





Manual de convivencia

Ajos piems var b't rupji v'rdi, pamatojoties uz j'su mekl'anu. .ie piem.ri var satur.t sarunvalst.jus, pamatojoties uz j.su mekl.anu. d) The cohabitation manual; d) Rokasgr.mata par dz.vo.anu kop.harmonij., Registration is canceled because of pregnancy in application of the school's cohabitation manual. Saska-ar skolas rokasgr-mtu of coexistence (noteikumu rokasgr-tama) studenta reģistrācija tika atcelta gr.tniec.bs d. One of the pedagogical tools is the Handbook of Cohabitation, as it creates a pact of good practices among all members of the educational community. Viens no pedagoģiskajiem r'kiem ir L.dz.spast.v.anas rokasgr.mata, jo t. rada labas prakses paktu starp visiem izgl.t.bas kopienas locek.iem. Likewise, both in the Institutional Educational Project and in the Handbook of Cohabitation, parents, teachers and students collectively build guidelines and rules regulation and discipline. Institutions of the city, a studentiem izstr.d.d.t kolekt.vi pa.konsekvences un discipl.nas vadl.nijas un standartus. YB: During the shooting a cohabitation manual was imposed that established standards of behavior for all people: bedtimes, the colors with which people could dress utt. YB: tika noteikti r.c.bas kodeksi, kas katram no tiem nosaka uzved.bas noteikumus: gultas laiki, kr.sa, ko cilv.ki var.ja valk.t utt. Read Now Conviviality Manual Read Now Cohabitation Manual It is a high-grade student responsible for promoting the exercise of the duties and rights of students enshrined in the Political Constitutation, Laws, Regulations and The Cohabitation Manual. Is gala klases skol'ns ir atbild-gs par studentu ties-bu un pien-kumu-steno-anas veicin-anu, k-noteikts Konstit-cij-, normat-vajos aktos un labas k-rt-bas noteikumos. Workshops were held in 28 departments, conversations were also advanced with teachers, teaching managers and supervisors on the cohabitation manual, classroom pacts and individuals. Darbsemin-ri tika organiz-ti 28 departments, a konferences notika ar skolot-ju komitej-m un uzraugiem par l.dz.spast.v.anas rokasgr.mtu, klases der.b.m un skolu p.rst.vjiem. It is ordered to refrain from using the school's cohabitation manual again, in the separate one that prohibited the degree of pregnant students. Tika izdots r'kojums, ka vairs nav j'imanto noteikums rokasgr.m. of coexistence, kas aizliedz skolb.t gr.tnie.u studentus. Atrasts neviens rezult.ts. V'rdu indekss: 1-300, 301-600, 601-900, MoreF.zijas indekss: 1-400, 401-800, 801-1200, MorePhrase indekss: 1-400, 401-800, 801-1200, More The Cohabitation Manual contains the rights and duties of the different members of the community establish minimum standards for healthy coexistence and establish pedagogical procedures for the management of situations and their respective consequences in accordance with the Institutional Education Project (PEI). In view of the importance of this document, the whole community is obliged to know its content, to fulfil its respective obligations and to exercise its rights by means of the procedure laid down for that purpose. In order to resolve any concerns that may arise in connection with this institutional document, write to e-mail: Convivencia@GimnasioModerno.edu.co The Cohabitation Manual is a collection of institutional norms summarising the most important topics of the educational institution, administrative, pedagogical and behavioural activities of a democratic nature, through which the educational institution Guide: 1. Facilitates the functioning and relationships of the educational community. 2. Shall be determined by the co-er of each educational community. 3. Provide media and channels of communication and cases to be followed. 4. Defines ways to reconcile interests and needs in a harmonious, peaceful and productive environment.-Law 115-1994 1st PRESENTATION This cohabitation guide is a call to walk with an institution that integrals training students as they are present and raison d'dtion of our academic activities and the future of the Nation. The aspects discussed here are a means of helping students achieve comprehensive training by creating positive habits for them, providing a convincing solution to the difficulties that can arise in knowing the processes that need to be followed when this happens, and offering opportunities to turn these difficulties into learning, experience and reconciliation spaces. Students need to be sure that in order to reach standards, they are moving towards their own training and self-regulation by projecting a better future. This handbook of cohabitation is included in the institutional education project (IS) and links all members of the educational community. Working or providing services to, or enrolled in, CORPORACION EDUCATIVA SAN AGUSTIN means an inevitable commitment to know, respect and carry it out regardless of your idea. The Handbook of Cohabitation defines the fundamental rights and obligations of all members of the educational community and a set of internal rules governing the life of the institution. The recognition of the provisions and obligations of this handbook of cohabitation shall not be exempt from its enforcement. OBJECTIVE 2.1. General Goal Being a Guide reflection, action and civic, democratic and intellectual coexistence in the various activities of the educational community. 