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Schola Europaea

Office of the Secretary-General

Pedagogical Development Unit

Ref.: 2013-05-D-34-en-9

Orig.: EN

## **Harmonised assessment at the end of year 5 and written examinations leading to B marks in year 5<sup>1</sup>**

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**APPROVED BY THE JOINT TEACHING COMMITTEE AT ITS MEETING OF 8 AND 9 OCTOBER 2015, IN BRUSSELS**

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**Addition of Annex X relating to the Latin harmonised written examination and of Annex XIII relating to the *Latinum Europaeum* certificate.**

**Updating of Annex II relating to the Language 2 harmonised examination, following approval of the new common syllabus for all Languages 2, which enters into force on 1 September 2015 for S1-S5.**

**Updating of Annex III relating to the Language 3 harmonised examination, following the decision taken by the Joint Teaching Committee at its October 2015 meeting.**

**Cancels and replaces document 2013-05-D-34-en-4 – definitive version.**

**Entry into force: October 2015 – immediate after approval by the JTC.**

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<sup>1</sup> **This document is a compilation of the documents still in force and replaces Documents: 95-D-148, approved by the BoG at its April 1992 meeting; 3512-D-97, approved by the BoG at its meeting of 27 and 28 January 1998; 2112-D-1999, approved by the BoG at its meeting of 26-28 January 1999; Annexes III, IV, VI, VII, VIII, IX, X, updated by the inspector responsible following approval of the new syllabuses., and version 2013-05-D-34-en-4 – definitive version, approved by the Board of Inspectors (Secondary) and by the Joint Teaching Committee at their respective meetings of 11 February and of 13 and 14 February 2014, in Brussels.**

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## **Introduction:**

This new version of document 2013-05-D-34 has been finalised in response to the various comments made at the Joint Teaching Committee's October 2013 and February 2014 meetings and to the letter sent by the Staff Committee (see annex to document 2013-05-D-34-en-2: Letter from the Staff Committee).

This document remains a compilation of the documents still in force and replaces Documents: 95-D-148, approved by the Board of Governors at its April 1992 meeting, 3512-D-97, approved by the Board of Governors at its meeting of 27 and 28 January 1998 and 2112-D-1999, approved by the BoG at its meeting of 26-28 January 1999.

At its meeting of 11 February, the Board of Inspectors (Secondary) came out in favour of the immediate entry into force of the updates of point 1.2 of point II 'Organisation of written examinations leading to B marks in year 5', which concerns the addition of ONL, and of Annex IV – 4-period and 6-period Mathematics, following approval of the new mathematics syllabuses for S5.

At its meeting of 13 and 14 February, the Joint Teaching Committee drew attention to several inconsistencies in the document in relation to the existing situation still in force and expressed some comments. All the comments made at the meeting were taken into account in the version of the document presented to the Board of Governors (2013-05-D-34-en-3).

They include the following:

Annexes III, IV, VI, VII, VIII and IX have been updated by the Inspector responsible for the subject in question following approval of the new syllabuses.

Annex X, which concerns the certificate to be awarded to each year 5 student who has completed the year and undergone Harmonised Assessment, has also been updated in response to the various comments made.

**This new version is being proposed to ensure consistency with the various documents approved previously, such as, in particular, the document 'Introduction of a certificate awarded at the end of the third and fifth years of study of Latin: *Latinum Europaeum Certificate*', 2008-D-4310-en-3, approved by the Board of Governors at its January 2009 meeting, and also the new common syllabus for Language 2, due to enter into force for S1-S5 on 1 September 2015.**

**Consequently, Annex II has been updated and an annex concerning the Latin examination has been added in point X as regards the conduct of the Latin harmonised examination and in point XIII as regards the *Latinum Europaeum Certificate*.**

**Annex X, which previously concerned the certificate to be issued to each year 5 student who completed the year and took the Harmonised Assessment written examination, has now become Annex XII.**

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**Opinion of the Board of Inspectors (Secondary):**

At its meeting of 15 June 2015, the Board of Inspectors (Secondary) scrutinised and took note of the above proposal and expressed a favourable opinion on the question.

The Board of Inspectors (Secondary) invites the Joint Teaching Committee, at its meetings of 8 and 9 October 2015, to approve the proposal, with immediate entry into force.

The approved version of the document will be sent forward to the Board of Governors for its information at its December meeting.

**Opinion of the Joint Teaching Committee:**

At its meeting of 8 and 9 October 2015, the Joint Teaching Committee scrutinised the proposal and expressed a favourable opinion on the question.

On the other hand, the Joint Teaching Committee noted some inconsistencies in the document and proposed that the 'Analysis of repeat rates' Working Group should also address those questions, jointly with the mandate on the questions relating to 'Examinations and tests leading to official marks in the secondary cycle'.

