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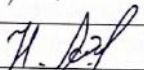
**APPROVED**


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 "27" 10 2023.




**QUALITY MANAGEMENT SYSTEM OF SHYMKENT UNIVERSITY  
ABOUT THE ORGANIZATION OF THE EDUCATIONAL PROCESS ON CREDIT TECHNOLOGY  
OF EDUCATION**

SHYMKENT UNIVERSITY QUALITY MANAGEMENT SYSTEM THE  
PROVISIONS of the UNIVERSITY 01-34-2023

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## 1. APPLICATION AREA

1.1 This regulation determines the procedure for organizing the educational process on credit technology of education at Shymkent University.

1.2 The Regulations are a regulatory document that forms the academic policy and internal quality assurance system of Shymkent University; all structural units must comply with the requirements of the Regulations.

## 2. REFERENCE DOCUMENTS

2.1 "State mandatory standards of higher and postgraduate education", approved by Order No. 2 of the Minister of Science and Higher Education of the Republic of Kazakhstan dated July 20, 2022 (as amended by Order No. 66 dated 20.02.2023).

2.2 Order of the Minister of Education and Science of the Republic of Kazakhstan dated April 20, 2011 No. 152 (as amended by Order No. 334 dated 25.07.2023) "Principles of the organization of the educational process on credit technology of education in higher and (or) postgraduate educational institutions".

2.3 Academic policy of the University;

## 3. NAMES, DEFINITIONS AND ABBREVIATIONS

ШУ - Shymkent University

ОКТ – Credit technology of education

ОП- Educational programs

РУП – Working curriculum;

ИУП – Individual curriculum.

КЭД – Catalog of elective disciplines

СРСИ- Independent work of students under the guidance of a teacher

1) *academic freedom* - the powers of subjects of the educational process, which are offered to subjects of the educational process to independently determine the content of education in subjects of the optional component, additional types of education, as well as organize educational activities in order to create conditions for the creative development of students, teachers and the use of innovative technologies and methods training;

2) *academic period (Term) (term)* - theoretical period of study in the form of a semester;

3) *academic credit* - a unified unit of measurement of the volume of scientific and (or) educational work of a student and (or) teacher;

4) *academic calendar (Academic Calendar)* - calendar of educational and control events, professional practices indicating days off (vacations and holidays) during the academic year;


5) *academic hour* - a unit of measurement of the volume of training sessions or other types of educational work, equal to 1 academic hour 50 minutes, used in drawing up the academic calendar (schedule of the educational process), class schedule, planning and accounting for completed educational material, as well as in planning the teaching load and calculating the teacher's work;

6) *academic mobility program* - designed to continue education or conduct research at one's university or another university with mandatory delivery to students or teachers-researchers of educational programs, disciplines mastered for a certain academic period (semester or academic year) in the form of academic credits to another higher educational institution (domestic or international) as re-test replacement;

7) *active hand-outs* – visually designed materials (lecture notes, reference books, slides, examples, glossaries, assignments for independent work) distributed during training sessions for the student's creative mastery of the subject;

8) *educational success of students* - knowledge, deeds, skills and competencies that students receive in the educational process and reflect the level of development achieved by the individual;

9) *final certification of students (qualifying exam)* - a procedure carried out in order to determine the degree to which students have mastered the volume of educational subjects and (or) modules and

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other types of educational activities provided for by the educational program in accordance with the state mandatory standard of the corresponding level of education;

10) *academic rating of a student (Rating) (rating)* - a quantitative indicator of the student's level of knowledge of curricula of subjects and (or) modules and other types of educational activities, created based on the results of intermediate certification;

11) *student's own work (hereinafter referred to as SWS)* - a specific list of topics intended for independent study, provided with educational and methodological literature and recommendations, controlled in the form of tests, tests, colloquiums, abstracts, works and reports, aimed at achieving learning results of the work that to be accomplished; depending on the category of the student, it is divided into independent work of the student, independent work of the master's student and independent work of the doctoral student; The entire scope of is confirmed by tasks that require the student to perform independent work on a daily basis;

