

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
STATE INSTITUTION "LUHANSK TARAS SHEVCHENKO NATIONAL
UNIVERSITY"

**PROCEDURE FOR ORGANIZING THE ADMISSION OF FOREIGNERS AND
STATELESS PERSONS FOR STUDIES
TO THE STATE INSTITUTION "LUHANSK TARAS SHEVCHENKO
NATIONAL UNIVERSITY"**

POLTAVA – 2025

1. GENERAL PROVISIONS

1.1. Admission of foreigners and stateless persons to the State Institution "Luhansk Taras Shevchenko National University" (hereinafter referred to as the University) in 2025 is carried out in accordance with the Laws of Ukraine "On Higher Education", "On the Legal Status of Foreigners and Stateless Persons", "On Foreign Ukrainians", "On Refugees and Persons in Need of Additional or Temporary Protection", "On the Establishment of Additional Legal and Social Guarantees for Citizens of the Republic of Poland Staying on the Territory of Ukraine"; Resolution of the Cabinet of Ministers of Ukraine dated September 12, 2018 No. 729 "Issues of Higher Education for Certain Categories of Persons"; the Procedure for organizing admission to institutions of vocational (vocational-technical), pre-higher, higher education of Ukraine and training (internship) of foreigners and stateless persons using the Unified Interdepartmental Information System of Ukraine for foreigners and stateless persons wishing to study at institutions of vocational (vocational-technical), pre-higher, higher education of Ukraine, approved by Resolution of the Cabinet of Ministers of Ukraine dated June 28, 2024 No. 758; Order of the Ministry of Education and Science of Ukraine dated November 1, 2013 No. 1541 "Certain Issues of Organizing Recruitment and Training (Internship) of Foreigners and Stateless Persons", registered with the Ministry of Justice of Ukraine on November 25, 2013 under No. 2004/24536; Order of the Ministry of Education and Science of Ukraine dated December 2, 2019 No. 1498 "On Approval of the Procedure for Establishing Quotas for Higher Education for Foreigners and Stateless Persons within State Order Volumes in Accordance with International Treaties of Ukraine", registered with the Ministry of Justice of Ukraine on February 10, 2020 under No. 153/34436.

1.2. Citizens of the Russian Federation, the Islamic Republic of Iran, the Republic of Belarus, and the Democratic People's Republic of Korea who do not have a permanent residence permit in Ukraine are admitted to study with individual permission from the Ministry of Education and Science of Ukraine.

1.3. Foreigners and stateless persons, stateless persons who have applied for recognition as refugees, persons who have applied for protection in Ukraine and provided a Certificate of Application for Protection in Ukraine (hereinafter referred to as foreigners), may obtain higher education at the University at the expense of individuals and/or legal entities, unless otherwise provided by international treaties of Ukraine, the binding nature of which has been approved by the Verkhovna Rada of Ukraine, legislation, or agreements between the University and foreign partner institutions on international academic mobility.

1.4. Foreigners and stateless persons (including foreign Ukrainians who permanently reside in Ukraine), citizens of the Republic of Poland, persons recognized as refugees, and persons in need of additional protection may also obtain higher education at the University under state-funded places (in accordance with paragraph 6 of Section III of the *Admission Rules for Higher Education in 2025*). These categories of persons have the right to obtain higher education on an equal footing with citizens of Ukraine, including at the expense of state or local budget funds (except for exceptions established by the Constitution of Ukraine, laws of Ukraine, or international treaties, the binding nature of which has been approved by the Verkhovna Rada of Ukraine).

1.5. Admission of other categories of foreigners to study at the University under state-funded places is carried out within quotas for foreigners.

Quota for foreigners – a defined number of state-funded places used for the admission of applicants from among:

- foreigners arriving for studies in accordance with international treaties of Ukraine;
- persons holding a certificate of foreign Ukrainian who do not permanently reside in Ukraine.

1.6. Foreigners who are granted state scholarships under international treaties, national programs, and other international obligations of Ukraine are admitted to study at the University within the established quotas for foreigners based on referrals 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 under educational programs agreed upon between the University and a foreign partner institution are admitted to study taking into account the contractual obligations of the University and the respective foreign higher education institution.

1.8. Training (internship) of foreigners at the University in 2025 is carried out through full-time (daytime), part-time, and distance forms of education.

1.9. Training (internship) of foreigners at the University in 2025 is carried out provided that the University has appropriate licenses for educational activities and accredited educational programs for training specialists for bachelor's and master's degrees, as well as accredited educational and professional programs for obtaining the degree of junior bachelor.

