



EEU

REGULATORY RULE OF EDUCATIONAL
PROCESS

Approved by Order No. 01/01-01 of January 18, 2021

Updated by Order No. 02/01-01 of February 06, 2025

Chapter one: general provisions

Article 1. General provisions..... Error! Bookmark not defined.

Chapter Two: obtaining student status

Article 2. Obtaining student status at Bachelor's/one-step educational program3

Article 3. Obtaining the status of a student at the master level6

Article 4. Obtaining student status at doctoral level..... 9

Article 5. Obtaining student status on teacher training educational program 10

Chapter Three: student registration

Article 6. Administrative and academic registration11

Chapter Four: student workload and assessment

Article 7 The student's workload and his achievements in grades12

Article 8. (Grand Point Average - GPA)..... 15

Chapter Five: student status

Article 9. Suspension of student status 16

Article 10 Restoration of student status 17

Article 11. Termination of student status17

Article 12. registration in Additional semester18

Chapter Six: student mobility

Article 13-payment of taxes Person with the right to mobility 19

Article 14-imposition of duties Mobility process administration...19

Article 15- Internal mobility.....21

Chapter Seven: exchange program and recognition of Education

Article 16. Exchange Program 21

Article 17- Received education recognition... 23

Chapter Eight: rights and responsibilities of the student

Article 18-imposition of duties Student rights23

Article 19- Student duties.....24

Chapter Nine: completion of the educational program

Article 20- Completion of the program and awarding qualification..... 25

Tenth chapter:

Article 21-imposition of duties Final provisions...26

Appendix №1: Evaluation criteria for interviewing students participating in the exchange program

Article 1. Gereal Provisions

1. Higher educational institution-East European University Ltd (Hereinafter - University) conducts the Teaching process in accordance with the current legislation, the present rule and other legal acts of the University;
2. " Regulation of educational process " regulates at East European University obtaining student status, suspension, termination, issues and procedures for evaluating students ' achievements and awarding qualifications, also, students ' rights and obligations and other issues related to the administration of the educational process.

Second chapter: Obtaining of the student status

Article 2. Obtaining of the student status at Bachelor/one-cycle educational program

1. Obtaining of the student status on Bachelor/one-cycle higher education program on the basis of unified national exams:
 - 1.1. On Bachelor/one-step higher education programs the basis for obtaining student status at the university is a Passing of an unified national exams according to the procedure established by the legislation of Georgia and in accordance with the present rule. Obtaining of the student status of University can be implemented, also, through enrollment of mobility.
 - 1.2. Passing the unified national exams the right to study on Bachelor/one-step higher education programs at the University has e person who has a confirming full general education or equivalent document. Also, in the case of a person who is a subject to military registration document confirming the Military registration and the person who obtains the right to study at the relevant university program on the basis of ranking of points coefficients obtained on unified national exams. On the basis of the ranking document, the relevant agreement is formed with the student.
 - 1.3. Authorised person shall be obliged to obtain student status, to apply to the University for registration within the timeframe established by the order of the rector and submit documents determined by the order of the rector.
 - 1.4. Duration of registration period can not be less than 10 calendar days after publication of information on registration of entrants at the University's official website;
 - 1.5. The University entrant's enrollment shall be formalized by the unified act of the rector of the educational institution, which will be released no later than the first of October and will be sent to the The Minister of Education, Science, and Youth of Georgia, within 15 days after publication.
 - 1.6. The person who entered the ranking document, but could not hit in the unified act of the rector specified in under the paragraph of this Article1. due to non-appliance at the

institution within the established period, shall be authorized to apply to the higher educational institution with the request of enrollment from the publication of the rector's Uniform Act until June of the following year. Rector of higher educational institution is obliged to, after submitting the documents necessary for admission to the university by a person to satisfy a person's request and issue an order on enrollment so that to ensure access of a person to the educational process and achievement of learning outcomes in accordance with the legislation. Rector of the act is sent to the The Minister of Education, Science, and Youth of Georgia, within 15 days after publication. Enrollement of a person in a higher educational institution in this way excludes the possibility of applying for a state educational grant.

2. Obtaining of the student status at Bachelor/one-cycle higher education program without passing the unified national exams:
 - 2.1. On Bachelor/one-cycle higher education programs, admission to the institution of persons with the right to continue studying without passing the unified national exams is carried out according to established procedure by The Minister of Education, Science, and Youth of Georgia.
 - 2.2. Study is allowed without passing unified national exams, if:
 - a. For foreign citizens and stateless persons, who received a full general or equivalent education in a foreign country;
 - b. For Georgian citizens, who received a full general or equivalent education in a foreign country and full general education for the last 2 years learned in a foreign country;
 - c. For foreign citizens (Except for students participating in the Joint Higher Education Program and students participating in the exchange education program), who learn/study and have received credits/qualifications in a foreign country in a higher educational institution recognized in accordance with the legislation of this country;
 - d. For Georgian citizens (Except for students participating in the Joint Higher Education Program and students participating in the exchange education program), who during their studies in a foreign higher education institution lived in a foreign country for one semester of teaching during less than 75 days and have earned credits/qualifications in a foreign country in a higher educational institution recognized in accordance with the legislation of this country (except for programs completed via distance learning that are not recognized in Georgia according to Georgian law) The above mentioned persons gain the right to continue their studies in the educational institution in case of successful passing of general skills test organized by LEPL – National Assessment and examinations Center;
 - 2.3. Person wishing to obtain the Student status is obliged to apply to the University and submit relevant documents:

REGULATORY RULE OF EDUCATIONAL

- a. Statement/application at the name of the rector of East European University;
 - b. Copy of ID / residence card or in case of a foreign citizen, a copy of the passport translated into Georgian and notarized;
 - c. In cases of Juvenile, the copy of legal representative's/parent's ID / passport (Registration is carried out together with the legal representative);
 - d. Copy of the document confirming the presence of military registration/military card (For citizens of Georgia who are subject to military registration);
 - e. Document confirming the receipt of full general or equivalent education received in a foreign country / Document certifying credits received at higher educational institution of foreign countries translated into Georgian language and notarized;
 - f. Photo 3X4 format-electronic version;
 - g. In case of submission of documents by the person entrusted - Power of attorney;
- 2.4. In Foreign country, in case of submitting a document certifying credits received in a recognized higher education institution in accordance with the legislation of this country, the compliance with the completed training courses will be ascertained in respect with a Training courses defined by a person's chosen program;
- 2.5. In order to determine the competence of mastering the language of instruction of those who wish to continue their studies in educational programs without passing the unified national exams, the person is obliged to confirm the knowledge of the relevant language at least at the B1 level.
- 2.6. A person wishing to continue his/her studies at an English-language educational program must prove his/her knowledge of English at at least B1 level:
- a. with a certificate confirming the appropriate level of English language proficiency according to the Common European Framework of Reference for Languages (CEFR);
 - b. with a relevant valid certificate issued by the National Assessment and Examinations Center (CERTUS)
 - c. with a document confirming studies in English during the last 2 years at the level of general and/or higher education;
 - d. English language exam organized by the university;
- 2.7. A person wishing to continue his/her studies in a Georgian-language educational program, for whom Georgian is not native language, must confirm that he/she has at least B1 level of Georgian language:
- a. with the corresponding certificate;
 - b. with a document confirming studies in the Georgian language during the last 2

years at the level of general and/or higher education;

c. Georgian language exam organized by the university;

2.8. Deleted. Order No. 30/01-01 of August 11, 2023

2.9. In case of availability of vacant places in the university and the confirmation of the knowledge of the relevant language provided by the educational program by the person at least B1 level, the rector of the university gives a written consent on the possibility of accepting a person in the vacant place within the total number of students, indicating the name, surname, name of the educational program and code, as well as information about the confirmation of knowledge of the language of instruction of the educational program chosen by the person at least B1 level.