12) *double diploma education* – the opportunity to study in two educational programs and curricula with the aim of obtaining a double equivalent diploma or one main and a second additional diploma;

13) *European Transfer Credit System (ECTS)* - a method of transferring credits received by a student abroad into credits awarded towards a degree and accumulation of credits within the educational program upon return to the educational institution in which he is studying;

14) *personal curriculum* – a curriculum that the student independently forms for each academic year with the help of an adviser based on the educational program (based on the standard and curriculum plan for TVE organizations) and the catalog of elective subjects and (or) modules;

15) *credit mobility* - the transfer of students abroad for a certain limited period of study or internship in order to accumulate academic credits as part of continuing their studies at the university in which they study (after the mobility stage, students return to the university in which they study to complete their studies);

16) *Additional education program (Minor) (minor)* – a set of subjects and (or) modules and other types of educational work determined by students to study in order to develop additional competencies.

17) *module* - an independent, structured element of the educational program, completed in terms of learning outcomes, clearly formed knowledge, affairs, skills, competencies acquired by students, and adequate assessment criteria;

18) *modular learning* - is a method of organizing the educational process based on the modular structure of the educational program, curriculum and academic subjects;


19) *main educational program (Major)* – an educational program determined by the student in order to develop basic competencies;

20) *rating-letter system for assessing educational achievements* - a system for assessing the level of educational achievements in the form of points, which corresponds to the numerical equivalent in the letter system adopted in international practice, and allows you to establish a rating of students;

21) *Enrollment* – the procedure for registering students to study subjects;

22) *credit technology of education* - training based on the choice of students and independent planning of the sequence of studying subjects and (or) modules that accumulate academic credits;

23) *Independent work of a student under the guidance of a teacher* - the work of a student under the guidance of a teacher according to a separate schedule depending on the category of the student: independent work of a student, carried out under the guidance of a teacher and carried out under the guidance of a teacher is divided into independent work of a master's student and independent work of a doctoral student, conducted under the guidance of a teacher;

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24) *post-requisites (post-requisites)* - subjects (modules) and other types of educational work that require knowledge, affairs, skills and competencies that must be mastered after completing the study of a given subject;

25) *prerequisites (prerequisites)* - subjects and (or) modules and other types of educational work, consisting of knowledge, affairs, skills and competencies necessary for mastering the subject being studied;

26) *transcript (transcript) (transcript)* – a document consisting of a list of subjects mastered and other types of academic work for the corresponding period of study, indicating credit units and grades;

27) *tutor* - a teacher performing the functions of an academic consultant, helping a student master a specific subject and (or) module;

28) *Grade point average (GPA)*- is the average indicator of the level of education achieved by a student for a certain period of study in the chosen program (the ratio of the total number of credits in the numerical equivalent of intermediate certification points in subjects to the total number of credits for this period of study);

29) *An advisor*- is a teacher who performs the function of an academic mentor to a student in an appropriate educational program, contributing to the choice of a learning trajectory (formation of an individual learning plan) and the development of educational programs during the study period ;

30) *Elective subjects* - are subjects included in the component of a higher educational institution and the elective component within the framework of established academic credits and introduced by the University, which reflect the individual readiness of students, take into account the characteristics and needs of the socio-economic development of the southern region, scientific schools have been created.

#### **4. DESCRIPTION OF THE PROCEDURE**

##### **4.1 The main tasks of organizing the educational process from the point of view of educational credit technology:**

- 1) unification of the volume of knowledge;
- 2) Creating conditions for maximum learning;
- 3) strengthening the role and effectiveness of students' independent work;
- 4) identification of the student's educational achievements based on procedures for their effective and transparent control.

