

**MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
WEST UKRAINIAN NATIONAL UNIVERSITY**

APPROVED
Rector of WUNU
Andriy KRYSOVATYY



REGULATION
on admission of foreigners and stateless persons for obtaining
higher education within 2022

1. Admission of foreigners and stateless persons to the University 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*; Decree of the President of Ukraine of June 3, 1994 No. 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" (except for entrants from the Republic of Belarus); Resolution of the Cabinet of Ministers of Ukraine of September 12, 2018 No. 729 "Issues of higher education for certain categories of persons"; Order of the Ministry of Education and Science of Ukraine of November 1, 2013 No. 1541 "Some issues of organizing recruitment and training (internship) of foreigners and stateless persons", registered in the Ministry of Justice of Ukraine on November 25, 2013 under No. 2004/24536; Order of the Ministry of Education and Science of Ukraine of December 2, 2019 No. 1498 "On approval of the Procedure for establishing quotas for foreigners and stateless persons pursuing higher education within the scope of the state order in accordance with international treaties of Ukraine", registered in the Ministry of Justice of Ukraine on February 10, 2020 under No. 153/34436.

Citizens of the Russian Federation and the Republic of Belarus who do not have a permanent (temporary) permit to reside in Ukraine are admitted to study at the individual permission of the Ministry of Education and Science of Ukraine.

2. Foreigners and stateless persons (hereinafter referred to as foreigners) may obtain higher education at the expense of individuals and / or legal entities, unless otherwise provided by international treaties of Ukraine approved by the Verkhovna Rada of Ukraine, legislation or agreements between the University and higher education institutions on international academic mobility.

Admission of foreigners to the University at the expense of the state budget is carried out within the quotas for foreigners (except for foreigners and stateless persons, including diaspora Ukrainians, permanently residing in Ukraine, persons recognized as refugees and persons in need of additional protection).

Foreigners may be admitted to pursue junior bachelor's, bachelor's, master's degrees and doctorates under accredited educational programmes. The University may also enrol foreigners into postgraduate and doctoral programmes, preparatory faculty (department) programmes, courses of the state language and / or language of instruction, as well as for professional re-education, professional development and internships.

3. Admission of foreigners can be carried out in person and / or remotely.

The validity of the invitation to study is not more than 1 year from the date of its registration in the Automated System "Electronic Journal" of the state enterprise authorized by the Ministry of Education and Science of Ukraine.

Before they are permitted to participate in the remote admission, foreigners must receive an invitation to study registered in the Automated System "Electronic Journal" of the state enterprise authorized by the Ministry of Education and Science of Ukraine, access information and consulting services, and receive a student visa for entry into Ukraine (except for citizens of visa-free entry countries) for the purpose of study or complete legalization of education documents in the countries of their issuance (complete legalization in the Ministry of Foreign Affairs (MFA) of the country that issued the document on education; complete legalization in the consular department of the diplomatic institution of Ukraine abroad (consular legalization or apostille)).

To organize the remote recruitment of foreign nationals for admission to higher education, the University enters into an agreement with a partner organization that is a resident of the country of origin of entrants. The subject of the agreement is the provision of services for identification, verification of original documents of entrants, organization of application submissions in electronic form, provision of premises and technical means for consultations and entrance examinations by the University in remote format.

The University may enter into agreements with organizations that meet these requirements:

- compliance of the area of premises for remote submission of documents, consultations and entrance tests with the established norms of quarantine restrictions in the country where recruitment is carried out;
- provision of entrants with personal protective equipment;
- a procedure for identifying entrants using face recognition technologies, which includes verification of personal data (surname, first name, patronymic (if applicable), biometric data and their verification with the official (state) database;
- control over compliance with the requirements of academic integrity during the entrance exam for foreigners;
- a place to store the phones, tablets and other electronic devices of the entrants withdrawn for the duration of the entrance test;
- a device for dampening cellular and Internet networks;
- video surveillance around the perimeter of the auditorium where foreigners take the entrance exam ensured by at least two video cameras;
- technical equipment for video communication with the University Examination Board in real time (computer, video camera, microphone, smart TV or projector with screen);
- presence in the auditorium of at least two employees to monitor compliance with the requirements of academic integrity and provide technical support during the entrance exam for foreigners;
- provision of all entrants with individual computers connected to the online

platform of the institution, through which the entrance exam for foreigners is conducted;

- consultations and training before the entrance exam for foreigners in order for them to get acquainted with its rules in the remote form and use of the online platform;

- video recording of the entrance exam, transmission of the video to the University through the online platform, storage of information and video materials after the entrance exam for foreigners for five years in a partner organization (Annex 14).

4. Entrants must submit all necessary documents to the admissions committee.

Entrants submit to the Admissions Committee (Committee for Admission of Foreign Citizens) an application stating the specialty (educational programme), mode of study and sources of funding for education, passport with a visa to enter Ukraine.

Enclosed with the application:

- 1) a document (original and its copy) on the previously obtained educational (educational and qualification) level, on the basis of which the entry is made;

- 2) supplement (original and its copy) to the document on the previously obtained educational (educational-qualification) level, on the basis of which the entry is made (if any);

- 3) academic certificate issued by a foreign / Ukrainian educational institution (in case of transfer or renewal of studies starting from the second year);

- 4) the original and a copy of the document, which contains information about the content of the curriculum at the previous level of higher education, ECTS credits, duration of study and academic performance (in the absence of this information in the supplement to the document on education), for entrants seeking admission to a master's degree or a postgraduate programme, if the lack of this information makes it impossible to recognize the document on previous education;

- 5) a copy of a foreigner's passport or a document certifying a stateless person;

- 6) health insurance policy, unless otherwise provided by international agreements of Ukraine;

- 7) 4 photographs of 30 x 40 mm;

- 8) 8) a copy of the certificate of a foreign Ukrainian (if any);

- 9) 9) research proposal in the chosen scientific specialty or a duly certified list of published scientific papers and inventions in Ukrainian or English at the place of work / study of the entrant are additionally submitted upon admission to a postgraduate programme.