2.10. Written consent issued by the rector, together with the relevant documents, the person will present to the LEPL National Center for Educational Quality Enhancement;

2.11. Document issued by LEPL National Center for Educational Quality Enhancement, about the Recognition of Education received by a person, will be submitted to the University;

2.12. The head of the higher education institution is obliged to, on the basis of the order issued by The Minister of Education, Science, and Youth of Georgia, in the case of Georgian citizens and in the case of foreign citizens/stateless persons based on the order issued by the National Center for Education Quality Enhancement to make enrollement of entrants/students with the right to study without passing the unified national exams within one year so as to ensure access of a person to the educational process and achieving the learning outcomes according to the rule of legislation. Act of the head of higher educational institution will be listed in the Management of the Higher Education System.

Order No. 30/01-01 of August 11, 2023

Order No. 11/01-01 of May 27, 2024

Order No. 15/01-01 of August 09, 2024

Order No. 02/01-01 of February 06, 2025

Article 3. Obtaining of the student status at Master's degree step

1. Obtaining of the student status on the basis of the general postgraduate examination at the master's level

1.1. At the Second stage of academic education – Right to study at Master's degree program has a parson having the bachelor's degree or equivalent academic degree, on the basis of the results of the general master's exam and the results of the internal university examination/examination. Also, (if there is a prerequisite for admission to certain programs) if other prerequisites for admission are met/successfully overcome. Obtaining University student

status is also possible through mobility.

- 1.2. In a Higher education institution, registration of graduate candidates is underway within the period determined by the act of the rector of the University.
- 1.3. Duration of registration period for graduate candidates can not be less than 5 calendar days after the rector's Act was published on the official website of on the official website of the rector's act on registration of candidates for Master's degree.
- 1.4. Rector's act on registration of postgraduate candidates and the University publishes the results of the entrance examination/examinations on its official website. Also, the subject of the internal university examination, test patterns, evaluation methods and criteria for the relevant master's program are published on the official website of the university in a reasonable period of time.
- 1.5. At Master's degree programs the deadlines for organizing admission internal university exam, submitting application for submission and the composition of the Appeal Board shall be determined by the act of the rector.
- 1.6. The Appeal Board may not consist of persons, who participated in the evaluation of graduate candidates;
- 1.7. If as prerequisite for admission to the educational program is determined the level of foreign language, the relevant language competency can be confirmed as an internal university exam, also according to general European competencies (CEFR) by submitting an English language certificate, or a relevant valid certificate issued by the National Assessment and Examinations Center (CERTUS) or in the last 2 years by studying at the relevant higher academic educational program, that exempts a student from taking an internal university exam.
- 1.8. 1 Enrollment of University graduate candidate is forming according to ranking points, on the basis of the agreement signed between the higher education institution and the candidate for Master's degree.
- 1.9. Master's degree candidate, who is enrolled in a higher education institution does not have a document certifying academic higher education recognized under the legislation – a Diploma, on the basis of the certificate on granting Bachelor's academic degree on the basis of the certificate on granting Bachelor's academic degree issued by higher education institution can be enrolled in the master's higher education program provided, that from enrollment to completion of one semester represents at the university the document certifying academic higher education as determined by the legislation – Diploma.
- 1.10. Regarding those persons, with whom it was signed agreements stipulated under 1.8 paragraph of this Article by higher education institution, on the basis of ranking document, an Unified act of Rector will be drawn up, in the unified act of the rector, the name of the master shall be indicated, Last name, personal number, general master's exam identification code, Educational program, on which graduate students obtained the right to continue their studies. Higher educational institution until October 5 Postgraduate examination reflects in the special electronic program an Information about the enlisted persons in accordance with the established rules.

- 1.11. Additional requirements and procedures for admission to master's programs may be defined/specified by the "minimum standard of master's degree", the relevant master's educational program and the act of the rector.
2. Obtaining of the student status without passing the general master's exam at master's degree
 - 2.1. Admission to the institution of persons with the right to continue studying without passing the master's exam on master's degree overall programs an admission to the institution of persons with the right to continue studying is carried out by the procedures set by The Minister of Education, Science, and Youth of Georgia
 - 2.2. studying without passing the general master's exams is allowed:
 - a. for graduate candidates, who received a document certifying the academic quality of higher education in a foreign country;
 - b. for foreign citizens (except for students participating in the Joint Higher Education Program), who learn/study and have received credits/qualifications in a foreign country in accordance with the legislation recognized by this country in the magistracy of a higher educational institution;
 - c. For Georgian citizens (Except for students participating in the Joint Higher Education Program and students participating in the exchange education program), who lived/lived for at least 75 days during one semester of teaching, learn/study and have received credits/qualifications in a foreign country in the magistracy of a higher educational institution recognized in accordance with the legislation of this country (except for programs completed via distance learning that are not recognized in Georgia according to Georgian law).
 - d. For graduate candidates, who were enrolled in higher educational institution without passing unified national exams, according to order N224/N of 29 December 2011 issued by Ministry of Education, Science, and Youth of Georgia
 - e. For foreign citizens, who obtained the right to continue studying in the higher education institution of Georgia „before the enactment of the law of Georgia on higher education and they have a document certifying higher education recognized by the state in Georgia.
 - 2.3. a person shall be obliged to obtain the status of a student, apply to the University and submit relevant documents:
 - a. statement on the name of the rector of the East European University;
 - b. Copy of ID / residence card or in case of a foreign citizen, a copy of the passport translated into Georgian and notarized;
 - c. a copy of the document confirming the presence of military registration/military card (For citizens of Georgia subject to military registration);
 - d. a document certifying the receipt of a higher or equivalent education received in a foreign country / document certifying credits received in the magistracy in a higher educational institution of a foreign country translated into Georgian and notarized;
 - e. photo in 3X4 format-electronic version;
 - f. in the case of submission of documents by a person entrusted - a power of attorney;