In addition, and pending the outcome of the work of the 'Analysis of repeat rates' Working Group, the Joint Teaching Committee wished an additional amendment to be made immediately to Annex III, concerning the Language 3 harmonised examination. The amendment related in particular to point 4 'Form of the examination', so that it was harmonised with Annex II, concerning the Language 2 harmonised examination.

Subject to that amendment, the Joint Teaching Committee approved the document, with immediate entry into force, and sent it forward to the Board of Governors for its information.

This version of the document, 2013-05-D-34-en-8, takes account of that amendment.

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## **I. Harmonised assessment (3512-D-97)**

1. Harmonised Assessment will take place within 5 school days at the end of 5th year. It relates to the following obligatory subjects in the 5th year syllabus: Language 1, 2 and 3, mathematics (4-period course and 6-period course), biology, chemistry, physics, history and geography.

2. The two main aims of this assessment are as follows:

a) to give an indication of the level of work achieved at the end of the 5th year of secondary education, and to serve as B 2 marks at the end of the 5th year.

b) to offer those students who, for whatever reason, are not proceeding to the European Baccalaureate the possibility of obtaining a certificate, thus making it easier for them to go either into employment or on to another type of education.

3. A certificate will be awarded to each 5th year student, who has completed the year and taken the Harmonised Examination.

a) The certificate will state for each subject the marks obtained by the student for the harmonised written examination and the final marks obtained at the end of the 5th year.

b) A personal profile will be written on the certificate for students who are leaving the School at the end of the 5th year. In all other cases the 'profile box' should be crossed out. The profile should be written by the class teacher after consultation with the Class Council.

## **II. Organisation of the written examinations leading to the B marks in 5th year**

The School will organise two series of written examinations in 5th year.

Each series will be concerned with examinations in compulsory subjects (1.1) and optional subjects (1.2).

### **1. The first series of written examinations**

1.1. The following examinations will be organised by the School and will be held within 5 school days at the end of the first semester.

They will concern:

Language 1	Time allowed: 3 periods
Language 2	Time allowed: 2 periods
Language 3	Time allowed: 2 periods
Mathematics (6 periods)	Time allowed: 3 periods
Mathematics (4 periods)	Time allowed: 2 periods
Biology	Time allowed: 2 periods
Chemistry	Time allowed: 2 periods
Physics	Time allowed: 2 periods
History (in Language 2)	Time allowed: 2 periods
Geography (in Language 2)	Time allowed: 2 periods

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The School decides, for the different subjects, whether there is harmonisation (see III).

1.2. The following subjects will be tested in the course of one or two lesson periods at the end of the first semester. These examinations will be organised by the teacher concerned :

Language 4	Time allowed: 1 period
Latin	Time allowed: 2 periods
Ancient Greek	Time allowed: 2 periods
Economics	Time allowed: 1 period
Music	Time allowed: 1 period
ICT	Time allowed: 1 period
ONL <sup>2</sup>	Time allowed: 2 periods
Art	Time allowed: 2 periods <sup>3</sup>

1.3. All examinations will be assessed by the teachers who teach the class and lead to the B1 marks (1st semester B mark).

## 2. The second series of written examinations

2.1. These examinations will be organised at the end of the 2nd semester (June) and will concern the same subjects with the same time allowed as under 1.1 and 1.2.<sup>4</sup>

2.2. The written examinations in the subjects under 1.1 are the Harmonised Examinations. They are organised by the School and harmonised for each subject in each School (see III). They will be based on the 5th year syllabus, although they will also test skills and knowledge acquired previously (see Annexes I-VIII).

2.3. The form and the general content of the Harmonised Examinations are determined by the Board of Inspectors (see annexes to this document).

2.4. All examinations will be assessed by the teacher concerned and lead to the B2 marks (second semester B marks).

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<sup>2</sup> Updated following the introduction of the ONL in the ES (see document 2011-01-D-33-en-9). Although it is an option subject, the JTC requested that the time allowed for the examination be two consecutive periods.

<sup>3</sup> Although it is an option subject, the JTC requested that the time allowed for the examination be two consecutive periods to ensure consistency with the Art syllabus.

<sup>4</sup> With the exception of **LATIN**, for which, although it is an option subject, the time allowed for the second semester examination will be two consecutive periods, to ensure consistency with document 2008-D-4310-en-3, approved by the BoG at its January 2009 meeting.

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### III. Definition of harmonisation of the examinations

The harmonisation is within each School. It involves questions and assessment criteria. It is the responsibility of the Director to see that the harmonisation is carried out in practice.