1.10. Training of foreigners under the programs of the preparatory department for foreign citizens of the international education sector of the international relations department of the University (studying the state language and/or language of instruction) lasts no more than two years and is carried out through the full-time form of education. Enrollment of foreigners in the preparatory department is carried out provided that they have previously obtained a degree (level) of education confirmed by an appropriate document, necessary for obtaining the respective level of education for which training is provided at the University. Upon completion of training, a certificate of the established format for completion of the preparatory department for foreigners is issued.

II. FEATURES OF ADMISSION OF FOREIGN CITIZENS FOR STUDIES AT THE UNIVERSITY IN 2025

2.1. Admission of foreigners for higher education is conducted on accredited educational programs. The University may also admit foreigners for studies at the preparatory department for foreign citizens of the international education sector of the international relations department (studying the state language and/or language of instruction), as well as for postgraduate education, professional development, and internships.

2.2. Admission of foreigners for studies in 2025 is conducted by the University in-person and/or remotely. Recruitment of foreigners for studies is carried out using the ***Unified Interdepartmental Information System of Ukraine for foreigners and stateless persons wishing to study at institutions of vocational (vocational-technical), pre-higher, higher education of Ukraine*** (hereinafter referred to as the Unified System).

2.3. To be admitted for studies (internship) at the University, a foreigner creates an electronic user cabinet in the Unified System, through which they submit an application to the University in electronic form for the formation of an electronic invitation. The number of applications for the formation of an electronic invitation cannot exceed 20 applications.

2.4. Based on the results of reviewing the foreigner's application for the formation of an electronic invitation, which lasts no more than five working days from the day the application is received for review, the University makes a decision to provide the foreigner with an educational offer or refuse to provide it, about which the foreigner is notified no later than the next working day from the day the decision is made.

2.5. In the case of a foreigner submitting an application for internship, the University makes a decision to provide the foreigner with an individual internship program or refuse the internship, about which the foreigner is notified no later than the next working day from the

day the decision is made. The individual internship program contains information about the duration and expected results of the internship, and may also contain other information related to the internship.

2.6. The foreigner attaches electronic copies of the following documents to the application via the Unified System:

- a document on the degree (level) of education obtained by the foreigner abroad, on the basis of which admission is carried out, and its supplement (if the presence of a supplement is provided for by the legislation of the country of origin of the document);
- an academic certificate issued by a foreign/Ukrainian institution of vocational (vocational-technical), pre-higher, higher education (in case of transfer or reinstatement to studies starting from the second year);
- the foreigner's passport document or a document certifying a stateless person;
- a color digitized image of the person's face.

The documents specified in the first and second paragraphs of this point must be certified in their country of origin in the manner officially used in that country for such certification (consular legalization, including legalization by the relevant foreign institution of Ukraine, or affixing an apostille for countries party to the Convention Abolishing the Requirement of Legalization for Foreign Public Documents) before the foreigner is enrolled for studies (internship) at the University, except for documents issued in Ukraine.

2.7. For foreigners and stateless persons who have applied for recognition as a refugee or a person in need of additional protection, persons who have applied for protection in Ukraine and provided a certificate of application for protection in Ukraine, in accordance with the Law of Ukraine "On Refugees and Persons in Need of Additional or Temporary Protection", the applicant also attaches the following documents:

- a copy of the passport document of the foreigner or stateless person, certified by the territorial body of the State Migration Service at the place of stay of the foreigner or stateless person in Ukraine and/or with a note that the original of such document has been received for safekeeping by the territorial body of the State Migration Service;
- a certificate of application for protection in Ukraine.

2.8. In case the foreigner confirms the educational offer (or individual internship program) received from the University, the Unified System generates an electronic invitation. A qualified electronic signature of an authorized person of the University is applied to the electronic invitation.

The electronic invitation is printed at the foreigner's request.

The validity period of the electronic invitation for studies issued through the Unified System is no more than six months from the day the electronic signature of the authorized person of the University is applied to it.

An invitation for studies issued through the Automated System "Electronic Journal" of the state enterprise authorized by the Ministry of Education and Science of Ukraine remains valid until April 1, 2025 inclusive.