##### **4.2 Educational credit technologies include:**

4.2.1. academic freedom is a set of powers of subjects of the educational process granted to subjects of the educational process to independently determine the content of education in elective components, additional types of training and organization of educational activities in order to create conditions for the creative development of students, teachers and the use of innovative technologies and teaching methods;


4.2.2. academic period (Term) (term) – a theoretical period of study, during which the educational program determines one of two forms, semester and trimester;

4.2.3. academic credit is a unified unit of measurement of the volume of scientific and (or) educational work of a student and (or) teacher;

4.2.4. academic calendar (Academic Calendar) – a calendar of educational and control events, professional practices indicating days off (vacations and holidays) during the academic year;

4.2.5. academic hour is a unit of measurement of the volume of training sessions or other types of educational work, 1 academic hour is equal to 50 minutes (in educational institutions for the military



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1 academic hour is equal to at least 40 minutes), when drawing up the academic calendar, class schedule, planning and recording the completed educational material, as well as when planning the teaching load and is used when calculating work;

4.2.6. academic mobility - to continue education or conduct research in one's organization of higher and postgraduate education with the obligatory delivery of educational programs and disciplines mastered by students or teachers for a certain academic period (semester or academic year) in the form of academic credits to another higher education institution (within the country or abroad) abroad) as a repeat test replacement;

4.2.7. active handouts (Hand-Outs) – visually designed materials (lecture abstracts, links, slides, examples, glossaries, assignments for independent work), distributed during training sessions for the student's successful creative development of the topic;

4.2.8. educational achievements of students - knowledge, abilities, skills and competencies acquired by students in the learning process and reflecting the achieved level of personal development;

4.2.9. Qualification Examination - is a procedure carried out in order to determine the scope of academic disciplines and (or) modules and the degree of mastering by students of other types of educational activities provided for in the educational program in accordance with the state mandatory standard of higher and postgraduate education;

4.2.10. the academic rating of a student (Rating) - is a quantitative indicator of the level of mastering by students of the curriculum of disciplines and (or) modules and other types of educational activities, created based on the results of intermediate certification;


4.2.11. independent work of a student is work performed on a specific list of topics aimed at achieving learning outcomes, controlled in the form of tests, control papers, colloquiums, abstracts, essays and reports provided for independent learning, provided with educational and methodological literature and recommendations; depending on the category of the student, it can be independent work of a student, independent work of a master's student and independent work of a doctoral student; The entire volume of independent work of a student is confirmed by tasks that require the student to work independently on a daily basis;

4.2.12. double-degree education - the opportunity to study in two educational programs and curricula in order to obtain a double-degree diploma or one basic and second additional diploma;

4.2.13. The European Credit Transfer and Collection System (ECTS) is a method of transferring loans received by a student abroad into loans accrued for obtaining a degree upon return to the educational institution in which he studies, as well as for accumulating loans within the framework of an educational program;

4.2.14. individual curriculum – a curriculum formed by the student independently for each academic year with the help of an adviser based on the educational program and the catalog of elective disciplines and (or) modules;

4.2.15. credit mobility – transfer of students abroad for a certain limited period of study or internship as part of continuing education in the Organization of Higher and postgraduate Education in which they study, in order to accumulate academic credits (after the mobility phase, students return to the educational organization in which they study to complete their studies);

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4.2.16. the program of additional education (Mipog) (minor) is a set of disciplines and (or) modules and other types of educational work defined by the student for training in order to form additional competencies.

