

Approved

By the decision of the Council of the CISM
Protocol No. 7 of 25.05.2021

PORTFOLIO STATEMENT

1. GENERAL PROVISIONS

1.1. Student Achievement Portfolio (hereinafter referred to as Portfolio) is a set of documents representing the totality of individual student achievements in various fields of activity (educational, research, social, cultural, creative, sports). The portfolio refers to a number of individualized assessments and is focused not only on the assessment process, but also on self-assessment. The portfolio develops the ability to systematize its own activities, compare them with generally accepted standards and, based on this, revise and improve its results.

1.2. Creating a portfolio is a creative process that allows taking into account the results achieved by a student in various types of activities (educational, research, social, cultural, creative, sports) at the Caspian International School of Medicine (hereinafter referred to as CISM), as well as to assess the level of their readiness to carry out professional activities. The portfolio allows the student to professionally approach the assessment of their own achievements, to build a personal and creative trajectory of success, which is an important component of the rating of a future specialist in the labor market.

1.3. This regulation regulates the requirements for the creation and use of a portfolio.

1.4. The functions of portfolio formation are assigned to the student.

1.5. The portfolio consists of a folder with files divided into sections (educational, research, social, professional, cultural, creative, sports activities of students). The files contain the collected materials, evaluation sheets, and documents.

2. GOALS AND OBJECTIVES OF THE PORTFOLIO

2.1. The portfolio is introduced for the purpose of individualization and differentiation of the learning process, research, professional, social, cultural, creative, sports activities of students, verification of the development of general and professional competencies, formation of motivation to achieve certain results in various fields of activity, assessment of the dynamics of individual development and personal growth, support of educational and professional activity of the student and independence in the process of his/her studies at CISM

2.2. The portfolio allows you to solve the following tasks:

- motivation of the student to educational achievements;
- gaining experience in business competition;
- reasonable implementation of self-education for the development of general cultural and professional competencies;
- development of the ability to objectively assess the level of their general cultural and professional competencies;
- increasing the competitiveness of the future specialist.

РЕШЕНИЕМ ПЕДАГОГИЧЕСКОГО СОВЕТА
УЛЬЯНОВСКОГО РЕГИОНА

ОБЪЕДИНЕННОГО ВУЗОВСКОГО УЧЕБНО-НАУЧНОГО ЦЕНТРА



- self-assessment of the effectiveness of self-development based on the results, materialized products, evidence of educational and professional, research, social, cultural, creative, sports activities;

- development of students' reflexive and evaluative skills;

- improving the skills of goal-setting, planning and organizing one's own activities, designing professional and personal self-development.

2.3. The portfolio complements the main control and evaluation tools of knowledge adopted at the CISM, and allows taking into account not only the level of professional competence of the student, but also the level of comprehensive self-realization of the student in the educational environment. The portfolio is created during the entire period of study at the CISM, starting from the 1st year. Its formation is completed along with the completion of training.

The portfolio allows the student to:

- professionally approach the assessment of their own achievements, build an individual educational trajectory of success, which will be an important component of the rating of a future specialist in the labor market;

- develop the skills of reflexive and evaluative (self-assessment) activity of students;

- develop the ability to learn - set goals, plan and organize your own educational and professional activities;

- to implement a practice-oriented approach in the training of a specialist;

- complement traditional control and evaluation technologies.

2.4. The functions of the student's portfolio in the educational process are conditionally divided into two groups: "evaluation group" and "development group".

The content of the functions of the portfolio of the "evaluation group":

- diagnostic - reveals the peculiarities of the student's mastering of certain elements of the content of education; allows the student to record and evaluate individual, educational and professional achievements, their dynamics in the process of studying at the CISM;

- rating - determines the student's rating among other students or another sample population;

- controlling - allows students to independently monitor the stages and quality of mastering educational material, achievements in research, social, cultural, creative, sports activities.

The content of the functions of the portfolio of the "developing group":

- motivational - contributes to the formation and maintenance of the student's interest in the educational process, research activities, extracurricular (social, cultural, creative, sports) activities;

- organizational - the development of the student's goal-setting, planning and forecasting skills, the ability to self-organize activities;

- reflexive - the development of the student's self-assessment skills of their own activities.

3. CREATING AND USING A PORTFOLIO

3.1. The portfolio is formed by the student as he receives achievements in various activities.

Individual achievements of a student during the period of study at the KMSHM are conditionally divided into the following types of student activities:

- achievements in educational activities (results of examination sessions, ratings of educational activities, professional activity, additional education);
- achievements in research activities (grants, Olympiads, competitions, project activities, participation in scientific conferences, publications of scientific articles);
- achievements in professional (clinical) activity;
- achievements in social activities (systematic participation in public events, active activity in student public organizations, social and communicative activity);
- achievements in cultural and creative activities (participation in cultural and creative events, receiving awards, prizes, active activity in various creative associations);
- achievements in sports activities (participation in sports competitions, receiving prizes, medals, cups).

3.2. The student should be interested in obtaining the necessary documents confirming participation and results in certain types of activities. The submitted documents must be confirmed with the appropriate signatures and seals. The student is personally responsible for the submitted documents.

3.3. The portfolio is filled in by the student independently and is provided 1 time per semester after the end of the session.

3.4. The portfolio is provided to the department for work with students.

4. PORTFOLIO DESIGN

4.1. The portfolio is created in printed and (or) electronic form per semester.

4.2. The main unit of the portfolio content is the student's independent work in various types of activities (educational, research, clinical, social, cultural and creative), providing the formation of competencies.

4.3. The portfolio must meet certain requirements. The portfolio consists of 2 main parts: Part 1 – Individual student activity rating; Part 2 - A set of documents confirming individual achievements.

The second part of the portfolio consists of the following list of documents:

- 1) Title page (surname, I, patronymic, faculty, group, contact information, photo);
- 2) "Personal information" (hobbies, interests, hobbies);
- 3) "Achievements" (documents confirming individual achievements of students in various fields of activity (educational, research, clinical, cultural and creative, social, sports, etc.) (copies of documents));
- 4) "Reviews".

The design of the content and the filling of folders with documents (files) is regulated by the student independently in agreement with teachers, the head of a public organization, the head of circles, clubs, communities, the department for work with students and the student on the basis of mutual consent. "Personal information" (contains information about the student's hobbies, interests, hobbies, filled in at will and in a free form). Achievements in educational, scientific, social, cultural, creative, and sports activities are reflected in the "Achievements" category. This includes copies of test and examination sheets, rating sheets for academic disciplines, copies of diplomas, certificates, certificates, awards, information letters on extracurricular activities). The "Reviews" folder includes characteristics from places of practice, letters of recommendation from institutions where various types of student activities were carried out, reviews of student achievements in extracurricular activities from municipal and regional services of various directions, etc.

When making a portfolio, the following conditions must be met:



