

RULES FOR SEMESTER EXAMS (KLAUZURA) AT KVV UMPRUM

- The members of the examination commission are external experts, pedagogues and/or doctoral students of KVV UMPRUM, and representatives of KTDU UMPRUM.
The chairperson of the commission is always an external member.
- A KVV representative ensures the smooth and balanced course of the exams. At the beginning of the day, they introduce the committee to the students and present the process and rules.
- The public is allowed to attend the exams as an audience.
- The studio representative may summarize semester topics, assignments, or activities of the studio before the defense begins. They may participate in the discussion but must not speak on behalf of the students. They should maintain neutrality and refrain from expressing themselves during the committee's evaluation. During the closed-door committee meeting, they may provide additional information about the students' work throughout the semester. They are also responsible for ensuring the completion of the internal evaluation sheets of the home studio.
- The department methodologist may participate in the discussion, even if they are not an evaluating member of the commission.
- **Evaluating members** of the commission must remain in the room for the entire duration of the defenses. In exceptional cases, they must not evaluate any work they have not personally observed.
- Commission members strive to remain constructive in discussion. They should avoid dominating or withdrawing from the conversation, refrain from prioritizing personal preferences (e.g., specific media), and aim to contribute proportionally to others. They must not disrupt the objectivity of the discussion.
- The discussion should focus not only on a retrospective evaluation of the student's work but also on its potential for future development. The student's year of study should also be considered.
- The commission recognizes that the exam is a stressful situation for students and that its format may be limiting for certain types of work.
- Presenting in English is encouraged, regardless of the student's language proficiency, as long as they are able to follow and engage in the discussion.
- **Defending students** should prepare a structured presentation of their work in advance. It is recommended that they consult with the studio lead or another KVV pedagogue beforehand. At the defense, the student will submit their portfolio (via studio management) to the commission for review. The student shares responsibility for the quality and progression of the discussion and is encouraged to ask questions or initiate discussion themselves.

Structure of each individual defense (20 minutes per student):

- The student presents their work (approx. 7 minutes);
- Each commission member engages in a joint critical discussion with the student and provides verbal evaluation of the work (approx. 7 minutes);
- Each member briefly summarizes their assessment (max. 5 minutes) within the evaluated criteria: **concept, realization, context + presentation** (each max 4 points)

- The final evaluation takes place behind closed doors (typically at the end of the day). Evaluation follows criteria set by KVVU.
- The final result is expressed as points and a corresponding grade:
 - 12–10 points = excellent
 - 9–7 points = very good
 - 6–4 points = passed
 - 3–0 points = failed
- The evaluation is communicated to the student by the studio head after the defense.

We believe that constructive discussion during defenses provides key feedback for students throughout their creative process and can greatly contribute to a meaningful experience in art education.

Teachers of KVVU UMPRUM

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