

APPROVED
by the decision of the Academic Council
of State Institution «Luhansk Taras Shevchenko
National University» protocol # 5
of December 24, 2019

PROVISION
**admission of foreign citizens to the State Institution «Luhansk Taras
Shevchenko National University» in 2020**

I. General provisions

1.1. The citizens of Ukraine, foreigners, as well as stateless persons who live legally on the territory of Ukraine, have an appropriate educational degree (educational qualification level) and have expressed a desire to get a higher education, are admitted to the Luhansk Taras Shevchenko National University.

1.2. Admission to the Luhansk Taras Shevchenko National University for all educational levels (educational qualification levels) is carried out at the competition regardless of the sources of funding.

1.3. Admission to study of foreigners and stateless persons at the Luhansk Taras Shevchenko National University is carried out in accordance with the Laws of Ukraine «On Higher Education», «On Legal Status of Aliens and Stateless Persons», «On Foreign Ukrainians», «On Refugees and Persons, in need of additional or temporary protection», by Decree of the President of Ukraine of June 3, 1994 № 271 «On measures for the development of economic cooperation of the oblasts of Ukraine with the adjacent regions of the Republic of Belarus and administrative-territorial units of the Republic of Moldova», by Decree of the Cabinet of Ministers of Ukraine of February 26, 1993 № 136 «On Education of Foreign Citizens in Ukraine», of September 11, 2013 № 684 «Some Issues of the Recruitment Kit for Foreigners and Stateless Persons», by the order of the Ministry of Education and Science of Ukraine of November 01, 2013 № 1541 «Some Issues of Organization of Recruitment and Training (Internship) of Foreigners and Stateless Persons», registered at the Ministry of Justice of Ukraine on November 25, 2013, under № 2004/24536 (as amended by the Decree of the Ministry of Education and Science of Ukraine of December 11, 2015 № 1272).

1.4. Foreigners and stateless persons (hereinafter – foreigners) may obtain higher education at the Luhansk Taras Shevchenko National University at the expense of natural persons (legal entities), unless otherwise provided by international treaties of Ukraine, the consent of which is provided by the Verkhovna Rada of Ukraine, legislation or agreements between higher education institutions on international academic mobility.

1.5. Admission of the Luhansk Taras Shevchenko National University for study at the expense of the state budget is carried out within the limits of quotas for foreigners. Quota for foreigners – defined part of the volume of places of public procurement, which is used to receive entrants from among:

- foreigners who come to study in accordance with international treaties of Ukraine;
- foreign Ukrainians whose status is certified by a foreign Ukrainian certificate.

1.6. Foreigners who come to Ukraine for study purposes enter the Luhansk Taras Shevchenko National University under accredited educational programs (specialties).

1.7. Requirements of the Luhansk Taras Shevchenko National University regarding the conformity of foreigners who came to Ukraine for study, admission requirements at the appropriate levels of higher education, as well as the deadline for accepting applications and documents, conducting entrance tests, creative competitions, and enrollment, are specified in the Admission Rules and are published on the official website of the Luhansk Taras Shevchenko National University.

1.8. Foreigners who are awarded state scholarships under international treaties, general government programs, and other international obligations of Ukraine are admitted to training within the established quotas for foreigners based on directions of the Ministry of Education and Science of Ukraine.

1.9. Foreigners who come to Ukraine to participate in academic mobility programs or to obtain higher education according to agreed programs between the Luhansk Taras Shevchenko National University and higher education institutions shall be accepted for training in accordance with the relevant contractual obligations.

1.10. Foreign Ukrainians who are legally resident in Ukraine and whose status is certified by a certificate of a foreign Ukrainian, at the entrance to the Luhansk Taras Shevchenko National University, use the same educational rights as citizens of Ukraine, with the exceptions established by the Constitution of Ukraine, laws Ukraine or international treaties, the consent of which was provided by the Verkhovna Rada of Ukraine.

1.11. Foreigners who have completed full secondary education in foreign schools with the study of Ukrainian language and foreign Ukrainians, whose status is confirmed by a certificate of a foreign Ukrainian, shall be enrolled within the limits of the established quotas for higher education institutions of Ukraine for an interview with subjects provided by the Rules of Ukraine, abroad or Ukrainian national cultural societies.

II. The procedure and terms of admission of documents, conducting of entrance tests; enrollment

2.1. Admission of foreign nationals to the Luhansk Taras Shevchenko National University is based on the Conditions of admission to higher education institutions of Ukraine in 2020 (Annex XIV «Features of admission to higher education institutions of foreigners and stateless persons»), as well as the provisions admission of foreign citizens to the Luhansk Taras Shevchenko National University in 2020.

2.2. Enrollment of applicants from among foreigners for study at the expense of individuals (legal entities) to the Luhansk Taras Shevchenko National University can be carried out:

- twice a year, before and at the beginning of the academic semesters (but not later than November 1 and March 1, respectively) to earn bachelor's, master's degrees;

- during the year for postgraduate and doctoral studies.