4.2.17 modulmodule module – independent, completed in terms of learning outcomes for a structural element of an educational program, clearly formed, with knowledge, skills, competencies and adequate assessment criteria; independent, completed in terms of learning outcomes for a structural element of an educational program, clearly formed, with knowledge, skills, competencies and adequate assessment criteria; independent, completed in terms of learning outcomes to a structural element of the educational program, well-formed, with knowledge, skills, competencies and adequate assessment criteria;

4.2.18. modular learning is a way of organizing the educational process based on the modular structure of the educational program, curriculum and academic disciplines;

4.2.19. the main educational program (Major) is an educational program defined by the student in order to form basic competencies;

4.2.20. the point rating letter system for evaluating educational achievements is a system for evaluating the level of educational achievements in the form of points, corresponding to the digital equivalent of the letter system adopted in international practice and allowing students to be rated;

4.2.21. registration for an academic discipline (Enrollment) – the procedure for registering students for academic disciplines;

4.2.22. credit technology of education – training based on the choice and independent planning by students of the sequence of studying disciplines and (or) modules with the accumulation of academic credits;

4.2.23. independent work of the student under the guidance of a teacher - is carried out according to an individual schedule determined by the organization of higher postgraduate education or the teacher; depending on the category of the student, these are: independent work of a student under the guidance of a teacher and independent work of a master's student under the guidance of a teacher and independent work of a teacher; independent work of a doctoral student conducted under the guidance of .


4.2.24. Postrequisites (postrequisites) – disciplines (modules) and other types of educational work, the study of which requires knowledge, abilities, skills and competencies mastered upon completion of the study of this discipline;

4.2.25 prerequisites (prerequisite) – disciplines and (or) modules and other types of educational work, consisting of knowledge, abilities, skills and competencies necessary for mastering the discipline being studied;

4.2.26. transcript (transcript) – a document consisting of a list of mastered disciplines and other types of academic work for the corresponding period of study, indicating credits and grades;

4.2.27. tutor - a teacher who plays the role of an academic consultant who helps the student master a specific discipline and (or) module;

24.2.28. grade point average (GPA) – a weighted average assessment of the level of education achieved by a student during a certain period of study in the chosen program (the ratio of the total amount of credits in the digital equivalent of intermediate certification grades in subjects to the total number of credits for a given period of study);

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4.2.29. Advisor – a teacher who performs the functions of an academic mentor of a student in an appropriate educational program, contributing to the choice of a learning trajectory (the formation of an individual curriculum) and the development of educational programs during the study period;

4.2.30. elective disciplines – academic disciplines included in the component of a higher educational institution and the elective component within the established academic credits and introduced by the educational organization, reflecting the individual training of students, taking into account the peculiarities and needs of socio-economic development of a particular region, formed scientific schools;

### **4.3 The procedure for organizing the educational process on Educational credit technology at the University**

4.3.1 Educational programs and curricula for Educational Credit Technology at the University.

Curricula are developed in two forms:

- 1) individual study plans ;
- 2) working curricula.

4.3.2. The University develops a catalog of elective subjects for each educational program.

The catalog of elective disciplines provides students with an alternative choice of elective subjects for building an individual educational trajectory.

4.3.3 At the university, students develop an Individual curriculum based on the educational program and EP with the help of advisors.

The individual curriculum defines the individual educational trajectory of each student separately. The Individual curriculum includes disciplines and types of educational activities (practice, research / experimental research, forms of final certification) of the mandatory component, the university component and the component of choice.

4.3.4 Students enrolled in short-term educational programs based on technical and vocational or post-secondary or higher education:

1) forms its own individual curriculum depending on the achieved learning outcomes, prerequisites mastered at the previous level of knowledge, which are necessarily recalculated by the university and included in its transcript;


2) The University has an individual period of study and the scope of the educational program, determined by it independently on the basis of the current educational program.

4.3.5. The form, procedure for compiling and approving the Catalog of elective Subjects, Individual curriculum, and Work Curriculum are determined by the university independently.

4.3.6. When organizing the educational process using credit technology, the volume of each academic discipline is a whole number of academic credits. At the same time, it is determined by the amount of at least 5 academic credits. An assessment of a discipline with 3-4 academic credits is allowed.

At the university, in the field of culture and art, an assessment of a discipline with 2 academic credits is allowed.

4.3.7. Each academic subject, with the exception of physical education, languages, consists of one name, which is not repeated.

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At the university, the development of disciplines in the field of culture and art is allowed for several academic periods.