- 2.4. Bachelor's degree or equivalent academic degree, to obtain student status, is obliged to pass the internal examination/exams determined for the corresponding master's program at the University;
- 2.5. In Foreign country, in accordance with the legislation of this country recognized in a higher education institution with master's degree in case of submitting a document confirming the received credits, the compliance of the completed educational courses is established with the training courses defined by the chosen program;
- 2.6. A person wishing to continue studying at an educational program without passing the common master's exam is obliged to confirm that he has at least B1 level of the language of instruction specified for the program;
- 2.7. Language competence of a certain level (not less than B1) of a foreign language established as a prerequisite for admission to a master's educational program can be confirmed both by an internal university exam and by a certificate confirming the corresponding level of a foreign language (in the case of English, a certificate of language proficiency according to Common European Framework of Reference for Languages (CEFR)) or a relevant valid certificate issued by the National Assessment and Examinations Center (CERTUS) or by studying at a higher academiceducational program in the relevant language for the last 2 years.
- 2.8. A master's degree candidate wishing to continue his/her studies at a Georgian-language educational program, for whom Georgian is not native language, must confirm that he/she has at least B1 level of Georgian language:
 - a. with the corresponding certificate;
 - b. with a document confirming studies in the Georgian language at the level of higher education during the last 2 years;
 - c. Georgian language exam organized by the university;
- 2.9. If there are vacant places in the university, if the person successfully passes the examination/examinations determined by the university, and the person confirms that he/she has at least B1 level of the relevant language provided by the educational program, the rector of the university will give written consent on the possibility of accepting a person in the vacant place within the total number of students, name, surname, name of the educational program and referring to the code, as well as information about the confirmation of knowledge of the language of instruction of the educational program chosen by the person at least B1 level.
- 2.10. Written consent issued by the rector, together with the relevant documents, the person will present to the LEPL National Center for Educational Quality Enhancement;
- 2.11. Document issued by LEPL National Center for Educational Quality Enhancement, Recognition of Education received by a person, will be submitted to the University;
- 2.12. The head of the higher education institution is obliged to, on the basis of the order issued by The Minister of Education, Science, and Youth of Georgia, in the case of Georgian citizens and in the case of foreign citizens/stateless persons based on the order issued by the National Center for Education Quality Enhancement to make

enrollement of entrants/students with the right to study without passing the unified national exams within one year so as to ensure access of a person to the educational process and achieving the learning outcomes according to the rule of legislation. Act of the head of higher educational institution will be listed in the Management of the Higher Education System.

- 2.13. Additional requirements and procedures for admission to master's programs may be defined/specified by the "minimum standard of master's degree" in the relevant master's educational program and the act of the rector.

Order No. 30/01-01 of August 11, 2023

Order No. 11/01-01 of May 27, 2024

Order No. 15/01-01 of August 09, 2024

Article 4. Obtaining of the student status at the Doctoral level

1. A person with a master's degree or equivalent academic degree, who successfully passes the internal university exam, has the right to study at the doctoral educational program at the third level of academic higher education.
2. Obtaining the status of a student at the doctoral program is carried out in case of meeting the prerequisites for admission specified by the relevant doctoral educational program. Prior education and/or work experience in the relevant field may be defined as prerequisites for admission to the program.
3. A doctoral candidate wishing to continue his/her studies in a Georgian-language doctoral educational program is required to have at least B2 level knowledge of the English language, which can be confirmed by an international certificate of at least B2 level English language proficiency or a relevant valid certificate issued by the National Assessment and Examinations Center (CERTUS) or with a diploma confirming the completion of an English-language academic educational program (bachelor's, master's, etc.) within the last 2 years or with an internal university test determining the knowledge of the B2 level of the English language.
4. A doctoral candidate wishing to continue his/her studies at an English-language doctoral educational program is required to have at least C1 level knowledge of the English language, which can be confirmed by an international certificate confirming at least C1 level English language knowledge or by a relevant valid certificate issued by the National Assessment and Examinations Center (CERTUS) or with a diploma confirming the completion of an English-language academic educational program (bachelor's, master's, etc.) within the last 2 years or with an internal university test determining the knowledge of the C1 level of the English language.
5. A doctoral candidate wishing to continue his /her studies in a Georgian-language doctoral educational program and his/her native language is not Georgian, is also required to have

knowledge of the Georgian language at least B2 level, which can be confirmed by a certificate confirming knowledge of the Georgian language at least B2 level or with a diploma confirming the completion of a Georgian-language academic educational program (Bachelor's, Master's, etc.) within the last 2 years or with an internal university test determining B2 level knowledge of the Georgian language.

6. A candidate who cannot overcome the minimum competence limit of the language proficiency test based on the results of internal university testing, loses the right to continue participating in the competition. The minimum competency threshold for internal university testing should be pre-approved, public and accessible.
7. person can be enrolled in the doctoral educational programs of the university on a mobility basis, in accordance with the applicable legislation. In addition, a doctoral student wishing to enroll in a doctoral educational program on a mobility basis must meet the prerequisites for admission to a doctoral educational program.
8. The right to study at the doctoral educational programs of the university can also be granted to a graduate of a foreign university in accordance with the procedure established by the legislation of Georgia.
9. The registration of doctoral candidates in the higher educational institution takes place within the time limit established by the act of the rector of the university.
10. Candidates wishing to enroll in doctoral studies, after presenting the required documentation and confirming their language proficiency, will undergo an interview with the departmental admissions committee of the faculty.
11. Based on submitted documents and interviews through Faculty admissions of the sectoral Commission, the dissertation Board shall make a decision on refusing to enrol or enrol on a candidate's doctoral program. Decision made by the recipient sectoral Commission, Dean of the faculty introduces the rector to issue an enrollment order;
12. Additional requirements and procedures for admission to doctoral programs Possibly will define / specify the „ Dissertation board and doctoral statute " and rector's act.