- 10) a thematic plan of dissertation work for the degree of doctor of sciences; a copy of the diploma of the relevant scientific degree are submitted in addition in Ukrainian or English for admission to a doctoral programme;

11) foreigners who enrol in academic mobility programmes, submit documents approved by the Rules of Admission to Higher Education Institutions and / or provided by the requirements of international programmes and / or agreements under which academic mobility is implemented;

12) academic certificate issued by the educational institution for persons who are reinstated (transferred) from other educational institutions of the relevant educational programme / level.

The documents referred to in subparagraphs 1-5 of this paragraph must be translated into Ukrainian with a notarized translation.

The documents referred to in subparagraphs 1 to 4 of this paragraph must be certified in the country of issue in the manner officially used in that country for such certification, and legalized by the relevant foreign institution of Ukraine, unless otherwise provided by international treaties of Ukraine.

5. Enrolment of foreign entrants to study at the expense of individuals and / or legal entities may be carried out by the University:

5.1. three times a year (but not later than March 1, September 30 and November 30) for the degrees of Junior Bachelor, Bachelor, Master;

5.2. throughout the year for postgraduate studies.

The University calculates the points / grades of the entrant on the basis of the document on the previous level of education and sets the required admission minimum number of points / grades in general education subjects for which the entrance exam for foreigners.

Enrolment of foreigners in the appropriate programme of higher education is based on the results of entrance exams for foreigners in certain subjects and languages 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 academic performance that gives 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 degree (level) of education.

6. All categories of foreigners entering the study programmes are enrolled in the University on the basis of enrolment orders. A certificate generated in EDEBO can be considered as confirmation of the enrolment.

7. Competitive selection of foreign citizens and stateless persons for a master's degree at the University in 2022 is calculated by the formula:

$$\textit{Competitive grade (CG}_{md}) = K1 \times P1 + K2 \times P2,$$

where *P1* – points for the language exam in the language of instruction, *P2* – points for the professional entrance test (on a scale from 100 to 200 points).

In 2022, *K1* = 0,25; *K2* = 0,75;

The entrant may choose the language of instruction and, thus, the entrance language test.

7.1. Entrance examinations with foreign entrants who apply to the University to obtain a Bachelor's degree are conducted to assess the level of knowledge and ability to master the material in the following subjects: *Ukrainian-language programmes* – the Ukrainian language; *English-language programmes* – the English language (*on a scale from 100 to 200 points*).

Professional entrance test for entrants applying for admission to bachelor's degree programmes (based on a previously obtained level / degree), or a master's degree programme is conducted according to the programmes of professional entrance examinations in certain specialties.

7.2. The level of knowledge of entrants is assessed on a 100-point scale (from 100 to 200 points) for a bachelor's degree on the basis of complete general secondary education. The level of knowledge of entrants is assessed on a 100-point scale (from 100 to 200 points) for a bachelor's degree, master's degree on the basis of previously obtained educational level / degree. Criteria for assessing the level of knowledge of entrants are approved by the Committee for Admission of Foreign Citizens.

7.3. The appeal against the result of the entrance examination must be submitted by the entrant to the Committee for Admission of Foreign Citizens in writing on the day of the announcement of the results.

Persons who without good reason have not started attending classes within 3 days of their commencement, are expelled from the University.

8. All issues related to the admission of foreigners and stateless persons to the University are under the purview of the Committee for Admission of Foreign Citizens on the basis of the Regulations on Admission of Foreigners and Stateless Persons to West Ukrainian National University in 2022, approved by the Academic Council of the University.

The order on enrolment of foreigners and stateless persons to study at the University is prepared by the Committee for Admission of Foreign Citizens. Enrolment is carried out on the basis of the recommendation of the Committee for Admission of Foreign Citizens and confirmation that the foreign citizen or stateless person has made the payment in the amount of the tuition cost specified in the contract.

9. Submission of applications and documents for foreigners and stateless persons is open starting February 1.

Deadlines for applications, entrance examinations and enrolment are published on the official website of the University.

The University's requirements for eligibility of entrants from among foreigners who came to Ukraine for study, the admission procedure under these Rules of Admission, as well as deadlines for applications and documents, entrance exams for

foreigners and enrolment are specified in these Rules of Admission and published on the official website of the University.

10. Foreigners who receive state scholarships under international treaties, national programmes, 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.

11. Foreigners who come to Ukraine to participate in academic mobility programmes or to obtain higher education in educational programmes agreed between the University and foreign higher education institutions are admitted to study subject to the contractual obligations of the University.

12. Foreigners and stateless persons, in particular foreign Ukrainians permanently residing in Ukraine, persons recognized as refugees and persons in need of additional protection, have the same rights and equal access to higher education as the citizens of Ukraine, including at the expense of the state budget, except in cases 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.

Foreign Ukrainians, whose status is confirmed by a certificate of a Foreign Ukrainian (except for persons permanently residing in Ukraine), may enrol in state-funded education programmes within the established quotas for foreigners by interview in subjects covered by these Rules of Admission.