



ALFRED NOBEL UNIVERSITY

AGREED BY

APPROVED BY

CHAIRMAN OF ACDEMIC COUNCIL

PRESIDENT

_____ **A. ZADOIA**

_____ **B. KHOLOD**

May 14, 2020

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ADMISSION REGULATIONS **of the higher educational institution** **"Alfred Nobel University"** **for 2020 with amendments**

Approved at the meeting
of the Academic Council
Minutes No. 8 of May 14, 2020

I. General provisions

1.1. The Admission Regulations are developed by the Admissions Office (hereinafter referred to as the Admissions Office) of the higher educational institution “Alfred Nobel University” (hereinafter referred to as the University) according to the Entrance Conditions for Higher Educational Institutions of Ukraine in 2020 approved by the order No. 1185 of the Ministry of Education and Science of Ukraine of October 11, 2019, and registered at the Ministry of Justice of Ukraine on December 2, 2019 with the No.1192/34163. The given Regulations are binding.

1.2. The ground for announcement of admission to seek higher education at the higher educational institution “Alfred Nobel University” are the perpetual license of the Ministry of Education and Science of Ukraine (the order No. 144-П of July 6, 2017) and the Admission Regulations of the higher educational institution “Alfred Nobel University” for 2020 approved by the Academic Council (hereinafter referred to as the Admission Regulations).

1.3. The admission to the University is administered on a competitive basis at the expense of individuals or legal entities within the licensed amounts according to all applications submitted by entrants.

1.4. The admission of entrants to the higher educational institution “Alfred Nobel University” is organized by the Admissions Office, the composition of which is approved by the order of the University’s President who is the head of this Office. The Admissions Office acts according to the Regulation on the University’s Admissions Office approved by the Academic Council of the higher educational institution “Alfred Nobel University” and according to the Regulation on the Admissions Office of a Higher Educational Institution approved by the order of the Ministry of Education and Science of Ukraine of October 15, 2015 No. 1085 registered at the Ministry of Justice of Ukraine on 4 November 2015 with the No. 1353/27798. The Regulation on the Admissions Office of a Higher Educational Institution is published on the University’s official website.

The admission of entrants to the higher educational institution “Alfred Nobel University is organized by taking into account the provisions of the Anti-Corruption Program of the higher educational institution “Alfred Nobel University” approved by the University’s Academic Council, minutes No. 5 of August 28, 2019.

The President of the University ensures compliance with the laws of Ukraine, including the Entrance Conditions, Admission Regulations, the University’s Anti-Corruption Program, as well as the openness and transparency of the Admissions Office’s activity.

The Admissions Office’s decision made within its powers is the ground for issuing the relevant order by the University’s President and/or implementing the admissions procedures.

All issues related to the admission to the higher educational institution “Alfred Nobel University are solved by the Admissions Office at the Office’s meetings. The Admissions Office’s decisions are published on the University’s official website on the date of making a specific decision or not later than the day after the date of making the relevant decision.

1.5. These Admission Regulations include the following terms:

Entrance examination is assessment of the entrant’s readiness for higher education. This examination is administered in the form of external independent testing, admission examination, interview on a subject (subjects) for competitive admissions, creative

competition, creative pass-fail test, professional examination, common entrance examination, common professional entrance examination, presentation of research proposals or achievements;

Admission examination is a form of entrance examination, which includes assessment of the entrant's knowledge and skills on a subject required for competitive admissions, the results of which are credited to the entrant's grade point of competitive admissions, or according to the results of which the entrant is eligible to take part in the competitive admissions or to take other entrance examinations;

Entrant is a person who has submitted the application(s) for admission to the competitive selection for one or several proposals on competitive admissions;

Common professional entrance examination is a form of entrance examination in law and general learning legal competences for admission for a Master's program on the basis of the obtained Bachelor's, Master's (Specialist's academic level) degree. This form includes using organizational and technical/technological processes of external independent testing;

Common entrance examination is a form of entrance examination in a foreign (English, or German, or French, or Spanish) language for admission for a Master's program on the basis of the obtained Bachelor's, Master's (Specialist's academic level) degree. This form includes using organizational and technical/technological processes of external independent testing;

Proposal on competitive admissions is a proposal of a higher educational institution (individual structural subdivision of a higher educational institution, higher educational institution's structural subdivision located in a settlement other than the location of the higher educational institution) on the number of places for admission of entrants to a specific academic level, study program, form of study, year of study, the proposals on list of subjects for competitive admissions, creative pass-fail tests and creative competitions, the period of study on the basis of the obtained academic level or degree. There are open, fixed (undisclosed) and unbudgeted proposals on competitive admissions. Open proposals on competitive admissions are included in a wide proposal on competitive admissions. If a proposal on competitive admissions combines several study programs, etc., the Admission Regulations specify the time limits (not earlier than the completion of the first year of study) and the procedure for distribution of students between them.

Grade point of competitive admissions is a comprehensive grade for the entrant's achievements, which is calculated based on the results of entrance examinations and other indicators with an accuracy of 0.001 according to these Conditions and Admission Regulations;

Competitive selection (admissions) is a procedure for selecting entrants for proposals on competitive admissions on the basis of grade points of competitive admissions and (if used) the order of priority of the entrants' applications for seeking a higher education (on a competitive basis);

Subject for competitive admissions is a subject of study (academic course), the attainment level in which is taken into account during the competitive selection for studies at a higher educational institution;

Unbudgeted proposals on competitive admissions is a proposal on competitive

admissions, which is not provided with the places for study at the expense of the state or local budget (state or region-requisitioned places);

Ranked list of entrants is a list of entrants according to the order of enrollment for studies for a proposal on competitive admissions, which is formed according to these Conditions and Admission Regulations;

Interview is form of entrance examination, which includes assessment of the entrant's attainment (assessment of the entrant's knowledge and skills in a subject(s) for competitive admission and motivation. According to the results of the interview, the protocol resolution is made on whether or not to provide a recommendation on enrollment for the entrant;

Creative pass-fail test is a form of entrance examination, which includes determining the sufficiency of the level of the entrant's creative and/or physical capacities to take part in the competitive selection for a specific proposal on competitive admissions in the cases provided for in these Conditions for open and fixed (undisclosed) proposals on competitive admissions, on the basis of complete general secondary education. According to the Admission Regulations of a higher educational institution to a specific proposal on competitive admissions, the creative pass-fail test may be excluded from the list of compulsory entrance examinations;

Creative competition is a form of entrance examination for admission to the Bachelor's program on the basis of complete general secondary education, which includes verification and assessment of the entrant's creative and/or physical capacities (including previously obtained specialized education) required for seeking a higher education in the specialty included in the List of Specialties, the admission to which is conducted, taking into account the entrants' creative and/or physical capacities, approved by the order of the Ministry of Education and Science of Ukraine of October 15, 2015 No. 1085 registered at the Ministry of Justice of Ukraine on November 4, 2015 with the No. 1351/27796 (as amended by the order No. 1378 of the Ministry of Education and Science of October 13, 2017). The result of creative competition is assessed according to the scale determined by these Conditions and Admission Regulations;

Clerical error is an error made by an authorized person of the Admissions Office, who deals with receiving and considering applications when entering information on an entrant or application in the Unified Database, which is confirmed by a clerical error report;

Professional examination is a form of entrance examination for admission on the basis of obtained academic degree/level (or the academic degree/level which is being obtained) of Junior Specialist/Specialist, which provides for verification of the ability to master a study program of a specific academic level on the basis of previously obtained competences;

1.6. The term "voucher" is used in the meaning given in the Population Employment Act of Ukraine;

1.7. Other terms are used in the meanings given in the Higher Education Act of Ukraine.

1.8 The bedspaces in the University's student residence are guaranteed for entrants who need to move into a student residence during the admissions process. The University's student residence is located at: Bohdan Khmelnytsky street, 12, Dnipro City, 49000. This is a 5-storey typical building (corridor type) designed for students. The

student residence has all the conditions of life, it is equipped with furniture, necessary equipment and bed-linen. It is possible to live in a room for 2-3 persons according to personal preference of entrants.

II. Admission of persons seeking a higher education

2.1. The following persons are eligible to seek academic degrees:

persons who have obtained a complete general secondary education or academic level of Junior Specialist, – for persons seeking a Bachelor’s degree;

persons who have obtained a Bachelor’s or Master’s degree (academic level of Specialist), – for persons seeking a Master’s degree;

persons who have obtained a Master’s degree (academic level of Specialist), – for persons seeking a PhD’s degree.

An academic degree in another specialty may also be sought by persons who have previously obtained the same or higher academic degree (level) or have been seeking it for at least one year and fulfill their individual curricula in full. To be enrolled for simultaneous study in another specialty in the same or another higher educational institution, a student is to fulfill the requirements that are similar to the transfer to a specialty according to the law.

2.2. Entrants are enrolled for the first year of study. For those who have obtained an academic level of Junior Specialist, a higher educational institution may transfer ECTS credits, the maximum amount of which is determined by the standard of higher education (if the standard is not provided, the amount of ECTS credits may not exceed 120). Such persons may be enrolled for the second (senior) year(s) of study or for the first year of study (with a shortened period of study).

Students seeking an academic level of Specialist on the basis of a Bachelor’s degree or previously obtained academic degree, who have been removed from the register or have suspended their studies in connection with academic leave, are eligible to resume and complete their studies within the same academic level according to their individual curricula in the same or related specialty in the same or another higher educational institution.

2.3. Admission for studies is conducted within the specialties (areas of study) according to the List of branches of knowledge and specialties, within which students are trained, approved by the resolution of the Cabinet of Ministers of Ukraine No. 266 of April 29, 2015.

Entrants are admitted for proposals on competitive admissions, which are independently formed by the University.

The names of the proposals on competitive admissions are formed in the national language without markings and abbreviations and may be translated in other languages.

2.4. The peculiarities of admission (to higher educational institutions) of persons, who reside in the temporarily occupied territory or moved from it after January 1, 2019, are determined by the order No 560.

2.5. The peculiarities of admission (to higher educational institutions) of persons, who reside in the Anti-Terrorist Operation Zone (for the period of conduction of the given operation), territory for taking steps to ensure national security and defense, counterpunching and deterring armed aggression of the Russian Federation in the Donetsk and Luhansk oblasts (for the period of taking such steps), the territory of settlements on

the contact line or the persons, who moved from the above-mentioned territories after January 1, 2020, are determined by the order No 697.

III. Sources of funding the students' training

3.1. The students' training is funded:

by vouchers;

at the expense of individuals and/or legal entities (on a contract basis, in particular through grants received by a higher educational institution for undertaking research that provides for training of students seeking a PhD or Doctor's degree).

3.2. One may be enrolled at a higher educational institution to seek a Master's degree on the basis of a Bachelor's or Master's degree and academic level of Specialist obtained in another specialty, subject to successful passing of additional entrance examinations, taking into account the grade point average of the relevant diploma supplement. Studies are funded at the expense of individuals and/or legal entities within the determined period of study according to the main curriculum.

Entrants applying for a Bachelor's Degree on the basis of the academic level of Junior Specialist, may be enrolled at the expense of individuals and/or legal entities for the first year of the shortened period of study or for the second or senior years of study within the determined period of study or vacant licensed places.

3.3 Special-purpose privileged state credits are granted to persons enrolled for full-time or extramural form of study on the basis of contracts concluded between an educational institution and an individual or legal entity, namely:

privileged long-term credit for higher education is granted to students of higher educational institutions, regardless of their form of ownership, the list of which is approved by the Cabinet of Ministers of Ukraine until they reach the age of 35 years.

3.4. Foreigners and stateless persons residing in Ukraine, persons with refugee status in Ukraine, persons who need additional or temporary protection, and persons with the status of a foreign Ukrainian and who reside in Ukraine legally, are eligible to seek a higher education on an equal footing to citizens of Ukraine.

3.5. Persons studying at higher educational institutions have the right to study on several study programs at the same time, as well as at several higher educational institutions.