2.9. Foreigners who have received an electronic invitation for studies, received a package of information and consultation support services (in case of receiving an invitation for studies through the Automated System "Electronic Journal" of the state enterprise authorized by the Ministry of Education and Science of Ukraine), and have also completed the procedure of legalization of education documents in the country of their issuance may participate in in-person and/or distance admission to the University: completed legalization in the Ministry of Foreign Affairs of the country that issued the education document; completed legalization in the consular department of the diplomatic institution of Ukraine abroad (consular legalization or apostille).

2.10. To organize remote admission of foreigners for higher education and for training under the programs of the preparatory department for foreign citizens of the international education sector of the international relations department (studying the state language and/or language of instruction), as well as for obtaining postgraduate education, professional development and internships, the University conducts personal identification and entrance examinations (entrance exam for foreigners) in a remote format with video recording (including from the applicant's device screen). The video recording of the entrance examination is kept after the entrance exam for foreigners for five years at the educational institution, and a link to this recording is entered into the Unified Database.

In the case of remote admission, the foreigner sends legalized or notarized copies of documents on previous education to the University by postal means. Upon first crossing the state border of Ukraine and after arriving at the University, the foreigner submits the original documents in person.

2.11. List of partner organizations with which an agreement has been concluded on remote entrance examinations for foreigners:

- Langfang Fudian Education Consulting Co.LTD (cooperation agreement No. 12/1 dated 12.2021)
- Chongqing Huan'ou Culture Development Co., Ltd (cooperation agreement No. 07/1 dated 07.2023)
- Inner Mongolia Youle Education Consulting Co., Ltd (cooperation agreement No. 08/1 dated 08.2023)
- International Education Bo De (Shenzhen) Co., Ltd (cooperation agreement No. 02/1 dated 02.2024).

2.12. Entrance test / entrance exam for foreigners is a form of entrance examination that involves evaluating the applicant's knowledge, skills and abilities in one or more general education subjects that are fully or partially reflected in individual educational components of the compliance matrix of the accredited educational program to which the foreigner is applying (foreigners and stateless persons who take the entrance exam for foreigners do not take other entrance tests).

The entrance exam for foreigners takes place in the form of an interview (including online, with mandatory recording), in the presence of the chairperson and members of the commission representing the respective accredited educational program.

The grade of the entrance exam for foreigners is the only component of the competitive score for this category of applicants. The minimum required number of points for admission on the entrance exam for foreigners in general education subjects equals **100 points** (125 points for specialties with special support).

2.13. The University's requirements regarding the compliance of applicants from among foreigners who may wish to receive an educational service by submitting an application in electronic form to the University for the formation of an electronic invitation, with this Procedure and Admission Rules, as well as the deadlines for receiving applications and documents, conducting entrance exams for foreigners and enrollment are specified in the Admission Rules and published on the official website of the University.

III. PROCEDURE AND DEADLINES FOR SUBMITTING APPLICATIONS/DOCUMENTS, CONDUCTING ENTRANCE EXAMS, DEADLINES FOR ENROLLMENT OF FOREIGN APPLICANTS

3.1. Admission of foreigners to the University takes place on the basis of the Admission Procedure for studying for higher education in 2025 (Section XIV "Peculiarities of admission to higher education institutions of foreigners and stateless persons"), as well as the Admission Rules for studying for higher education at the State Institution "Luhansk Taras Shevchenko National University" in 2025.

3.2. Foreign applicants submit the following **documents** to the University at the stage preceding the entrance exam for foreigners:

- a document on the degree (level) of education obtained by the foreigner abroad, on the basis of which admission is carried out, and its supplement (if the presence of a supplement is provided for by the legislation of the country of origin of the document)
– *together with a translation into Ukrainian;*
- the foreigner's passport document or a document certifying a stateless person –
together with a translation into Ukrainian;

- *separately for citizens of the PRC*: - scan of certificate of completion of studies (毕业证书) with apostille stamp and its translation into Ukrainian; - scan of transcript of grades with apostille stamp and its translation into Ukrainian; - scan of certificate of conferral of Bachelor's degree (学士学位) with apostille stamp and its translation into Ukrainian; - scan of certificate of conferral of Master's degree (硕士学位) with apostille stamp and its translation into Ukrainian.
- *separately for citizens of the Republic of Indonesia (second (Master's) level)*: - scan of Bachelor's diploma (Diploma 3 / Diploma 4 / Sarjana 1 *Profesional ahli madya / Sarjana muda; Sarjana sains terapan; Sarjana*) with apostille stamp and its translation into Ukrainian; - scan of transcript of grades with apostille stamp and its translation into Ukrainian.