Languages 1: 'Harmonised examination' means identical examinations for each language where there are parallel classes and identical assessment criteria.

Languages 2: Harmonised examination' means examinations which have the same structure, assess the same competences and use the same assessment criteria for all Languages 2.

Languages 3: Harmonised examination' means examinations which have the same structure, assess the same competences and use the same assessment criteria for all Languages 3.

Science-Mathematics: 'Harmonised examination' means identical questions translated into the different languages for all the language sections and identical assessment criteria.

History: "Harmonised examination" means questions on the same topics, assessing the same skills and set at the same level in the three working languages. Where there are parallel groups for one of the three languages, the questions must be identical for these groups.

Geography: 'Harmonised examination' means questions of the same type and of the same level in the three working languages. Where there are parallel groups for one of the three languages, the questions must be identical for these groups.

### IV. Setting of questions and drawing up of assessment criteria

- a) The setting of the questions presupposes that there will be close cooperation among the teachers in the different language sections during the school year.
- b) The questions designed by the different groups of teachers concerned must conform to the requirements set out in Annexes I to VIII for the different subjects. A marking scheme, produced jointly and communicated to the students, may be attached. In setting the questions, the teachers concerned will agree where possible on guidelines for the marking of each question.

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c) The strictest secrecy must be observed with respect to the content of the questions.

## V. Absences

a) In the event of a student's absence on duly substantiated grounds (certified illness, case of *force majeure*) from a harmonised examination, the Head will organise a substitute examination with the teacher concerned.

In the event of a student's absence on duly substantiated grounds from a non-harmonised examination, the teacher concerned will organise a substitute examination.

b) A student who is absent without grounds from a harmonised or non-harmonised examination is given the mark zero (0).

## VI. Calculation of the final mark

1st semester	Class mark	$A_1$	Mark for the long written examination	$B_1$
2nd semester	Class mark	$A_2$	Mark for the long written examination	$B_2$

The final mark takes account of the  $A_1$ ,  $A_2$ ,  $B_1$  and  $B_2$  marks. It will not be the arithmetical average of the semester marks. It should reflect all the observations and results available to the teacher of the subject concerned.

The final mark is expressed in whole marks and in half-marks.

This mark will appear on the Harmonised Assessment Certificate (see Annex IX).

## VII. Information to be conveyed to the Inspectors

As soon as the harmonised written examinations held at the end of the second semester have ended, each School is required to forward the question paper for each subject to the relevant Inspector, for information purposes.

## VIII. Date of entry into force

These regulations adopted by the Board of Governors in January 1998 enter into force from September 1998 and cancel all previous provisions governing Harmonised Assessment at the end of year 5.

It will enter into force from September 1998.

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# ANNEXES

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- Annex I: Written examination in Language 1: Harmonised assessment
- Annex II: Written examination in Language 2: Harmonised assessment
- Annex III: Written examination in Language 3: Harmonised assessment
- Annex IV: Written examination in 4-period Mathematics: Harmonised assessment  
Written examination in 6-period Mathematics: Harmonised assessment
- Annex V: Written examination in Geography: Harmonised assessment
- Annex VI: Written examination in Chemistry: Harmonised assessment
- Annex VII: Written examination in Physics: Harmonised assessment
- Annex VIII: Written examination in Biology: Harmonised assessment
- Annex IX: Written examination in History: Harmonised assessment
- Annex X: Written examination in Latin: Harmonised assessment
- Annex XI: Assessment Certificate
- Annex XII: Marking scale
- Annex XIII: *Latinum Europaeum* Certificate



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# ANNEX I

## **LANGUAGE 1 WRITTEN EXAMINATION** **HARMONISED ASSESSMENT (95-D-148)**

### **1. Syllabus for the examination**

The examination is based on the syllabus of both years 4 & 5.

### **2. Length of the examination**

The examination lasts for three periods.

### **3. Objective of the examination**

The purpose of the examination is to allow an assessment of the receptive and the productive abilities of the candidate in the following fields:

- \* Accuracy of grammar and spelling
- \* Range and quality of expression
- \* Quality of structure and planning
- \* Quality and coherence of thought

### **4. Form of the examination**

In each language the examination will be the same across all the classes of the School. It consists of two distinct parts.

#### **4.1 Part 1**

One text or two linked texts will be set (no choice), students being expected to answer in writing a series of structured questions based on them.

The text or two linked texts must not have been studied in class.

##### **4.1.1 Choice of text(s)**

- The text(s) chosen should be mainly narrative or discursive with content both accessible and substantial.
- The total length of the text(s) must be compatible with the level and the duration of the examination.
- The author and the date of the text(s) must be indicated; the lines must be numbered in fives.