IV. Acceptance rate

4.1. Admission to the University is conducted within the licensed amount for each academic level and specialty. Admission to the second and the following years of study is conducted within the vacant places of the licensed amount.

When enrolling students to higher educational institutions for each academic level and specialty, the licensed amount is calculated for the calendar year which lasts from January 1 to December 31.

4.2. The acceptance rate at the expense of individuals and/or legal entities for unbudgeted proposals on competitive admissions is determined by the University within the licensed amount.

4.3. The total acceptance rate at the expense of individuals and/or legal entities for unbudgeted proposals on competitive admissions is published on the University's official website and is determined in the Admission Regulations.

V. Time frames for receiving applications and documents, competitive selection and enrollment to studies

Time frames for receiving applications and documents, competitive selection and enrollment to studies are determined by the Admission Regulations of the higher educational institution “Alfred Nobel University”.

The Admissions Office’s work schedule (days of the week and hours) for the admissions process:

From Monday to Friday from 08.00 to 18.00

Saturday from 09.00 to 16.00

Sunday from 09.00 to 15.00.

5.1. For admission for the first year of study on Bachelor’s programs on the basis of complete general secondary education for full-time and extramural form of study:

Registration of user accounts of entrants, uploading of supplements to certificates of complete general secondary education starts on August 1 and ends at 18.00 on September 30;

5.2. The receipt of the applications and documents provided for in the Section V of the Admission Regulations starts on September 13, 2020 and is conducted within the following time frames:

| Stages of the admissions process | Full-time form of study on the basis of complete general secondary education |
|--|---|
| Start date of receiving applications and documents | August 13, 2020 |
| End date of receiving applications and documents from persons who enter on the basis of an interview and admission examinations administered by the University | at 18.00 on August 16, 2020 |
| End date of receiving applications and documents from persons who enter only on the basis of the results of certificates of external independent testing | at 18.00 on August 22, 2020 |
| Administering admission examinations | From August 17 until and including August 22, 2020 |
| Holding interviews | From August 16 until and including August 18, 2020 |
| Providing recommendations on enrollment and publication of the ranked list of entrants | at 12.00 on September 6, 2020 |
| Meeting the admission requirements by entrants who received recommendations for places funded at the expense of individuals and legal entities | by September 28, 2020 |
| Enrollment of entrants at the expense of individuals and legal entities | by September 30, 2020 |

Drawing up the ranked list of entrants who enter on the basis of certificates of external independent testing, admission examinations including persons recommended for enrollment on the basis of the grade point of competitive admissions for each proposal on competitive admissions.

5.3. For admission for the first year of study on Bachelor's programs on the basis of complete general secondary education for extramural form of study:

| Stages of the admissions process | Extramural form of study on the basis of complete general secondary education |
|--|---|
| Start date of receiving applications and documents | I session – August 13, 2020 II session – October 7, 2020 III session – November 2, 2020 |
| End date of receiving applications and documents from persons who enter on the basis of an interview and admission examinations administered by the University | I session - at 18.00 on September 5, 2020 II session - at 18.00 on October 17, 2020 III session – at 18.00 on November 16, 2020 |
| End date of receiving applications and documents from persons who enter only on the basis of the results of certificates of external independent testing | I session - at 18.00 on September 11, 2020 II session - at 18.00 on October 21, 2020 III session – at 18.00 on November 18, 2020 |
| Administering admission examinations | I stage - from September 6 until and including September 11, 2020 II stage – from October 18 until and including October 21, 2020 III stage – from November 19 until and including November 24, 2020 |
| Holding interviews | I stage - from September 6 until and including September 7, 2020 II stage – from October 18 until and including October 19, 2020 III stage - from November 16 until and including November 18, 2020 |
| Publication of the ranked list of entrants | I stage - at 12.00 on September 14, 2020 II stage - at 12.00 on October 22, 2020 III stage - at 12.00 on November 26, 2020 |
| Meeting the admission requirements by entrants who received recommendations for places funded at the expense of individuals and legal entities | I stage – September 21, 2020 II stage – October 26, 2020 III stage – November 29, 2020 |
| Enrollment of entrants at the expense of individuals and legal entities | I stage – September 23, 2019 |

| | |
|--|---|
| | II stage – October 30, 2020 II stage – November 30, 2020 |
|--|---|

Drawing up the ranked list of entrants who enter on the basis of certificates of external independent testing, admission examinations including persons recommended for enrollment on the basis of the grade point of competitive admissions for each proposal on competitive admissions.

5.4. For admission based on an academic level of Junior Specialist and for seeking an academic degree in another specialty for persons who have previously obtained the same or higher academic degree (level) or have been seeking it for at least one year, applications and documents are received within the following time frames:

| Stages of the admissions process | Full-time form of study | Extramural form of study |
|--|--------------------------------------|---|
| Start date of receiving applications and documents | August 13, 2020 | I session – August 13, 2020 II session – October 7, 2020 III session – November 2, 2020 |
| End date of receiving applications and documents | at 18.00 August 22, 2020 | I session - at 18.00 on September 11, 2020 II session - at 18.00 on October 21, 2020 III session – at 18.00 on November 18, 2020 |
| Administering professional entrance examinations and admission examinations | From August 23 to August 30, 2020 | I stage – from September 12 until and including September 16, 2020 II stage – from October 22 until and including October 25, 2020 III stage – from November 19 until and including November 24, 2020 |
| Meeting the admission requirements by entrants who received recommendations for places funded at the expense of individuals and legal entities | by September 28, 2020 | I stage – September 21, 2020 II stage – October 26, 2020 III stage – November 29, 2020 |
| Enrollment of entrants at the expense of individuals and legal entities | by September 30, 2020 | I stage – September 23, 2019 II stage – October 30, 2020 III stage – November 30, 2020 |

5.5. For admission for Master’s programs for all forms of study in the specialties of the branches of knowledge 01 “Education/Pedagogy” based on an obtained academic degree/level of Specialist, as well as for admission of persons, who have obtained a Master’s degree (academic level of Specialist) in order to seek an education at the expense of individuals and/or legal entities, the receipt of applications and documents, competitive selection and enrollment for studies are conducted within the following time frames:

| Stages of the admissions process | Full-time and evening-time form of study |
|--|---|
| Start date of receiving applications and documents | August 3, 2020 |
| End date of receiving applications and documents | at 18.00 |

| | |
|--|-----------------------------------|
| | on August 25, 2020 |
| Holding interviews and admission examinations | From August 26 to August 30, 2020 |
| Meeting the admission requirements by entrants who received recommendations for places funded at the expense of individuals and legal entities | by September 10, 2020 |
| Enrollment of entrants at the expense of individuals and legal entities | September 15, 2020 |

5.6. For admission for Master's programs (except for the specialty of the branches of knowledge 01 "Education/Pedagogy"):

| Stages of the admissions process | Specialties (except for the specialty of the branches of knowledge 01 "Education/Pedagogy" and 081 "Law") | 081 "Law" |
|--|---|---|
| Registration for taking a common admission examination in a foreign language and common professional entrance examination for entrants for the specialty 081 "Law" | From May 12 by 18:00 of June 5, 2020 | From May 12 by 18:00 of June 5, 2020 |
| Registration of user accounts of entrants, uploading of required documents | From August 1, 2020 to September 30, 2020 | From August 1, 2020 to September 30, 2020 |
| Start date of receiving applications and documents | I session - August 5, 2020 II session – October 7, 2020 III session – November 2, 2020 | I session - August 5, 2020 II session – October 7, 2020 III session – November 2, 2020 |
| Receipt of applications and documents specified in the Section VI of these Regulations, for persons who enter on the basis of admission examinations (a certificate of completion of education may be submitted instead of a document certifying an obtained educational level); | starts May 12 and ends at 18:00 June 05, 2020. | starts May 12 and ends at 18:00 June 05, 2020. |
| End date of receiving documents for persons who enter on the basis of the results of a common admission examination and professional entrance examination | I session – August 22, 2020 II session - at 18.00 on October 21, 2020 III session – at 18.00 on November 18, 2020 | I session – August 22, 2020 II session - at 18.00 on October 21, 2020 III session – at 18.00 on November 18, 2020 |
| The main period of a common admission examination | July 1, 2020 | July 1, 2020 |
| The main period of a common professional entrance examination | | July 3, 2020 |
| Professional entrance examinations (additional professional entrance | I stage –from October 5 to October 26, 2020 | I stage –from October 5 to October 26, 2020 |

| | | |
|---|--|--|
| examinations for entrants who enter on the basis of an academic degree (academic level) obtained in another specialty (major), and have already passed the common admission examination and common professional entrance examination for the specialty 081 “Law”) | II stage – from October 5 until and including October 26, 2020 III stage – from November 19 until and including November 24, 2020 | II stage – from October 5 until and including October 26, 2020 III stage – from November 19 until and including November 24, 2020 |
| Providing recommendations for enrollment | I stage – September 5, 2020 II stage – October 29, 2020 III stage – November 27, 2020 | I stage – September 5, 2020 II stage – October 29, 2020 III stage – November 27, 2020 |
| Meeting the admission requirements by entrants who received recommendations for places funded at the expense of individuals and legal entities | I stage by September 15, 2020 II stage – October 26, 2020 III stage – November 29, 2020 | I stage by September 15, 2020 II stage – October 26, 2020 III stage – November 29, 2020 |
| Enrollment of entrants at the expense of individuals and legal entities | I stage by September 20, 2020 II stage – October 30, 2020 III stage – November 30, 2020 | I stage by September 20, 2020 II stage – October 30, 2020 III stage – November 30, 2020 |

A specially organized period of a common admission examination is held at the expense of individuals and/or legal entities within the time frames set by the Ministry of Education and Science of Ukraine.

An additional period of a common professional entrance examination is held within the time frames set by the Ukrainian Center for Assessment of Education Quality.

In the cases specified in these Conditions, the relevant admission examinations are held at the University according to the schedule of the main period of a common admission examination and common professional entrance examination based on the materials (tasks/copybooks) provided by the Ukrainian Center for Assessment of Education Quality. The Ukrainian Center for Assessment of Education Quality provides materials for holding admission examinations at a higher educational institution not earlier than the day preceding the date of the examination, and not later than 11:30 on the date of examination.

5.7. Registration of entrants for taking a common admission examination and common professional entrance examination, procedure for organizing and holding the given examinations are conducted according to the Procedure for organizing and holding entrance examinations administered by using organizational and technical/technological processes of external independent testing for admission to the second (Master’s) academic level. The Procedure is approved by the order of the Ministry of Education and Science of Ukraine dated April 5, 2019 No. 441 registered at the Ministry of Justice of Ukraine on

April 26, 2019 with the No. 446/33417.

The test tasks of the common admission examination in foreign languages are drawn up according to the program of the common admission examination in foreign languages for admission to a Master’s program on the basis of an obtained academic degree (academic level of Specialist).

The test tasks of the first cluster of the common professional entrance examination (Test in General Competence in Legal Studies) are drawn up according to the program of entrance examinations during admission based on a Bachelor’s degree for the Master’s program in the specialty 081 “Law” by using organizational and technical/technological processes of external independent testing.

The test tasks of the second cluster of the common professional entrance examination (Law) are drawn up according to the program of the second cluster of the common professional entrance examination – the test in eight basic legal courses.

5.8. During the second and third stages of the admissions process for Master’s programs in the specialties determined in the Admission Regulations in the paragraph 5.6, the University uses the results of the common professional entrance examination and/or common admission examination (including a specially organized period of the common admission examination) which are obtained according to the procedure specified in the paragraphs 5-7 of this section, or the results of the professional entrance examination and/or admission examination in a foreign language, which are passed at the higher educational institution in the cases prescribed by these Regulations.