The terms of submission of competitive bids to the Uniform Base, defined in clause 7 of section XV of the Conditions of admission to higher education institutions of Ukraine in 2020, does not apply to the admission of such foreigners.

2.3. Foreigners with secondary education, regardless of race, gender, language, attitude to religion, are admitted to the Luhansk Taras Shevchenko National University.

2.4. The recruitment of foreigners for studying is carried out by the department of international relations of the Luhansk Taras Shevchenko National University independently and through legal or natural persons in the presence of a certificate for this type of activity and an agreement with a legal entity - an official representative of the Luhansk Taras Shevchenko National University.

2.5. Admission of foreigners to study at the relevant higher education level is based on entrance examinations in certain subjects and language of study and on the basis of academic rights to continue education provided by a document on the level of education obtained in the country of origin, and taking into account the points of success that entitle continuing education at the next higher education level in accordance with the law of the country that issued the educational attainment document.

2.6. All categories of foreigners entering the study program are enrolled at the Luhansk Taras Shevchenko National University based on the enrollment orders formed in the Unified Base by the staff of the International Relations Department of the Luhansk Taras Shevchenko National University.

2.7. Foreigners submit to the International Relations Department the following documents, as defined by the Decree of the Cabinet of Ministers of Ukraine and the Orders of the relevant Ministers, UDMS and other agencies, namely:

- application form of the established sample in the name of the rector of the Luhansk Taras Shevchenko National University;

- a copy of the document on previous education and its notarized translation into Ukrainian;

- annex to the document on preliminary education with assessment and its notarized translation into Ukrainian;

- a valid passport and its notarized translation into Ukrainian;

- a medical certificate of health status, certified by the official health authority of the country of origin of the foreigner and issued no later than two months before departure for study in Ukraine, as well as its notarized translation into Ukrainian;

- a valid emergency medical insurance policy;

- 8 6x4 cm photo cards;

- a copy of the receipt for payment of the minimum defined cost of studying.

2.8. All of the above documents must be legalized in due course unless otherwise provided by international treaties of Ukraine.

2.9. Foreigners who permanently reside in the territory of Ukraine have the right to join the Luhansk Taras Shevchenko National University on an equal basis with the citizens of Ukraine and provide the documents envisaged for entry for citizens of Ukraine (Decree of the Cabinet of Ministers of Ukraine of August 5, 1998, № 1238). They pay for tuition at the cost level for Ukrainian citizens.

III. Admission of foreign nationals to the Luhansk Taras Shevchenko National University for obtaining bachelor's, master's degrees full-time and part-time form

3.1. Reception of documents from foreign nationals is carried out by the staff of the international relations department of the Luhansk Shevchenko National University.

3.2. The staff of the International Relations Department of the Luhansk Taras Shevchenko National University checks the availability of all necessary documents and in case of their compliance with the requirements outlined in the Order of the MESU «Some Issues of organization of recruitment and studying (internship) of foreigners and stateless persons» of 01.11.2013 № 1541, print out an application form addressed to the rector of the university.

3.3. The staff of the dean's offices of the relevant faculties/institutes where the foreigner wishes to study, organize entrance examinations in certain subjects and language of study for the foreign entrant, which should result in the identification of the level of knowledge in Ukrainian (Russian) language and specialized disciplines.

3.4. According to the results of the step tests in the defined subjects and the language of instruction, one of the following procedures is selected:

- If as a result of entrance tests in certain subjects and language of study, an entrant gains 0-26 points, he/she is not recommended to join the Luhansk Taras Shevchenko National University.

- If based on entrance examinations in certain subjects and language of study, an entrant gains 27-65 points, his / her result allows him/her to enroll in the Bachelor's Degree at the Luhansk Taras Shevchenko National University with simultaneous attendance of courses in order to study Ukrainian (Russian).

Duration of study – 4 years (the duration of the courses in Ukrainian (Russian) may vary depending on the student's efforts and abilities).

Tuition fees – in accordance with the established Tuition fees for foreign nationals with a Bachelor's Degree in full-time/part-time education in 2020 - 2021.

- If on the basis of entrance examinations for certain subjects and language of study, an entrant gains 67-100 points, his / her result allows him/her to enroll in the Luhansk Taras Shevchenko National University to get a bachelor's degree without attending courses to study Ukrainian (Russian).

Duration of study – 4 years (Bachelor's degree) / 1.5 years (Master's degree), respectively.

Tuition fees – in accordance with the established Tuition fees for foreign nationals with a Bachelor / Master's Degree of full-time/part-time education in 2020 - 2021.

3.5. In case of satisfactory or sufficient level of knowledge (27 - 100 points), the staff of the International Relations Department of the Luhansk Taras Shevchenko National University shall bring the personal information of the entrants to the Unified Base.

3.6. After passing the entrance tests for certain subjects and the language of study, the foreign citizen receives from the staff of the respective dean's offices/directorates a settlement account for payment of the tuition fee.