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The following should be avoided:

- \* texts which are simply informational, statistical or descriptive;
- \* texts which do not permit real analysis;
- \* texts which might upset the sensibilities of candidates or disturb their conscience.

#### 4.1.2 Types of questions

The questions, of which there should be at least five, should be devised in such a way as to enable the candidate to demonstrate that he has understood the text(s) thoroughly (meaning of words, linking of ideas, characterization of people and behaviour, etc.).

#### 4.2 Part 2

The candidate will be asked to 'respond' in a clearly specified form (report, discussion, personal essay, etc.) to a suitable stimulus (question, short text, picture, etc.). A choice of three tasks of contrasting appeal will be given.

### 5. **Material aids**

Use of dictionaries or other reference material is not allowed.

### 6. **Marking**

The two parts of the examination will be given equal marks.

#### 6.1 Part 1

In each language there will be a single marking scheme. Marks are to be allocated to each sub question and will be shown on the examination paper.

#### 6.2 Part 2

The second part will be marked with reference to the abilities listed in 3.0., taking special account of the fourth one.

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# ANNEX II

## **LANGUAGE 2 WRITTEN EXAMINATION**

### **HARMONISED ASSESSMENT (Updated in line with the new syllabus for all Languages 2 – 2015-01-D-33-en/de/fr-3)**

#### **1. Syllabus for the examination**

The examination is based on the syllabus of both years 4 + 5.

#### **2. Length of the examination**

The examination lasts for two periods.

#### **3. Objective of the examination**

The examination will reflect the learning objectives of the syllabus for years 4 + 5 and will assess the relevant competences.

#### **4. Form of the examination**

The examination will comprise two parts:

- a) reading comprehension and
- b) written production

These two parts are not linked.

#### **Part 1: Reading comprehension**

The students read and understand a literary or a non-literary text with particular attention to context, the organisation of the text and the author's or the narrator's viewpoint.

5 to 7 varied multiple-choice and short answer questions on the text are given.

The length of the text should be 400 words (+/- 10 %).

The lines must be numbered in fives.

The difficulty of the text corresponds to the attainment level of the end of cycle 2, which is B2.

Not more than 6 annotations concerning unfamiliar words will be provided.

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## **Part 2: Text production**

The student writes a precise and structured text on a wide range of subjects, focusing on the personal point of view and taking into account the recipient.

The text production should be based on one of the topics studied in years 4 or 5.

The length of the text production is about 250 words.

### **5. Material aids:**

The use of a monolingual dictionary is permitted. This implies that students will have become familiar with its use at least from the beginning of secondary year 4 and that they will have been given the opportunity to practise using it while being taught L2.

### **6. Assessment:**

Part 1 and part 2 are of equal weighting (50% each) with an equal number of marks allocated to each part.

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# ANNEX III

## LANGUAGE 3 WRITTEN EXAMINATION

### HARMONISED ASSESSMENT) updated in accordance with the new common syllabus for all Languages 3, ref.: 2010-D-49)

#### 1. Syllabus for the examination

The examination is based on the syllabus of both years 4 + 5.

The level of attainment at the end of cycle 2 is benchmarked against the reference levels A2+ of the *Common European Framework of Reference for the Teaching and Learning of Foreign Languages*.

#### 2. Length of the examination

The examination lasts for two periods.

#### 3. Objective of the examination

The examination will reflect the learning objectives of the syllabus for years 4 + 5 and will assess the relevant competences.

#### 4. Form of the examination

The examination will be made up of two parts:

- a) reading comprehension and
- b) written production task

These two parts are not linked.

##### **Part I:**

Students answer 5-6 varied multiple-choice and short answer questions on a literary or non-literary text given.

The questions refer to the main ideas and relevant details in the text.

The total length of the text should be about 400 words.

The lines must be numbered in fives.

The difficulty of the text corresponds to the attainment level of the end of cycle 2, which is A2+.

##### **Part II:**

Students complete a written production task. This could consist of either a personal letter, or a simple coherent text on topics concerning everyday matters.

The length of the text production is 150 to a maximum of 180 words.

#### 5. Material aids

The use of a monolingual dictionary is permitted. This implies that students will have become familiar with its use at least from the beginning of year 5 and that they will have been given the opportunity to practice using it while being taught L III.

Not more than 6 annotations concerning unfamiliar words will be provided.

#### 6. Assessment

Part 1 and part 2 are of equal weighting (50% each) with an equal number of marks allocated to each part.