4.3.8 The content of academic disciplines is determined by standard curricula and (or) working curricula (syllabuses).

4.3.9 Standard curricula are developed in the Bachelor's degree in the disciplines of the compulsory component of the cycle in accordance with subparagraph 13) of paragraph 15 of the Regulation.

4.3.10 Working curricula (syllabuses) are developed by the University independently in all disciplines of the educational program.

The form, structure, procedure for the development and approval of working curricula (syllabuses) are determined by the university independently.

4.3.11 The volume of one module is determined by the educational organization independently and consists of two or more academic subjects or a combination of one or more subjects with other types of academic work.

4.3.12 Professional practices and final certification are included in the relevant modules of the educational program. At the same time, each type of professional practice can be attributed to different modules.

#### **4.4 The educational process of Learning credit technology**

4.4.1. The organization of the educational process within the framework of one academic year is carried out on the basis of the academic calendar approved by the decision of the Academic Council.

The Academic Calendar reflects the periods of training sessions, intermediate and final certification, professional practices and other types of academic work during the academic year, weekends (vacations and holidays).

4.4.2. each academic period ends with a period of intermediate certification of students.

4.4.3. vacations are provided to students at least 2 times during the academic year, the total duration of the vacation must be at least 7 weeks, with the exception of the final year.

4.4.4. professional practice is a mandatory type of educational work of the student.

The main types of professional practice are educational, pedagogical, industrial, Pre-graduate and research practices.

When organizing the educational process, it is allowed to introduce professional practice separately from the academic period, as well as in parallel with the academic period.


The results of professional practice are taken into account when drawing up the results of the intermediate certification.

The duration of the internship is determined by weeks, depending on the standard working time of the student in practice during a week equal to 30 hours (6 hours per day with a 5-day working week).

The types of practice are determined independently by branches of a foreign university and (or) a foreign university established on the territory of the Republic of Kazakhstan by decision of the Government and the University, which established an international strategic partnership by decision of the Government.

4.4.5. Students can receive additional education, eliminate academic debt or discrepancies in curricula, study subjects in other educational organizations and acquire credits, undergo mandatory re-examination at the higher and (or) postgraduate educational institution in which they study, and increase their average score. points (GPA), admission to a summer semester lasting at least 6 weeks is



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allowed to meet the needs of mastering a combined or additional educational program, including an educational program within the framework of double-degree education (except for graduate school).

4.4.6. When planning the volume of academic work, it is assumed that one academic credit is equal to 30 academic hours for all types. One academic hour is equal to 50 minutes for all types of academic work.

4.4.7. The performance of one Kazakhstani academic credit (30 academic hours) corresponds to 1 ECTS credit (25-30 academic hours).

4.4.8. In credit learning technology, the student's independent work is divided into two parts: independent work under the guidance of a teacher and completely independently performed work.

The entire scope of application of the student's independent work is confirmed by tasks that require the student to carry out daily independent work.

4.4.9. The university independently determines the time ratio between student and teacher contact work and the time limit for all types of educational activities. In this case, the volume of classroom work is at least thirty percent of the volume of each subject.

When studying subjects using distance learning, it is planned to transfer to distance learning no more than twenty percent of the total volume of each subject, with the exception of subjects that are planned to be mastered using massive open online courses.

The share of synchronous lessons in online learning is at least twenty percent of the total volume of each subject, with the exception of subjects that are planned to be mastered using massive open online courses.

4.4.10. Planning of theoretical training and intermediate certification is carried out with a single amount of credits, that is, the total number of credits in each subject consists of its training, as well as preparation for this subject and passing the intermediate certification form.

4.4.11. Each subject is taught over one academic period and ends with a final examination.

4.4.12. Planning of the teaching load of teaching staff is carried out taking into account academic hours and (or) credits. At the same time, the teaching load in classroom classes is calculated according to the norm, according to which 1 academic hour is equal to 50 minutes. The teaching load for other types of educational work is calculated on the basis of standards established by the university independently.

