the final grades for all registered students are not entered through the Teacher Portal or submitted within the prescribed period in the required form, the Office for Integrated Studies and Students, i.e. Office for Integrated Studies in English will report this to the competent vice dean, and the results will be entered into the Exams module only upon the receipt of the Exam List.

- IV. Students are required to check exam results in the ISVU Studomat module, and in the event that the grades are not entered, they are required to inform the Office for Integrated Studies and Students, i.e. Office for Integrated Studies in English, who will inform the competent vice dean.
- V. This Decision enters into force on the day of its adoption, and is applied starting from the academic year 2022/2023.

 **DEAN**
Ante Tonkić
Professor Ante Tonkić

Deliver to:

1. *Vice-dean for Teaching and Student Affairs*
2. *Vice-dean for Dental Medicine*
3. *Vice-dean for Pharmacy*
4. *Vice-dean for Medical Studies in English*
5. *Heads of Departments*
6. *Office for Integrated Studies and Students*
7. *Office for Integrated Studies in English*
8. *IT department*
9. *School of Medicine in Split Student Council*
10. *Archive*