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## ANNEX IV

### **- 4-PERIOD MATHEMATICS WRITTEN EXAMINATION: HARMONISED ASSESSMENT**

**(updated in accordance with the new syllabuses for S5 – 2011-01-D-27)**

### **- 6-PERIOD MATHEMATICS WRITTEN EXAMINATION: HARMONISED ASSESSMENT**

**(updated in accordance with the new syllabuses for S5 – 2011-01-D-28)**

#### **1. Length of the examination**

*The length of the 4 weekly periods mathematics course examination will be two periods, breaking down into one period without the technological tool and one period with the technological tool.*

*The length of the 6 weekly periods mathematics course examination will be three periods, breaking down into one period without the technological tool and two periods with the technological tool.*

#### **2. Subject matter covered by the examination**

In each School the teachers concerned will determine by common consent for year 5 the parts of the syllabus to be covered during the first and second semesters respectively, on the basis of the structuring of the syllabuses decided by the Board of Governors and used in the new presentation of the syllabuses currently in force.

The examination will be based on the year 5 syllabus, whilst also testing knowledge and skills acquired previously. The subject matter to will be that of the parts of the syllabus determined by the teachers for the second semester of year 5.

#### **3. Nature of the examination**

In order to meet the objectives of Harmonised Assessment, it will be up to the teachers concerned in each School to determine by common assent the nature of ***the examination without a technological tool and the nature of the examination with a technological tool***. As harmonisation must take place within the Schools it is up to the teachers to determine:

1. the number of questions,
2. the allocation of marks per question,
3. the number of subquestions per question,
4. the detailed marking scheme for each question,
5. the type of question.

However, the following criteria must be met in designing the harmonised examinations:

1. The examination papers are identical for all students in all the language sections in the School.
2. The examination papers will not include a choice of questions.

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3. The questions selected may not be restricted to a specific aspect of the syllabus selected but will need to enable the student's knowledge of and skills in the subject matter selected for the examination to be tested.
  4. ***The questions for the examination without a technological tool may only call on the knowledge and skills of which details are given in the second column of the syllabuses.***
  5. ***The questions for the examination with a technological tool may only call on the knowledge and skills of which details are given in the second and third columns of the syllabuses.***
  6. The scope of the examination paper must be geared to the length of the examination and allow students to write out their answers neatly.
  7. The proposals selected will be the result of the combined ideas of the various teachers concerned and the drafting should be carried out under their joint responsibility.
  8. The examination questions are secret and may not be divulged in any way.

#### **4. Material aids permitted**

***For the part without a technological tool, the use of any tool or any other material aid will not be permitted.***

***Only the technological tool determined by the decision of the Board of Governors on the subject may be used for the part of the examination with a technological tool.***

***Under no circumstances will use of a mathematical formula be permitted.***

#### **5. Correction criteria**

1. ***For each course, correction criteria must be established jointly by all the teachers concerned and followed by those teachers.***
2. Papers will be marked out of 100. However, the final mark must be expressed in whole marks or in half-marks.
3. The method used and the presentation will both be taken into account in marking.

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# ANNEX V

## **GEOGRAPHY: HARMONISED ASSESSMENT (95-D-148)**

### **1. Length of the examination**

The length of the examination is two periods.

### **2. Subject matter to be prepared for the examination**

In each School the teachers concerned will determine by common assent for the 5th year the parts of the syllabus to be covered in the first and second semesters respectively. The written examinations will be based on the 5th year syllabus, although they will also test knowledge and skills acquired previously. The subject matter to be prepared for the examinations will cover the parts of the syllabus fixed by the teachers for the second semester of 5th year. The questions will be based on the sources chosen.

### **3. Nature of the examination**

The examination is of the same type and same level for all language sections.

### **4. Correction criteria**

The number of marks allotted to each question is indicated on the examination paper.



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# ANNEX VI

## **WRITTEN EXAMINATION IN CHEMISTRY: HARMONISED ASSESSMENT (95-D-148)**

### **1. Length of the examination**

The length of the examination is two periods.

### **2. Subject matter to be prepared for the examination**

In each School the teachers concerned will determine by common assent for the fifth year the parts of the syllabus to be covered in the first and second semesters respectively, taking as their basis the syllabus layouts decided by the Board of Governors and used in the new presentation of the syllabuses currently in force.

The written examinations will be based on the 5th year syllabus, although they will also test knowledge and skills acquired previously. The subject matter to be prepared for the examinations will cover the parts of the syllabus determined by the teachers for the second semester of the 5th year and the questions will be on the points delimited by the syllabus in the second column entitled: '**Contents**'.

### **3. Nature of the examination**

In order to meet the objectives of harmonised assessment, it will be up to the teachers concerned in each School to determine the nature of the examination by common assent. As harmonisation must take place within the Schools it is up to the teachers to determine:

- a. the number of questions,
- b. the allocation of marks per question,
- c. the number of subdivisions per question,
- d. the detailed marking scheme for each question,
- e. the type of question.

