

Master in Management (« Grande Ecole » programme)

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**Assessment Method
EXCHANGE STUDENTS**

2300, avenue des Moulins
34185 Montpellier Cedex 4
France

Tél : +33 (0)4 67 10 25 00
Fax : +33 (0)4 67 45 13 56

montpellier-bs.com





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4. Assessment of skills Acquisition

Assessment of the acquisition of the skills targeted by the PGE course is carried out by an evaluation system, the results of which are taken into account in order to validate their continuation into the next year of study, in compliance with the conditions of academic achievement and on the decision of the relevant review board.

4.1 General provisions for evaluation

All classes taken are subject to a bi-annual and individual assessment of the acquisition by the students of the targeted skills, leading to the award of ECTS credits. Attendance is mandatory.

4.1.1 Evaluation of acquired skills

The assessment of skills is based on an overall marking system where the marks obtained for each subject can be converted into ECTS.

4.1.1.1 Overall description of the rating system

The skills acquired by students are assessed individually using a marking system which allows credits to be awarded, which relies on the European Credit Transfer and Accumulation System 'ECTS', ie. grades listed from A through to F (table 1) and the allocation of 60 credits per year of studies.

ECTS Grade	English Definiton
A	Excellent
B	Very Good
C	Good
D	Satisfactory
E	Sufficient
Fx	Fail but can be caught up with more work
F	Fail

Table 1 : Translation of the ECTS grading system

The evaluation system is necessarily based on the assessment of the skill being evaluated (?) (The evaluation system is focused on assessing the desired key competencies linked to the subject), by means of continuous assessments during the course and/or by means of written assessments, called final exams, grouped at the end of the semester. Certain subjects, in particular those that are not related to management sciences, including linguistic and methodology disciplines, favour continuous assessments only.

The material conditions for the final exams – duration, students' personal documentation, materials and IT devices, etc. – are brought to the students' attention beforehand and documented in the subject syllabuses (see Exam Rules).

In addition to these exams, according to the terms set out below, is the assessment:

- of individual work, particularly preparatory work prior to sessions or PWPS (reading, case studies, technical notes, etc.) assessed by the teachers using a variety of methods (quiz or verbal questioning, completed homework, etc.). This assessment very often relies on one or more written questions (continuous assessment) that are not systematically announced in advance.

- of the group work assessed by each teacher. Each student is assessed individually.
 - of individual participation assessed by each teacher. This assessment is grounded in three criteria: attendance in classes, the frequency of intervention in class and the quality of intervention in class.
- The evaluation system for each subject leads to an assessment, based on the ECTS table that determines the allocation of credits. In terms of the evaluation of the professional period for each course year, the company hosting the student on work placement or apprenticeship actively and concretely participates in the assessment of the targeted skills. This assessment is carried out in close collaboration with at least one the teachers of the program represented.

All students have a right to retake any failed subject(s) once, as part of the organization of a second session, according to the terms and schedule determined by MBS. The assessments of professional periods are not subject to re-sit sessions. Furthermore, academic exchange students in a partner university abroad, whose regulations do not provide for the organization of a re-sit session or for which the terms and schedule do not allow for the presentation of the student's final results to the review board for graduation to the next year or diploma award, cannot benefit from a re-sit session.

4.1.1.2 Breakdown of marking by subject

The mark out of 20 points awarded to each subject of the program may be made up of one to three components, depending on the class's educational goals and the teacher's choice of approach, in consultation with the PGE management.

Details of these three components are as follows:

- Attendance and/or preparatory work prior to sessions,
- Continuous assessment,
- Final examination.

The percentage of each of these components in the final mark for each subject depends on the educational goals and the teacher's choice of approach, in consultation with the PGE management.

This percentage is specified in the syllabus for each class. However, regardless of the components and their importance, at least 50% of the overall mark must be based on the individual's own work (as opposed to group work). Professional projects and work placement periods are directly and solely assessed on 20 points. Professional projects may result in a mark where only group work is evaluated.

4.1.1.3 How marks are converted into ECTS grades

ECTS credits are allocated to each subject. Each subject is grouped with others within a teaching unit (UE) and each teaching unit targets the acquisition of a specific skills-set. The final mark out of 20 points obtained for each subject is communicated to the PGE teaching staff by the teacher.