5.9. For admission based on a Master’s degree (academic level of Specialist) to all Master’s programs exclusively at the expense of individuals and/or legal entities (except for the Master’s program 081 “Law”, to be admitted to which these Regulations requires passing the common professional entrance examination in law and general competences in legal studies), the admission of applications and documents, professional examinations and entrance examinations in a foreign language, which are held by Alfred Nobel University, competitive selection and enrollment of entrants for Master’s programs are conducted within the following time frames:

| Stages of the admissions process | Full-time and evening-time form of study |
|--|---|
| Start date of receiving applications and documents | I session – August 5, 2020 II session – October 7, 2020 III session – November 2, 2020 |
| End date of receiving applications and documents | I session - August 22, 2020 II session - at 18.00 on October 21, 2020 III session – at 18.00 on November 18, 2020 |
| Administering entrance examinations | I stage – from August 5 to August 26, 2020 II stage – from October 22 until and including October 25, 2020 III stage – from November 19 until and including November 24, 2020 |
| Providing recommendations for enrollment | I stage - September 5, 2020 II stage – October 29, 2020 |

| | |
|--|---|
| | III stage – November 27, 2020 |
| Meeting the admission requirements by entrants who received recommendations for places funded at the expense of individuals and legal entities | I stage – by September 15, 2020 II stage – October 26, 2020 III stage – November 29, 2020 |
| Enrollment of entrants at the expense of individuals and legal entities | I stage - by September 20, 2020 II stage – October 30, 2020 III stage – November 30, 2020 |

VI. The procedure for receiving applications and documents for participation in the competitive selection to the higher educational institution “Alfred Nobel University”

6.1. Entrants submit applications based on complete general secondary education as follows:

only in electronic form, except for cases determined in this paragraph;

only in paper form:

to exercise the right to enter via interview according to these Regulations and Conditions;

if there are any discrepancies in the data on the entrant in the Unified State Electronic Database on Education (USEDE) (full name, date of birth, gender, citizenship, etc.) and in the relevant document that certifies obtaining of complete general secondary education and in the certificate of external independent testing;

when presenting a foreign certificate of education;

when submitting a certificate of complete general secondary education issued before the introduction of photopolymer technologies;

in the case of submission of an application after the expiration of the work period of user accounts;

to exercise the right to earn additional points provided for in the block 8 of the subparagraph 1 of the paragraph 8 of the section VII of these Regulations and Conditions;

if it is impossible to register a user account or submit an application in electronic form for other reasons, which is confirmed by the certificate issued by the Admissions Office of the higher educational institution.

The entrants specified in the block 4 of this paragraph may submit applications in electronic form with the subsequent submission of documents confirming the right to be admitted based on an interview. These documents should be submitted within the time frames set for receiving the applications according to these Regulations and Conditions.

To exercise the right to be admitted based on the results of admission examinations in subjects for competitive admissions at the higher educational institution and quota for foreigners, the first priority enrollment, if the documents are submitted by foreigners and stateless persons residing in Ukraine, entrants submit copies (scanned copies) of supporting documents together with their applications in electronic form.

Submission of applications for proposals on competitive admissions for participation in the competition for places funded at the expense of individuals and/or legal entities is not limited.

6.2. Entrants applying for Master’s programs (except for the specialty of the branch of knowledge 01 “Education/Pedagogy”) based on an obtained academic degree or academic level of Specialist submit their applications: only in electronic form, except for the cases specified in this paragraph;

only in paper form:

to exercise the right to enter based on the results of admission examinations in subjects for competitive admissions at the higher educational institution and/or quota for foreigners according to these Regulations and Conditions;

to exercise the right for the first priority enrollment according to these Regulations and Conditions;

if there are any discrepancies in the data on the entrant in the USEDE (full name, date of birth, gender, citizenship, etc.) and in the relevant document that certifies obtaining of an academic degree (academic level), on which the admission is based;

when presenting a foreign certificate of education;

if the applications are submitted by foreigners and stateless persons residing in Ukraine;

when submitting a document that certifies obtaining of an academic degree (academic level), on which the admission is based and which is not available in the USEDE;

in the case of submission of an application after the expiration of the work period of user accounts;

if it is impossible to register a user account or submit an application in electronic form for other reasons, which is confirmed by the certificate issued by the Admissions Office of the higher educational institution.

Submission of applications for proposals on competitive admissions for participation in the competition for places funded at the expense of individuals and/or legal entities is not limited.

6.3. Other categories of entrants, except for those specified on the paragraph 6.1 of this section, submit documents only in paper form

6.4. The application in electronic form is submitted by an entrant by filling in the electronic form on-line and is considered by the University's Admissions Office according to the procedure prescribed by the law.

Alfred Nobel University creates the Consulting Centre at the Admissions Office to assist entrants during the submission of applications in electronic form. The entrants may apply to the University's Consulting Centre to create a user account, submit electronic applications, upload a supplement to the certificate of education, on which the admission is based, residence registration certificate (if required) according to the supplement 13 to the Regulations on residence registration and the Procedure for transferring information by the registration authorities to the Unified State Demographic Register approved by the resolution of the Cabinet of Ministers of Ukraine No. 207 of March 2, 2016.

6.5. The application in paper form is submitted by an entrant in person to the University's Admissions Office. The data in each application submitted in paper form are registered by an authorized person of the Admissions Office in the USEDE on the date of receiving the application.

6.6. In the application, the entrants specify a proposal on competitive admissions, specifying a specialty (major, study program) and form of study.

When submitting an application for an unbudgeted proposal on competitive admissions, the entrants lay claim to participate in the competition exclusively at the expense of individuals and legal entities.

To take part in the competitive admissions for various forms of study, entrants submit separate applications.

6.7. When submitting an application in paper form, the entrant presents in person the following originals:

a document (one of the documents) of identification provided for by the Act of Ukraine on the Unified State Demographic Register and documents confirming citizenship or special status of person»;

a military registration card for persons subject to conscription (except as required by law);

a national certificate of previously obtained academic degree (academic level), on which the admission is based, and a supplement to the given document;

documents confirming the entrant's right to be enrolled via an interview, to participate in the competition according to the results of admission examinations based on complete general secondary education, to participate in the competition based on examinations during the admission to Master's program on the basis of a Bachelor's or Master's degree (academic level of Specialist) instead of the common admission examination in a foreign language and/or common professional entrance examination.

Entrants, who reside in the temporarily occupied territory of Ukraine or who moved from it after January 1, 2019, as well as entrants residing in the territories where the state authorities cannot exercise their powers for the moment, submit documents, taking into account the peculiarities stipulated by the orders No. 560 and No. 697 accordingly.

If, for reasons beyond control, a certificate of obtained academic degree (academic level) is not available, one may submit a certificate issued by the state enterprise "Inforesurs" of obtaining the given degree/level, in particular without submitting a supplement to the certificate of obtained academic degree (academic level).

6. 8. The application submitted by the entrant in paper form should be accompanied by:

a copy of a document (one of the documents) of identification provided for by the Act of Ukraine on the Unified State Demographic Register and documents confirming citizenship or special status of person»;

a copy of a military registration card for persons subject to conscription (except as required by law);

a copy of a national certificate of previously obtained academic level, on which the admission is based, and a copy of a supplement to the given document;

a copy of a certificate(s) of the external independent testing (for entrants on the basis of complete general secondary education and academic level of Junior Specialist) or examination record list of the common professional entrance examination / common admission examination (in the cases determined by these Regulations);

four 3 x 4 cm color photos.

To take part in an admission examination, creative competition for state or region-requisitioned places based on complete general secondary education, in addition to the application for participation in the creative competition (in electronic or paper form according to the form determined by the higher educational institution's Admission Office), entrants submit a copy of an identification document; 3 x 4 cm photo; copy of a document that certifies obtaining of complete general secondary education or a certificate of obtaining the given education issued by the relevant educational institution by July 10. Submission by entrants of other documents for participation in an admission examination, creative competition is not obligatory.

An entrant submits other copies of the documents if it is caused by the special conditions of admission for the relevant proposals on competitive admissions established by the law within the time limits specified for the receipt of the documents

6.9. Copies of documents certifying the grounds for special conditions for enrollment via an interview, for participation in the competition according to the results of admission examinations based on complete general secondary education, special conditions for participation in the competition according to the results of admission

examinations during the admission to a Master's program based on an obtained Bachelor's or Master's degree (academic level of Specialist) in the specialty 081 "Law" are submitted by the entrant in person when submitting documents in paper form within the time frames specified in these Regulations. The documents certifying the grounds for special conditions for enrollment via an interview, for participation in the competition according to the results of admission examinations based on complete general secondary education, which are not submitted in time, make it impossible to implement the above-mentioned benefits.

6.10. All copies of the documents are legalized according to the originals by the Admissions Office of the higher educational institution to which they are submitted. Copies of the identification document, military registration card (residence registration certificate) are not to be legalized. Copies of documents will not be accepted without the originals.

6.11. The Admissions Office verifies grounds for special conditions for enrollment via an interview, for participation in the competition according to the results of admission examinations based on complete general secondary education, special conditions for participation in the competition according to the results of admission examinations during the admission to a Master's program based on a Bachelor's or Master's degree (academic degree of Specialist) in the specialty 081 "Law".

The Admissions Office verifies the grade point average (GPA) of a paper-based educational certificate/diploma (calculates the GPA if it is not available), approves it by the Admissions Office's decision and enters the data on the educational certificate's/diploma's GPA in the USEDE. If the entrant submits the application in electronic form, the Admissions Office verifies the educational certificate's/diploma's GPA based on the certificate's/diploma's scanned copy (photocopy).

6.12. The Admissions Office considers the entrants' applications and documents and decides on the eligibility for participation in the competitive selection for studies at Alfred Nobel University within three working days from the date of registration of a specific application in the USEDE or receipt of the results of entrance examinations, but not later than the following day after completing the receipt of the documents. The current ranked lists of entrants are published on the official website of Alfred Nobel University on the basis of the data entered in the USEDE.

6.13. The fact that the entrant has learned the Admission Regulations, the existing license and certificate of accreditation of the relevant study program (specialty), as well as the fact that the grounds for participation in the competition according to the results of entrance examinations, enrollment via an interview are available/not available are recorded in the entrant's application and confirmed with his/her personal signature when submitting the application in paper form.

If the documents are submitted for unaccredited study programs (specialties), the fact that the entrant is informed about the part 6 of the clause 7 of the Higher Education Act of Ukraine is recorded in a written notice of the absence of accreditation and is confirmed with the entrant's personal signature when submitting the paper-based application.

The entrant has the right to cancel on his/her user account the previously submitted application, registered and admitted to the competition at higher educational institutions, before the deadline for submission of electronic applications without the right to submit a

new application.

A paper-based application registered in the USEDE may be cancelled by a higher educational institution based on the Admissions Office's decision before the deadline for receipt of documents for studies for paper-based applications if a clerical error is made when entering the relevant data in the USEDE, which is confirmed by a clerical error report drawn up and printed out with the USEDE. The cancelled application is deemed to be not submitted and the fact of such submission is annulled in the USEDE.

An electronic application registered in the USEDE may be cancelled by the USEDE's Technical Administrator on the basis of a formal decision of the USEDE's Manager not later than one day before the deadline for submission of electronic applications if a clerical error is revealed when entering the relevant data in the USEDE. The cancelled application is deemed to be not submitted and the fact of such submission is annulled in the USEDE.

The Technical Administrator informs the entrant via cell phone and means of electronic communication on cancellation of the application on the date of cancellation, after which the entrant may submit a new application.

6.14. When admitting for studies the persons who present a document on an academic degree/level obtained abroad (hereinafter referred to as the Document), one should apply the procedure for recognizing and establishing the equivalence of the Document according to the order of the Ministry of Education and Science of Ukraine of May 5, 2015 No. 504 "Some Issues of Recognition of Foreign Documents on Education in Ukraine" registered at the Ministry of Justice of Ukraine on May 27, 2015 with the No. 614/27059.

6.15. When admitting for studies the persons who present a document on a higher ecclesiastical education issued by an ecclesiastical institution of higher education, one should submit a certificate of state recognition of the document on the higher ecclesiastical education or the decision of the Academic Council of a higher educational institution (research institution) on recognition of the above-mentioned document in the manner prescribed by the law.

