

APPROVED

By decision of the Academic Council
SI «Luhansk Taras Shevchenko National
University»

December 24, 2019, protocol № 5

**Provisions
on the reception of foreign nationals
to SI «Luhansk Taras Shevchenko National University»
in 2020 with changes**

I. Terms

1.1 Citizens of Ukraine, foreigners, as well as stateless persons who live in Ukraine legally, have the appropriate educational degree (educational and qualification level) and have expressed a desire to obtain higher education are admitted to the State Institution "Luhansk Taras Shevchenko National University".

1.1. Admission to the Taras Shevchenko LNU for all educational degrees (educational and qualification levels) is carried out by competition, regardless of funding sources.

1.2. Admission of foreigners and stateless persons to SI "Taras Shevchenko LNU" is carried out in accordance with the Laws of Ukraine "On Higher Education", "On the Legal Status of Foreigners and Stateless Persons", "On Ukrainians Abroad", "On Refugees and Persons, in need of additional or temporary protection ", Decree of the President of Ukraine of June 3, 1994 №271" On measures to develop economic cooperation of regions of Ukraine with adjacent regions of the Republic of Belarus and administrative-territorial units of the Republic of Moldova ", regulations of the Cabinet of Ministers of Ukraine of February 26, 1993 №136 "On training of foreign citizens in Ukraine", dated September 11, 2013 № 684 "Some recruitment issues for training of foreigners and stateless persons", by order of the Ministry of Education and Science of Ukraine dated November 1, 2013 №1541 "Some issues of recruitment and training (internship) of foreigners and stateless persons ", registered in the Ministry of Justice of Ukraine on November 25, 2013 for № 2004/24536 (as amended by the order of the Ministry of Education and Science of Ukraine of December 11, 2015 № 1272); others are listed, including the order of the Ministry of Education and Science of Ukraine dated October 12, 2020 № 1265 "On approval of changes to the Procedure for recruitment and training (internship) of foreigners and stateless persons", registered in the Ministry of Justice of Ukraine on October 28, 2020 № 1058/35341 and published in the Official Gazette of Ukraine on October 30, 2020.

1.3. Foreigners and stateless persons (hereinafter - foreigners) may obtain higher education at State Institution Taras Shevchenko LNU at the expense of individuals (legal entities), unless otherwise provided by international treaties of Ukraine, the binding nature of which is approved by the Verkhovna Rada of

Ukraine, legislation or agreements between higher education institutions on international academic mobility.

1.3. Admission of foreigners to the State Institution Taras Shevchenko LNU for study at the expense of the state budget is carried out within the limits of quotas for foreigners. Quota for foreigners - a certain part of the volume of places of the state order which is used for reception of entrants from number:

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

1.4. Foreigners who come to Ukraine to study enter the SI Taras Shevchenko LNU according to accredited educational programs (specialties).

1.5. The requirements of State Institution Taras Shevchenko LNU regarding the compliance of entrants from among foreigners who came to Ukraine for study purposes, the conditions of admission to the relevant levels of higher education, as well as the deadlines for applications and documents, entrance examinations, creative competitions and enrollment are specified in the Rules reception and published on the official website of the SI Taras Shevchenko LNU.

1.6. Foreigners who receive state scholarships under international agreements, general state programs, and other international obligations of Ukraine are admitted to study within the established quotas for foreigners on the basis of directions from the Ministry of Education and Science of Ukraine.

1.7. Foreigners arriving in Ukraine to participate in academic mobility programs or to obtain higher education in educational programs agreed between SI Taras Shevchenko LNU and foreign higher education institutions are accepted for study, taking into account the relevant contractual obligations of the higher education institution.

1.8. Foreign Ukrainians who are legally in Ukraine and whose status is certified by a certificate of a foreign Ukrainian, upon entering the State Institution SI “Taras Shevchenko LNU” enjoy the same rights to education as citizens of Ukraine, except as provided by the Constitution of Ukraine, laws Ukraine or international treaties, the binding nature of which has been approved by the Verkhovna Rada of Ukraine.

1.9. Foreigners who have completed general secondary education in foreign schools with Ukrainian language studies, and foreign Ukrainians whose status is confirmed by a certificate of a foreign Ukrainian, are enrolled within the established quotas in higher education institutions of Ukraine by interview in subjects provided by the Rules of Admission on the recommendations of diplomatic missions of Ukraine abroad or Ukrainian national cultural societies.

II. Procedure and terms of acceptance of documents, conducting entrance examinations; enrollment

2.1. Admission of foreign citizens to SI Taras Shevchenko LNU is based on the Conditions of admission to higher education institutions of Ukraine in 2020

(Annex XIV "Peculiarities of admission to higher education institutions of foreigners and stateless persons"), as well as the Regulations on admission of foreign citizens to the State Institution Luhansk Taras Shevchenko National University in 2020.