Updated by Order No. 11/01-01 of May 27, 2024

Article 5. Obtaining of the student status at the Teacher training educational program

1. Right to enrol on teacher training educational program have a bachelor's or equivalent degree from individuals who pass examination of the subject/subject group organized by the National Assessment and examinations Center and exam/exams defined by University;
2. Persons enrolled in the program, which will be included in the ranking document based on the results of the examination/examinations determined by the University;
3. Enrollment of a person on the teacher training educational program And the issue of the administration of the educational process is regulated in accordance with the rule of“ teacher training educational program implementation”;

Chapter Three: student registration

Article 6. Administrative and academic registration

1. To gain the right to participate in the educational process, the student must pass administrative and academic registration before each semester.
2. Administrative and academic registration of students of educational programs at the University is carried out within the timeframe established by the order of the rector of the University.
3. Administrative registration implies Full payment of semester tuition fee by the student.
4. Academic registration implies the right to choose the courses offered on their own page in Electronic system for learning process management by the student (EEU-EL) or fixing of the Training courses at the Faculty Administration's student learning database . Student who has not passed administrative registration does not have the right to pass academic registration.
5. If the student failed to pay semester tuition fee within the established time frame, Administrative registration can be completed by elaborating individual payment schedule.
6. If the student violates the individual payment schedule agreed with the administration, a fine of 20 gel will be imposed and surcharge payable in the amount of 0,05% of the amount for each overdue day.
7. If the student has undergone administrative registration and has not passed academic registration, he has the right to use the amount paid in the next semester/semesters, for which the statement addresses the University.
8. Faculties are obliged to provide students with appropriate choice of courses, to offer education based on the program, a Student-centered curriculum, which will be placed in the relevant training process, the electronic management system of (EEU-EL) and the student has the means of his vision.
9. The student's curriculum will be evaluated according to the educational program,i the student is enrolled in the educational program through mobility or depending on its individual needs (Academic retardation, etc.), the relevant Faculty of the University ensures the offer of an individual curriculum favorable to it, taking into account the prerequisites of educational courses defined by the educational program.
10. If the student enjoys state funding and the state grant is fully transferred to his account, and the student passes the academic registration on less than 30 credits, the student shall retain the value of the remaining credits received as a grant and can use it during the basic term provided by the program.
11. In case of asymmetric load within the period provided by the program (Eg. Annual 60 credits are distributed in the fall semester 25, And 35 credits in the spring semester) the student pays the tuition fee according to the standard, semester fee;

Chapter Four: student workload and assessment

Article 7. Student workload and assessment of his achievements

1. Student's workload – the time required to achieve the learning outcomes determined by the components of the educational program. The student's workload should be based on independent and contact hours;
2. To determine the student's workload, credit applied - a unit that expresses the amount of work required by the student to achieve the learning results determined by the components of the educational program, expressed in the unit of time - hours. One credit includes the student's workload for 25 hours, which combines both contact and independent hours; Contact hour - the time determined for the student's educational activities with the engagement of the personnel implementing the educational program component, and independent hour - the time of the student's educational activities without engagement of the personnel implementing the educational program component;
3. The student's full workload during one academic year includes 60 (ECTS) credits;
4. Taking into account the peculiarities of the higher education program and/or the student's individual study plan, it is permissible for the student's workload to exceed 60 credits or be less than 60 credits during one academic year. It is not allowed for a student's workload to exceed 75 (ECTS) credits in one academic year;
5. Taking into account the duration, volume and structure determined by the relevant field characteristics within the educational program of a qualified doctor of medicine, the student's workload during one academic year includes 60 (ECTS) credits. With an individual student curriculum, the student's workload during one academic year can be determined by more than 60 credits. The total number of credits added above 60 within the duration determined by the sectoral characteristics of the educational program of a doctor of medicine should not exceed 15 credits in total.
6. Within the framework of master's and doctoral education programs, based on the written request of the student, it is allowed to carry out the study-teaching process with a partial workload according to the student's individual study plan. Part-time teaching-learning workload mode means a student's workload with a total volume of independent and contact hours of no more than 25 hours per week. A part-time teaching-learning workload during one academic year may include 30 (ECTS) credits;
7. With the request to add credit, the student must apply to the rector no later than five weeks after the start of studies;
8. In case of registering an additional credit, the student must pay the additional credit fee;
9. The cost of one credit is calculated by the formula: the cost of the educational program divided by the volume of the program (eg 2250 GEL/60 credits).
10. Credit is distributed among each component defined by the educational program, such as concentration, module, training course, practice, etc. (except for the scientific-research component of the doctoral level educational program); The study component is one semester.
11. Credit reflects the amount of work required to complete this or that component and achieve learning outcomes;
12. After achieving the learning results of the learning course, the maximum assessment of the student is equal to 100 points

13. Assessment of the level of achievement of the student's learning result in the educational component includes intermediate (single or multiple) and final assessment, the sum of which represents the final assessment (100 points).
14. Mid term and final assessment (assessment components) includes assessment methods, i.e. the mean/means used to assess learning outcomes (oral/written exam/survey, project, test, essay, demonstration, presentation, discussion, practical/theoretical assignment, working group work, participation in discussion, etc.). The measuring unit of the assessment method is the evaluation criterion, which determines the level of achievement of learning outcomes.
15. For each assessment component, a quantitative indicator (expressed in percentages or points) is determined from the total assessment score (100 points) in the final assessment, which is reflected in the syllabus of a specific training course;
16. The final evaluation with more than 40 points and less than 30 points is not allowed, except for the cases provided by the features of the program, in accordance with the rules established by the legislation;
17. A minimum competency threshold is defined in each evaluation component. The specific share of the minimum competence limit of the final assessment should not exceed 60% of the final assessment. In the cases provided by the sectoral characteristics of higher medical education, the specific share of the minimum competence limit of the final assessment may exceed 60% of the final assessment. Taking into account the goals, learning outcomes and specificity of the higher education program, the East European University is authorized to determine the minimum competence level in the evaluation method/methods, which is reflected in the syllabus of a specific study course;
18. In case of missing the midterm exam with an honorable reason, the student has the right to reinstatement. In case of missing the mid-term exam due to an unjustified reason, the student can apply to the university administration with a request for its reinstatement, in case of which the student is obliged to pay the reinstatement fee of the mid-term exam missed due to an unjustified reason in the amount of 50 GEL;
- 18.¹ In case of non-attendance at the final exam with a good reason, the student has the right to apply to the university before the end of the exam period and submit a document confirming the valid reason for not appearing in the exam. The student will be allowed to retake the exam if the submitted document is reviewed and approved. The deadline for retaking the exam is determined by the university.
19. Students of bachelor's, master's and teacher training educational programs are allowed to pass the final assessment if they earn at least 26 points in the midterm assessment in the case of a maximum of 70 points, and in the case of a maximum of 60 points - at least 21 points, unless otherwise determined by the educational program/course syllabus (with the syllabus of the study course, the minimum competence limit may be established in the intermediate evaluation form/forms).
20. Doctoral students and students of single-level medical education programs of Doctor of Medicine are allowed to pass the final assessment if they earn at least 36 points in the case of a maximum of 70 points in the midterm assessment, and at least 31 points in the case of