2.2. Specific objectives Promote the development and recognition of skills, values, attitudes and interests for students as biosocial and psychosocial problems. Promote respect for the difference in all areas of human activity and avoid discrimination. Promote participation in all activities of the educational community. Promote various mechanisms for peaceful and democratic coexistence in the educational community to prevent errors conceived by Decree-Law 1965. Develop autonomy and intelligence in such a way that they promote the training of thinking and critically meaningful students, both morally and intellectually, capable of making responsible decisions by immediately applying their personal, work and social lives. Promote student self-study, self-regulation, self-sumination and self-discipline. 2.3. General principles of social coexistence There are foundations and foundations that guide human behavior. They allow all human activities to be strengthened, from very ethical and moral, to a more coherent and just society. Principles are beliefs that are formed by a person who is standing and composed as mentors, guides, sources and dynamizers of all human life and activities. Principles have a broad system of understanding and acceptance, i.e. they are adopted and defended by cultures in general and have no discussion, such as the principles of life and freedom. Principles are energizing from values, making them not only conceptualizations or just theoretical references, but fulfilling their mission in human life. EDUCATION CORPORATION SAN AGUSTIN, COREDSA, is a model of coexistence and democracy. Education is an act of faith for the future. Believing that it is always possible to build a better world is what constitutes an incomparable force of teachers in our Corporation, collaborators in teaching students competence processes. Learning to live together and coexistence requires a set of basic learning that is the basis for future performances in the workplace, in the family and in the social sphere. The development of social skills includes the following training: 2.3. Learning to live and live together in peace Means to learn: the social sphere. of another's life as if it were their own life. Understand that there are people with whom dialogue needs to be conducted to resolve disagreements and conflicts. Assessing differences as an advantage that allows me to see and share other ways of thinking, and take action. Be careful for life as the maximum principle of all coexistence. 2.4. Learning to communication is based on dialogue. Through communication we can express ourselves, understand, clarify, agree, disagree and engage. Lies deteriorate and interrupt communication. In authentic conversation, everyone tries to persuade others, but also agrees to be sure. The construction of social coexistence requires dialogue spaces. Rooms for students to talk to each other, as well as with educators, institution leaders and with their family group. A society that learns to communicate always finds ways to resolve their conflicts peacefully. 2.5 Learning interact includes learning: approaching others with good manners and standards of decency. Communicating with others through respect and sincere conversation Feeling good is close to others while maintaining communication; solidarity with joy and triumph, but also with suffering and suffering. Respect others, guided by human rights rules, which are the rights of all men who are before all laws and who have been reaffirmed in colombia's political constitution. 2.6 Learning to decide in a group of Self affirmation can be defined as recognition by others giving our anissy, a sense of the world and interpretation. I assure myself when others recognize me, and the other is confirmed by my recognition. Learning concert learns to decide as a band. A concert is defined as the selection of common interests. We give this concert different names: goals, objectives, statutes, covenants, capitation, commitments and, if it is a concert by the whole society, we call it the Constitution. Learning to decide as a group means that there are personal and group interests. In order for the concert to be useful for social coexistence, participation in the group's decision is required. 2.7. Learning to take care of social coexistence includes learning: Caring for yourself, both physically and psychologically. As a result, everyone's living conditions improve: food, health, recreation, research. Protect your health and other health as a social benefit, with hygiene habits and prevention behaviors. Take care of our bodies and others, with sports, gymnastics, dance and theater. Comply with safety standards. 2.8. Learning to care for and be in the world of social coexistence is possible if we assume that we are part of nature and the universe. This includes acquiring and learning environmental skills: caring for the planet and all natural resources: water, oxygen, tropical forests, biodiversity, mangroves, public streets and squares and common spaces in the institution. Perceive the planet as a living being of which we are all a part. It is a planetary vision of life. Understand that it is impossible to survive if we allow the planet to die. Knowing different ways of life and how each depends on each other and us from them. Protect the environment and life, control waste by recycling. Take care of public space in the institution, neighborhood, cities. 