However, the following criteria must be met in designing the harmonised examinations:

9. The examination papers are identical for all students in all the language sections in the School.
10. The examination papers will not comprise a choice of questions.

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3. The questions selected may not be restricted to a specific aspect of the syllabus selected but should enable the student's knowledge of and skills in the subject matter selected for the examination to be tested.
  4. The questions may only call on the techniques and knowledge of which details are given in the second column entitled 'Contents' of the parts of the syllabus selected for the examination.
  5. The scope of the examination paper must be geared to the length of the examination and allow students to write out their answers neatly.
  6. The proposals selected will be the result of the combined ideas of the various teachers concerned and the drafting should be carried out under their joint responsibility.
  7. The examination questions are secret and may not be divulged in any way.

#### **4. Material aids permitted**

A calculator complying with the provisions in force for the mathematics and science examinations in the European Baccalaureate.

No mathematical formulas.

#### **5. Correction criteria**

1. A model answer sheet and a detailed marking scheme, produced before the start of the examinations, will be distributed to each teacher.
2. Papers will be marked out of 100. However, the final mark must be expressed in whole marks or in half-marks.
3. The method used and the presentation will both be taken into account in marking.

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# ANNEX VII

## **WRITTEN EXAMINATION IN PHYSICS: HARMONISED ASSESSMENT (95-D-148)**

### **1. Length of the examination**

The length of the examination is two periods.

### **2. Subject matter to be prepared for the examination**

In each School the teachers concerned will determine by common assent for the fifth year the parts of the syllabus to be covered in the first and second semesters respectively, taking as their basis the syllabus layouts decided by the Board of Governors and used in the new presentation of the syllabuses currently in force.

The written examinations will be based on the 5th year syllabus, although they will also test knowledge and skills acquired previously. The subject matter to be prepared for the examinations will cover the parts of the syllabus determined by the teachers for the second semester of the 5th year and the questions will be on the points delimited by the syllabus in the second column entitled: '**Contents**'.

### **3. Nature of the examination**

In order to meet the objectives of harmonised assessment, it will be up to the teachers concerned in each School to determine the nature of the examination by common assent. As harmonisation must take place within the Schools it is up to the teachers to determine:

- a. the number of questions,
- b. the allocation of marks per question,
- c. the number of subdivisions per question,
- d. the detailed marking scheme for each question,
- e. the type of question.

However, the following criteria must be met in designing the harmonised examinations:

1. The examination papers are identical for all students in all the language sections in the School.
2. The examination papers will not comprise a choice of questions.

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3. The questions selected may not be restricted to a specific aspect of the syllabus selected but should enable the student's knowledge of and skills in the subject matter selected for the examination to be tested.
  4. The questions may only call on the techniques and knowledge of which details are given in the second column entitled 'Contents' of the parts of the syllabus selected for the examination.
  5. The scope of the examination paper must be geared to the length of the examination and allow students to write out their answers neatly.
  6. The proposals selected will be the result of the combined ideas of the various teachers concerned and the drafting should be carried out under their joint responsibility.
  7. The examination questions are secret and may not be divulged in any way.

#### **4. Material aids permitted**

A calculator complying with the provisions in force for the mathematics and science examinations in the European Baccalaureate.

No mathematical formulas.

#### **5. Correction criteria**

1. A model answer sheet and a detailed marking scheme, produced before the start of the examinations, will be distributed to each teacher.
2. Papers will be marked out of 100. However, the final mark must be expressed in whole marks or in half-marks.
3. The method used and the presentation will both be taken into account in marking.

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# ANNEX VIII

## **WRITTEN EXAMINATION IN BIOLOGY: HARMONISED ASSESSMENT (95-D-148)**

### **1. Length of the examination**

The length of the examination is two periods.

### **2. Subject matter to be prepared for the examination**

In each School the teachers concerned will determine by common assent for the fifth year the parts of the syllabus to be covered in the first and second semesters respectively, taking as their basis the syllabus layouts decided by the Board of Governors and used in the new presentation of the syllabuses currently in force.

The written examinations will be based on the 5th year syllabus, although they will also test knowledge and skills acquired previously. The subject matter to be prepared for the examinations will cover the parts of the syllabus determined by the teachers for the second semester of the 5th year and the questions will be on the points delimited by the syllabus in the second column entitled: '**Contents**'.

### **3. Nature of the examination**

In order to meet the objectives of harmonised assessment, it will be up to the teachers concerned in each School to determine the nature of the examination by common assent. As harmonisation must take place within the Schools it is up to the teachers to determine:

- a. the number of questions,
- b. the allocation of marks per question,
- c. the number of subdivisions per question,
- d. the detailed marking scheme for each question,
- e. the type of question.

