

## **Annex 9**

To the Rules of Admission  
To Vasyl' Stus Donetsk National  
University  
in 2021

### **REGULATIONS on the admission of foreigners and stateless students to Vasyl' Stus Donetsk National University in 2021**

#### **1. General principles**

1.1. Regulations on the admission of foreigners and stateless students to Vasyl' Stus Donetsk National University (hereinafter - the Regulations) were developed in accordance with the Rules of Admission to Vasyl' Stus Donetsk National University in 2021 (hereinafter - the Rules of Admission).

1.2. Training of foreigners and stateless students is carried out in accordance with current legislation.

1.3. Admission of foreigners occurs without restrictions on the grounds of race, color, political, religious and other beliefs, sex, ethnic and social origin, property status, place of residence, language or other characteristics.

1.4. A person recognized as a refugee or a person in need of additional protection has the same right as citizens of Ukraine to obtain higher education, including education at the expense of state and local budgets.

1.5. Admission of foreigners to study is fulfilled on the basis of:

- ☐ documents submitted personally by an applicant;
- ☐ international agreements of Ukraine;
- ☐ national programs;
- ☐ agreements concluded by higher education institutions with individuals and/or legal entities.

1.6. Admission of foreigners under international agreements of Ukraine and state programs is carried out on the basis of the direction of the Ministry of Education and Science of Ukraine in the manner prescribed by these agreements and programs.

1.7. Education at the University is carried out in the Ukrainian and English languages.

1.8. If foreigners who will study at the University on the grounds specified in paragraph 1.5. of this Regulation, require language training to obtain a certain degree of higher education (Bachelor, Master, PhD), they are trained in the department of preliminary training of foreign citizens of the University. The decision on such training is made by the Admissions Committee, provided that foreigners and stateless persons have completed general secondary education obtained abroad.

Upon successful completion of the Department of Preliminary Training of Foreign Citizens of the University, a foreigner receives a certificate. Certificates are made by the University according to the established sample.

The records of issued certificates are kept in the accounting book, which is stitched, its pages are numbered and sealed by the University (the relevant structural unit of the institution).

The following information is displayed in the record book: serial registration number; last name, first name and (if any) patronymic of the person to whom the document is issued; document number and series; date of issue of the document; signature of the person who issued the document.

1.9. Training of foreigners is carried out in full-time and part-time (distance) forms of education.

The University ensures timely submission of documents to territorial bodies or subdivisions of the State Migration Service of Ukraine for registration of foreigners enrolled in training in the manner prescribed by law for temporary residence for the period of study.

The terms of study of foreign students are determined by a separate order of the University in accordance with the duration of educational (scientific) programs and also contain the period required for admission to the next level of education and (or) official certification of documents received after graduation.

1.10. Expulsion, interruption of education, renewal and transfer of foreigners is carried out in the manner prescribed by law on the basis of the order of the University.

1.11. The educational program and term of study at all levels of education is determined by the standards of higher education of Ukraine, the Conditions of admission to higher education institutions of Ukraine in 2021.

## **2. Requirements for the level of education of applicants**

2.1. Foreigners and stateless students with a complete general secondary education are admitted to study for a Bachelor's degree.

2.2. Foreigners and stateless students with a Bachelor's degree are admitted to study for a Master's degree.

2.3. Foreigners and stateless students who have obtained a Master's degree are accepted to study for PhD degree.

Foreign citizens and stateless students who intend to enter graduate school on the basis of a foreign document of previous education, but do not speak Ukrainian or Russian, must undergo language training at the Department of Preliminary Training of Foreign Citizens.

2.4. The University admits its foreign senior students, who are studying at least one year for a Bachelor's degree and complete the curriculum, to obtain a Bachelor's degree in another specialty (field of study) for the second year in another form of education within the vacancies of the licensed volume.

2.5. Admission to the first year with a standard and reduced period of study is carried out within the licensed volume of specialties in accordance with the List of branches of knowledge and specialties approved by the Cabinet of Ministers of Ukraine on April 29, 2015 № 266.

Admission to the second and subsequent years with the standard term of study is carried out within the vacancies of the licensed volume of specialties (areas of

training) in accordance with the List of specialties (areas of training), according to which the admission was carried out for the first year.

