

CONFIRMED
at the RISEBA Senate meeting of
23.05.2018. Protocol No. 18/1.1-07/05

REGULATIONS ON ENTRANCE EXAMINATION IN ENGLISH
within Bachelor Study Programs and Postgraduate Study Programs in English

GOAL

The regulations are developed to regulate process, requirements and assessment criteria of entrance examination in English of the Bachelor and Postgraduate Study Programs conducted in English.

SCOPE

These regulations are binding to candidates of the Bachelor and Postgraduate Study Programs conducted in English and involved RISEBA employees.

1. General information

1.1. Admitting candidates to the Bachelor and Postgraduate Study Programs the readiness of candidates is verified. The studies in mentioned programs are conducted in English.

1.2. The goal of entrance examination is to test English basic knowledge of candidate, which is required to acquire educational material of the programs successfully.

1.3. Entrance examination in English should be taken by all candidates of the Bachelor and Postgraduate Study Programs who cannot prove their level of knowledge in other way.

1.4. Required level of basic knowledge of candidates in mentioned programs is set:

1.4.1. Results of State centralized examination in English corresponds at least to the level B2;

1.4.2. TOEFL iBT (internet based) – 64;

1.4.3. TOEFL PBT (paper based) – 500;

1.4.4. IELTS – 6.0 points;

1.4.5. Pearson Test of English;

1.4.6. Cambridge English (PET, FCE, CAE, CPE);

1.4.7. ECL.

2. Content and execution time of entrance examination work

2.1. Admission Commission assigns day and time of entrance examination in English.

2.2. Entrance examination in English consists of four tasks:

2.2.1. Listening;

2.2.2. Reading – data interpretation, essay;

2.2.3. Vocabulary - word stock and grammar.

2.3. Total execution time of entrance examination work, is 3 (three) academic hours.

2.4. Examination should be performed in writing on examination sheets distributed by the examination commission.

3. The main criteria of work assessment

3.1. **Listening** - ability to perceive and understand audio text.

3.2. **Writing** - ability to express own opinion on certain situation or problem in writing.

3.3. **Vocabulary** - language knowledge breadth, word stock, ability to use language according to grammatical rules.

4. Examination commission and work assessment procedure

4.1. Entrance examination work is assessed by the Lecturer from the RISEBA Department of Languages, approved by the RISEBA Department of Languages.

4.2. The examination commission consists of 2 experts that are approved by Language Department pursuant to agreement proposal with the program directors.

4.3. The examination commission assesses works in a ten-point grading scale according to RISEBA assessment system (from 10 - with distinction to 1 - unsatisfactory). Examination commission gives final assessment for the work within two days after review of all works submitted.

5. Appeal of assessment of entrance examination work

5.1. If applicant has reasonable objections on assessment of entrance examination work in English, he/she states them in writing, submitting notice of appeal to RISEBA Admission Commission in accordance with prescribed procedure.

5.2. Admission Commission informs RISEBA Department of Languages and assigns place and time of review of notice of appeal.

5.3. The submitter of appeal and representatives of RISEBA Department of Languages are invited to appeal review meeting.

5.4. The decision at appeal meeting is final.