However, the following criteria must be met in designing the harmonised examinations:

1. The examination papers are identical for all students in all the language sections in the School.
2. The examination papers will not comprise a choice of questions.

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3. The questions selected may not be restricted to a specific aspect of the syllabus selected but should enable the student's knowledge of and skills in the subject matter selected for the examination to be tested.
  4. The questions may only call on the techniques and knowledge of which details are given in the second column entitled 'Contents' of the parts of the syllabus selected for the examination.
  5. The scope of the examination paper must be geared to the length of the examination and allow students to write out their answers neatly.
  6. The proposals selected will be the result of the combined ideas of the various teachers concerned and the drafting should be carried out under their joint responsibility.
  7. The examination questions are secret and may not be divulged in any way.

#### **4. Material aids permitted**

A calculator complying with the provisions in force for the mathematics and science examinations in the European Baccalaureate.

No mathematical formulas.

#### **5. Correction criteria**

1. A model answer sheet and a detailed marking scheme, produced before the start of the examinations, will be distributed to each teacher.
2. Papers will be marked out of 100. However, the final mark must be expressed in whole marks or in half-marks.
3. The method used and the presentation will both be taken into account in marking.

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# ANNEX IX

## **HISTORY HARMONISED ASSESSMENT (updated in accordance with the History syllabus 4th & 5th years, ref.: 2005-D-3610)**

### **1. Length of the examination**

The length of the examination is two periods.

### **2. Subject matter to be prepared for the examination**

In each school the teachers concerned will determine by common agreement for the 5th year the parts of the syllabus to be covered in the first and second semesters respectively. The written examinations will be based on the 5th year syllabus, although they will also test skills acquired previously. The subject matter to be prepared for the examinations will cover the parts of the syllabus fixed by the teachers for the second semester of 5th year.

### **3. Nature of the examination**

The examination has questions on the same topics, which assess the same skills and which are set at the same level in the three working languages.

There are two sections to the examination of approximately one period each:

- a) Source Analysis
- b) Structured Written Response

#### a) Source Analysis:

A maximum of four sources should be used, including at least one non-written source, and no more than approximately 500 words in total.

Questions should assess students' skills of source analysis and should increase progressively in difficulty, moving from comprehension to analysis.

#### b) Structured Written Response:

This section assesses the students' skills of relevant knowledge selection, understanding and explanation in a structured response.

### **4. Correction criteria**

Equal marks are allocated to each of the two sections. Higher marks should be awarded for the more demanding skills.

The number of marks allotted to each question is indicated on the examination paper.

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# ANNEX X

## WRITTEN EXAMINATION IN LATIN: HARMONISED ASSESSMENT

### 1. Length of the examination

The length of the written examination for Harmonised Assessment purposes will be two consecutive periods.

### 2. Subject matter to be prepared for the examination

The author and the style of the text set for the written examination will be brought to the teachers' attention by means of publication on the Learning Gateway before the summer holidays.

The Inspectors responsible for the subject will select centrally an examination paper which the students concerned in all the European Schools will take at the same time.

It will consist of a prose passage of approximately 90 words in length, the time allowed for the examination being 90 minutes (2 periods).

Students who do not wish to sit the *Latinum Europaeum* examination will nevertheless work on this text (on the same day), which will count as the end of year 5 Harmonised Written Examination (for the B mark).

In the case of students who for duly justified (medical) reasons are unable to sit the official written examination papers sent by the Inspector responsible for the subject, a substitute text of an equivalent level will be set for them by the teacher in charge on a date which is convenient for them.

The written examinations will focus on the year 5 syllabus, although they will also test knowledge and skills acquired previously.

### 3. Material aids permitted

Use of a bilingual dictionary and of a *Conspectus grammaticalis* is permitted. The *Conspectus grammaticalis* takes the form of a book of photocopied sheets and is distributed to students taking the Latin course at the beginning of the school year.

### 4. Correction criteria

1. a) In the case of students who do not wish to sit the *LATINVM EVROPAEVM* examination, the mark awarded will count as the B mark for the end of year 5 school report (mark for the second semester harmonised written examination).



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2. b) In the case of students sitting the *LATINVM EVROPAEVM* examination, the written part of the examination and the oral examination will each account for 50% and the average of the two marks (written + oral) will be the B mark in the end of year 5 school report (mark for the second semester harmonised written examination). This B mark will also be shown on the *LATINVM EVROPAEVM* certificate.
  3. The class's Latin teacher will be responsible for assessing this examination. A second Latin specialist belonging to the teaching staff of the same School will be charged with reviewing the assessment.
  4. The oral examination will be conducted by the class teacher, assisted by another teacher who teaches Latin in the same School and who has a command of the language in which this examination takes place.