- a maximum of 60 points, unless otherwise specified by the educational program/course syllabus (with the syllabus of the study course, the minimum competence limit may be established in the intermediate evaluation form/forms).
21. In order to receive a positive assessment on the final assessment, the student must score at least 15 points in the case of a maximum assessment of 30 points, and in the case of a maximum of 40 points - at least 20 points, unless otherwise provided by the educational program/course syllabus. Otherwise, the student is evaluated with 0 points in the relevant component.
 22. Mandatory form of the final exam is a written exam, except for cases provided by the specifics of the field/study course. Taking into account the specifics of the learning course, it can also be combined and include written and oral components, in such a case the exam will be considered passed if in each component the student receives at least 50% of the points set for this component (written/oral), unless otherwise provided by the educational program/course syllabus.
 23. At the master's and doctoral level, the scientific-research component (thesis) is evaluated as a whole - by the final evaluation, in accordance with the criteria defined by the educational program. A master's student is qualified in the scientific-research component if he receives at least 51 points out of a maximum of 100 points, and a doctoral student receives a satisfactory (rite) evaluation.
 24. The scientific-research component must be evaluated in the same or the following semester in which the student completes the work on it..
 25. Credit may not be awarded using only one component of the assessment (midterm or final assessment). Credit is granted to the student in case of passing the minimum competence thresholds defined in each evaluation component and receiving one of the positive evaluations provided for in subparagraph "a" of paragraph 27 of this article.
 26. The evaluation of the learning outcomes of the learning components of the educational program is completed in the same semester in which it was carried out.
 27. The evaluation system of the training component of the educational program allows:
 - a. Five types of positive assessment
 - a.a) (A) Excellent - 91-100 points;
 - a.b) (B) Very good – 81-90 points;
 - a.c) (C) Good – 71-80 points;
 - a.d) (D) Satisfactory - 61-70 points;
 - a.e) (E) Sufficient – 51-60 points.
 - b. b) two types of negative assessment:
 - b.a) (FX) Fail After Supplementary Assessment –Maximum rate 41-50points; which means, that student needs more time to take exam and is given the right to take exam repeatedly after independent work;
 - b.b) (F) Fail –Maximum rate 40 and less points, which means, that student's work is not enough and he/she needs repeatedstudy of the subject.
 28. The evaluation system of the scientific-research component of the master's educational

program allows:

a. Five types of positive assessment:

a.a) (A) Excellent -91-100 points;

a.b) (B) Very good -81-90 points;

a.c) (C) Good -71-80 points;

a.d) (D) Satisfactory -61-70 points;

a.e) (E) Sufficient -51-60 points.

b. two types of negative assessment:

b.a) (FX) Fail After Supplementary Assessment -Maximum rate 41-50 points, which means that the master's student is allowed to present the revised scientific-research component during the next semester;

b.b) (F) Fail -40 points and less, which means that the master's student loses the right to submit the same scientific-research component.

29. The East European University is authorized, taking into account the goals, learning outcomes, specificity, as well as the minimum competence limits of the educational programs, to establish a minimum positive grade different from the subparagraph "a" of paragraph 27 of this article, which should not be less than 51 points and more than 60 points.
30. In case of receiving the grade "(FX) Fail After Supplementary Assessment -41-50 points" determined by subsection "b" of paragraph 27 of this article, the student has the right to take an additional exam in the same semester. The interval between the announcement of the results of the main exam and the additional exam should be at least 5 days;
31. The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam; The grade obtained on the additional exam is the final grade and is reflected in the final grade of the training component of the educational program;
32. The assessment issues of the doctoral thesis are determined by the Dissertation Council and the regulations of the doctoral program.
33. The term of midterm and final exam in clinical courses is determined depending on the duration of teaching of the relevant course, in accordance with the clinical rotation and determined by the syllabus of the specific course.
34. Midterm and final written exams in the university are conducted in a centralized system, according to the "Regulations of the Examination Center" and the "Rule of Conducting Exams".
35. The procedures for appealing the received assessment are determined by the "rules of conducting the examination", "the regulations of the Dissertation Council and doctoral studies" and "the rules of planning, implementation and evaluation of the scientific-research component of master's educational programs".

Article 8. Grand Point Average (Grand Point Average - GPA)

1. The level of the student's academic performance in the university is determined by the points obtained in the study courses, as well as by the 4-point equivalent of the mentioned points - Grand Point Average (GPA);
2. A student's credit-weighted grade point average (GPA) is calculated at the end of each semester, as well as each academic year, based on all grades received during the relevant period.
3. In order to calculate the weighted grade point average (GPA), firstly, the correspondence of the grades received by the student with the GPA is determined according to the principle presented in the table:

Table for conversion of 100-point assessment to 4-point assessment		
Grade	Point	GPA
A	91-100	4.00
B	81-90	3.00
C	71-80	2.00
D	61- 70	1,00
E	51-60	0.50
F-Fx	0-50	0.00

4. To obtain rating data, students' semester GPA is calculated, when negative grades are also summed; The semester GPA is calculated by the formula: $GPA(\text{semester}) = (\sum \text{GPA of each study course} \times \text{corresponding credit}) / \text{the sum of credits of the study course registered in the semester}$;
5. When calculating the students' summary/final weighted average score, the student's grade point average (GPA) obtained in each academic course is multiplied by the number of credits of this course and the sum of the received products is divided by the total number of credits

earned within the educational program. Summative GPA is calculated by the formula: GPA (summary) = $(\Sigma \text{ GPA of each study course} \times \text{corresponding credit}) / \text{total number of credits earned within the educational program}$);

6. If the graduate's GPA (summary) is not less than 3.5 - a diploma- with honors is awarded; In other cases, the diploma is ordinary;

Order No 24/01-01 of December 31, 2022

Chapter Five: student status

Article 9. Suspension of student status

1. Suspension of student status is considered temporary dismissal from participation in student learning process and suspension of the validity of the rights and obligations of the University and the student without termination of the status.
2. During the suspension of the status, the action of the educational service agreement signed between the University and the student is suspended and the parties during the suspension period shall be exempt from contract obligations performance, except where the obligation originated before the status was suspended (Financial obligation before the University, possession of material property of the University, etc.).
3. The suspension of student status is carried out in accordance with the Law of Georgia "On Higher Education", Order No. 10/N of the Minister of Education, Science, and Youth of Georgia dated February 4, 2010 "Rule of Transfer from a Higher Education Institution to Another Higher Education Institution", the order No. 224/N of the Minister of Education, Science, and Youth of Georgia dated December 29, 2011 "Rules for submission and review of documents by entrants/candidates for master's degrees/students who have the right to study in a higher educational institution without passing unified national exams/common master's exams", other legal acts, this rule, legal acts in force at the university and the educational service agreement
4. The grounds for suspension of student status are:
 - a. personal statement (without specifying the reason);
 - b. failure to complete administrative or academic registration within the established period;
 - c. studying in a higher educational institution in a foreign country (except for studying in a partner higher educational institution within the framework of the exchange program);
 - d. pregnancy, childbirth, child care or deterioration of health;
 - e. Failure to receive assessment in at least one component of the study component within 45 calendar days after the completion of the academic registration for the citizens of foreign countries/ stateless enrolled without passing the unified national exams/common master's exams.
 - f. other circumstances stipulated by the current legislation, the "Minimum Standard of Doctoral Studies", "The Dissertation Council and Doctoral Studies Regulations", "The Procedure for Detecting, Avoiding Plagiarism and Responding to Plagiarism Incidents" and the Educational