2.2. Enrollment of entrants from among foreigners to study at the expense of individuals (legal entities) in the SI Taras Shevchenko LNU can be carried out:

- twice a year, before and at the beginning of academic semesters (but not later than specified in the Amendments to the procedure for extending the period of entry of foreigners and stateless persons until December 15, 2020 and April 15, 2021, respectively) to obtain bachelor's and master's degrees;
- during the year for postgraduate and doctoral studies.

The deadlines for submitting competitive proposals to the Unified Base, defined in paragraph 7 of Section XV of the Conditions of Admission to Higher Education Institutions of Ukraine in 2020, do not apply to the admission of such foreigners.

2.3. Foreigners with secondary education, regardless of race, gender, language, or religion, are admitted to the SI Taras Shevchenko LNU.

2.4. Recruitment of foreigners for training is carried out by the International Relations Department of Taras Shevchenko LNU independently and through legal entities or individuals in the presence of a certificate for this type of activity and an agreement with a legal entity - an official representative of SI Taras Shevchenko LNU.

2.5. Enrollment of foreigners in higher education is based on the results of entrance examinations in certain subjects and language of instruction and on the basis of academic rights to continue education, provided by the document on the level of education in the country of origin, and taking into account achievement points. continuing education at the next level of higher education in accordance with the legislation of the country that issued the document on the level of education.

2.6. All categories of foreigners entering the study are enrolled in the SI Taras Shevchenko LNU on the basis of enrollment orders, which are formed in the Unified database by the staff of the International Relations Department.

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

- a standard application form addressed to the rector of the SI Taras Shevchenko LNU;
- a copy of the document on previous education and its notarized translation into Ukrainian;
- addition to the document on previous education with grades and its notarized translation into Ukrainian;
- a valid passport and its notarized translation into Ukrainian;
- a medical certificate of health, certified by the official health authority of the country from which the foreigner came, and issued no later than two months

before leaving for study in Ukraine, as well as its notarized translation into Ukrainian;

- valid insurance policy for emergency medical care;
- 8 photos measuring 6x4 cm;
- a copy of the receipt of payment of the minimum specified tuition fee.

2.8. All the above documents must be legalized in the prescribed manner, unless otherwise provided by international treaties of Ukraine.

2.9. Foreigners permanently residing on the territory of Ukraine have the right to join the State Institution Taras Shevchenko LNU on an equal footing with citizens of Ukraine and provide documents provided for admission for citizens of Ukraine (Resolution of the Cabinet of Ministers of Ukraine of August 5, 1998 № 1238). They pay for tuition at the cost level for the citizens of Ukraine.

III. Admission of foreign citizens to the State Institution Taras Shevchenko LNU for bachelor's and master's degrees full-time and part-time education

3.1. Acceptance of documents from foreign citizens is carried out by employees of the Department of International Relations of the State Institution Taras Shevchenko LNU.

3.2. Employees of the International Relations Department of State Institution "Taras Shevchenko LNU" check the availability of all necessary documents and, if they meet the requirements outlined in the Order of the Ministry of Education and Science "Some issues of recruitment and training (training) of foreigners and stateless persons" from 01.11.2013 for № 1541, print out a questionnaire-application addressed to the rector of the university.

3.3. Employees of the deans' offices of the relevant faculties / institutes, where a foreigner wishes to study, organize entrance examinations in certain subjects and language of instruction for a foreign entrant, the result of which should be to identify the level of knowledge of Ukrainian (Russian) language and profile disciplines.

3.4. According to the results of the entrance tests in certain subjects and languages of instruction, one of the following procedures is selected:

- If according to the results of entrance examinations in certain subjects and language of instruction the entrant scores 0-26 points, he is not recommended to enter the SI Taras Shevchenko LNU.

- If the entrant scores 27-65 points in the entrance exams in certain subjects and language of instruction, his result allows him to enter the SI Taras Shevchenko LNU to obtain a bachelor's degree while attending courses to study the Ukrainian (Russian) language.

Term of study - 4 years (the term of attending courses in Ukrainian (Russian) may vary depending on the efforts and abilities of the student).

Tuition fees – in accordance with the established tuition fees for foreign citizens for the degree of "Bachelor" full-time/part-time education in 2020 - 2021.

- If the entrant scores 67-100 points according to the results of entrance examinations in certain subjects and language of instruction, his result allows him to enter the Luhansk Taras Shevchenko National University for a bachelor's degree without attending courses to study the Ukrainian (Russian) language.

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

Tuition fees – in accordance with the established tuition fees of foreign citizens for the degree of "Bachelor" / "Master" full-time/part-time education in 2020 - 2021.