3.3. After completing the admission procedure (entrance exam for foreigners in the form of an interview), the foreigner sends legalized and notarized copies of documents on previous education with their **notarized** translation into Ukrainian to the University by postal means. Upon first crossing the state border of Ukraine and after arriving at the University, the foreigner submits the original documents in person.

3.4. Deadline for **submission of applications and documents**:

- **September 30, 2025** – from foreign citizens who wish to enter the University for the purpose of obtaining Bachelor's, Master's, Doctor of Philosophy/Doctor of Arts degrees (assistant-internship);
- **November 30, 2025** – from foreign citizens who wish to enter the University for the purpose of studying under the programs of the preparatory department for foreign citizens of the international education sector of the international relations department (studying the state language and/or language of instruction).

3.5. Procedure and deadlines for entrance examinations:

3.5.1. The entrance exam for foreigners takes place in the form of an interview (online - with mandatory video recording), in the presence of the chairperson and members of the commission representing the respective educational program to which the foreign citizen has expressed a desire to enter.

3.5.2. The entrance exam aims to assess the applicant's knowledge, skills and abilities in one or more general education subjects that are fully or partially reflected in individual educational components of the compliance matrix of the accredited educational program to which the foreigner is applying (foreigners and stateless persons who take the entrance exam for foreigners do not take other entrance tests).

3.5.3. The University's educational offer for foreign citizens in 2025 includes the following accredited educational programs*:

First (Bachelor's) level:

Specialty	Educational program	Program accreditation certificate	Number of credits under the program
051 Economics	Economics	Accreditation certificate valid until 01.07.2026	240 ECTS credits
073 Management	Management of Organizations and Administration	Accreditation certificate valid until 01.07.2028	240 ECTS credits
022.01 Design	Graphic Design	Accreditation certificate valid until 01.07.2028	240 ECTS credits
025 Musical Arts	Musical Arts	Accreditation certificate valid until 01.07.2028	240 ECTS credits
053 Psychology	Psychology	Accreditation certificate valid until 01.07.2028	240 ECTS credits
014.11 Secondary Education	Physical Education	Accreditation certificate valid until 01.07.2026	240 ECTS credits
061 Journalism	Journalism	Accreditation certificate valid until 01.07.2027	240 ECTS credits

Second (Master's) level:

Specialty	Educational program	Program accreditation certificate	Number of credits under the program
051 Economics	Economics	Accreditation certificate valid until 01.07.2027	90 ECTS credits
072 Finance, Banking, Insurance and Stock Market	Finance, Banking and Insurance	Accreditation certificate valid until 01.07.2027	90 ECTS credits
022.01 Design	Graphic Design	Accreditation certificate valid until 01.07.2027	90 ECTS credits
025 Musical Arts	Musical Arts	Accreditation certificate valid until 01.07.2028	90 ECTS credits
011 Educational, Pedagogical Sciences	Higher Education Pedagogy	Accreditation certificate valid until 01.07.2029	90 ECTS credits
053 Psychology	Psychology	Accreditation certificate valid until 01.07.2028	90 ECTS credits
014.04 Secondary Education	Mathematics	Accreditation certificate valid until 01.07.2028	90 ECTS credits

Specialty	Educational program	Program accreditation certificate	Number of credits under the program
014.09 Secondary Education	Computer Science (Informatics)	Accreditation certificate valid until 01.07.2027	90 ECTS credits
123 Computer Engineering	Computer Networks	Accreditation certificate valid until 01.07.2026	90 ECTS credits
122 Computer Sciences	Computer Science and Information Technologies	Accreditation certificate valid until 01.07.2027	90 ECTS credits
014.11 Secondary Education	Physical Education	Accreditation certificate valid until 01.07.2026	90 ECTS credits
017 Physical Culture and Sports	Sports	Accreditation certificate valid until 01.07.2026	90 ECTS credits
061 Journalism	Journalism	Undergoing the accreditation procedure	90 ECTS credits
102 Chemistry	Chemistry	Accreditation certificate valid until 01.07.2026	90 ECTS credits

Educational and Scientific Level of Doctor of Philosophy:

Specialty	Educational program	Program accreditation certificate	Number of credits under the program
Educational, Pedagogical Sciences	Educational, Pedagogical Sciences	Accreditation certificate valid until 01.07.2027	60 ECTS credits
Professional Education	Professional Education (by specializations)	Accreditation certificate valid until 01.07.2027	60 ECTS credits
Mathematics	Mathematics	Accreditation certificate valid until 01.07.2027	60 ECTS credits