Services Agreement;

5. By request to suspend status, the student is entitled to apply to the university rector no later than 4 (four) weeks after the beginning of the educational process.
6. In case of Status suspension, student tuition fee will not be refunded. In case of Status suspension case before expiry of the term defined by paragraph 5 of this Article, he enjoys the right to use the fees paid in subsequent semesters.
7. After 4 (four) weeks from the beginning of the educational process, the student loses the right to suspend the status and/or use the paid fees in the following semesters based on sub-paragraphs "a" - "d" of paragraph 4, except in case of health deterioration, due to which he will not be able to receive the services provided by the university.
- 7¹. In case of suspension of the status on the basis of subsection "e" of paragraph 4, the student loses the right to refund or use it in the following semesters.
8. The rector's order on suspension of student status shall be issued, which will be reflected in the Management of the Higher Education System within 5 days after publication (hereinafter – System) by the person responsible for the production of the system.
9. The maximum term for suspending student status is 5 years total. After the expiration of this term, student status will be terminated.

Order No. 30/01-01 of August 11, 2023

Order No. 15/01-01 of August 09, 2024

Article 10. Restoration of student status

1. In case of elimination of the circumstances set forth in Article 9 of this regulation, which was the basis for the suspension of student status, the student is entitled to a personal statement to restore the status of the student (Except for suspension of status in case of failure of administrative registration, in such cases, a student who does not pass administrative registration E. I. If he does not pay the tuition fee, the student's status is suspended by the University, in case of repayment of this financial debt, the university will restore the status of the student without his personal statement (It is considered to reveal the will to restore status the transfer of of his prescribed tuition fees for university bank account).
2. Students with suspended status recovery is possible in the same academic program under the same conditions.
3. Student status can be restored within one month after the beginning of the educational process.
4. The rector's order on the restoration of the suspended status of the student is issued and the person responsible for the production of the System shall ensure that the status is restored within five days after the restoration the reflection of relevant data in the system.
5. If the status is restored, the student shall retain the credits obtained before the status is suspended.

Article 11. Termination of student status

1. The grounds for termination of student status are:
 - a. personal statement;
 - b. suspension of student status for a total of 5 years, except as provided for by legislation;
Order No 02/01-01 of March 20, 2024
 - c. Submission of false documents or incorrect information to the institution, which influenced the positive decision on enrollment;
 - d. behavior (ethics) law violations, as evidenced by the same code to the prescribed Disciplinary/Ethics Commission decision;
 - e. Expiration of an additional period of duration of training/education without completing the program-academic lag;
 - f. Deleted. Order No 24/01-01 of December 31, 2022
 - g. transfer to another educational institution by mobility procedure;
 - h. death or declaring a dead person as determined by legislation;
 - i. Other cases provided based on " minimum standard of doctoral degree", " dissertation board and doctoral statute", ,, In order to detect, prevent, and respond to plagiarism cases“;
- 1¹. For those students whose status has been suspended as of March 1, 2024, the total 5-year period of status suspension provided for in Article 11, Clause 1, subparagraph "b" of this rule shall start counting from March 1, 2024."
2. Termination of student status implies early termination of Educational Service Agreement.
3. In case of Status termination, the tuition fee paid is a penalty and the student is not refunded, except when the student's status was terminated by a personal statement by the reason for the refusal to issue a Georgian visa approved by resolution no 280 of 23 June 2015 of the government of Georgia of "The procedure for issuing a Georgian visa, prolongation of its validity and termination of validity“ based on the 28th article subparagraphs "b", "f", "g", "h" or "K", or if at the border of Georgia was refused entry to the territory of the country, or other reasons that make it impossible for a student to enter Georgia / obtain a visa. In this case, the student has to request with the termination of the status and return of the money at the University must submit a notarized application, the decision on refusing to issue a visa shall be attached to the decision of the relevant authorised body, or a document confirming refusal to enter the territory of the country.
4. On the Termination of student status, the order of the rector of the university shall be issued, which shall be reflected in the System within 5 days after publication
5. Legal consequences provided for by the order on termination of student status will emerge twelve months after the order was issued (Except for the cases of termination of status on the basis of paragraphs "G"and" H " of Paragraph 1 of this article). In this period of time, the status of the student is considered suspended and the student is entitled to enjoy the right to mobility, according to the legislation.
6. After issuing an order on termination of student status he / she is entitled to receive documents in his / her personal case within reasonable time upon request from the University.
7. In case of termination of student status, its re-extraction is allowed in accordance with the legislation.

Order No 02/01-01 of March 20, 2024

1. A student who fails to complete the program within the timeframe set by the educational program and failing to earn an appropriate degree, has the right by self-finance to continue his studies over the next eight semesters at Bachelor's degree level, over six semesters – on a single-level educational program and teacher training program, during four semesters-at master's degreelevel;
2. Registration of doctoral students in additional semester is governed by "doctoral minimum standard" and " dissertation board and doctoral statute”;
3. Tuition fee of registered student in additional semester is determined based on its individual needs, in accordance with the cost of credits for digestible training courses.
4. By the request to register for an additional semester, the student should apply to the rector within the established time frame for registration.

Order No 02/01-01 of February 06, 2025

Chapter Six: student mobility

Article 13. Person with the right to mobility

1. A person with the right to mobility shall have the right to enroll in a facility as determined by legislation and at the moment of registration for mobility on the electronic portal is the student of the institution.
2. The right to mobility also has a person who has obtained the status of a student in accordance with the legislation, however, the status of the student has been suspended at the moment of registration on the electronic portal, also a person who has successfully overcome the unified national exams and which failed to apply to the specified institution with enrollment request at the ranking the document approved by the The Minister of Education, Science, and Youth of Georgia, since the institution was liquidated without determining the legal rights, the institution has lost its authorization or the educational program is no longer implemented.
3. Right to move from a higher education institution to another higher education institution the student is produced after one year of teaching at the relevant level of Higher Education.
4. The teaching period does not include the time, during which the student's status was suspended.
5. Master's degree student, having passed the master's exam in 2015-2019, has the right to mobility and internal mobility only in the educational program, which corresponds to the type of General master's test passed by him.
6. If the institution was liquidated without determining the successor, the institution has lost its authorization or the educational program is no longer implemented, the student has the right to mobility regardless of the duration of the study period.
7. Mobility can be implemented within one level of Higher Education.
8. Mobility from vocational education program to academic education program is inadmissible

Order No 12/01-01 of April 15, 2021

Article 14. Mobility process administration

1. Department of Academic Process Administration of the university, based on information

determined by the order of the rector, within the timeframe defined by the order of the director of Education Management Information System provides registration of mobility applicants ' places in a defined form.