2.9. Learning to evaluate social knowledge We can define it as a set of knowledge, habits, practices, skills, skills, procedures, values, symbols and rituals that are suitable for society to survive, live together and project. There are two types of knowledge in society: Cultural knowledge: created by the daily practice of people who accumulate and have been developed for a long time. It is broadcast from the largest to the juvenile, everyday life routine. Academic knowledge: This is a set of methodologies classified in disciplines or fields recorded in books, encyclopedias or databases. Knowledge and contact with the best cultural and academic knowledge in books in the best cultural and academic knowledge in books. society creates more rational people related to history and everyday life, able to understand the benefits and opportunities of social coexistence. This is why it is important for students to know: the importance and origin of their community's family traditions and customs. That every coexistence is created, built and reformed by men. That it is necessary to create a quality education system so that all students can acquire the best knowledge at a time when they need to learn them and acquire skills about their performance in everyday life. Learning the best skills and values that society possesses, allows people to be trained in a safe and psychological, work and social way. 3. Values conducive to social coexistence are those of individuals, families, groups, races or institutions with which they acquire recognition, recognition and social recognition. Our values are qualities or ideas about how we feel; they in turn affect our decisions, objectives or behaviour. Courage is all that makes sense to life. There are other assessments that indicate that philosophical values are in the basic purity; for religion is a gift given by God; from social is all that allows humane, realized and overcome over and over. Values are human gualities that invite him to be better and who need care, preservation and dedication. The following values they will take into account the EDUCATIONAL CORPORATION SAN AGUSTIN as facilitators of social coexistence: kindness: A characteristic that manifests kindness in relationships and acceptance of others. Love: It has the ability to make as much good as possible for others with detachment. Goodness: Compassion and goodwill towards people. Consistency: It's the rigidity and perseverance of the spirit of various commitments and goals. Strength: It is the power and power to take responsibility and overcome hardship. Fraternity: Ability to establish good relationships with others through friendly and supportive treatments. Honesty: It is right, virtuous and transparent at all the events of life. Humility: It is the recognition and acceptance of each and other characteristics and limitations that make it easy, transparent, harmonious and happy to live. Justice: Value that allows everyone to give what is right and act honestly in any circumstances. Precaution: It is the ability to distinguish what is positive and beneficial, and which is negative and dangerous, so that it can handle mode and caution. Respect: it is the recognition of human dignity, the determination of obligations and restrictions in interpersonal relationships. Accountability: With decision, confidence and efficiency to fulfill the obligations. Ministry: It is an access to help and serve each other with disinterested and joyful. Solidarity: a quality of man that allows him to help those in need. Sincerity: It is a clear and transparent expression that is thought and felt, strengthening the sense of truth. Abstinence: It is moderation and life balance to consider enrichment and reject the harmful. Tolerance: It is not enter the sense of truth. beliefs or practices if they are different or contrary to their own. 4. PROFILES From students of the Education Corporation san agustin, its teaching work, aims to guide students to their future LABORAL performance they are people who: They identify with the ideal CORPORACION, whose mission is social and laboral. Discover the meaning of life, love and respect. There is a real knowledge of the world in which you live, acceptance of yourself and others, respecting human rights. Choose a fair and free choice in everyday life by participating democratically. Share with others through generous and sincere dedication. Appreciate the art in its various features. Show commitment to homeland. Protect the environment and natural resources and saving lives. Integrate in your life values that promote social coexistence 4.2. Of these, SAN AGUSTIN EDUCATIONAL CORPORATION requires instructors to: Live your profession as a vocation, providing educational work for its value, time and capacity. They value you as people, accepting their limitations and gualities. Note that your educational work depends not only on what you know, but also on what you are as human beings and the testimony you give to your students. Have creative and innovative abilities, be patient with your students, promote research and participate in the educational process. Perform their functions with professional ethics, making their education and formative work a way of life They express commitment to their profession, their students, instil values that promote social coexistence. Personally guide and accompany students from your special knowledge. 