

# Addendum to Examination Regulations concerning TTC Foundation Year (Trimester 1-3)

(Updated, Feb 9, 2015)

This addendum will be applied for all students who started their studies in August 2014 or December 2014 respectively within the new trimester structure.

- TTC Foundation Year will be considered in general as „Preparatory Studies“.
- No student has to leave TTC during Foundation Year because of poor study performance.
- Module assessments will be performed in accordance with TTC Examination Regulations, grades will be given. It is not foreseen to repeat failed modules or partial modules (courses). However, students continuing their studies upon completion of the Foundation Year in Year 2 of the regular study programme (instead of continuing in the SSP) will have to re-take the assessment of the failed module or partial module (without repeating the module or partial module) sometime during the course of their study at TTC in order to obtain their credit points.
- Repetition of a trimester (in general within the chosen specialization) is possible once only. In this case the student has to repeat all module assessments. The student cannot put forward a claim for repeating a trimester.
- Tutorials as a means to help students come to terms with studies can be foreseen.
- The sum of the scores of module assessments in the Foundation Year will be reflected in an „aggregate mark“. The final score is the result of a weighting of the three trimesters as follows:

Foundation Year:

1. Trimester:  $AM_1 = \frac{0,2}{16} \sum CP_{i1} * G_{i1}$  CP = Credit Point, G=Grade (%)

2. Trimester:  $AM_2 = \frac{0,3}{18} \sum CP_{i2} * G_{i2}$

3. Trimester:  $AM_3 = \frac{0,5}{18} \sum CP_{i3} * G_{i3}$

$$AM_{TOTAL} = AM_1 + AM_2 + AM_3 \geq 60\%$$

- In case a student's absence surpasses 20% he will not be admitted for assessments and his result will numerically be valued 0%.
- Failed modules or partial modules can be repeated during trimesters 4 to 8 provided the Aggregate Mark amounts to at least 60%. In addition, the following shall apply:  
Absence in failed modules or partial modules: less or equal 20%, 2 Retakes possible  
Absence in failed modules or partial modules: greater than 20%, 1 Retake possible.
- Grades of students, which have changed from semester structure to trimester structure (starting their studies February 2014 / current Trimester 3), will be transferred into an „aggregate mark“.
- At the end of the TTC Foundation Year (after trimester 3) the „aggregate mark“ constitutes the basis for the following options:
  - regular continuation of studies in Year Two (AM  $\geq$  60%),
  - continuation of studies in a „Special Study Programme“ (SSP), recommended for poorly performing students, which can be run when deemed realisable (AM < 60%).
  - leaving TTC because due to lack of prospects of success.
- Students leaving TTC after the 1st trimester will not obtain any leaving certificate, but a transcript of record. Students leaving after completion of the *Special Study Programme* (SSP) will obtain a leaving certificate reflecting respective NOSS standards
- The TTC Examination Board is TTC's body in charge of handling all provisions made in this addendum.

Riyadh, January 20, 2015



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