6.16. When submitting applications and documents for Bachelor's programs based on an academic level of Junior Specialist, one may submit both documents on an academic level of Junior Specialist, which are drawn up according to the resolution of the Cabinet of Ministers of Ukraine of March 31, 2015 No. 193 "On State-Recognized Documents on Higher Education (Academic Degrees)" and documents on an academic level of Junior Specialist, which are drawn up according to the resolution of July 22, 2015 No. 645 "On State-Recognized Documents on General Secondary and Vocational Education and Supplements to the Given Documents".

VII. Organizing and holding competitive selection

7.1. Competitive selection for seeking academic degrees is conducted based on the results of entrance examinations:

For admission for the first year of study for Bachelor's programs on the basis of complete general secondary education – in the form of external independent testing, creative competitions, admission examinations or interview in the cases specified in these Regulations. In 2020, the University accepts certificates of external independent testing of 2017, 2018, 2019 and 2020, except for the certificates of English, French, German and Spanish languages. If a foreign language is prescribed as a subject for competitive

admissions, the entrant has the right to submit certificates of 2018 - 2020 of one of the foreign languages (English, French, German or Spanish) at his/her discretion;

For admission for Master's programs based on an obtained academic degree (academic level) in the specialty 081 "Law" – in the form of common admission examination in a foreign language and common professional entrance examination in law and general competences in legal studies (provided successful passing a common admission examination in a foreign language, each cluster of the common professional entrance examination and additional admission examination for persons who have obtained an academic degree (academic level) in another specialty (major) passed in the year of admission;

For admission for Master's programs based on an obtained academic degree (academic level) (except for specialties of the branch of knowledge 01 "Education/Pedagogy", 081 "Law") – in the form of common admission examination in a foreign language (except for the cases specified in these Regulations) and professional entrance examinations (provided successful passing an additional entrance examination for persons who have obtained an academic degree (academic level) in another specialty (major) passed in the year of admission;

For admission for Master's programs based on an obtained academic degree (academic level) in the specialty of the branches of knowledge 01 "Education/Pedagogy" – in the form of admission examination in a foreign language and professional entrance examinations (provided successful passing an additional entrance examination for persons who have obtained an academic degree (academic level) in another specialty (major);

For admission for Master's programs based on a Master's degree (academic level of Specialist) to all Master's programs exclusively at the expense of individuals or legal entities (except for the specialty 081 "Law"), these Regulations require taking entrance examinations in the form of admission examination in a foreign language and professional entrance examinations (provided successful passing an additional entrance examination for persons who have obtained an academic degree (academic level) in another specialty).

For admission for Bachelor's programs based on an academic level of Junior Specialist – in the form of external independent testing in Ukrainian language and literature, professional examination. The specialty 051 "Economics" of the branch of knowledge 07 "Management and Administration" also requires passing the external independent testing in mathematics or history of Ukraine. In 2020, the certificates of external independent testing (EIT) of 2017-2020 are accepted.

For admission for Bachelor's programs based on an obtained academic degree (academic level) and in case when the given degree/level has been sought for at least one year and when an individual curriculum is fulfilled in full – according to the results of the relevant certificates of EIT. To be enrolled, a student is to fulfill the requirements that are similar to the transfer to a specialty according to the law. In 2020, the certificates of EIT of 2017-2020 are accepted (except for the certificates of English, French, German and Spanish languages). If a foreign language is prescribed as a subject for competitive admissions, the entrant has the right to submit certificates of 2018, 2019, 2020 of one of the foreign languages (English, French, German or Spanish) at his/her discretion;

If documents for participation in the competitive selection are submitted by persons with special educational needs, the University should provide the relevant conditions for

these persons to take admission examinations, creative competitions and interviews.

7.2. The competitive selection is conducted based on a grade point of competitive admissions, which is calculated according to the Conditions and Admission Regulations.

7.3. For the competitive selection of persons who, based on complete general secondary education, apply for the first year of study for Bachelor's programs, the University credits the points of the certificate (s) of EIT (the results of admission examinations, creative competitions) in three subjects for competitive admissions.

For unbudgeted proposals on competitive admissions, the list of subjects for competitive admissions is determined by the University, whereby the first subject for competitive admissions is Ukrainian language and literature, the second subject for competitive admissions is selected by the University among such subjects as mathematics, history of Ukraine, foreign language or biology, and the third subject for competitive admissions is selected from the list of general educational subjects in which EIT is held (the University provides an entrant with the right to select one from two subjects).

If a foreign language is prescribed as a subject for competitive admissions, the entrant has the right to submit certificates of 2018, 2019, 2020 of one of the foreign languages (English, French, German or Spanish) at his/her discretion.

The list of subjects for competitive admissions for Bachelor's programs based on complete general secondary education is specified **in the Appendix 1 to these Regulations**.

7.4. For the competitive selection of persons who, based on a Bachelor's/Master's degree (academic level of Specialist), apply for Master's programs, the following are credited:

1) For admission to the specialty 081 "Law":

the results of common admission examination in a foreign language in the form of test in a foreign language (English, German, French or Spanish);

the results of common professional entrance examination in law and general competences in legal studies. This examination includes test in law and test in general competence in legal studies;

2) For admission to other specialties (except for specialties of the branches of knowledge 01 "Education/Pedagogy", specialties 08 "Law"):

the results of common admission examination in a foreign language in the form of test in a foreign language (English, German, French or Spanish) or entrance examination in a foreign language (in the cases specified in these Regulations);

the results of professional entrance examination;

3) For admission to the specialties of the branches of knowledge 01 "Education/Pedagogy":

the results of admission examination in a foreign language and professional examinations.

The results of common admission examination are credited (on the entrant's application) as the results of admission examination in a foreign language during the admission to the specialties for which taking the common admission examination is not provided for.

7.5. A person may enter a higher educational institution for a Master's program based on a Bachelor's or Master's degree obtained in another specialty, provided successful passing the additional entrance examinations, taking into account the GPA of a

Bachelor's or Master's diploma.

7.6. For the competitive selection of persons who apply for PhD's programs, the University credits the points of admission examinations in the specialty and foreign language, as well as the results of other forms of entrance examinations (examinations, interviews, presentations of research proposals or achievements) specified in the Admission Regulations (Appendix No. 6)

An entrant, who has confirmed his/her English language proficiency with a valid certificate of TOEFL or International English Language Testing System, or certificate of Cambridge English Language Assessment (not lower than B2 level of the Common European Framework of Reference (CEFR) or similar level); German language proficiency – with a valid certificate of TestDaF (not lower than B2 level of the Common European Framework of Reference (CEFR) or similar level); French language proficiency – with a valid certificate of DELF or DALF (not lower than B2 level of the Common European Framework of Reference (CEFR) or similar level), is exempted from taking the admission examination in a foreign language. When determining the results of competitive selection, the above-mentioned certificates are deemed to be equal to the results of admission examination in a foreign language with the highest grade.

According to the University's Admission Regulations, the persons, who apply for a PhD's program in a branch of knowledge (specialty) other than that specified in their Master (Specialist) diploma, may have to take additional entrance examinations.

7.7 For the competitive selection of persons applying for a Bachelor's program to Alfred Nobel University for the second (third) year of study (with a standard period of study) or for the first year of study (with a shortened period of study) for vacant places of the licensed amount based on an academic level of Junior Specialist, the University credits the results of professional entrance examination and the results of EIT in Ukrainian language and literature. As for Bachelor's programs in the specialties 051 "Economics" and the branch of knowledge 07 "Management and Administration", the University credits additionally the results of EIT in mathematics or history of Ukraine (at the entrant's option).

7.8 For the competitive selection of persons for a Bachelor's program in another specialty (area of study) for the second or senior years of study with a standard period of study within vacant places of the licensed amount based on a Bachelor's or Master's degree, (academic level of Specialist), the University credits the results of EIT in subjects for competitive admissions specified in the Admission Regulations for the relevant specialty (in the relevant year of intake for this specialty), taking into account the GPA of the document on previously obtained educational (academic) level.

Alfred Nobel University admits the persons, who have been seeking a Bachelor's degree for at least one year and fulfill the curricula in full, to a Bachelor's program in another specialty (major) for the second or senior years of study at the University within vacant places of the licensed amount. For the competitive selection, the University credits the results of EIT in subjects for competitive admissions specified in the Admission Regulations for the relevant specialty (in the relevant year of intake for this specialty), taking into account the GPA of the document on previously obtained educational (academic) level.

In 2020, the University accepts certificates of external independent testing of 2017-2020, except for the certificates of English, French, German and Spanish languages. If a foreign language is prescribed as a subject for competitive admissions, the entrant has the

right to submit certificates of 2018 - 2020 of one of the foreign languages (English, French, German or Spanish) at his/her discretion;

7.9. Grade point of competitive admissions (GPCA) is calculated as follows:

1) for admission for the first year of study for a Bachelor's program based on complete general secondary education, the GPCA is calculated according to the following formula:

$$\text{Grade point of competitive admissions (GPCA)} = K1 \cdot \Pi1 + K2 \cdot \Pi2 + K3 \cdot \Pi3 + K4 \cdot A$$

where $\Pi1$, $\Pi2$ are the grades for EIT or admission examinations in the first and the second subjects; $\Pi3$ is the grade for EIT, admission examination in the third subject; A is the grade point average of the document on complete general secondary education. This GPA is converted into the grading scale of 100 to 200 points according to the table for converting the GPA of the document on complete general secondary education. The given GPA is converted into the scale of 100 to 200 points according to 12-point grading scale (Appendix 5). The integral weight coefficients K1, K2, K3, K4 are set by the University with an accuracy of 0,01: K1 – 0,3, K2 – 0,4, K3 – 0,2. The sum of the coefficients K1, K2, K3, K4 for each proposal on competitive admissions should be equal to 1.

Grades from the document on complete general secondary education, which are issued according to the 5-point grading scale, are taken into account as follows: “3” is equal to “6”, “4” is equal to “9”, “5” is equal to “12”. If, for reasons beyond control, the supplement to the document on complete general secondary education is not available, the given document's GPA, according to the 12-point grading scale, is deemed to be equal to “2”.

The persons, who are members of national teams of Ukraine, who took part in international competitions (according to the orders of the Ministry of Education and Science of Ukraine), Olympic Games, Paralympic Games and Deaflympics (according to the submission of the Ministry of the Youth and Sports of Ukraine), are awarded 200 points for two entrance examinations at the entrant's option.

For prize-winners (persons who was awarded certificates of the 1st -3rd levels) of the 4th stage of the All-Ukrainian Pupil Competitions in Basic Educational Subjects in the year of admission, prize-winners of the 3rd stage of the All-Ukrainian Competition for Defense of Research Projects of Member-Pupils of the “Minor Academy of Sciences of Ukraine” in the year of admission, the last addend is deemed to be equal to 10. If, in this case, the entrant's GPCA exceeds 200, it is deemed to be equal to 200 (except for admission to the specialties of the branch of knowledge 29 “International Relations”). The information on the given prize-winners is received by Admissions Offices from the USEDE.

Participants in the All-Ukrainian Competition of a higher educational institution for professional orientation of entrants based on complete general secondary education in the specialties specified in the List of Specialties for Which Special Support is Provided, may earn additional points in addition to the grade specified in the certificate of EIT in one relevant subject when calculating a GPCA in this educational institution in the amount of 1 to 20 points, but not higher than 200 points per subject. All-Ukrainian Competitions of the higher educational institution are held according to the Regulation on All-Ukrainian Competitions of Higher Educational Institution for Professional Orientation of Entrants Based on Complete General Secondary Education approved by the order of the Ministry of Education and Science of Ukraine of December 21, 2016 No. 1587 registered at the Ministry of Justice of Ukraine on January 10, 2017 with the No. 16/29884.