5. RIGHTS AND OBLIGATIONS 5.1. Students. Student rights. As corporacion educativa san agustin members students have rights: All rights enshrined in Colombia's political constitution and laws. Do not undergo physical and/or psychological aggression. Receive the same protection, respect, kindness, sincere and dialogue towards members of the educational community and enjoy the same rights, freedoms and opportunities, without any discrimination of race, sex, family origin or nationality, language, religion and opinion, in relation to the philosophical principles of SAN AGUSTIN EDUCATIONAL CORPORATION. The Authority will promote conditions for real and effective justice and will take measures to ensure that no discrimination is presented. Your personal and family intimacy, as well as to a good name and honor. In order to freely develop your personality, without further restrictions than those established by the rights of others, this handbook of cohabitation and political constitution. Students are guaranteed the freedom to express and disseminate their thinking and opinions through the means of communication that the institution has created. This expression of thoughts and opinions should be given with respect, taking into account the rights of other members of the educational community and of the institution itself. Submit worthy requests to directives and educators for reasons of general or special interest, which it submits itself or through representatives in different cases of participation. Get answers about requests you address to directives and educators, either personally or through your representatives, in different cases of participation. At the same time, this handbook of cohabitation and the institutional education project. Be aware of everything related to the education process, policies, strategies, plans, resolutions, agreements and decisions taken by the competent authority. Participate dynamically and constructively in the educational process so that it is promoted for growth as an integral part. Participate in the various activities of CORPORATION as long as it meets the necessary conditions for each company. In order to exercise this right, the student can: Choose and choose different participating agencies, taking into account the statutory requirements, the institutional education project and this cohabitation manual. Revoke the powers of your representatives in cases and in the manner in which it is established. Dynamically participate in the learning process, academic, cultural, work and sports activities in the institution sports activities in the institution sports activities in the institution sports activities in the manner in which it is established. service. Each student has the right to maintain with all members of the educational community, and in particular with educators, a respectful relationship through a dialogue that favours acceptance and acceptance. Enjoy a healthy and good class environment that is not contaminated with a partner who intervenes or hinders the normal development of group and class pedagogical activities to the detriment of learning. To integral training in dimensions: communicative, ethical, work, social and political, in accordance with the common good. Know the principles that governingsu education law in the country, the philosophy and principles of CORPORACION EDUCATIVA SAN AGUSTIN, COREDSA. Know the objectives and academic programmes of each module and/or curriculum, as well as the job guidelines to complete them. Where appropriate, assist institutions' business practices with the best working conditions. In your service you have an institution library, classes and specialized classes, laboratories, computer materials, general services and others necessary for educational work. In order to know and oppose the results of learning processes in a timely manner. have based my excuses on their absence, which must be submitted in good time. Get comprehensive training on work, social and personal skills using suitable and well-gualified educators. Know the Cohabitation Manual, Receive guidance and training on democracy and citizens' security. Enjoying breaks and cafeteria services, arranged by institution Get a student card, abolishing costs which may not be withheld by any member of the institution, except in the case of identity checks. Get public recognition when you gualify for them and appreciate their outstanding actions in the academic, scientific cultural, work and coexistence fields. Request instructions from all your educators and participate in all activities and programmes offered in the curricula for comprehensive training. Enjoy the process of building your personality through freedom, uniqueness and autonomy in the various activities offered in by the institutional education project. Living in an environment of honesty, respect and responsibility towards yourself and others. Student Responsibilities: From the moment they enter SAN AGUSTIN EDUCATIONAL CORPORATION, students commit themselves to comply with the rules governing the requirements of autonomy, freedom, coexistence, participation and