2.6. The University admits foreign students for the second and subsequent years in the order of transfer and renewal within the vacancies of the licensed volume in accordance with current legislation and the Regulations on expulsion, renewal and interruption of studies at Vasyl' Stus Donetsk National University.

Renewal of studies for foreign students in all forms of education is allowed, as a rule, during the holidays.

Renewal of studies for foreign students who have been granted academic leave is carried out on a general basis, provided that they cross the border of Ukraine.

Transfer of foreign students from higher education institutions of Ukraine to the University is carried out with the consent of the rectors of both higher education institutions, and within the University - with the consent of the deans.

Documents for renewal and transfer of students to study in the 1st year of education "Bachelor" or education "Master" are not accepted. Expelled students who have obtained a Master's degree can enroll in the period established by the Rules of Admission to Vasyl' Stus Donetsk National University in 2021.

2.7. Education documents of enrolled foreigners, issued by educational institutions of other countries, during the first semester are subject to the procedure of recognition in the Ministry of Education and Science of Ukraine in accordance with the law.

This requirement does not apply to documents of foreigners studying in academic mobility and internship programs, which do not provide for the award of relevant qualifications/degrees.

Based on the results of the recognition procedure, the University decides to continue the education of a foreigner from a level that corresponds to the results of the recognition procedure, or to expel the foreigner.

In case of establishing the inauthenticity of the provided document on the obtained educational level, the University expels such student.

### **3. Payment for educational services provided to foreigners**

3.1. Payment for educational services provided by the University to foreigners is made under agreements (contracts) at the expense of individuals and/or legal entities, unless otherwise provided by international agreements of Ukraine, legislation or agreements between higher education institutions on international academic mobility.

3.2. Foreigners who receive state scholarships under international treaties, national programs, and other international obligations of Ukraine are admitted to study within the established quotas for admission to the University on the basis of directions from the Ministry of Education and Science of Ukraine.

3.3. Admission of foreigners to study under international agreements of Ukraine and state programs is carried out on the basis of the direction of the Ministry of Education and Science of Ukraine in the manner prescribed by these agreements and programs.

If foreigners who will study under international treaties and state programs need language training to obtain the appropriate degree of higher/postgraduate

education, they are enrolled in the department of preliminary training of foreign citizens of the University in accordance with the direction letters of the Ministry of Education and Science. Education at the Department of Training of Foreign Citizens is carried out under an agreement concluded by a foreigner with the University.

3.4. The cost of education of foreign citizens and stateless persons who legally participate in the competitive selection for enrollment among students of the University may not be lower than for Ukrainian citizens, unless otherwise provided by international treaties, national programs, other international obligations of Ukraine.

#### **4. Submission deadlines for applications and documents, entrance examinations, competitive selection and enrollment**

4.1. Acceptance of applications and documents of foreign citizens received in accordance with the University's quotas for study for Bachelor and Master degrees at all faculties of the University is carried out in 2021 from July 1, 2021 to October 23, 2021 inclusive). University graduates must be enrolled by July 7, 2021 inclusive.

Enrollment is carried out until November 1, 2021 on the basis of enrollment orders, which are verified in the Unified State Electronic Database on Education (hereinafter - EDEBO).

4.2. Submission of applications and documents, entrance examinations, competitive selection and enrollment of foreign entrants on the basis of complete general secondary education who have received a certificate of language training, for admission to study for a Bachelor's degree and without a certificate of language training, if applicants speak the language of instruction, including English-language educational programs conducted in the following terms:

<i>Stages of admission campaign</i>	<i>Full-time education form</i>
Start of applications and documents submission	01 July 2021
Deadline for submission of applications and documents who have to take entrance examinations	23 October 2021
Conducting entrance examinations	02 July – 30 October 2021
Enrollment of applicants	07 July – 01 November 2021

4.3. Submission of applications and documents, entrance examinations conducted by the University, competitive selection and enrollment of foreigners on the basis of basic and complete higher education, which they received not in

Ukraine, but have a certificate of language training to continue their education at Master's degree. is carried out on the following dates:

Stages of admission campaign	Full-time education form
Start of documents and applications submission	01 July 2021
Deadline for submission of applications and documents who have to take entrance examinations	23 October 2021
Conducting entrance examinations	02 July – 30 October 2021
Enrollment of applicants	07 July – 01 November 2021

4.4. Bachelor degree graduates of the current year, who are foreign citizens pass the vocational examinations in May-July 2021 when entering Master degree according to the schedule approved by the Admissions Committee, with subsequent participation in the general competition.

