

The rule for elaborating the individual curriculum of EEU



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Rector on December 13, 2017

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Chapter I. General Regulations

Article 1. Regulation Scope

1.1. This rule determines the rule for elaborating the student's Individual Plan of Development at the East European University (hereinafter referred as the University) and ensures that student characteristics and special educational needs are taken into account.

1.2. The rule is developed on the basis of the University Statute, the current legislation of Georgia and the internal documents regulating the activities of the University.

Article 2. Definition of Terms

2.1. The Student's Individual Plan of Development– The combination of Training Courses, which is drawn up in accordance with the student's interests, needs and academic training level and provides their uninterrupted engagement in the educational process.

2.2. Special educational needs - implies learning difficulties or a limited possibility in the learning process, that the student meets and it is difficult for him/her to overcome this difficulty without special assistance. The issues of individually conducting the learning process are united in the students' special educational needs, in particular: time planning, peculiarities of the course implementation (Curative training, etc.), assessment component (possible to be modified according the needs), the possibility of movement and etc.



Chapter II. Procedure and evaluation for elaborating the student's Individual Plan of Development

Article 3. Procedure for elaborating the student's Individual Plan of Development and the student registration

3.1. The Individual Plan of Development can be elaborated for students with special educational needs, the representatives of ethnic minorities, for the students participating in the Exchange Program without passing Unified National / Common Master's Exams, or the students moved via mobility / internal mobility, or for the students with academic backwardness or special academic achievements, also, for those who continues to study with a program that has undergone modification, etc.

3.2. The title of the learning course(s), the amount of credits, the teaching semester, Study / Teaching, Assessment Appropriate Form and Condition, the different requirements for material resources required for implementation of the study process and etc. may be indicated in the Individual Plan of Development. The content and structure of the Individual Plan of Development depends on the student's needs. The individual curriculum also includes a study table (by indicating time and terms of start and completion of the training course), which is an integral part of the Individual Plan of Development.

3.3. The need for formation of the Individual Plan of Development shall be established by the relevant University faculty, at the beginning of the semester within the administrative registration terms or as soon as upon revealing special educational needs, the student applies with personal statement to the University Rector with the request to draw up the Individual Plan of Development. The need for drawing up the Individual Plan of Development should be substantiated in the statement. The application must be accompanied by the relevant documentation (if necessary).



3.4. A group consisting of persons determined by the decision of the Dean of the Faculty (for instance, a student, head(s) of the relevant education program, representative(s) of the relevant component of the program, representatives of the Department of Education, Quality Assurance Service and relevant faculty) will review the application and, if necessary, develop an Individual Plan of Development. It is possible that a person / persons with special competence (psychologists, doctors, inclusive education specialists, etc.) participated in the development of the plan.

3.5. The Rector of the University approves the Individual Plan of Development for the student by presenting the Dean of the faculty / Head of the relevant program.

3.6. The Individual Plan of Development is handed over to the student for familiarization.

3.7. The Individual Plan of Development be elaborated no later than one week before the beginning of the semester or within 1 month from the date of revealing the special educational needs.

3.8. The student's Individual Plan of Development is reflected in the electronic learning process management system (EEU-EL).

Article 4. Assessment System

4.1. The assessment of the student with special educational needs is carried out according to the Order No. 3 of 2007 of the Minister of Education and Science and the “Regulations regulating the Educational and Research Activity” of the East European University.



Article 5. Assessment of the Student's Individual Plan of Development

5.1. The faculty records the implementation of the Individual Plan of Development.

5.2. The student is required to comply with all the requirements of the Individual Plan of Development. In case of systematic violation of the requirements and deadlines set by the Individual Plan of Development, the student loses the opportunity to continue his / her studies in the developed Individual Plan of Development in the next semester.

5.3. The Unit of Educational Process Administration and Student Services monitors the implementation of the Individual Plan of Development, on the basis of which it prepares a report and submits it to the Head of the Department of Education.

Article 6. Changes in, cancellation of the Individual Plan of Development of the student

6.1. Changes to the Individual Plan of Development are possible upon the student's personal application or at the initiative of the dean.

6.2. Amendments to the Individual Plan of Development are prepared by a working group and approved by the Dean of the Faculty at the suggestion of the Program Manager.

6.3. The decision to cancel the Individual Plan of Development is made by the Dean of the Faculty.

Chapter III. Final Provisions

Article 7

7.1. The rules for developing the Individual Plan of Development are approved by an order of the University Rector.

7.2. Repeal of this rule, changes in it are carried out by the order of the Rector of the University.