- *possible expansion of the list of accredited educational programs available for the admission of foreigners, related to undergoing the accreditation procedure. In case of the appearance of additional educational programs for admission, their inclusion in the List takes place by writing a memo by the head of the international relations department to the Rector of the University and, subject to approval, inclusion of such program in the institutional package of promotional materials for foreigners.*

3.5.4. List of subjects for which entrance examinations for foreigners are conducted in the context of the accredited educational programs listed in section 3.5.3.:

First (Bachelor's) level:

Specialty	Educational program	Subjects for entrance examinations for foreigners
051 Economics	Economics	Fundamentals of Economics; English
073 Management	Management of Organizations and Administration	Fundamentals of Management; English
022.01 Design	Graphic Design	Fundamentals of Design; English
025 Musical Arts	Musical Arts	Music Theory; English
053 Psychology	Psychology	Soft Skills in the Modern World; English
014.11 Secondary Education	Physical Education	Theory of Physical Education; English
061 Journalism	Journalism	Fundamentals of Communication Theory; English

Second (Master's) level:

Specialty	Educational program	Subjects for entrance examinations for foreigners
051 Economics	Economics	English; Economics of the Modern World
072 Finance, Banking, Insurance and Stock Market	Finance, Banking and Insurance	English; Banking and Financial Literacy in the Modern World
022.01 Design	Graphic Design	English; Design Theory
025 Musical Arts	Musical Arts	English; Music Theory
011 Educational, Pedagogical Sciences	Higher Education Pedagogy	English; Soft Skills in the Modern World
053 Psychology	Psychology	English; Soft Skills in the Modern World
014.04 Secondary Education	Mathematics	English; Mathematical Theory
014.09 Secondary Education	Computer Science (Informatics)	English; Computer Science in the Modern World
123 Computer Engineering	Computer Networks	English; The Modern World and Computer Networks
122 Computer Sciences	Computer Science and Information Technologies	English; The Modern World and Computer Science

Specialty	Educational program	Subjects for entrance examinations for foreigners
014.11 Secondary Education	Physical Education	English; Theory of Physical Education
017 Physical Culture and Sports	Sports	English; Sports in the Modern World
061 Journalism	Journalism	English; Communication Theory
102 Chemistry	Chemistry	English; Fundamentals of Biochemistry and Chemical Reactions

Educational and Scientific Level of Doctor of Philosophy:

Specialty	Educational program	Subjects for entrance examinations for foreigners
Educational, Pedagogical Sciences	Educational, Pedagogical Sciences	Pedagogy Theory; English
Professional Education	Professional Education (by specializations)	Theory of Professional Education; English
Mathematics	Mathematics	Mathematical Theory; English

3.6. Enrollment of applicants from among foreigners for studies at the expense of individuals and/or legal entities may be carried out by the University:

- **until November 1, 2025** for obtaining bachelor's, master's, doctor of philosophy/doctor of arts degrees (assistantship-internship);
- **throughout the year** for studies under the programs of the preparatory department for foreign citizens of the international education sector of the international relations department (study of the state language and/or language of instruction).

The minimum required entrance examination score for foreigners in general education subjects is **100 points** (125 points for specialties with special support).

3.7. Enrollment of foreigners for studies at the appropriate level of higher education is carried out based on the results of entrance examinations for foreigners and on the basis of academic rights to continue education, granted by the document on the level of education obtained in the country of its origin, and taking into account the grades that give the right to continue education at the next level of higher education in accordance with the legislation of the country that issued the document on the obtained degree (level) of education.

3.8. All categories of foreigners entering for studies are enrolled at the University on the basis of enrollment orders, which are formed in the Unified State Electronic Database on Education by employees of the international relations department of the University.

Confirmation of the fact of studying is a certificate for foreign citizens, formed in the Unified State Electronic Database on Education.

3.9. Information regarding the order on enrollment of foreigners at the University (in particular, date, order number, period of study (internship), name of profession, educational program) is transmitted by software from the Unified State Electronic Database on Education to the Unified System.

3.10. Information contained in the University's orders regarding enrollment (internship), expulsion, transfer of foreigners and in orders on establishing the period of education for foreign students, which is contained in the Unified State Electronic Database on Education, is used to inform territorial bodies or divisions of the State Migration Service, in particular for the purpose of issuing a temporary residence permit to a foreigner.