## ANNEX XI (3512-D-97 update)

**European School:**  
**Student's name:**  
**Nationality:**  
**Language section:**  
**Date of birth:**

COMPULSORY SUBJECTS		Harmonised written examination	Final mark
Language 1	4 p/week	1	
Language 2	3 p/week	1	
Mathematics	4 p/week or 6 p/week	1	
-----	-----		-----
History in Language 2	2 p/week	1	
Geography in Language 2	2 p/week	1	
Language 3	3 p/week	1	
Biology	2 p/week	1	
Physics	2 p/week	1	
Chemistry	2 p/week	1	
Physical Education	2 p/week		
Religion/Ethics	1 p/week	2	2
<b>OPTIONS</b>			
Latin	4 p/week		
Ancient Greek	4 p/week		
Language 4 or ONL	4 p/week		
Economics in Language 2	4 p/week		
Art	2 p/week		
Music	2 p/week		
ICT	2 p/week		

1. Each box shows the subjects in which the student took a harmonised examination at the end of the school year.
2. Religion/Ethics is a compulsory subject but in view of its special status, the marks achieved in this subject are not shown.

**Date**

**The Director**

**The class teacher**

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## ANNEX XII (3512-D-97)

### MARKING SCALE

<b>Definitions of the grades</b>	<b>Marks</b>
The performance meets the requirements of the subject and the question particularly adequately. The mark 10 does not mean that the performance is flawless but it does denote a performance which is outstanding in all respects.	<b>9-10</b>
The performance fully meets the requirements of the subject and the question.	<b>8-8.9</b>
The performance generally meets the requirements of the subject and the question.	<b>7-7.9</b>
The performance does show weaknesses but still meets the requirements of the subject and the question on the whole.	<b>6-6.9</b>
The performance does not meet the requirements of the subject and the question but shows that the necessary basic knowledge exists and that the weaknesses can be remedied in the foreseeable future.	<b>4-5.9</b>
The performance does not meet the requirements of the subject and the question, the basic knowledge being so sketchy that the weaknesses can be remedied only in the comparatively distant future.	<b>2-3.9</b>
The performance does not meet the requirements of the subject and the question, the basic knowledge being so sketchy that the weaknesses cannot be remedied in the foreseeable future.	<b>0.1-1.9</b>
This assessment will be given in the event of a blank or unacceptable script, of the absence of an answer or of a practical project or of cheating.	<b>0</b>

If a student has taken the Latin oral examination in addition to the harmonised written examination, he/she will be awarded the following certificate:

## ANNEX XIII



# DIPLOMA

## LATINUM EUROPAEUM - 20..

Discipulus/discipula

natus/nata

199

in

Examen finivit punct.

/ 10

D Dieses Zertifikat bescheinigt, dass die Schülerin/der Schüler nach mindestens dreijährigem aufsteigenden Lateinunterricht durch eine schriftliche und eine mündliche Prüfung das sprachliche und inhaltliche Verständnis lateinischer Originaltexte erfolgreich unter Beweis gestellt und deshalb das Diplom des LATINUM EUROPAEUM der Europäischen Schulen erhalten hat, entsprechend dem Beschluss des Obersten Rats der Europäischen Schulen vom 21. Januar 2009 in Brüssel AZ:2008-D-4310-de-3. Das Notenresultat ist in der Zehnerskala der Europäischen Schulen angegeben (Bestnote 10 Punkte von 10).

E This is to certify that the student has successfully completed at least three years' consecutive study of Latin including a final oral and written examination. The student has demonstrated that he/she has the ability to understand and interpret the content of original texts. As a result the student has been awarded the *LATINUM EUROPAEUM* diploma/certificate of the European Schools in accordance with the decision of the Board of Governors of the European Schools, dated 21 January 2009 in Brussels Ref.: 2008-D-4310-en-3. The grade awarded corresponds to the marking system of the European Schools (lowest 1 to highest 10 marks).

F Le certificat LATINUM EUROPAEUM est délivré à l'issue d'un cursus de trois années scolaires d'enseignement du latin et d'un examen écrit et oral au cours duquel le candidat a fait preuve de sa capacité à comprendre et à traduire un texte original latin. Ce certificat est établi conformément à la décision AZ : 2008-D-4310-fr-3 du Conseil Supérieur des Ecoles Européennes en date du 21 janvier 2009. La note est calculée selon la grille de notation des Ecoles Européennes où 10 est la note maximale.

Schola Europaea

Datum

2013

Linguae Latinae magister

Director Scholae Europaeae

Sigillum Scholae