

Private Higher Educational Establishment-Institute  
“Ukrainian-American Concordia University”

**APPROVED**

Rector

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**REGULATIONS ON STUDENTS` ACADEMIC  
MOBILITY AT UKRAINIAN- AMERICAN  
CONCORDIA UNIVERSITY**

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the meeting of the UACU  
Academic Senate  
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## **1. GENERAL ISSUES**

1.1 "The Regulations on students' academic mobility" (further - Regulations) is developed on the basis of the "Exemplary provision on the academic mobility of students of higher education institutions of Ukraine" approved by the order of the Ministry of Education and Science of Ukraine on May 29, 2013. No.635, other legal documents on higher education, as well as the Status of the Institute and regulates the activities of the Private Higher Education Establishment-Institute "Ukrainian-American Concordia University " (further - UACU) on the organization of academic mobility of higher education applicants.

1.2 The objectives and general rules for ensuring and implementing academic mobility are in line with the basic principles of the Bologna Declaration.

1.3 Participants in the educational process and higher education institutions involved in academic mobility are later referred to as participants in academic mobility.

1.4 Academic mobility of participants in the educational process can be carried out on the basis of intergovernmental agreements on cooperation in education, programs and projects, cooperation agreements between higher education institutions of Ukraine or their main structural units on the basis of agreed curricula, personal initiative of participants in the educational process and other mechanisms.

1.5 *Academic mobility* is an opportunity for participants in the educational process to study, teach, train, to conduct scientific activities, etc. in another higher educational institution (scientific institution) in Ukraine or abroad (further - higher education institutions-partners).

1.6 *Credit academic mobility* – studying in a higher educational institution-partner to obtain credits ECTS, which will be recognized in the higher education institution of Ukraine, where the student is constantly studying without awarding a degree of higher education of the university-partner. At the same time, the total duration of studying does not increase.

1.7 *Step academic mobility* - studying in a higher educational institution-partner that provides for a document on higher education (scientific degrees) on the relevant degrees of a partner's higher education institution.

1.8 *The main types of academic mobility:*

*Internal academic mobility* - teaching, internships, research, etc. by the students of the educational institute in higher education institutions-partners of Ukraine;

*International academic mobility* - teaching, internships, research, etc. by the students in the Institute's educational process in higher education-partners outside Ukraine;

*Group academic mobility* - training, teaching, internships, research by a group of students in the educational process in higher education-partners, organized by the Institute for the purpose of implementing educational, academic and research programs;

*Individual academic mobility* - teaching, internships, research on a case-by-case basis for students in higher education-partners in order to implement individual educational, academic and research programs;

- *proactive academic mobility* - training, teaching, internships, research by the students in the educational process on their own initiative, supported by the administration of UACU, in order to implement individual educational, academic and research programs, within the framework of domestic and foreign government programs and projects.

1.9 The conditions of study and stay of participants in the academic mobility education process and other issues are determined by bilateral or multilateral agreements between higher education partners.

## **2. THE OBJECTIVES OF THE STUDENTS' ACADEMIC MOBILITY**

2.1 The main objectives of students' academic mobility are:

- improving the quality of higher education;
- improving the effectiveness of research;

- improving the competitiveness of UACU graduates in the Ukrainian and international markets of educational services and labor;
- enriching the individual experience of higher education applicants in relation to other models of knowledge creation and dissemination;
- engaging global intellectual capacity in the domestic educational process through bilateral and multilateral agreements between higher education partners;
- establishing internal and external integration links;
- harmonization of educational standards of higher education-laying partners;
- raising the level of theoretical and practical training of higher education applicants, conducting research using modern equipment and technologies, mastering the latest research methods, acquiring research experience and implementing its results;
- acquire professional experience during training and production practices;
- strengthening the integration of education and science, developing further scientific research, deepening knowledge of national cultures of other countries, as well as dissemination of knowledge about the language, culture, education and science of Ukraine;
- support for social, economic, cultural, political and ties with other countries.