4.4.13. Academic lectures and groups are formed on the principle of achieving a sufficient number of students in a given subject and a given teacher and a sufficient level of their profitability.


The academic lecture and composition of the group are determined by the university independently.

4.4.14. Enrollment of students in academic subjects is organized by the Registrar. At the same time, student support services and advisors are involved to carry out organizational, methodological and advisory work with students.

4.4.15. When determining the individual learning trajectory of a student within the framework of the "University" component and the selection component:

- 1) subjects of the main educational program;
- 2) selects subjects according to the additional education program (if available).

4.4.16. The selection and mastery of subjects in the basic education program is carried out taking into account the availability of prerequisites. The selection and mastery of subjects in the additional

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education program is carried out in order to obtain additional competencies in mixed and vocational education programs, as well as to meet the individual needs of the student.

4.4.17. The university independently determines the number of subjects that will be selected for the additional education program. At the same time, subjects of the additional education program are studied by students within the subjects of the university component and (or) elective component, and their amount is included in the total amount of academic credits required for the award of the relevant disciplines. degree or qualification in a major education program.

4.4.18. In the process of enrolling in academic subjects, the student forms his or her Individual Curriculum Plan. At the same time they:

- 1) gets acquainted with the rules for organizing the educational process on credit technology of education;
- 2) complies with the established deadlines for registering academic disciplines and making changes to the individual curriculum;
- 3) for disciplines, taking into account the mastered prerequisites.

4.4.19. Academic achievements (knowledge, abilities, skills and competencies) of students on a 100-point scale corresponding to the internationally accepted letter system with a digital equivalent and grades in the traditional system (with a decrease in positive grades from “A” to “D” and “unsatisfactory” - "FX", "F") is assessed with points.

In case of receiving an “unsatisfactory” grade corresponding to the “FX” mark, the student has the opportunity to retake the final control (exam) in the discipline/module no more than once without re-passing the program of the academic discipline/module in accordance with the academic calendar of the organization of higher and postgraduate education.

In case of receiving an “unsatisfactory” grade, corresponding to the “F” mark, the student re-registers for this academic subject/module, attends all types of training sessions, performs all types of academic work in accordance with the program and re-takes the final control (exam).


4.4.20. In order to improve the quality of implementation of the educational program and ensure the objectivity of assessing the educational achievements of students in the discipline/module, the processes of learning and final control are highlighted.

4.4.21. The Registrar's Office conducts constant monitoring and analysis of the results of intermediate certification of students in accordance with the assessment schedule in accordance with Appendix 2 to this order, which reflects the actual percentage distribution of absolute grades above the passing level in groups of students.

4.4.22. Providing students with academic credits in academic disciplines (modules) and other types of academic work, as well as upon completion of studying the educational program, is carried out with a positive assessment of the learning outcomes they have achieved.

4.4.23. The learning results and positive grades achieved by students at previous levels of study and in other organizations of formal and non-formal education are recognized by the OVPO independently by recalculating academic credits.

4.4.24. The learning results achieved during transfer, restoration, positive grades of the student are recognized by transferring academic credits from one educational program to another, from one university to another.

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4.4.25. All academic credits and learning results obtained by students in formal and informal education are collected throughout their lives and are recalculated by the university independently.

#### **4.5 Organization of academic mobility of students, including international credit mobility**

4.5.1. To ensure academic mobility, students study certain disciplines at another university, including abroad. In this case, a bilateral agreement is concluded between the university.

4.5.2. In order to benefit from a variety of educational practices in other educational organizations, time restrictions, academic disciplines and the amount of credits that the student masters at another university are determined from the “windows of mobility”.

4.5.3. The procedure for organizing and selecting academic mobility of students is carried out by the university independently.