3.5. In case of a satisfactory or sufficient level of knowledge (27-100 points), the staff of the international relations department of Luhansk Taras Shevchenko National University enters the personal information of entrants into the Unified database.

3.6. After passing the entrance exams in certain subjects and the language of instruction, a foreign citizen receives a current account from the staff of the relevant deans/directorates to pay the tuition fee.

3.7. After making a payment, an agreement on the provision of educational services is concluded with a foreign citizen.

3.8. After signing the contract, the foreign entrant is enrolled in the students of Luhansk Taras Shevchenko National University. The staff of the international relations department enter information on the change of status into the Unified database.

3.9. The international relations department of the Luhansk Taras Shevchenko National University prepares an order for enrollment of an entrant and forms it in the Unified database.

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

4.1. The staff of the International Relations Department of the Luhansk Taras Shevchenko National University carry out acceptance of documents from foreign citizens for postgraduate and doctoral studies.

4.2. Form of study – full-time. Term of study – postgraduate study – 4 years, doctoral studies – 2 years. The term of study may change due to different arrivals of foreign citizens, which is regulated by the legislation of the Ministry of Education and Science of Ukraine and the Ministry of Foreign Affairs of Ukraine.

4.3. Foreign citizens and stateless persons for enrollment in postgraduate and doctoral studies shall submit to the international relations department the following documents specified by resolutions of the Cabinet of Ministers of Ukraine and orders of the relevant Ministries, UDMS and other agencies, namely:

- a standard application form addressed to the rector of the Luhansk Taras Shevchenko National University;
- a copy of the document on previous education and its notarized translation into Ukrainian;
- appendix to the document on previous education with grades and its notarized translation into Ukrainian;
- a valid passport and its notarized translation into Ukrainian;
- a medical certificate of health, certified by the official health authority of the country from which the foreigner came, and issued no later than two months before leaving for study in Ukraine, as well as its notarized translation into Ukrainian;
- valid insurance policy for emergency medical care;
- 8 photos measuring 6x4 cm;
- a copy of the receipt of payment of a certain tuition fee.

4.4. Employees of the international relations department of Luhansk Taras Shevchenko National University check the availability of all necessary documents and if they meet the requirements outlined in the Order of the Ministry of Education and Science "Some issues of recruitment and training of foreigners and stateless persons" from 01.11.2013 under number 1541, send a foreign citizen to the postgraduate department of the Luhansk Taras Shevchenko National University".

4.5. Enrollment is carried out by the order of the Rector of the University. The draft order is prepared by the head of the graduate school department. Employees of the postgraduate department enter the personal information of a foreigner in the Unified database, as well as form an order to enroll a foreigner in the database.

4.6. An agreement is concluded with the student (listener), based on which the tuition fee is paid. Enrollment is carried out within the time limits specified by legislation on the education of foreign nationals, 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 Regulations on the admission of foreign citizens to the Luhansk Taras Shevchenko National University "in 2020.

V. Renewal and transfer of foreign citizens to the Luhansk Taras Shevchenko National University to obtain a bachelor's degree in full-time and part-time education

5.1. Acceptance of documents from foreign citizens 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 specified by resolutions of the Cabinet of Ministers of Ukraine and Orders of the relevant Ministries, UDMS, and other agencies, namely:

- a standard application form addressed to the rector of the Luhansk Taras Shevchenko National University;
- a copy of the document on previous education and its notarized translation into Ukrainian;
- appendix to the document on previous education with grades and its notarized translation into Ukrainian;
- academic certificate;
- a valid passport and its notarized translation into Ukrainian;
- a medical certificate of health, certified by the official health authority of the country from which the foreigner came, and issued no later than two months before leaving for study in Ukraine, as well as its notarized translation into Ukrainian;
- 8 photos measuring 6x4 cm;
- a copy of the receipt of payment of the minimum specified tuition fee.

5.3. Employees of the international relations department of Luhansk Taras Shevchenko National University check the availability of all necessary documents

and if they meet the requirements outlined in the Order of the Ministry of Education and Science "Some issues of recruitment and training of foreigners and stateless persons" from 01.11.2013 for № 1541, print out a questionnaire-application addressed to the rector of the university.

5.4. Employees of the deans' offices of the relevant faculties/institutes where a foreigner wishes to study compile a list of subjects of academic difference based on an academic certificate provided by a foreign entrant.

5.5. After the foreigner has made an academic difference, the staff of the international relations department of the Luhansk Taras Shevchenko National University enters the entrant's personal information into the Unified database.

5.6. After making a payment, an agreement on the provision of educational services is concluded with a foreign citizen.

5.7. After signing the contract, the foreign entrant is enrolled in the students of Luhansk Taras Shevchenko National University. The staff of the international relations department enter information on the change of status into the Unified database.

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 of the entrant and forms it in the Unified database.