### **3. REGULATORY FRAMEWORK OF THE PROGRAM OF ACADEMIC MOBILITY**

This Regulation is designed to:

- Ukraine's Higher Education Act;
- Ukraine's Education Act;
- laws of Ukraine "On the legal status of foreigners and stateless persons" (with changes);
- decrees of the Cabinet of Ministers of Ukraine dated April 13, 2011 No. 411 "Issues of training of students and graduate students, internships of scientific and scientific and educational workers in leading higher education institutions and scientific institutions abroad";
- decrees of the Cabinet of Ministers of Ukraine of August 27, 2010 No. 787 "On the approval of the list of specialties, which are trained in higher education institutions on the educational and qualification levels of a specialist and a master's degree";
- higher education standards;
- other higher education regulations.

### **4. ORGANIZATIONAL INFORMATION OF ACADEMIC MOBILITY**

4.1 The right to participate in academic mobility programs are those who are students of educational levels of junior bachelor and bachelor's degree (starting from the second year), master's degree, persons who receive Ph.D., scientific, educational and pedagogical workers.

4.2 According to agreements between participants in academic mobility:

- the selection of students is carried out for participation in academic mobility programs;
- the list of necessary documents is regulated for students in the academic mobility program and the procedure for submitting them;
- the stages, duration and content of studying are determined in partner universities.

4.3 For the duration of their studies at another educational institution in Ukraine or abroad, students have the right to retain their place of study, internship or scientific activity in another higher educational institution (scientific institution) in Ukraine or abroad. Such persons are not

expelled from the students.

4.4 The student, in addition to studying at the partner-university compulsory educational disciplines, has the right to choose additional subjects.

4.5 The list of necessary documents for participation in the academic mobility program for students and the procedure for their presentation is regulated by agreements between partner higher education institutions.

4.6 The stages, duration and content of higher education are determined by the curriculum and schedules of the academic process approved in the higher education institutions-partners. Agreed curricula and timetables of the educational process are approved by the heads of higher education institutions-partners.

In the formation of an individual curriculum, the student considers the actual implementation of his individual curriculum of the current and previous academic years.

4.7 The student, in addition to studying at the partner-university of compulsory educational subjects, has the right to choose additional subjects, if this is provided by the relevant agreements between the higher education institutions-partners.

4.8 For the duration of the study at a partner-institution, the higher education applicant is granted academic leave or an individual studying plan.

4.9 *Forms of academic mobility for higher education applicants are:*

- student exchange programs at a partner-institution;
- training in joint educational programs;
- language and scientific internships;
- training (research) practice;
- participation in summer schools;
- participation in conferences and seminars.

4.10 *Forms of academic mobility for Ph.D., science, academic and pedagogical workers are:*

- participation in seminars, science schools and conferences and so on;
- participation in joint projects;
- professional activities;
- participation in the educational activities of the host party;
- learning from the experience of the host party;
- partnerships and so on.

4.11 Funding for participants in the educational process is funded by international foundations, institutions, organizations, individuals or entities, etc. in accordance with agreements between participants in academic mobility.

4.12 Academic mobility, in the form of private travel, is possible during the annual paid leave or leave without pay at the expense of academic and pedagogical workers.

4.13 Academic, scientific and pedagogical workers of all forms of ownership have the right to academic mobility to carry out their professional activities. At the same time, they are guaranteed to keep their jobs at UACU.

## **5. RECOGNITION AND RECALCULATION OF THE RESULTS OF THE STUDENT AT THE PARTNER-UNIVERSITY**

5.1 The higher educational institution of Ukraine recognizes the equivalent and recalculates the results of the student's studies in a partner higher education institution.

5.2 Recognition of the results of studying is usually carried out using the European transfer system and the accumulation of ECTS credits or using the partner higher education assessment system.