A compensation system applies within each teaching unit, with the aim of offsetting the poorer results obtained in one subject, by better results in other subjects, while ensuring a minimum level of proficiency in the targeted skills for each teaching unit. To this end, the average of marks obtained in each subject grouped within a teaching unit is calculated.

Three situations may emerge:

- The student obtains at least 10 points out of the 20 for the subject: validation of the subject, acquisition of the grade corresponding to the mark and validation of the ECTS relative to the subject;
- The student obtains between 8 and 9.99 points out of the 20 for the subject and an average of 10 points out of 20 for the teaching unit to which this subject belongs: validation of the subject by compensation, acquisition of the grade FX and validation of the ECTS relative to the subject;

- In every other situation, the student does not validate the subject and does not obtain the associated credits.

The minimum mark set at 8 out of 20 supports the compensation system in order to guarantee a minimum level of proficiency for the skills targeted by teaching unit.

The professional period assessments are not included in the compensation system within the teaching unit to which they are associated. The compensation system does however apply between the different assessment methods for professional periods: here, the average of marks obtained for each 'method' (whether by exam, continuous assessment, etc.) is calculated; the allocation of credits and of the grade corresponding to the mark obtained for each method is carried out according to the same rules of compensation as those applied for subjects within a teaching unit.

ECTS grades are allocated according to the following table (table 2):

ECTS Grade	English Definiton	Number of obtained points out of 20
A	Excellent	From 16 to 20
B	Very Good	From 14 to 15,99
C	Good	From 12 to 13,99
D	Satisfactory	From 11 to 11,99
E	Sufficient	From 10 to 10,99
Fx	Insufficient	From 8 tp 9,99
F	Fail	Under than 8

Table 2 : ECTS grades allocation grid

4.1.1.4 Conditions, terms and grading of the re-sit session

With the exception of professional periods, as well as in the case of academic exchanges in partner universities abroad making it impossible, a re-sit session (known as the second session) is offered to students who have not met the conditions for validation of a subject, ie. who obtained a grade FX or F in the final assessment of this subject.

Tests for this second session are defined by each teacher and validated prior to realisation by the PGE management. The mark obtained in the second session exam for each subject is a mark out of 20, which replaces the mark obtained for the subject through the addition of the elements described – see 4.1.1.2 above: the student loses the advantage of previous continuous assessments and is wholly marked on the second session exam (with the exception of students sitting the second session due to justified absence at the first session pursuant to – see 4.1.2.2 below).

The compensation system within each teaching unit is maintained: the average of the marks for subjects grouped within a teaching unit is calculated by integrating the mark obtained for the subject presented in the second session and by retaining the marks from the subjects validated in the first session.

Should the student achieve insufficient results for professional specialization work placement in their final year, they must carry out another professional period: either via work placement, or via a professional period outside the scope of a work placement agreement (pursuant to the conditions specified – see 3.3.2.2 above). If the work placement is successful but the reports provided by the

student for the evaluation of their professional period are insufficient, they may retain the benefits of their work placement and only retake, within the context of a repeat course, the non-validated tests required for its assessment. This is also the case for the first and second year work placements.

During an academic exchange at a partner university, the student may not validate certain classes and not obtain with the partner the number of ECTS credits required or their equivalent. It is possible for them to sit the re-sit session(s) organized by the partner university during the academic year, within the framework of the regulations in force there and whose contracts provide for their application to students. In certain foreign universities, this is not possible, either because re-sit sessions are not organized, or because the terms and schedule of the catch-up sessions do not allow for the presentation of the student's final results to the review board for graduation to the next year or diploma award. In this case, students cannot benefit from a re-sit session.

4.1.1.5 Consultation of exam papers

All students have the right to consult their exam copies in order to better understand their results and obtain feedback from teachers. To consult their exam paper, the student must request it from the pedagogical team of the PGE program. He has one week after the publication of the grades obtained to do so. The copy consultation will take place individually on the MBS campus, in the presence of a member of the pedagogical team. It is prohibited to photograph, photocopy or to take notes. It is not authorized to consult the first session copy if the student has already taken the second session re-sit. Any abuse of this right may result in disciplinary sanctions.

In accordance with MBS values, it is forbidden to solicit teachers to obtain a reevaluation of the rating. The grades obtained are not negotiable. This act is considered to call into question the skills and legitimacy of the teaching staff and may therefore lead to disciplinary sanctions.