4.5. Foreign citizens and stateless persons entering postgraduate studies submit the necessary documents, take entrance exams and are enrolled, as a rule, during the academic year.

4.6. Submission of documents for the department of preliminary training of foreign citizens is carried out, as a rule, during the academic year.

## **5. The procedure for submitting applications and documents of foreign applicants**

5.1. Foreigners and stateless persons entering the University apply to the Training and Research Center for International Education, which checks, accepts applications and documents and organizes entrance examinations together with the Admissions Committee.

5.2. The document (original) on the obtained degree, on the basis of which the foreigner enters the University, must be certified in the country of its issuance 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 agreements of Ukraine.

5.3. Applicants who enter the department of preliminary training of foreign citizens submit the following documents:

- 1) application;
- 2) a document (original) and a copy of the degree of education on the basis of which the entry is made;
- 3) a medical certificate of health condition, certified by the official health authority of the country from which the foreigner came;
- 4) foreigner's passport copy or a document certifying that person is stateless;

5) a valid health insurance policy (except for foreigners who have arrived from countries with which agreements on free emergency medical care have been concluded);

6) 8 photographs measuring 30 x 40 mm.

The documents specified in subparagraphs 2–4 of this paragraph must be translated into Ukrainian language with a notarized (consular) translation certificate.

5.4. Foreigners and stateless persons entering Bachelor's degree submit the following documents to the Admission Committee:

1) application;

2) a document (original) and a copy of the degree of education on the basis of which the entry is made;

3) a medical certificate of health, certified by the official health authority of the country from which the foreigner came;

4) foreigner's passport copy or a document certifying that person is stateless;

5) a certificate of language training (the requirement does not apply to foreigners who speak the language of instruction, including those who are English-speaking and enter English-language educational programs);

6) a valid health insurance policy (except for foreigners who have arrived from countries with which agreements on free emergency medical care have been concluded);

7) 8 photographs measuring 30 x 40 mm;

8) a copy of the certificate of a foreign Ukrainian citizen (if any).

The documents specified in subparagraphs 2–4 of this paragraph must be translated into Ukrainian with a notarized (consular) translation certificate.

5.5. Foreigners and stateless applicants who have received higher education abroad and are enrolled in Master's degree, submit following documents to the Admission Committee of the University:

1) application;

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

3) the original and a copy of the document, which contains information about the content of the curriculum at the previous level of higher education, received credits/duration of study and academic performance in academic disciplines;

4) foreigner's passport copy or a document certifying that person is stateless;

5) health certificate, certified by the official health authority of the country from which the foreigner came;

6) completion certificate of the preparatory department for foreigners (the requirement does not apply to foreigners in respect of whom the Admission Committee has concluded that there is a sufficient level of proficiency in Ukrainian or Russian languages);

7) a valid health insurance policy (except for foreigners who have arrived from countries with which agreements on free emergency medical care have been concluded);

8) 8 photographs measuring 30 x 40 mm;

9) a copy of the certificate of a foreign Ukrainian citizen (if any).

The documents specified in subparagraphs 2–5 of this paragraph must be translated into Ukrainian language with a notarized (consular) translation certificate.

The documents referred to in subparagraphs 2 and 3 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.

5.6. Foreigners and stateless persons who have received basic higher education in Ukraine and are enrolled in Master's degree at the University, submit documents in accordance with paragraph 5.5. of this provision.

Certificate of the document recognition issued by the Ministry of Education and Science of Ukraine, on the basis of which the foreigner entered Bachelor's degree is attached to the list of documents in paragraph 5.5.

5.7. When applying for a Master's degree in English-language educational programs, foreign citizens submit a list of documents in accordance with paragraph 5.5. to the Admissions Committee, in addition to a certificate of language training.

