

Protocol for amending the standardisation of examination results carried out by the sections

Preliminary considerations

This protocol applies in situations where standardisation for determining the results of an examination is amended afterwards to a considerable extent. The protocol does not apply to more frequently-occurring situations such as deciding whether to delete a multiple-choice question or to count a second answer to this question as correct.

Under the scope of this protocol, decisions on standardisation and the subsequent awarding of marks, as well as ultimate responsibility for this, will remain with the appropriate persons: the examiners and their senior professor. According to the protocol, decisions on amendments to the standardisation can admittedly no longer be exclusively taken ‘within our own circle’, but the Test Committee and Risbo’s involvement will remain at advisory level. In this way, decisions will be made in a well-considered manner, and these considerations will be tested by the Test Committee and possibly by Risbo as well.

If any amendments are made, the arguments in support of this must be clearly communicated to the candidates. This information might play a role in candidates’ considerations on whether to lodge an objection to the amendments. This in turn will play a role in the taking of a decision by the examiners.

PROTOCOL

If the results of an examination held – as stated on the basis of application of the assessment standards set and communicated beforehand – give the examiner(s) cause to consider amending these assessment standards, they must take the following steps:

- 1) They must state as clearly as possible what factors in the results might constitute a reason for reconsideration.
- 2) The examiner(s) must give details of the points in favour of maintaining the assessment standards set beforehand and the points against maintaining these standards or amending them for each of the aforesaid factors. To this end, they may obtain advice from Risbo.
- 3) If there are valid arguments in favour of making amendments, one or more variations of amended assessment standards will be drawn up.
- 4) The examiners must compile a comparison of the examination results without one or more variations of amendments and the ensuing awarding of marks, and the examination results with the above.
- 5) In consultation with the professor ultimately responsible, a substantiated selection will be made out of all the variations, including the maintaining of the standards set beforehand.
- 6) If the examiner(s) decide to amend the standardisation, the course coordinator will submit the comparison and the substantiated choice to the Test Committee (hereinafter: TC) and will enter into consultations on this with the chair of the TC. Further advice may be obtained from Risbo depending on the results of these consultations.
- 7) The chair of the TC will give advice on the examiners’ decision to amend the standardisation.
- 8) If, after obtaining advice from the chair of the TC, the examiners alter their decision to amend, they must send the definitive version to the TC secretary for informative

purposes. This also applies if they subsequently decide to use the original standardisation after all.

- 9) If the examiners decide to establish the marks on the basis of an amended standardisation, the participants in the relevant examination must be clearly informed of this when the examination results are published.