5.3 Discipline and other educational activities are specified in the individual curriculum of the student.

5.4 The recalculation of the studied academic subjects is carried out on the basis of a document provided by a higher education applicant with a list and results of the study of academic disciplines, the number of ECTS credits and information on the system of assessment of educational achievements.

5.5 Academic differences in academic disciplines are determined by the UACU, where the student is constantly studying.

5.6 The procedure for eliminating the academic difference takes place in the order established by the UACU, where the student is constantly studying.

5.7 The results of the final certification of students during their studies at a partner-institution are presented on a scale adopted by the partner-university and are transferred to the scale adopted by the UACU.

5.8 The state certification of students enrolled in the academic mobility program is carried out in accordance with the established procedure.

## **6. RESPONSIBILITIES OF HIGHER EDUCATION PARTNERS-INSTITUTIONS**

6.1 When sending the student to study UACU must:

- to conclude an agreement on cooperation on the implementation of the program of academic mobility for higher education applicants and to agree on educational programs;
- to ensure that higher education applicants have free and equal access to information about existing academic mobility programs and existing selection criteria;
- to provide higher education applicants with advice when applying for academic mobility programs;
- to monitor the existence of documents confirming the legality of the stay of foreign students.

6.2 When accepting students to study at UACU must:

- to enroll a higher education applicant who is sent to study for a certain period of time in accordance with the law;
- to create all the necessary conditions for the applicant to fulfill the individual curriculum of higher education;
- to help higher education applicants in solving visa, residential and domestic problems;
- to provide opportunities for higher education applicants to participate in scientific conferences, symposiums, exhibitions, competitions, and their scientific works for publication, use educational, scientific, production, cultural, sports bases;
- to monitor the availability of documents confirming the legality of the stay of international students;
- after completing the studying to issue a document with the list and results of the study of educational disciplines, the number of credits and information about the system of assessment of educational achievements of higher education applicants or a document on higher education with the application of the sample established in the higher education institution.

6.3 The responsibilities of higher education partners should be stipulated in the relevant agreements between higher education partners in the academic mobility programs of higher education applicants between higher education institutions and partners.

## **7. RIGHTS AND RESPONSIBILITIES OF HIGER EDUCATIONAL APPLICANTS**

7.1 Students are entitled to:

- continuing the education or study of individual academic disciplines in related specialties of

training specialists in higher education institutions-partners;

- safe and harmless learning environments;
- using of the educational, scientific, production, cultural, sports base of the higher education institution;
- participate in scientific conferences, symposiums, exhibitions, competitions, presentation of their scientific works etc.;
- the possibility of obtaining a document on the relevant educational level of the model established in the higher educational institution-partner is in accordance with the agreement between higher education institutions-partners.

7.2 Students are required to:

- provide the necessary documents to participate in the academic mobility program in a timely manner;
- arrive in time at the place of study;
- accept during the study the laws of the host country, the rules of the internal order, the Status and other legal documents of the higher education institution;
- complete successfully studying under an approved individual curriculum;
- return in time after completing the studies at the higher educational institution-partner to the higher education institution, which sent to study.

## **8. REPORT ON RESULTS OF ACADEMIC MOBILITY PROGRAM**

8.1 Upon the return to UACU, the student in the educational process submits a document with the list and results of the study of academic disciplines, the number of ECTS credits and information on the system of evaluation of educational achievements or a report on the performance of the program of teaching, internships, research, etc., certified in due course in the higher education institution, on the basis of which academic mobility is carried out.

8.2 UACU decides in due course that the student will be reinstated after academic leave to participate in the academic mobility program of higher education applicants.

8.3 If the student has not completed the academic mobility program while in a higher education institution on the basis of academic mobility, he or she may be offered an individual timetable for eliminating academic debt, approved in due course or re-examination. In this case, the form of funding for the student's education is determined by UACU.

## **9. ORDER OF CHANGES AND ADDITIONS**

9.1 Changes and additions to the Regulation on the implementation of the right to academic mobility of students are agreed and approved in the same manner as the Regulation itself.