5.8. Foreigners entering postgraduate education submit the following documents to the Admission Committee of the University:

- 1) application;
- 2) a copy of the document on the obtained degree of education, on the basis of which the admission is made;
- 3) foreigner's passport copy or the document certifying that person is stateless;
- 4) a health certificate, certified by the official health authority of the country from which the foreigner came;
- 5) Completion certificate of the preparatory department for foreigners (the requirement does not apply to foreigners in respect of whom the Admission Committee has concluded that there is a sufficient level of proficiency in Ukrainian or Russian languages);
- 6) a valid health insurance policy (except for foreigners who have arrived from countries with which agreements on free emergency medical care have been concluded);
- 7) 8 photographs measuring 30 x 40 mm;
- 8) a copy of the certificate of a foreign Ukrainian citizen (if any);
- 9) research proposal in the chosen scientific specialty or a list of published scientific papers and inventions in English or Ukrainian languages.

When submitting the application, the applicant personally presents the originals of the passport document of a foreigner or a document certifying that person is stateless, a document on the previously obtained level of education (educational qualification level), on the basis of which admission is made, and an appendix to it.

The documents specified in subparagraphs 2-4 of this paragraph must be translated into Ukrainian language with a notarized (consular) translation certificate.

5.9. Foreigners and stateless applicants who have received Master's degree, submit documents in accordance with paragraph 5.8. of this Regulation to the Admission Committee of the University.

5.10. To transfer foreign students to the University from other educational institutions, as well as from one form of study to another or direction (specialty) to another within the University, the following documents are submitted:

- 1) application;
- 2) submission of the established sample (to be filled in during submission of documents);
- 3) written rector's consent of the higher education institution where the applicant is studying, with the seal of the higher education institution (for foreign students of the University the written consent of the dean of the faculty where the student is studying will suffice);
- 4) academic certificate or record book;
- 5) foreigner's passport copy or the document certifying that person is stateless;
- 6) health certificate, certified by the official health authority of the country from which the foreigner came;
- 7) completion certificate of the preparatory department for foreigners (the requirement does not apply to foreigners for whom the Admission Committee has concluded that there is a sufficient level of proficiency in Ukrainian or English language for those students who are transferred to an English-language educational program);
- 8) a valid health insurance policy (except for foreigners who have arrived from countries with which agreements on free emergency medical care have been concluded);
- 9) 8 photographs measuring 30 x 40 mm;
- 10) a copy of the certificate of a foreign Ukrainian citizen (if any).

5.11. Foreigners and stateless persons who renew their studies at the University submit the following documents:

- 1) application;
- 2) submission of the established sample (to be filled in during submission of documents);
- 3) academic certificate (original);
- 4) extract from the order on expulsion;
- 5) a document (original) and its copy on the obtained educational (educational-qualification) level, on the basis of which the entrance to the University was carried out earlier;
- 6) foreigner's passport copy or the document certifying that person is stateless;
- 7) a health certificate, certified by the official health authority of the country from which the foreigner came, especially if the foreigner took academic leave;
- 8) completion certificate of the preparatory department for foreigners (the requirement does not apply to foreigners for whom the Admission Committee has concluded that there is a sufficient level of proficiency in Ukrainian or English languages for those students who are renewed in the English language program);
- 9) a valid health insurance policy (except for foreigners who came from countries with which agreements on free emergency medical care have been concluded);
- 10) 8 photographs measuring 30 x 40 mm;
- 11) a copy of the certificate of a foreign Ukrainian citizen (if any).



## **6. Organization and holding of the competition**

6.1. University recruits foreign citizens and stateless applicants within the licensed scope of study for Bachelor and Master degrees, as well as for postgraduate education.

6.2. Foreign Ukrainians who have received a referral to study from Ukrainian national and cultural societies, upon entering the University enjoy the same rights to education as citizens of Ukraine, including when entering the study by state-funded education form, with the exceptions established by the Constitution of Ukraine, laws of Ukraine or international treaties, the binding nature of which has been approved by the Verkhovna Rada of Ukraine. They participate in the competition for enrollment on the same grounds as citizens of Ukraine.