At the same time, admission to participation in academic mobility within the framework of programs financed at the state level is carried out within the framework of the rules for admission abroad, including for training within the framework of academic mobility, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated November 19, 2008 No. 613 (registered in the Register of State Registration of Normative Legal Acts No. 5499).

4.5.4. To participate in international credit mobility, the host educational organization must know a foreign language at the level required by it.

4.5.5. The final document confirming the student’s training under the mobility program is a transcript or its equivalent in the host country.

The transcript includes information about the training program: names of disciplines (modules), grades, number of academic credits completed.

4.5.6. The learning results, mastered by the student in full within the framework of academic mobility and confirmed by a transcript, are recalculated by the university without fail.


#### **4.6 The procedure for the development and implementation of double-diploma educational programs and joint educational programs**

4.6.1. Double degree programs are programs based on the comparison and synchronization of educational programs of partner institutions of higher and (or) postgraduate education and characterized by the acceptance of common obligations by the parties on issues such as determining the purpose and content of the program, awarding degrees or awarded qualifications.

4.6.2. Double degree programs are developed on the basis of an agreement between the two partner universities.

At the same time, the mandatory conditions for the implementation of double-diploma educational programs are:

- 1) development and approval of agreed educational programs;
- 2) mastery by students included in double-diploma education of part of the educational program at the partner university;
- 3) mandatory recognition and automatic recalculation of stages and learning outcomes based on agreements, general principles and quality assurance standards;
- 4) involvement of teachers in the double-diploma program, joint development of educational programs, participation in educational, general and certification commissions;
- 5) students who have fully mastered the double-diploma education program are awarded a higher education qualification degree from each partner or one joint degree based on agreements.

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4.6.3. Inclusion of a student in a double-diploma education program is carried out on the basis of his application and in accordance with the agreement (contract) concluded with the partner university.

Students undergo admission procedures to a partner university.

4.6.4. Foreign students included in the double-diploma education program undergo a similar procedure for enrollment in the general student population with a special “added education” sign and an indication of the period, duration of study, number of disciplines and volume of credits completed.

4.6.5. The student’s individual curriculum includes a list of academic disciplines, their labor intensity (in the form of credits and hours), distribution by semester, mastered by organizations of higher and (or) postgraduate education, and the procedure for recalculation.

4.6.6. The educational program of double-diploma education takes into account the requirements of state compulsory standards of higher and postgraduate education of the Republic of Kazakhstan and the requirements of the partner university.

The list of disciplines in the educational programs of both parties is taken into account when drawing up the student’s individual curriculum. In addition, the student undergoes all types of practice and final certification in full.

4.6.7. When studying double-diploma education programs, various learning technologies can be used through distance learning.

4.6.8. At the end of each academic year, an employee of the Organization of Higher Postgraduate Education, implementing the corresponding software module, issues a transcript to the student.


4.6.9. After completing the training and fulfilling all the requirements for each program, the student is issued two standard diplomas awarding an academic degree and two transcripts or one joint diploma based on an agreement.

Appendix 1

**Rating distribution table for management**

Assessments applied by organizations of higher and postgraduate education (positive assessment from maximum to minimum assessment)	Number of positive evaluations from the reference group	Percentage of each price in relation to the total number of positive ratings	Cumulative percentage of positive ratings
10	50	5%	5%
9	100	10%	15%
8	350	35%	50%
7	300	30%	80%
6	200	20%	100%
<b>Conclusion</b>	1000	100%	-



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Appendix 2

**Letter system for assessing educational achievements of students using a four-point system in accordance with the digital equivalent**

Letter grade	Numerical equivalent of points	Percentage content	Traditional assessment
A	4,0	95-100	Excellently
A-	3,67	90-94	
B+	3,33	85-89	Good
B	3,0	80-84	
B-	2,67	75-79	
C+	2,33	70-74	
C	2,0	65-69	Satisfactory
C-	1,67	60-64	
D+	1,33	55-59	
D	1,0	50-54	
FX	0,5	25-49	Unsatisfactory
F	0	0-24	