If after being multiplied by coefficients, the GPCA exceeds 200, it is deemed to be equal to 200;

2) for admission to a Master's program in the specialty 081 "Law", the GPCA is calculated according to the following formula:

$$\text{Grade point of competitive admissions (GPCA)} = \Pi 1 + \Pi 2 + \Pi 3,$$

where $\Pi 1$ is the grade for the common admission examination in a foreign language, $\Pi 2$ is the grade for the common professional entrance examination (for the test task in law), $\Pi 3$ is the grade for the common professional entrance examination (for the test task in general competences in legal studies);

3) for admission to a Master's program in other specialties (except for the specialties of the branches of knowledge 01 "Education/Pedagogy", 081 "Law"), the GPCA is calculated according to the following formula:

$$\text{Grade point of competitive admissions (GPCA)} = \Pi 1 + \Pi 2 + \Pi 3,$$

where $\Pi 1$ is the grade for the common admission examination in a foreign language (according to the grading scale of 100 to 200 points), $\Pi 2$ is the grade for the professional entrance examination (according to the grading scale of 100 to 200 points), $\Pi 3$ is the grade for other indicators of competitive selection (taking into account the GPA of the document on an obtained academic degree/level, on which the admission is based) according to the Admission Regulations if they are prescribed (according to the grading scale of 0 to 20 points in total for all such indicators);

4) for admission to a Master's program in other cases provided for by these Admission Regulations, the GPCA is calculated as the sum of the result of professional entrance examination, entrance examination in a foreign language and the GPA of the document on education (supplement to the diploma). The GPCA is entered in the USEDE. A person may be admitted to Alfred Nobel University for a Master's program based on a Bachelor's degree and academic level of Specialist obtained in another specialty (major), provided successful passing the additional entrance examinations. The grade based on the results of an entrance examination is issued according to the 200-point grading scale.

5) for admission to a Bachelor's program in the specialty 051 "Economics" and specialties of the branches of knowledge 07 "Management and Administration" based on an academic level of Junior Specialist, the GPCA is calculated according to the following formula:

$$\text{Grade point of competitive admissions (GPCA)} = \Pi 1 + \Pi 2 + \Pi 3,$$

where $\Pi 1$ are the grades for EIT or admission examinations in Ukrainian language and literature (according to the grading scale of 100 to 200 points), $\Pi 2$ - are the grades for EIT or admission examinations in mathematics or history of Ukraine (according to the grading scale of 100 to 200 points), $\Pi 3$ is the grade for a professional entrance examination (according to the grading scale of 100 to 200 points);

For other specialties based on an academic level of Junior Specialist, the GPCA is calculated according to the following formula:

$$\text{Grade point of competitive admissions (GPCA)} = \Pi 1 + \Pi 2,$$

where $\Pi 1$ are the grades for EIT or admission examinations in Ukrainian language and literature (according to the grading scale of 100 to 200 points), $\Pi 2$ is the grade for a professional entrance examination (according to the grading scale of 100 to 200 points);

6) for the competitive selection of persons who have obtained a Bachelor's or Master's degree, academic level of Specialist or who have been seeking a Bachelor's degree for at least one year and fulfill the curricula in full, during the admission to a Bachelor's program in another specialty (area of study) within vacant places of the licensed amount, the GPCA is calculated by adding points according to the results of EIT in subjects for competitive admissions specified in the Admission Regulations for the relevant specialty (in the year of admission for this specialty) and the GPA of the document (supplement to the document). The GPA is converted into the grading scale of 100 to 200 points according to the table for converting the GPA of the document on complete general secondary education, which is calculated according to the 12-point grading scale, into the grading scale of 100 to 200 points (appendix 5).

7.10. If, for reasons beyond control, the supplement to the document on an obtained educational level (academic level) is not available, the document's GPA is deemed to be equal to the minimum possible value.

Despite different number of components in the GPCA, the principle of equal rights of entrants should be respected.

7.11. In the Admission Regulations, the University determines independently the minimum number of points for entrance examinations, with which an entrant is eligible to take part in the competition. The GPCA for admission based on complete general secondary education may not be lower than 140 points:

for the specialties of the branches of knowledge 08 "Law", 29 "International Relations".

For other specialties, the minimum number of points for EIT – 100 points ("lowest passing grade");

for other categories of entrants, the minimum value is determined in the programs of entrance examinations (but not lower than 100 points – "lowest passing grade");

7.12. The results of admission examinations and creative competitions, professional examinations for all categories of entrants are assessed according to the grading scale of 100 to 200 points.

7.13. The programs of interviews, which also include the procedure for evaluating the results of an interview, are approved by the heads of admissions offices of higher educational institutions not later than three months before the start of receiving documents.

Admission examinations for entrants based on complete general secondary education and for entrants based on an academic level of Junior Specialist, which the entrants take instead of EIT, are held according to the programs of EIT. Admission examinations in a foreign language for entrants applying for a Master's program are held according to the program of the common admission examination. The head of the Admissions Office approves the procedure for evaluation based on the results of an admission examination, which should include the structure of the total grade.

Programs of creative competitions, structure and procedure for assessment, programs of other entrance examinations are developed and approved by the heads of admissions offices of higher educational institutions not later than three months before the start of receiving documents. Creative competitions may not include any tasks that go beyond the programs specified.

The programs of interviews, admission examinations, professional examinations, creative pass-fail tests and creative competitions should be published on the University's websites. These programs include the criteria, structure and procedure for assessment of

the entrants' attainment level.

7.14. Persons, who, without good reason, did not come to take entrance examinations at a specified time, persons, who earned the number of points, which is lower than the minimum number of points set in the Admission Regulations, as well as the persons, who withdrew their documents after the deadline for receiving documents, are not eligible to take part in the following entrance examinations and competitive selection. Retaking entrance examinations is not allowed.

7.15. Appeals from the results of entrance examinations held by the University, are considered by the University's Appeal Commission, the composition and proceedings of which are approved by the order of the University's President.

7.16. Information on the results of entrance examinations and other indicators for competitive selection is entered in the entrant's profile in the USEDE.

7.17. The results of the admission examination in the subject for competitive admissions related to the admission to a specific proposal on competitive admissions may be credited for participation in the competitive selection for another proposal on competitive admissions at the University by the decision of the Admissions Office.

VIII. Special conditions for participation in the competitive selection for seeking a higher education

8.1. Special conditions for participation in the competitive selection for seeking a higher education based on complete general secondary education are:

enrollment via an interview;

participation in the competitive selection by taking examinations.

Special conditions for participation in the competitive selection during the admission based on an academic level of Junior Specialist are participation in the competitive selection by taking examinations.

Special conditions for participation in the competitive selection during the admission based on an obtained educational level (academic level) are participation in the competitive selection by taking examinations at a higher educational institution instead of a common professional entrance examination and/or common admission examination.

8.2. There are the following persons who may take entrance examinations in the form of an interview and, provided positive conclusion about the interview, are recommended to be enrolled for seeking a higher education based on complete general secondary education:

persons with disabilities as a result of the war according to the paragraphs 10-14 of the clause 7 of the Act of Ukraine on the Status and Social Protection of War Veterans;

persons, who, according to the Act of Ukraine on the Status and Social Protection of Citizens Affected by the Chernobyl Disaster, have been granted the right to be admitted to state higher educational institutions without examinations (based on the results of an interview);

persons with disabilities, who are unable to attend an educational institution (according to the recommendation of public health and social protection authorities).

8.3. There are the following persons who may take entrance examinations in the form of admission examinations (instead of EIT) and, if the given persons earn the number of points for each examination not lower than the minimum number of points set by a

higher educational institution, are eligible to take part in the competitive selection based on complete general secondary education or academic level of Junior Specialist:

persons recognized as victims of the Revolution of Dignity, combat veterans according to the Act of Ukraine on the Status and Social Protection of War Veterans, including those who do their military service (except for conscripts) in the manner specified in the relevant regulations on doing military service by citizens of Ukraine;

orphans, children deprived of parental care, persons from their families.

Persons from these categories take part in competitive selection based on the results of admission examinations 2020 or EIT of 2018-2020 in English, French, German and Spanish languages, as well as EIT of 2017-2020 in other subjects (in any combinations at their option).

8.4. There are the following persons who may take entrance examinations in the form of admission examinations (instead of EIT) and, if the given persons earn the number of points for each examination not lower than the minimum number of points set by a higher educational institution, are eligible to take part in the competitive selection based on complete general secondary education or academic level of Junior Specialist:

persons, who, by the decision of the Regulatory Board at the Regional Center for Assessment of Education Quality, were denied the registration for participation in EIT of 2020 due to the impossibility to create special conditions (if the Admissions Office of a higher educational institution is provided with a copy of the medical report in the form of primary accounting document No. O86-3/0 “Medical Report on Creating Special Conditions for External Independent Testing” approved by the order of the Ministry of Education and Science of Ukraine, Ministry of Health of Ukraine of August 29, 2016 No. 1027/900 “Some Issues of Participation in External Independent Testing and Admission Examinations Related to Persons with Special Diseases and/or Pathological Conditions, Disability” registered at the Ministry of Justice of Ukraine on December 27, 2016 with the No. 1707/29837, which is certified by the signature of the Secretary of the Regulatory Board at the Regional Center for Assessment of Education Quality and the seal of the Regional Center for Assessment of Education Quality, and the relevant extract from the minutes of the meeting of the Regulatory Board at the Regional Center for Assessment of Education Quality).

Such persons take part in competitive selection based on the results of admission examinations 2020 or EIT of 2018-2020 in English, French, German and Spanish languages, as well as EIT of 2017-2020 in other subjects (in any combinations at their option).

For visually impaired entrants who use (used) Braille letters in their learning process and need a special condition according to the code 0205 of the List of Special Conditions Created for Persons with Special Educational Needs at the Locations for External Independent Testing approved by the order of the Ministry of Education and Science of Ukraine, Ministry of Health of Ukraine of August 29, 2016 No. 1027/900 registered at the Ministry of Justice of Ukraine on December 27, 2016 with the No. 1708/29838, entrance examinations in geography, physics, chemistry, as well as English, Spanish, German and French languages are held at a higher educational institution.

8.5. There are the following persons who may take entrance examinations in the

form of admission examinations (instead of EIT and if these persons did not take EIT in the relevant subjects in 2020) and, if the given persons earn the number of points for each examination not lower than the minimum number of points set by a higher educational institution, are eligible to take part in the competitive selection based on complete general secondary education or academic level of Junior Specialist:

persons, who in 2020 did not take part in the main and additional sessions of EIT in specific subjects due to a disease or pathological condition specified in the List of Diseases and Pathological Conditions which May Be a Hindrance to Taking External Independent Testing approved by the order of the Ministry of Education and Science of Ukraine, Ministry of Health of Ukraine of August 29, 2016 No. 1027/900 registered at the Ministry of Justice of Ukraine on December 27, 2016 with the No. 1707/29837 (provided submission to the Admissions Office of a higher educational institution one of the documents specified in the subparagraph 1 of the paragraph 2 of the order of the Ministry of Education and Science of Ukraine, Ministry of Health of Ukraine of August 29, 2016 No. 1027/900 “Some Issues of Participation in External Independent Testing and Admission Examinations Related to Persons with Special Diseases and/or Pathological Conditions, Disability” registered at the Ministry of Justice of Ukraine on December 27, 2016 with the No. 1707/29837, or a copy of such document).

Such persons take part in competitive selection based on the results of admission examinations in specific subjects, in which these persons did not take part in the main and additional sessions of EIT of 2020 or EIT of 2018-2020 in English, French, German and Spanish languages, as well as EIT of 2017-2020 in other subjects (in any combinations at their option).

8.6. There are the following persons who may take entrance examinations in the form of admission examinations (instead of EIT and if these persons did not take EIT in the relevant subjects in 2020) and, if the given persons earn the number of points for each examination not lower than the minimum number of points set by a higher educational institution, are eligible to take part in the competitive selection:

persons exempted from doing their military service since and including December 1, 2019;

citizens of Ukraine who have obtained complete general secondary education abroad between September 1, 2019 and November 30, 2020.