3.7. An educational contract is concluded with a foreign national to provide educational services upon payment.

3.8. After signing the contract, the foreign entrant is enrolled in the students of the Luhansk Taras Shevchenko National University. Status changes are submitted by the International Relations Department to the Unified Base.

3.9. The International Relations Department of Luhansk Taras Shevchenko National University prepares the order on enrollment of the entrant and forms it in the Unified Base.

IV. Admission of foreign nationals to the Luhansk Taras Shevchenko National University for postgraduate, doctoral studies

4.1. Reception of documents from foreign nationals for postgraduate studies, doctoral studies are carried out by the staff of the International Relations Department of the Luhansk Taras Shevchenko National University.

4.2. Form of study – full-time. Duration of study – postgraduate study – 4 years, doctorate – 2 years. The term of study may vary due to different terms of arrival of foreign nationals, which is regulated by the legislative acts of the Ministry of Education and Science of Ukraine and the Ministry of Foreign Affairs of Ukraine.

4.3. Foreign nationals and stateless persons for admission to postgraduate studies, doctoral studies submit to the International Relations Department such documents, determined by the resolutions of the Cabinet of Ministers of Ukraine and orders of the relevant Ministries, UDMS and other departments, namely:

- application form of the established sample in the name of the rector of the Luhansk Taras Shevchenko National University;
- a copy of the document on previous education and its notarized translation into Ukrainian;
- annex to the document on preliminary education with assessment and its notarized translation into Ukrainian;
- a valid passport and its notarized translation into Ukrainian;
- a medical certificate of health status, certified by the official health authority of the country of origin of the foreigner and issued no later than two months before departure for study in Ukraine, as well as its notarized translation into Ukrainian;
- a valid emergency medical insurance policy;
- 8 6x4 cm photo cards;
- a copy of the receipt for payment of the minimum defined cost of studying.

4.4. The staff of the International Relations Department of the Luhansk Taras Shevchenko National University checks the availability of all necessary documents and in case of their compliance with the requirements outlined in the Order of the MESU «Some Issues of organization of recruitment and studying (internship) of foreigners and stateless persons» of 01.11.2013 № 1541, send a foreign citizen to the postgraduate department of the Luhansk Taras Shevchenko National University.

4.5. Enrollment for studies is carried out by the order of the Rector of the University. The draft order is being prepared by the head of the postgraduate department. The staff of the department of postgraduate study bring personal information of a foreigner to the Unified Base and also form order for enrollment of a foreigner in the database.

4.6. An agreement is concluded with the student (listener) on the basis of which the tuition is paid. Enrollment shall be made within the time limits specified in the legislative acts for the training of foreign nationals, the Conditions of admission to higher education institutions in 2020 (Annex XIV «Features of admission to higher education institutions for foreigners and stateless persons»), as well as the Provision admission foreigners in the Luhansk Taras Shevchenko National University in 2020.

V. Renewal and transfer of foreign nationals to the Luhansk Taras Shevchenko National University for obtaining Bachelor's degree of full-time and part-time education forms

5.1. Reception of documents from foreigners for renewal and transfer is carried out by the staff of the International Relations Department of the Luhansk Taras Shevchenko National University.

5.2. Foreigners submit to the International Relations Department the following documents, determined by resolutions of the Cabinet of Ministers of Ukraine and orders of relevant Ministries, UDMS and other departments, namely:

- application form of the established sample in the name of the rector of the Luhansk Taras Shevchenko National University;
- a copy of the document on previous education and its notarized translation into Ukrainian;
- • academic reference;
- annex to the document on preliminary education with assessment and its notarized translation into Ukrainian;
- a valid passport and its notarized translation into Ukrainian;
- a medical certificate of health status, certified by the official health authority of the country of origin of the foreigner and issued no later than two months before departure for study in Ukraine, as well as its notarized translation into Ukrainian;
- 8 6x4 cm photo cards;
- a copy of the receipt for payment of the minimum defined cost of studying.

5.3. The staff of the International Relations Department of the Luhansk Taras Shevchenko National University checks the availability of all necessary documents and in case of their compliance with the requirements outlined in the Order of the MESU «Some Issues of organization of recruitment and studying (internship) of

foreigners and stateless persons» of 01.11.2013 № 1541, print out an application form addressed to the university rector.

5.4. The staff of the dean's offices of the relevant faculties/institutes where the foreigner wishes to study, draws up a list of subjects of academic difference on the basis of the academic reference provided by the foreign entrant.

5.5. When a foreigner makes an academic difference, the staff of the International Relations Department of the Luhansk Taras Shevchenko National University brings the personal information of the entrant to the Unified Base.

5.6. An educational contract is concluded with a foreign national to provide educational services upon payment.

5.7. After signing the contract, the foreign entrant is enrolled in the students of the Luhansk Taras Shevchenko National University. Status changes are submitted by the International Relations Department to the Unified Base.

5.8. The International Relations Department of Luhansk Taras Shevchenko National University prepares an order for renewal / renewal from another university / transfer from another university to an entrant and forms it in the Unified Base.