self-esteem. They will therefore freely comply with the obligations that identify them and create membership of the institution: to assess and respect their lives and the integrity of the other person. Know, respect and follow the institution's philosophy and principles, institutional education project, cohabitation manual and directive and pedagogue orders. Respect and implement the name of the institution, ensure the prestige of the institution and honestly and truly act in all life events. Follow schedules, jobs, business practices, and other planned activities immediately and responsibly. Carry a card that identifies him as a student practice rules urbanity and good manners, employing any interference in a respectful and polite vocabulary, not using vulgar expressions or soeces. Adopt and respect the diversity of ideas and respect decisions taken unanimously with solidarity and loyalty. Respect the rights of others, not abuse their rights, and respect the property of others, rather than misleas them. Compliance and care of the institution's assets and equipment in response to the damage suffered. Make proper use of computer technology, specialized equipment and other elements that the institution has as an educational service. Be supportive if there is unhappiness, hardship or accidents in cooperation with its immediate and correct solution. Actively participate in the development of coredsa programmed classes and activities, subject to all academic, development legal and behavioural requirements that are excellence in each of the training modules. Know and properly use procedures, regular wires and cases to submit applications and claims, taking responsibility for their inability or abuse. Prohibitions on students carrying or using weapons or any kind of elements that attack the physical, ethical and moral integrity of members of the educational community. Trade, transport or consume alcoholic beverages, psychoactive substances, drugs in or near an institution. Also present yourself in a state that indicates abnormalities caused by the use of these substances. Smoking in the institution. Use the name COREDSA and/or its equipment to make a sale, cash collection, raffle or any other commercial activity without the approval of the Unit. Steal, fraudulently or abuse trust, or be complicit in the crimes themselves against members of the educational community, to and from the premises of the institution. Fraud in evaluations, training or competitions for cultural events. Change, falsified or subtract official documents, gualifications, assessments or signatures corresponding to COREDSA. Intentionally destroy or damage coreds ownership elements, premises in which curricula are developed, or any member of the educational community. Remove items that are not your property without proper permission. Threaten, bribe, impregnate, verbally or physically attack any member of the educational community. Use cell phones and other technological elements at a time when academic and/or cultural activities are being carried out, changing the normal development of them. Carry, distribute, market and/or use pornographic material in printed, electronic or computer material. Perform personal or computer activities that in any way attack or affect members of the educational community. Of the sanctions for students Without prejudice to the provisions of this guide for cohabitation, the errors in the previous article will be punished according to their seriousness, as well as: Verbal attention to the call imposed by the instructor or manager, aware of the students' guilt. Implementation of conciliation mechanisms to resolve individual or collective conflicts leading to non-recidivion agreements and commitments. Written warning if the error is justified by the Academic Directorate's opinion. The student must sign a reprimand by typing in the receipt and undertake to correct his or her guilt instead of doing so again. Conditional involvement determined by the Board the remaining academic period in which the error was made. Lost right to renew teaching: A student will lose the right to renew their tuition due to recidivism of misjud american evaluation against institutional rules, with a pronounced disciplinary history, by making or promoting activities that in one way or another affect or worsen a good name for the Corporation or for the loss of a semester. Exclusion from the education community: This sanction can be imposed by the Board of Directors if a student commits serious violations against a good institutional liability in Colombian law. Exclusion may cause attention, reconciliation, reprimands or conditional training activities. The exclusion shall be recorded in the minutes of the Board of Directors. 