6.3. Foreigners and stateless persons legally staying on the territory of Ukraine have the right to receive higher education, including the right to obtain higher education at the expense of the state budget of Ukraine, local budgets, unless otherwise provided by international agreements, consent to which are provided by the Verkhovna Rada of Ukraine. They participate in the competition for enrollment on the same grounds as citizens of Ukraine.

6.4. Both foreigners who have completed general secondary education in foreign schools while studying Ukrainian language there, and foreign Ukrainians are admitted to the University for entrance examinations in subjects provided by the Rules of Admission to Bachelor's degree, within the established quotas on the recommendations of national cultural Ukrainian societies or diplomatic missions of Ukraine abroad.

6.5. Graduates of preparatory departments for foreign citizens are enrolled in the selected faculty based on the results of entrance examinations.

Tests are conducted by subject (attestation) commissions of the University in several sessions according to the schedule, which is approved and published by the Admission Committee.

The level of knowledge is assessed on a scale: sufficient and insufficient.

The result of entrance examinations on the basis of complete general secondary education is evaluated on a scale from 100 to 200 points and is credited as the equivalent of points of certificates in the subjects of the list of external examinations.

When entering the 1st year of the Bachelor's degree, foreign citizens take entrance exams in:

- Ukrainian as a foreign language, while for foreigners entering English-language educational programs, English language tests are conducted;
- two profile disciplines, which are defined by the Rules of Admission depending on the chosen faculty and specialty.

6.6. Upon entering Master's degree, foreign citizens who were educated in Ukraine or not in Ukraine, but have a completion certificate of the preparatory department, take exams in:

- Ukrainian as a foreign language, and for foreigners entering English-language educational programs, English language tests are conducted;
- specialty which they enter (vocational exam).

Foreign citizens who have received a Master's degree at the University take professional exams in the specialty together with citizens of Ukraine within the time limits set by the Admission Committee (May-June 2021).

The exam in the Ukrainian language as a foreign language is also scheduled for this period at the time when the citizens of Ukraine take the exam in the foreign language.

6.7. For foreign citizens who enter to study for Master's degree in English specialization, with the teaching of English language courses are established professional exam and exam in English in the form of testing.

6.8. Upon admission to graduate school (postgraduate study), foreign citizens take tests in:

- Ukrainian as a foreign language;
- philosophy;
- specialty they are entering.

Foreign citizens entering graduate school (postgraduate) participate in a general competition among foreigners.

## **7. Enrollment of foreign citizens**

7.1 Foreigners are enrolled in the University:

- once a year at the beginning of the academic semester to obtain a certain higher education degree in accredited educational programs based on the results of evaluation of documents submitted in accordance with subparagraphs 4-7 of paragraph 5 of this Regulation and entrance examination conducted by the Admission Committee;

- during the year at the department of pre-university training of foreign citizens on the basis of the decision of the Admission Committee based on the documents submitted and in accordance with paragraph 5 of this Regulation;

- for postgraduate studies, enrollment will be carried out during the academic year, from the first day of each month, except June, July and August. Applicants must submit documents no later than two weeks before enrollment.

7.2. The study contract with a foreign citizen is compiled and signed in 2 copies on the basis of the enrollment order.

7.3. Foreign citizens and stateless persons are enrolled in postgraduate studies (according to the results of a competition held among foreigners).

7.4. Foreign citizens who are awarded a state scholarship in accordance with international agreements, national programs, other international obligations, are enrolled in training on the basis of the Ministry of Education and Science of Ukraine within the state order in accordance with the Rules of Admission to Vasyl' Donetsk National University in 2021 year.

7.5. The order on enrollment of a foreigner on Bachelor's and Master's degrees, as well as in postgraduate studies issued on the basis of the decision of the Admission Committee, is submitted in electronic form into the Unified State Electronic Database on Education (EDEBO).

7.6. Students enrolled in education are issued a student card and a record book of the standard established by law, graduate students are issued a certificate. The

model and procedure for issuing a student ticket is determined by the Ministry of Education and Science of Ukraine.

Executive Secretary of the  
Admission Committee

Yuliia OKUNIOVSKA