Persons from these categories take part in competitive selection based on the results of admission examinations and/or EIT (the results of admission examinations are credited for the subjects, in which an entrant did not take EIT).

8.7. There are the following persons who, applying for a Master’s program in the specialty 081 “Law”, and applying for a Master’s program (except for the specialty of the branch of knowledge 01 “Education/Pedagogy”) (instead of the common admission examination in a foreign language), take part in the competitive selection based on the results of admission examinations at a higher educational institution (instead of the common admission examination in a foreign language and common professional entrance examination in law and general competences in legal studies):

persons, who cannot take part in the common admission examination and/or common professional entrance examination due to diseases specified in the List of Diseases and

Pathological Conditions which May Be a Hindrance to Taking External Independent Testing approved by the order of the Ministry of Education and Science of Ukraine and Ministry of Health of Ukraine of August 29, 2016 No. 1027/900 registered at the Ministry of Justice of Ukraine on December 27, 2016 with the No. 1707/29837;

persons, who, in order to take the common admission examination and/or common professional entrance examination need special conditions other than those specified in the List of Special Conditions Created for Persons with Special Educational Needs at the Locations for External Independent Testing approved by the order of the Ministry of Education and Science of Ukraine, Ministry of Health of Ukraine of August 29, 2016 No. 1027/900 registered at the Ministry of Justice of Ukraine on December 27, 2016 with the No. 1708/29838, with the codes 0101-0104, 0201— 0203, 0206, 0301-0306, 0401, 0501, 0601, 0701, 0702;

entrants exempted from doing their military service since April 1, 2020.

8.8. When applying for unbudgeted proposals on competitive admissions which, according to these Regulations provide for taking the common admission examination (except for the specialty 081 “Law”), the entrants, based on a Master’s degree (academic level of Specialist), may, at their option, either submit the result of the common admission examination, or take the relevant admission examination at a higher educational institution.

IX. Ranked lists of entrants and recommendations on enrollment

9.1. A ranked list of entrants is drawn up by categories in the following sequence:
entrants who are eligible to be enrolled based on the results of an interview (only based on complete general secondary education);

entrants who are eligible to be enrolled under general conditions.

9.2. Entrants, who are eligible to be enrolled based on the results of an interview, are alphabetized.

Within other categories, specified in the paragraph 1 of this section, the ranked list of entrants is arranged as follows:

by GPCA – from higher to lower;

by GPA of the supplement to the document on an obtained educational (academic) level - from higher to lower .

If the rules set in the third, fourth and fifth blocks of this paragraph do not allow one to determine the sequence of entrants in the ranked list, the Admissions Office makes the relevant decision independently based on the analysis of the documents submitted by the entrants and enters its decision in the USEDE.

9.3. The ranked list of entrants includes the following data:

academic degree, specialty, name of proposal on competitive admissions, form of study;

entrant’s full name;

entrant’s GPCA (except for entrants enrolled via an interview);

GPA of the supplement to the document on an obtained educational level (academic level).

9.4. The ranked lists are drawn up by the Admissions Office with the help of the USEDE and are published in full on the University’s website. Instead of publishing the current ranked lists of entrants on the official website, a higher educational institution may

provide links on its official website to the relevant page of the institution in the relevant information system which informs the public based on the data of the USEDE.

9.5. The lists of entrants recommended for enrollment for each proposal on competitive admissions are received by the Admissions Office based on the USEDE, verified for the truthfulness of the data submitted by entrants and for compliance with the requirements (provided for by these Regulations) for drawing up lists, approved by the Admissions Office's decision and published by posting on information stands of the Admissions Office and website of the higher educational institution according to the time frames specified in the section V of these Regulations.

The list of entrants recommended for enrollment includes the same data as the ranked list of entrants according to the paragraph 3 of this section.

9.6. The lists of entrants recommended for enrollment are updated one day after fulfillment/non-fulfillment by the entrants applying for a Bachelor's program based on complete general secondary education, academic level of Junior Specialist, entrants applying for a Master's program based on an obtained Bachelor's degree (academic level of Specialist), entrants applying for a PhD's program of the requirements for enrollment according to the section X of these Rules, taking into account their priority in the ranked list of entrants.

When updating the lists of entrants recommended for enrollment for a Bachelor's program based on an academic level of Junior Specialist regardless of the GPCA, the recommendations for enrollment are provided to the entrants specified in the paragraph 11 of the section VII of these Regulations if they are eligible for competitive selection.

9.7. Publication of the relevant decision on the information stands of the University's Admissions Office is deemed to be the official announcement about the provision of recommendations for enrollment.

The Admissions Office's decision on the recommendation for enrollment is also posted on the University's website and on the entrant's user account in the USEDE.

The entrants recommended for enrollment may receive messages via cell phone and means of electronic communication according to the Admission Regulations.

X. Exercising the entrants' right to choose a place of study

10.1. The persons, who have submitted applications in paper or electronic form and take part in competitive selection, after making by the Admissions Office the decision on the recommendation for enrollment according to the time frame specified in the section V of these Regulations, are obliged to fulfill the requirements for enrollment for the places within the licensed amount: to submit in person the originals of the document on an educational (academic) level and supplement to the given document, certificates of EIT and/or other documents provided for by the Conditions and Admission Regulations to the University's Admissions Office. The submitted originals of the documents are stored at the University during the whole period of study. An entrant, who, after submitting his/her application, but before fulfilling the requirements for enrollment, changed anything in his/her full name, also presents in person to the University's Admissions Office a certificate of the state registration of the civil status act regarding the relevant change and the document of identification (issued based on the given certificate). The information on the above-mentioned documents is entered in the USEDE. In addition to it, the persons, who submitted their applications in electronic form, are obliged to sign their own application printed out by the Admissions Office.

10.2. Persons, who have received recommendations, but have not fulfilled the requirements for enrollment within the time frames specified in the section V of these Regulations, forfeit the right to be enrolled (transferred) for studies at the expense of individuals and/or legal entities in the current year.

Persons, who have received recommendations and have fulfilled the requirements for enrollment within the time frames specified in the section V of these Regulations, are subject to enrollment.

XI. Correction of the list of persons recommended for enrollment

11.1. The Admissions Office cancels the recommendations previously provided to entrants who have not fulfilled the requirements for enrollment for the places at the expense of individuals and/or legal entities provided for in the paragraph 1 of the section X of these Regulations.

11.2. Entrants recommended for studies at the expense of individuals and/or legal entities are obliged to fulfill the requirements for enrollment according to the paragraph 1 of the section X of the Conditions and Admission Regulations.

The contract for provision of educational services between the University and an individual (legal entity) is concluded after issuance of the order on enrollment. If the contract is not concluded within two weeks from the date of issuance of the order on enrollment, this order is cancelled according to part of the given order related to enrollment of this individual or representative of the legal entity. The tuition fee is paid according to the contract concluded between the parties.

11.3. When studying simultaneously on several specialties (majors, areas of study, study programs) and forms of study, one of which is state-requisitioned or at the expense of special-purpose privileged state credits, the originals of the document on the educational (academic) level and state-recognized supplement to the given document, as well as originals of the certificates of EIT are stored at a higher educational institution according to the state-requisitioned place of study or place of study funded at the expense of special-purpose privileged state credits during the whole period of study.

When studying simultaneously on several specialties (majors, areas of study, study programs) and forms of study, except for two full-time forms of study, at the expense of individuals and/or legal entities, the originals of the above-mentioned documents are stored at one of the higher educational institutions at the student's option during the whole period of study. A certificate of storing originals of the documents is issued at the student's request by the higher educational institution in which they are stored.

XII. Order on enrollment, additional competition

12.1. Orders on enrollment for studies are issued by the University's President based on the Admissions Office's decision. The orders on enrollment for studies with supplements to these orders are formed in the USEDE and published on the Admissions Office's information stand and the University's website in the form of the list of persons enrolled within the time frames set in the section V of these Regulations.

12.2. The Admissions Office's decision on enrollment of an entrant may be cancelled by the Admissions Office if the breaches provided for by the paragraph 5 of the section XVI of these Rules and committed by the entrant are detected.

The persons enrolled may be removed from the order on enrollment to the University on their own volition. The order on enrollment is cancelled according to the part of this order related to these persons. The given persons may also be removed from the register of the higher educational institution on their own volition. In this connection, such persons receive back the documents they submitted not later than the following day after submitting the application for removing from the register.

12.3. If, without good reason, a person does not start attending classes within 10 calendar days from the date of their commencement, the order on enrollment is cancelled according to the part of this order related to this person.

12.4. A place (places) vacated in the manner prescribed in the paragraphs 2, 3 of this section may be used for an additional competitive selection among the persons who took part in the main competitive selection for this proposal on competitive admissions. Only the entrants, who submitted their applications for this proposal on competitive admissions and were eligible for participation in the main competitive selection, take part in the additional competitive selection according to the GPCA. If there are no such candidates for the vacated places, it is allowed to enroll persons who applied for other the University's proposals on competitive admissions, provided that the entrance examinations coincide, by resubmitting the application (with the person's consent) for other proposal on competitive admissions.

The additional competitive selection is held until September 29. In this case, orders on enrollment of such persons are drawn up and submitted to the USEDE by 18.00, September 30.

XIII. The peculiarities of admission of foreigners and stateless persons for studies at Alfred Nobel University

13.1. The foreigners and stateless persons are admitted for studies at Alfred Nobel University according to the Acts of Ukraine "On Higher Education", "On the Legal Status of Foreigners and Stateless Persons", "On Foreign Ukrainians", "On Refugees and Persons Who Need Additional or Temporary Protection", Decree of the President of Ukraine of June 3, 1994 No. 271 "On Activities for Developing Economic Cooperation of the Oblasts of Ukraine with the Neighboring Regions of the Republic of Belarus and Administrative Territories of the Republic of Moldova", Resolution of the Cabinet of Ministers of Ukraine of September 11, 2013 No. 684 "Some Issues of Recruitment of Foreigners and Stateless Persons for Studies", order of the Ministry of Education and Science of Ukraine of November 1, 2013 No. 1541 "Some Issues of Organization of Intake and Training (Internships) of Foreigners and Stateless Persons" registered at the Ministry of Justice of Ukraine on November 25, 2013 with the No. 2004/24536.

13.2. Foreigners and stateless persons (hereinafter referred to as foreigners) may seek a higher education at the expense of individuals (legal entities), unless otherwise provided by international treaties of Ukraine, the consent to binding authority of which is granted by the Verkhovna Rada (Supreme Council) of Ukraine, legislation or agreements between higher educational institutions on international academic mobility.

If documents are submitted for non-accredited study programs (specialties), the fact that a foreigner is informed on the part 6 of the clause 7 of the Higher Education Act of Ukraine is recorded in a written notice of the absence of accreditation and is confirmed

with his/her personal signature.

13.3. Enrollment of foreigners at the expense of individuals or legal entities may be conducted by Alfred Nobel University:

- 1) twice a year, before and at the beginning of academic semesters (but not later than November 1 and March 1 accordingly), for Bachelor's and Master's programs;
- 2) during the year for programs of standard and higher doctorate.

Applications from foreigners are received from January 10, 2020 to February 25, 2020 and from August 15, 2020 to October 25, 2020, entrance examinations are held 2 days after the receipt of documents by the decision of the Admissions Office, the requirements for enrollment are to be fulfilled by February 27, 2020 and by October 30, 2020, the dates of enrollment are February 28 and October 31, 2020.

The time frames for entering proposals on competitive admissions in the USEDE, as defined in the paragraph 7 of the section XV of these Regulations, are not applied to the admission of such foreigners.

The University calculates the entrant's points/grades based on the document on a previous level of education and sets the minimum (required for admission) number of points/grades in general educational subjects in which an entrance examination is held. The minimum (required for admission) number of points/grades in general educational subjects is prescribed at the level of requirements for citizens of Ukraine.