5.2. Instructors. RKEDSA instructors form a team that is an essential pillar for institutional objectives, with appropriate training and work experience in their field, technical mastery and an excellent level of pedagogical, ethical, moral. social and institutional commitment. They are the first to be responsible for teaching, for this reason they are making a commitment to education and the formative task, together with the support of other members of the Education Community. Right. Participate in the planning, implementation and evaluation of the institution's projects and programmes. Submit proposals and suggestions to improve processes and institutional quality. The relevant leaders or bodies in contact with students or other members of the institution shall be heard in good time. Receive fair, respectful and sincere treatment from all members of the educational community. Choose and elect as instructors representative to board of directors and other bodies. Be oriented in time for oral or written unwilderments that are presented in your professional performance. Get training to gualify for your teaching practices and professional performance. Periodically assessed at the appropriate instance in the light of its pedagogical improvement. Get the tools and materials you need to do your teaching work in advance. Recognises the performance of individuals and their teaching through the incentives provided by educational auti. Obligations. Observe the Constitution and Colombian laws. Train students in values using an example, ensuring respect, fair and courtesy of students in a timely manner standards, methodology, verification body and evaluation criteria. Worrying about its constant updating in the field of science, technology and pedagogical activity in order to maintain the current and competent. Refuse to be polite to your colleagues and the leaders of the institution by appointing them as follows: Such a professor Fulano... Require students punctuality. order and respect in classrooms and other activities at their own expense. To carry out the working day and the academic task in accordance with the agreed conditions and to attend meetings and other events planned by the Authority in good time. Respond to the proper use, maintenance and safety of equipment, materials, laboratories and classes entrusted to their management. Be honest, assessing each student on the basis of individual differences is considered an assessment as a permanent and objective process to assess students' performance levels. Care and timely provision of all the information requested by the authority in order to approve the GSG. Observe the public's actions under the decorum and dignity of the office. Ensure compliance with educational objectives. Create an atmosphere of friendship and respect for all employees of the institution and the surrounding community. Fully meets the requirements of the function manual assigned to the position. Do not engage in any affective or commercial relationship with students. The selection of instructors Coredsa's policy is to pay particular attention to the selection of its instructors. looking for human talent with education, training and experience in their field, knowledge invoicing and management of key competences in the evaluation of ICT, ethical, pedagogical training and competition standards for work skills and programmes. The Academic Directorate is responsible for selecting instructors on the basis of institutional policy, the profile established in each training programme and the requirements of the recruitment, recruitment and induction procedures for staff. The decision of the Administrative Directorate is to involve the contracting and induction process. Anyone who wants to serve as a teacher at COREDA must meet the authority's requirements, current rules and produce documents confirming their competence in the office performance. When an institution plans school days for the acquisition of working skills. Contracted instructors are obliged to participate these days as a requirement to continue recruitment and can apply for a certified 6. STRATEGIC ADDRESS 6.1. STUDENT QUALITY ADMINISTRATIVE MANAGEMENT STUDENT COREDSA acquires when the requirements of the institution in the admission and admission process, the learning process and the payment of academic rights are made on the dates and time limits. No person in the institution can be admitted as an assistant. Entry conditions In order to obtain coredsa student status, the following requirements must be met: personally, the learning process must be carried out. Must be at least 15 years old. Have a bachelor's degree or have completed and passed at least 9th grade secondary and secondary school. You must present the appropriate certificate issued by an educational institution approved by the National Ministry of Education of the municipality concerned and/or the Ministry of Education. Submit documents necessary to complete the registration and registration process: identity document, photocopy of bachelor's diploma or degree acquisition or certification of studies (at least class 9), 2 photo size 3 X 4 and updated record of the link with EPS. Carry out the price of academic law set for the registration and registration process. If you are an education credit user, you must sign a deposit liability note. Minors must be co-paid, from a legal age to sign a bill of lad. The loss of guality COREDSA students is lost: if the right to renew tuition rights is not exercised during each period of the institution's academic calendar. If you violate contracts to pay academic rights agreed at the time of registration and set out in the general schedule of activities. If registration is cancelled in the event of serious violations against the Cohabitation Regulation or Manual. When you commit violations that are criminally punishable by Colombian law. If, for serious health