2. By order of the rector of the University, are determined the list of documents submitted by the mobility applicant to the institution, deadlines, Composition of the credit recognition Commission and prerequisites for enrolling in educational programs (If necessary), which means establishing the compatibility of the mobility applicant's knowledge and skills with the educational program. Prerequisites are determined by the program director and submitted to the relevant faculty, which, in turn, provides the above information to the Department for Academic Process Administration.
3. University, if necessary, is authorized mobility for those wishing to send a reasoned request on of presenting of additional documents.
4. Credit recognition Commission establishes the compatibility of learning outcomes achieved within other educational programs by the person wishin the mobility to the Educational programs offered by the University, for which checks the compliance of the components of the program passed by the student towards the Educational program of the institution, the issue of legality of student enrollment, the possibility of recognition of the passed program, compliance of student data with the prerequisites for enrollment in the recipient program (If applicable) and prepares a conclusion on recognition of credits earned by mobility applicants.
5. Recognition of credits shall be formalized by reasoned decision/conclusion of the credit recognition Commission, in which it will be specified the compliance of the educational program passed by the student with the relevant program of the University, also the number of recognized credits. Credits earned under the program of the institution shall be recognized, on which an enrollment and training was carried out according to the legislation.
6. As a result of content study it is possible to determine the compliance of the courses provided by the student and the educational program, despite the difference in their names.
7. It is permissible to recognize the course of study, which is provided by the university educational program. The commission is authorized to calculate student's workload with credits as determined by the legislation in the case of the educational program, which is not performed in accordance with the European credit transfer system.
8. Upon the consent of the student wishing mobility The recipient institution in the System reflects the draft legal act of student enrollment and related information in accordance with the form established by the individual administrative act of the Head of management system, after which the education management system checks the compliance of student data with the institution's order Project with the requirements of this rule and issue an electronic conclusion about the possibility of enrolling students with mobility indicated in the project. The Education Management Information System is authorized to request additional information.
9. After receiving positive conclusion from Education Management Information System on command project the order of the rector will be issued in 1-October to autumn and 1-March to spring semester rule on enrollment of Student mobility. The order shall be reflected in the system within two working days after publication and within three working days are sent to LEPL Education Management Information System;
10. Students moving from university through mobility after implementing relevant changes in the system under the University rector's act the Student status will be terminated, and within 1 Week from the student's application documents in student's personal case will be issued upon request.

11. The mobility applicant, who does not apply for the application within the time frame established by the University regarding the enrollment, is losing the right to enrol on the mentioned educational program, except as provided for by legislation.
12. In case of using mobility, Order on termination of student status and electronic version of information related to it in accordance with the form established by an individual administrative act of the Director of LEPL information system for management will be presented until October 7 Autumn to Education Management Information System or until March 7 in the spring semester.

Order No 15/01-01 of April 3, 2023

მუხლი 15. შიდა მობილობა

1. Internal mobility implies a change of educational program by the student within one stage of academic education within the University.
2. Internal mobility is announced twice a year, procedure and deadlines are approved by the order of the rector.
3. Based on the application of the student wishing internal mobility the issue of compatibility of credits assimilated by the student is discussed and the recognition Commission in accordance with the rule of recognition of received education, will develop an appropriate conclusion.
4. Relevant Faculty of the University, based on Student's agreement, sets required individual curriculum to achieve the learning outcomes provided by the given educational program within a reasonable period of time. If the student agrees, to continue studying under the terms offered, an Internal mobility is formalized by the rector's legal act and the data will be reflected in the system within 5 days.
5. In case of implementation of internal mobility the recognition Commission is obliged to check the compliance of student data with the prerequisites for enrollment in the recipient educational program.
6. Transfer of student's internal mobility to another educational program shall be formalized by the rector's act.

Order No 12/01-01 of April 15, 2021

Seventh chapter: exchange program and recognition of Education

Article 16. Exchange program

1. Exchange program gives students the opportunity, to study/learn during the duration of the educational program at the partner university;
2. Exchange program will be implemented within the partnership agreement signed between East European University and other universities, which will be formed based on Written

information received from LEPL - National Center for Educational Quality Enhancement on recognition of a higher educational institution in accordance with the legislation of this country;

3. Student participating in the exchange East European University
 - 3.1. To select students participating in the exchange program, the University announces competition and information about the terms and conditions of registration is published publicly, on the website of the University;
 - 3.2. Student with active status at East European University, who wants to participate in the exchange program, within the established time frame should apply to the University;
 - 3.3. Students participating in the exchange program shall be obliged to, in order to establish linguistic competence, pass the exam organized by the University in English / foreign language;
 - 3.4. The contestants are exempt from the exam, who are studying the English language educational program or represent according to the general European competencies of language ownership (CEFR) Certificate of possession of relevant level of English language;
 - 3.5. A student who will take a positive assessment in the English language exam, is obliged to pass a job interview (Interview criteria see. Annex 1) with the relevant commission, who makes a decision on participation in the student exchange program;
 - 3.6. Student participating in the exchange program on the basis of consultation with the faculty establishes the list of courses to be completed in partner higher educational institutions;
 - 3.7. Between East European University and partner university, about each student participating in the exchange program the Training agreement is being formalized, signed by: a student himself, partner of the University and recipient of the university responsible persons;
 - 3.8. Recognition of teaching courses under the exchange program takes place in accordance with the rule of recognition of received education, by Credit recognition Commission; Credit recognition document together with the document obtained at the partner university, based on which it was occurred the credits recognition, the Student should present at the National Center for Educational Quality Enhancement in accordance with Article 17 of this rule paragraph 3;
 - 3.9. The student participating in the exchange program does not complain about the status of the student;
4. Partner university student participating in the exchange program
 - 4.1. For Partner university students participating in the exchange program East European University before the start of the educational process for reasonable period of time before establishes the terms and conditions of registration
 - 4.2. Information for Partner university students participating in the exchange program will be published in the university website and is sent to the partner university;
 - 4.3. Partner university, within the Timeframe set will submit in eastern Europe the candidates willing to participate in the exchange program;

- 4.4. After fully presenting the documentation by the student participating in the exchange program the Training/educational agreement to be signed: a student himself, partner of the University and recipient of the university responsible persons;
- 4.5. Partner university student participating in the exchange program continues to study at East European University at the appropriate level of teaching/education, on the basis of the Act issued by the rector;
- 4.6. Partner university student participating in the exchange program is not included in total number of students of East European University;

Article 17. Recognition of received education

1. Recognition of education (credits) received by a person in another higher education institution is implemented by the university credits recognition Commission, establishing compliance with the received knowledge, skills and values educational program in compliance with the relevant provisions of the same regulation and the requirements of the "rules for recognition of received education" operating at the University.
2. Credit recognition commission is authorized, to recognize the learning outcomes achieved within one qualification of academic higher education for purposes of other qualification;
 - 2.1. Subject to recognition is learning outcomes achieved by a person within the educational program of the relevant level by overcoming another educational program of the same level of academic higher education for the purposes of assigning relevant qualifications;
 - 2.2. Subject to recognition is the Credits received within the higher education program, to which enrolment and training is carried out according to the procedure established by the legislation of Georgia;
3. Recognition of Education received abroad by a person is implemented by LEPL "National Center for Educational Quality Enhancement", According to the rule established by legislation..
4. During the Study abroad (until the completion of the scientific work) on recognition of completed research components of research components performed under the doctoral educational program the decision is made by the University.