Foreigners are enrolled for the relevant academic level based on the results of entrance examinations in prescribed subjects and language of instruction and based on academic rights to continue studies, which are provided by the document on an obtained educational level in the country of a foreigner's origin, as well as by taking into account the points for academic performance, which grant the right to continue studies at the following academic level according to the legislation of the country that issued the document on an obtained degree (level) of education.

The competitive selection and enrollment of foreigners for Bachelor's programs is conducted based on the results of entrance examinations held in the form of interviews in Ukrainian (Russian), English and mathematics or geography in all specialties or majors and based on academic rights to continue studies, which are provided by the document on an obtained educational level in the country of a foreigner's origin, as well as by taking into account the points for academic performance, which grant the right to continue studies at the following academic level according to the legislation of the country that issued the document on an obtained level of education.

The competitive selection and enrollment of foreigners for Master's programs is conducted based on the results of entrance examinations in a foreign language and profession. A person may enter a higher educational institution for a Master's program based on a Bachelor's or Master's degree obtained in another specialty, provided successful passing the additional entrance examinations, taking into account the GPA of the document on higher education of a Bachelor or Master (Specialist).

13.4. All categories of foreigners applying for studies are enrolled to the University based on the orders on enrollment formed in the USEDE. The fact of studies may be confirmed a certificate formed in the USEDE.

13.5. The University's requirements for compliance of foreign entrants, who have arrived in Ukraine to study, with the conditions of admission to the relevant academic levels are specified in the Admissions Regulations and published on the University's official website.

13.6. The following persons are admitted to seek academic degrees:
persons who have obtained complete general secondary education – for Bachelor’s programs.

persons who have obtained a Bachelor’s degree (academic level of Specialist) – for Master’s programs;

persons who have obtained a Bachelor’s or Master’s degree (academic level of Specialist) – for Bachelor’s programs in another specialty;

persons who have obtained a Master’s degree (academic level of Specialist) – for PhD’s programs.

The right to seek an academic degree in another specialty may also be granted to persons who have previously obtained the same or higher degree (level), or have been seeking it for at least one year and fulfill their individual curricula in full.

Entrants are admitted for the following years of study.

13.7. Foreigners and stateless persons residing in Ukraine legally, submit in person their applications for admission to Alfred Nobel University, specifying a specialty and form of study in their applications.

To enter an educational institution, a foreigner submits in person a paper-based application to the relevant structural subdivision/admissions office.

The foreigner’s application should be accompanied by:

1) a document (original and a copy thereof) on the previously obtained educational (academic) level, on which the admission is based;

2) a supplement (original and a copy thereof) to the document on the previously obtained educational (academic) level, on which the admission is based (if any);

3) an academic transcript issued by a foreign/Ukrainian educational institution (in case of transfer or resuming studies, starting with the second year of study, an academic transcript is attached);

4) original and copy of the document which includes information on the content of the study program regarding the previous academic degree (level), credits earned, duration of studies and performance in academic courses during the admission for a Master’s program or postgraduate education;

5) a copy of the foreigner’s passport or document confirming the stateless person;

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

7) four 30 x 40 mm photos;

8) a copy of a certificate of foreign Ukrainian;

9) a return ticket with an open date of return to the motherland for up to one year.

The documents specified in the subparagraphs 1 – 5 of this paragraph should be translated into Ukrainian with a notarized translation.

The documents specified in the subparagraphs 1 – 4 of this paragraph should be certified in their country of issue in the manner officially used in this country, and should be legalized by the relevant foreign institution of Ukraine, unless otherwise provided by international treaties of Ukraine.

The application and documents specified in this paragraph are stored in the entrants’/students’ permanent records.

13.8. Foreigners, who arrive in Ukraine to take part in programs of academic mobility or for seeking a higher education according to the study programs agreed

between a Ukrainian and foreign higher educational institutions, are admitted by taking into account the relevant contractual obligations of the higher educational institution.

13.9. Foreign Ukrainians, who reside in Ukraine legally and whose status is certified by a certificate of foreign Ukrainian, when entering Alfred Nobel University, enjoy the same rights for education as citizens of Ukraine, with the exceptions prescribed by the Constitution of Ukraine, acts of Ukraine or international treaties, the consent to binding authority of which is granted by the Verkhovna Rada (Supreme Council) of Ukraine.

XIV. Requirements for the Admission Regulations

14.1. The Admission Regulations for 2020 are developed according to the legislation of Ukraine, approved by the University's Academic Council, posted on the web-site and entered in the USEDE by December 31, 2019. The Admission Regulations are valid during the calendar year.

The Admission Regulations for standard and higher doctorate are approved by the University's Academic Council as a supplement to the Admission Regulations. The approved Admission Regulations for standard and higher doctorate are valid during the calendar year.

14.2. The Admission Regulations are published in the national language.

14.3. The Admission Regulations determine the procedure and conditions for storing the entrants' papers. The entrants' papers written on admission examinations, professional examinations and interviews are handed over to the Student Office together with other documents and are stored in permanent records. The papers of entrants, who are not admitted for studies, are stored for at least one year, after which they are shredded, which is certified by the relevant document (formal note).

14.4. The procedure for additional competitive selection for a proposal on competitive admissions at the expense of individuals and/or legal entities within the licensed amounts is developed by higher educational institutions and is provided according to all applications submitted by entrants. During enrollment for studies at the expense of individuals and/or legal entities after the expiry of the deadline for submitting documents, the entrants may change the specialty and form of study to another within the University (if there are the results of required entrance examinations and the places of the licensed amount vacated by resubmitting the application).

14.5 Unbudgeted proposals on competitive admissions are entered in the USEDE by June 14, 2020.

The creation and submission of any new proposals on competitive admissions for seeking an academic degree based on complete general secondary education from June 15, 2020 to August 15, 2020 are not implemented.

Unbudgeted proposals on competitive admissions may be created for the following needs:

for seeking an academic degree in another specialty by the persons who have previously obtained the same or higher academic degree (level), or have been seeking it for at least one year and fulfill their individual curricula in full;

for admitting foreign citizens and stateless persons;

for admission for senior years of study with a standard period of study;

for admission based on additional intake (after September 1, 2020).

14.6. The number of places for unbudgeted proposals on competitive admissions is determined in the Admission Regulations within the licensed amount, taking into account its division by forms of study. (**Appendices 3-4**)

XV. Ensuring Openness and Transparency of Admission to Alfred Nobel University

15.1. The meeting of the Alfred Nobel University's Admissions Office may be visited by the representatives of mass media (not more than two persons from every organ of mass media). The reporters are to be accredited at the Admissions Office by submitting an application no later than the day before the meeting.

15.2. Public organizations may apply to the Ministry of Education and Science (MES) of Ukraine for provision of the right to observe the operation of the Admissions Office. The public organizations which acquired such right from the MES of Ukraine may send their observers to the meetings of admissions offices. The admission office is obliged to create the adequate working conditions for public organizations at the meetings, as well as to provide them with the opportunity to study the documents, which are provided for the members of the Admissions Office, before the meeting.

15.3. Alfred Nobel University is obliged to create conditions for familiarization of entrants with the license for educational activities, certificates of accreditation of the relevant specialty (major, study program). The Admission Regulations and information on the licensed amount for each proposal on competitive admissions (specialty, study program, major) and degree are published on the Alfred Nobel University's official website not later than the following working day after approval/agreement or receipt of the relevant information.

15.4. The head of the Alfred Nobel University's Admissions Office announces the meeting of the Office, as a rule, not later than the day before the date of the meeting, in special cases – not later than three hours before the start of the meeting. The announcement together with the draft agenda of the meeting is published on the Alfred Nobel University's official website.

15.5. If an entrant submits false personal data, false information on a previously obtained education, on the eligibility to be enrolled via an interview, on the participation in pupil competitions and competitions for defense of the Minor Academy of Sciences of Ukraine, on passing the external independent testing, it makes a ground for cancelling the order on enrollment according to the part of this order related to this entrant.

15.6. The public is informed on the licensed amount, the number of state-requisitioned places, tuition fee according to specialties (majors, areas of study, study programs), persons (full names) who have submitted their applications for admission, recommendations for enrollment for the given persons and on the enrollment of these persons to the University via information systems based on the data of the USEDE through the section "Admission" of the USEDE's website at <https://vstup.edbo.gov.ua/>, as well as via information systems (according to the contracts concluded by owners (administrators) of such systems with the Technical Administrator of the USEDE).

**Executive Secretary
of the Admissions Office**

L. Boyko

**The List of Certificates of EIT for Admission to
Alfred Nobel University in 2020**

| Branch of knowledge | Specialties | Certificates of EIT | Coefficient | |
|---|--|---|--------------------|--|
| 03. Humanities | 035 Philology: Translation/Interpreting Language and Literature (English) | Ukrainian Language and Literature | 0,3 | |
| | | English | 0,4 | |
| | | <i>History of Ukraine or Geography</i> | 0,2 | |
| | | | | |
| | 035 Philology: Applied Linguistics | Ukrainian Language and Literature | 0,3 | |
| | | English | 0,4 | |
| <i>Mathematics or History of Ukraine</i> | | 0,2 | | |
| | | | | |
| 05. Social and Behavioral Sciences | 053 Psychology | Ukrainian Language and Literature | 0,3 | |
| | | Biology | 0,4 | |
| | | <i>History of Ukraine or Foreign Language</i> | 0,2 | |
| | | | | |
| | 051 Economics: Business Economics Business Analytics | Ukrainian Language and Literature | 0,3 | |
| | | Mathematics | 0,4 | |
| | | <i>History of Ukraine or Foreign Language</i> | 0,2 | |
| | | | | |
| | 052 Political Science | Ukrainian Language and Literature | 0,3 | |
| | | History of Ukraine | 0,4 | |
| | | <i>Foreign Language or Mathematics</i> | 0,2 | |
| | | | | |
| 07. Management and Administration | 072 Finance, Banking and Insurance Financial Management in Business | Ukrainian Language and Literature | 0,3 | |
| | | Foreign Language | 0,4 | |
| | | <i>Mathematics or Geography</i> | 0,2 | |
| | 072 Finance, Banking and Insurance Risk Management in Insurance and Banking | Ukrainian Language and Literature | 0,3 | |
| | | Mathematics | 0,4 | |
| | | <i>History of Ukraine or Foreign Language</i> | 0,2 | |
| | | | | |
| | 071 Accounting and Taxation | Ukrainian Language and Literature | 0,3 | |
| | | Foreign Language | 0,4 | |
| | | <i>Mathematics or Geography</i> | 0,2 | |
| | | | | |
| | 076 Entrepreneurship, Commerce and Marketplace Trading | Ukrainian Language and Literature | 0,3 | |
| | | Mathematics | 0,4 | |
| | | <i>History of Ukraine or Foreign Language</i> | 0,2 | |
| | 076 Entrepreneurship, Commerce and Marketplace Trading | Ukrainian Language and Literature | 0,3 | |
| History of Ukraine | | 0,4 | | |

| | | | |
|-------------------------------------|--|--|-----|
| | Entrepreneurship and Business Solution | <i>Foreign Language or Mathematics</i> | 0,2 |
| | 076 Entrepreneurship, Commerce and Marketplace Trading Entrepreneurship and Commercial Logistics | Ukrainian Language and Literature | 0,3 |
| | | Mathematics | 0,4 |
| | | <i>Foreign Language or Geography</i> | 0,2 |
| | 075 Marketing: Marketing Advertising and Business Communication | Ukrainian Language and Literature | 0,3 |
| | | History of Ukraine | 0,4 |
| | | <i>Foreign Language or Geography</i> | 0,2 |
| | 073 Management Management of Business Organizations | Ukrainian Language and Literature | 0,3 |
| | | Mathematics | 0,4 |
| | | <i>Foreign Language or Geography</i> | 0,2 |
| | 073 Management HR Management and Coaching | Ukrainian Language and Literature | 0,3 |
| | | History of Ukraine | 0,4 |
| | | <i>Foreign Language or Geography</i> | 0,2 |
| | | | |
| 08. Law | 081 Law Criminal Law | Ukrainian Language and Literature | 0,3 |
| | | History of Ukraine | 0,4 |
| | Civil Law | <i>Mathematics or Foreign Language</i> | 0,2 |
| | | | |
| 12. Information Technologies | 122 Computer Science | Ukrainian Language and Literature | 0,3 |
| | | Mathematics | 0,4 |
| | | <i>Foreign Language or Geography</i> | 0,2 |
| | | | |
| 23. Social Work | 231 Social Work | Ukrainian Language and Literature | 0,3 |
| | | History of Ukraine | 0,4 |
| | | <i>Foreign Language or Biology</i> | 0,2 |
| | | | |
| 24. Services Sector | 241 Hotel and Restaurant Business | Ukrainian Language and Literature | 0,3 |
| | | History of Ukraine | 0,4 |
| | 242 Tourism | <i>Foreign Language or Geography</i> | 0,2 |
| | | | |
| 29. International Relations | 292 International Economic Relations | Ukrainian Language and Literature | 0,3 |
| | | Foreign Language | 0,4 |
| | | <i>Mathematics or Geography</i> | 0,2 |
| | 292 International Economic Relations | Ukrainian Language and Literature | 0,3 |
| | | Foreign Language | 0,4 |
| | | <i>History of Ukraine or Geography</i> | 0,2 |