reasons, the opinion of the competent professional in his institution of stay is considered inconvenient. If you renounce voluntarily or as a result of force maieure, you must notify your withdrawal in writing in order to confirm the time of the visit and the possibility of further withdrawal. If 5 consecutive days (days) have passed, without attending the planned classes in one or more training modules, orally, by telephone or in writing, the Academic Directorate should report the reasons for their absence. This situation will be registered as a withdrawal from the curriculum by default. If you have serious deficiencies lose the same module or course in more than 2 academic periods. When you miss the academic semester, as mentioned in this guide. If serious violations are punished as a result: the loss of the right to renew tuition fees or exclusion from the education community Return refunds will only be made if the COREDSA course or module is closed by decision (that they do not complete the minimum number of students enrolled who are giving a change in profit and loss) and it is not possible to change the student's schedule or training module in addition. 6.2. THE COREDSA OF ACADEMIC MANAGEMENT shall develop its programmes on the basis of the needs of the industry and base its methodology on the development of competences, which has been demonstrated in each programme's curriculum, as the training programme is integrated with training modules containing the rules of competence of the work. The results of the assessment of competences shall be presented on a numerical scale of between 1,0 (one) and 5,0 (five). The minimum approval rating is 30 (three). Qualitatively numerical scale is interpreted as follows: Very low deficit Tiebreaken (D) 1.0 - 2.0 Insufficient low performance (I) 2.1-2.9 Acceptable Basic Performance (A) 3.0 - 3.7 Outstanding High Performance (S) 3.8 - 4.7 Excellent Superior Performance (E) 4-8 - 5.0 At the end of each academic period and at the end of the module the teacher reports the final qualification, 100%, but there may be so many partial comments about the actions you have taken to get a 60% rating and an appropriate final exam score of 40% of the total or final volume. Evaluations shall be reported to the Academic Directorate together with the qualifications, on the dates specified in the calendar for each period and in the formats developed for this purpose. During the development of programmes (courses or modules), instructors will apply improvement and renewal plans to students who do not meet the competencies for each training activity. If, despite these recovery operations, the student does not reach competition in his final assessment and gets a score of less than 3.0 (three zero), he will be able to recover, assuming the cost, until he has lost more than two modules, otherwise he must repeat the module or course. Once the student has completed and approved the course or training module and then, by his will and personal decision, re-enters it, the qualifications he acquires in that second or final year shall be cancelled and recognition of knowledge This is a process of examination and recognition, through which knowledge, experience and practice in the training of previous education, academic and/ or technical people are assessed to determine their mastery and competence in relation to one or more training modules, to enable them to enter higher levels or degrees in an academic or technical work programme or in fulfilling the requirements for obtaining a certificate of professional qualification. The student may also apply for recognition of the acquired knowledge. Recognition: The process by which the student certifies that he/she has developed the competence and knowledge of the module in question must be evaluated, an assessment must be carried out that identifies the competence of the edted profile. Additional inspection means an inspection duly udted due to force majeure or incidental evidence on a date other than that officially scheduled for the final inspection. The student must submit an additional examination request to the Academic Directorate, accompanied by documents supporting force majeure or incidental cases. The application must be submitted within 10 calendar days from the official date of submission of the final examination. The Academic Directorate will authorize or deny the application on the basis of the evidence provided by the student and give the dates for submitting the supplements as soon as the rights are revoked. Student ownership projects submitted by students, such as writing works, software CDs, mock-ups, billboards and designs, should be reviewed. evaluated and returned to students during the academic period. If for any reason the student is not given, the work must be sent to the central file to save them to another academic period, at the end of which, if claimed, it will continue to be destroyed, leaving the record by minutes. Exceptions: When COREDSA makes a financial contribution to a project When an external company sponsors a Privacy Project student's personal information, such as a CV, the photos must be stored according to the file procedure. In the academic information system, a user registered in the SUI must guarantee its integrity and security in accordance with the SUI