Chapter Eight: rights and obligations of the student

Article 18. Student rights:

1. The student is entitled to:
 - 1.1. Receive educational services and quality education from the University;
 - 1.2. Take part in scientific-research activities;
 - 1.3. Take part in the activities planned by the University;
 - 1.4. On equal terms, take advantage of material-Technical, Library, Information and other resources of the University;

- 1.5. Enjoy University student services;
- 1.6. Establish or join student organizations/clubs in their own interests;
- 1.7. Take part in the development of individual curriculum;
- 1.8. Periodically evaluate the various services offered by academic programs, educational process, academic personnel and the University;
- 1.9. Openly and freely express their opinions and schedules;
- 1.10. Apply to the Office of the Student Ombudsman for services to students' rights and freedoms;
- 1.11. Choose a representative and be elected in student self-government, representative Council and faculty council in accordance with the internal regulations of the University.
- 1.12. Participate in the work of accreditation/authorization self-assessment groups and in the development of educational programs;
- 1.13. Enjoy the right of mobility in accordance with the established rules;
- 1.14. Write a complaint/statement academic and administrative organs, and staff regarding the activities of the;
- 1.15. Request examination paper / application and feedback from the teacher as well as transfer of the thesis to the Appellate Commission in compliance with the procedures established by the regulations for conducting examinations;
- 1.16. According to the legislation of Georgia and internal legal acts of the University, to get information about university activities;
- 1.17. To carry out other powers granted by the legislation of Georgia, the University's internal legal acts, and contract

Article 19. Student duties:

1. Student is obliged to:
 - 1.1. Constantly to be informed about the university website and the information published in the electronic system of educational process management and also domestic legal acts relating to the educational process and tuition fees.
 - 1.2. Within the timeframe and manner set by the University to pass administrative registration (pay tuition fees) and academic registration;
 - 1.3. According to the program established by the University to learn all the subjects chosen by their own will and whose studies are mandatory.
 - 1.4. Ensure proper handling and protection of property, equipment and materials owned by the University, otherwise with respect to his handling of the university conduct (ethics) code of conduct and disciplinary norms of the events. Due to the damage caused to the University the student will be held responsible according to the legislation of Georgia;
 - 1.5. Fully to pay the tuition fee established by the University and stipulated by the agreement according to semester services provided by the University;
 - 1.6. Do not damage the University's internal electronic applications;

- 1.7. Do not commit academic falsity/plagiarism;
- 1.8. In case of academic falsification, inform the relevant structure
- 1.9. Submit to the University truthful information personal and contact data, also all documents provided for by the legal acts of the University and in case of their change, inform the University/update personal information in the electronic system of learning process management;
- 1.10. Ensure respectful treatment of co-claimants and follow the norms of ethics when expressing their opinions;
- 1.11. To follow terms/rules stipulated under the code of conduct (ethics) of the University', „ Plagiarism detection, avoidance and response to plagiarism cases”, in this manner, the contract and also the requirements established by other legal acts related to the educational process at the University;

Chapter Nine: completion of the educational program

Article 20. Completion of the program and awarding qualification

1. In case of Student's ability to develop relevant level competencies and after the accumulation/research of number of credits component of the performance after undergraduate/ one stage provided by Higher education/ Master's/ doctoral program and after performing the research component, the student is given the qualification provided by the educational program.
2. For graduates of higher/ teacher training educational/ graduate programs Undergraduate(bachallauriat)/one stage, qualification shall be granted by the relevant Faculty Board. The dissertation Board of the faculty holds the academic degree of Doctor and the procedures for granting qualifications are determined „ With the minimum doctoral standard" and " dissertation board and doctoral statute“.
3. Decision of Faculty Council / dissertation board about granting qualification to graduates will be presented to the rector of the University, which issues an order on issuing a diploma to the relevant student. Decision of Faculty Council / dissertation board, which is formalized by the relevant protocol, is an integral part of the order issued by the rector.
4. Awarding of the qualification for graduates is confirmed by the Diploma of the appropriate level, which is approved by the rector and agreed with The Minister of Education, Science, and Youth of Georgia and the Ministry of economy and sustainable development of Georgia.
5. Undergraduates of Undergraduate/one stage / graduate programs, whose GPA is less than 3.5 are awarded a diploma-with honours.

6. Diploma will be attached with a state document certifying higher education-diploma supplement form- prepared according to the order of the Ministry of Education, Science, and Youth of Georgia, 2005 from April 5, №149
7. The Decision of the Faculty Council on completion of the program on persons enrolled in teacher training educational program will be submitted to the Rector, who will issue the order on its basis On preparation and issuance of teacher training certificates for graduates.
8. The certificate is attached to the certificate attachment according to the order N142/N of the minister of Education, Science, and Youth of Georgia of October 26, 2016.
9. The graduates are awarded the Diploma/teacher educational certificate with an appendix and it is confirmed that he has no financial or other liability before the University.

Tenth chapter

Article 21. Final provisions

1. This provision is approved, is changed and voided, by the rector of the University;
2. To be declared as invalid University's legal act/norm, which regulates matters differently from the present provision.

Appendix №1

participating in the exchange program Criteria for interviewing students (Maximum score - 5)	
Point	Motivation (Maximum point-3)
3	The student is fully aware of the importance of participation in the exchange program/international mobility in the context of his professional, academic and personal development; The conversation is argumentative and persuasive
2	The student is aware of the importance of participation in the exchange program/international mobility and results, in general terms of an Academic / career development, however, he can not specify what will affect him personally and his personal development
1	The student has not clearly understood an importance of participation in the exchange program/international mobility for an Academic/career development, and he believes that participation in the exchange program will mainly affect only his personal development;
0	The student is unable to understand or substantiate the importance of participation in the exchange program/international mobility and its results;
Point	Readiness (Maximum point-2)
2	The student is thoroughly familiar with the program/training courses, which he wants to pass the within exchange program/international mobility and understand the importance of the results provided by the program/training courses; Also, he is realizing the difficulties and challenges of living and learning in a foreign environment;
1	The student is familiar with the program/courses, but he has not fully formed, which courses he has to pass and what results to achieve; Also he is not fully aware of the difficulties and challenges of living and learning in a foreign environment;

0	The student does not know the program and does not realize the difficulties of living and learning in a foreign environment;
---	------------------------------------------------------------------------------------------------------------------------------