The List of Certificates of EIT and Professional Entrance Examinations for Admission to Alfred Nobel University Based on the Academic Level of Junior Specialist in 2020

| | Branch of knowledge | Name of specialty | Certificate of EIT of 2020 |
|----|---------------------------------------|---|---|
| 03 | Humanities | 035 Philology: <i>Translation/Interpreting</i> | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | 035 Philology: <i>Language and Literature (English)</i> | |
| | | 035 Philology: Applied Linguistics | |
| 05 | Social and Behavioral Sciences | 51 Economics: | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature (EIT) 2. History of Ukraine or Mathematics (EIT) 3. Professional Entrance Examination |
| | | 052 Political Science | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | 053 Psychology: | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| 07 | Management and Administration | 071 Accounting and Taxation | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature (EIT) 2. History of Ukraine or Mathematics (EIT) 3. Professional Entrance Examination |
| | | 072 Finance, Banking and Insurance | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature (EIT) 2. History of Ukraine or Mathematics (EIT) 3. Professional Entrance Examination |

| | | | |
|----|---------------------------------|---|---|
| | | 073 Management | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature (EIT) 2. History of Ukraine or Mathematics (EIT) 3. Professional Entrance Examination |
| | | 075 Marketing | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. History of Ukraine or Mathematics (EIT) 3. Professional Entrance Examination |
| | | 076 Entrepreneurship, Commerce and Marketplace Trading | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. History of Ukraine or Mathematics (EIT) 3. Professional Entrance Examination |
| | | | |
| 08 | <i>Law</i> | 81 Law | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | | |
| 12 | Information Technologies | 122 Computer Science | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | | |
| 23 | Social Work | 231 Social Work | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | | |
| 24 | Services Sector | 241 Hotel and Restaurant Business | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | 242 Tourism | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance Examination |
| | | | |
| 29 | International Relations | 292 International Economic Relations | <ol style="list-style-type: none"> 1. Ukrainian Language and Literature 2. Professional Entrance |

Appendix No. 3

The List of Accredited Study Programs and Proposals on Competitive Admissions within Which the Admission to Alfred Nobel University for Bachelor's Programs Is Conducted

| Branch of knowledge | Specialties | Licensed amount | | Period of study |
|---|---|---|--------------------------|-----------------------|
| | | Full-time form of study | Extramural form of study | |
| 03. Humanities | 035 Philology: Translation/Interpreting | 120 | 40 | 3 years and 10 months |
| | 035 Philology: Language and Literature (English) | 15 | 0 | 3 years and 10 months |
| | 035 Philology: Applied Linguistics | 25 | 0 | 3 years and 10 months |
| 05. Social and Behavioral Sciences | 053 Psychology | 70 | 40 | 3 years and 10 months |
| | 051 Economics: Business Economics | 60 | 85 | 3 years and 10 months |
| | 051 Economics: Business Analytics | 25 | 25 | 3 years and 10 months |
| | 052 Political Science International Aspects of Political Journalism | 7 | 0 | 3 years and 10 months |
| | 052 Political Science European Political Studies | 8 | 0 | |
| | 07. Management and Administration | 072 Finance, Banking and Insurance Financial Management in Business | 50 | 50 |
| 072 Finance, Banking and Insurance Risk Management in Insurance and Banking | | 50 | 50 | |

| | | | | |
|------------------------------------|--|-----------|-----------|------------------------------|
| | 071 Accounting and Taxation | 25 | 25 | 3 years and 10 months |
| | 076 Entrepreneurship, Commerce and Marketplace Trading | 0 | 65 | 3 years and 10 months |
| | 076 Entrepreneurship, Commerce and Marketplace Trading Entrepreneurship and Business Solution | 35 | 0 | |
| | 076 Entrepreneurship, Commerce and Marketplace Trading Entrepreneurship and Commercial Logistics | 30 | 0 | |
| | 075 Marketing: Marketing | 45 | 25 | 3 years and 10 months |
| | 075 Marketing: Advertising and Business Communication | 55 | 0 | 3 years and 10 months |
| | 073 Management Management of Business Organizations | 75 | 30 | 3 years and 10 months |
| | 073 Management HR Management and Coaching | 60 | 0 | |
| 08. Law | 081 Law Criminal Law | 45 | 45 | 3 years and 10 months |
| | 081 Law Civil Law | 45 | 45 | |
| 12 Information Technologies | 122 Computer Science | 50 | 0 | 3 years and 10 months |
| 23. Social Work | 231 Social Work | 50 | 0 | 3 years and 10 months |
| 24. Services Sector | 241 Hotel and Restaurant Business | 50 | 0 | 3 years and 10 months |

| | | | | |
|------------------------------------|---|-----------|-----------|------------------------------|
| | 242 Tourism | 50 | 0 | 3 years and 10 months |
| | | | | |
| 29. International Relations | 292 International Economic Relations | 90 | 15 | 3 years and 10 months |
| | 292 International Economic Relations | 30 | 15 | |

Appendix No. 4

The List of Accredited Study Programs and Proposals on Competitive Admissions within Which the Admission to Alfred Nobel University for Master's Programs Is Conducted

| | Branch of knowledge | Specialties | Licensed amount | | Period of study |
|-----|--------------------------------|---|-------------------------|----------------------------|---------------------|
| | | | Full-time form of study | Evening-time form of study | |
| 01. | Education/Pedagogy | 011 Educational, Pedagogical Sciences | 25 | 0 | 1 year and 5 months |
| 03. | Humanities | 035 Philology: Translation/Interpreting | 50 | 15 | 1 year and 5 months |
| | | 035 Philology: Language and Literature (English) | 15 | 0 | 1 year and 5 months |
| | | 035 Philology: Applied Linguistics | 10 | 0 | 1 year and 5 months |
| 05. | Social and Behavioral Sciences | 053 Psychology | 30 | 50 | 1 year and 5 months |
| | | 051 Economics: Economics of Business and Innovative Activities | 50 | 75 | 1 year and 5 months |
| | | 051 Economics: Business Analytics | 25 | 25 | 1 year and 5 months |
| | | 052 Political Science: International Aspects of Political Journalism | 12 | 0 | 1 year and 5 months |
| | | 052 Political Science: European Schools of Political Studies | 13 | 0 | |
| 07. | Management and Administration | 072 Finance, Banking and Insurance | 50 | 125 | 1 year and 5 months |

| | | | | | |
|------------|--------------------------------|---|-----------|-----------|-----------------------------|
| | | | | | |
| | | 071 Accounting and Taxation | 15 | 35 | 1 year and 5 months |
| | | 076 Entrepreneurship, Commerce and Marketplace Trading | 75 | 75 | 1 year and 5 months |
| | | 075 Marketing | 35 | 70 | 1 year and 5 months |
| | | 073 Management | 50 | 95 | 1 year and 5 months |
| | | 073 Management: Business Administration | 40 | 0 | 1 year and 10 months |
| | | 073 Management: Management of Educational Institutions | 40 | 0 | 1 year and 5 months |
| 08. | Law | 081 Law | 50 | 50 | 1 year and 5 months |
| 23. | Social Work | 231 Social Work | 25 | 0 | 1 year and 5 months |
| 29. | International Relations | 292 International Economic Relations | 50 | 25 | 1 year and 5 months |

TABLE
for converting the GPA of the document on complete general secondary education, calculated according to the 12-point grading scale, into the grading scale of 100 to 200 points

| | |
|-----|-----|
| 1 | 100 |
| 1,1 | 100 |
| 1,2 | 100 |
| 1,3 | 100 |
| 1,4 | 100 |
| 1,5 | 100 |
| 1,6 | 100 |
| 1,7 | 100 |
| 1,8 | 100 |
| 1,9 | 100 |
| 2 | 100 |
| 2,1 | 101 |
| 2,2 | 102 |
| 2,3 | 103 |
| 2,4 | 104 |
| 2,5 | 105 |
| 2,6 | 106 |
| 2,7 | 107 |
| 2,8 | 108 |
| 2,9 | 109 |
| 3 | 110 |
| 3,1 | 111 |
| 3,2 | 112 |
| 3,3 | 113 |
| 3,4 | 114 |
| 3,5 | 115 |
| 3,6 | 116 |
| 3,7 | 117 |
| 3,8 | 118 |

| | |
|-----|-----|
| 3,9 | 119 |
| 4 | 120 |
| 4,1 | 121 |
| 4,2 | 122 |
| 4,3 | 123 |
| 4,4 | 124 |
| 4,5 | 125 |
| 4,6 | 126 |
| 4,7 | 127 |
| 4,8 | 128 |
| 4,9 | 129 |
| 5 | 130 |
| 5,1 | 131 |
| 5,2 | 132 |
| 5,3 | 133 |
| 5,4 | 134 |
| 5,5 | 135 |
| 5,6 | 136 |
| 5,7 | 137 |
| 5,8 | 138 |
| 5,9 | 139 |
| 6 | 140 |
| 6,1 | 141 |
| 6,2 | 142 |
| 6,3 | 143 |
| 6,4 | 144 |
| 6,5 | 145 |
| 6,6 | 146 |
| 6,7 | 147 |
| 6,8 | 148 |
| 6,9 | 149 |
| 7 | 150 |
| 7,1 | 151 |

| | |
|------|-----|
| 7,2 | 152 |
| 7,3 | 153 |
| 7,4 | 154 |
| 7,5 | 155 |
| 7,6 | 156 |
| 7,7 | 157 |
| 7,8 | 158 |
| 7,9 | 159 |
| 8 | 160 |
| 8,1 | 161 |
| 8,2 | 162 |
| 8,3 | 163 |
| 8,4 | 164 |
| 8,5 | 165 |
| 8,6 | 166 |
| 8,7 | 167 |
| 8,8 | 168 |
| 8,9 | 169 |
| 9 | 170 |
| 9,1 | 171 |
| 9,2 | 172 |
| 9,3 | 173 |
| 9,4 | 174 |
| 9,5 | 175 |
| 9,6 | 176 |
| 9,7 | 177 |
| 9,8 | 178 |
| 9,9 | 179 |
| 10 | 180 |
| 10,1 | 181 |
| 10,2 | 182 |
| 10,3 | 183 |
| 10,4 | 184 |

| | |
|------|-----|
| 10,5 | 185 |
| 10,6 | 186 |
| 10,7 | 187 |
| 10,8 | 188 |
| 10,9 | 189 |
| 11 | 190 |
| 11,1 | 191 |
| 11,2 | 192 |
| 11,3 | 193 |
| 11,4 | 194 |
| 11,5 | 195 |
| 11,6 | 196 |
| 11,7 | 197 |
| 11,8 | 198 |
| 11,9 | 199 |
| 12 | 200 |