management procedure. Working practices in compliance with COREDSA curriculums are work practices that relate to working time practical training in a real work environment for our students. Coredsa's working practices demonstrate the allocation and development of students' knowledge, skills and skills, attitudes and values. With the Working Practice, students put knowledge, skills and skills related to the curricula competencies in real industry scenarios by adopting strategies and self-regulatory methodologies, all of which are mentioned in the Rules of Practice attached to the curriculum. Certification For all curricula, a minimum duration of 600 (600) hours in accordance with the provisions of Decree Decree No 4904 of 2009, Chapter III, figure 3.3 COREDSA will issue to its graduates a certificate of working knowledge as LABORAL TECHNICAL FOR COMPETITIONS students who successfully achieve each curriculum or PROEFFICIENCIA AT THE ACQUIRED LEVEL in the language field. In order to obtain a certificate of professional fitness, the student must: John and approve all the modules of the curriculum that correspond to the selected program and are valid on the date of issue of the work fitness certificate. If the student/she has ceased his/her studies for more than one calendar year, the student must accept the qualification or certification of the academic programme in force at the time of his/her withdrawal. Be at peace and safe with the body of all kinds. IN FREE COURSES ON KNOWLEDGE UP TO AND/OR LEARNING OF LESS THAN 160 HOURS (NON-FORMAL EDUCATION), COREDSA issues participants with continuity of assistance. The issue of training certificates has been carried out in accordance with Chapter II of Decree-Law No 4904 of 2009. COREDSA issues its students, study orders, certificates and study certificates, visits, schedules, behaviours and/or completion of studies, resulting in family benefit entitlements and compulsory health plans, as well as pensions or educational aids. When applying for proof or a certificate, the information required by the document, which always corresponds to the reality of the facts and results. It is important to cover all the costs, including the certification requested, it is important to consult the authority with paz Y SALVO. Library service Library is an important environment that supports academic leadership by consulting written resources available in texts, magazines, catalogues, manuals and other educational communities. The virtual library contains computers connected to the Internet or Wi-Fi, which are in the student service for counseling and from their electronic equipment. In order to access the library services, the card must be presented on time, subject to its provisions. 6.3. FROM THE MANAGEMENT OF THE COMMUNITY, the community management process aims to develop activities and promote an environment that improves the quality of life of the educational community. Community management activities are interinstitutional agreements with industry to implement practices, employment promotion, cultural and sporting activities, occupational health and health aspects of the physical plant, support for coexistence, supervision and integration of graduates and emergency prevention. Interinstitutional agreements for business practices and links with higher education. Promoting employment and integrating graduates Although COREDSA is not obliged to find its graduates at work, the employment link between students and graduates is one of the institutional objectives that is very important, so we are looking for contacts with the industry in finding job opportunities for students and graduates, receiving and socialising job offers by various means such as e-mail and billboards. It is designed to help employment link up with graduates who have level training according to the profiles required by Entrepreneurs Business and Cultural Activities In Educational Corporation San Agustín COREDSA, integral training for their students is encouraged, and for this purpose, in addition to offering them high-guality training for work, conduct cultural and entrepreneurial activities to promote ethical, aesthetic, social value, integration, recreation and healthy competition. Cultural and business activities are carried out every six months, encouraging active student participation through business models and business wheels, led by instructors in related fields and languages, in order to promote the use of foreign languages and interactions between members of the educational community. Incentives and recognition Incentives and recognition policies for students who excel in academic performance, sense of belonging and level of participation in activities, seek to motivate students to achieve training goals and the integral development of their competencies. The Board of Directors may award a scholarship of up to 50 % of the total cost of eligibility for the period following the best student of each semester on the basis of academic mid-2000 normability, participation, sense of belonging and institutional commitment. Students will be able to maintain their discounts, half scholarships and other financial benefits for the next academic semester as long as they maintain an academic average of 4.0 or more. Top.

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