

МІНІСТЕРСТВО ОСВІТИ І НАУКИ УКРАЇНИ
ЗАХІДНОУКРАЇНСЬКИЙ НАЦІОНАЛЬНИЙ УНІВЕРСИТЕТ

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ПОЛОЖЕННЯ
ПРО ПОРЯДОК РЕАЛІЗАЦІЇ ПРАВА НА АКАДЕМІЧНУ
МОБІЛЬНІСТЬ

СХВАЛЕНО

Рішенням вченої ради

Західноукраїнського національного
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Протокол № 2

REGULATIONS

on the procedure for exercising the right of academic mobility

I. GENERAL REGULATIONS

1. This Regulation establishes the procedure for exercising the right of academic mobility for participants in the educational process on the territory of Ukraine or abroad and participants in the educational process of foreign institutions of higher education (scientific institutions) (hereinafter - foreign participants in the educational process) on the territory of Ukraine.

2. This Regulation is developed in accordance with the Law of Ukraine "On Higher Education", Resolution of the Cabinet of Ministers of Ukraine №579 "Regulations on the implementation of the right to academic mobility" of August 12, 2015. The aims, objectives and general rules for the exercise of the right of academic mobility must comply with the basic principles of the Joint Declaration of the Ministers of Education of Europe "European Higher Education Area" (Bologna Declaration, Bologna, 19 June 1999).

3. Participants in academic mobility are Ukrainian participants in the educational process of higher education institutions (scientific institutions), graduates of the degree of Doctor of Philosophy, Doctor of Science, research and teaching staff, other employees of WUNU, as well as foreign participants in the educational process of foreign educational institutions (scientific institutions) exercising the right to academic mobility.

4. The right to academic mobility may be exercised on the basis of international agreements on cooperation in education and science, international programs and projects, agreements between Ukrainian higher education institutions (scientific institutions) or their main structural units, between Ukrainian and foreign educational institutions (scientific institutions) or their main structural units (hereinafter - higher education institutions (scientific institutions) - partners), and can be implemented by a Ukrainian participant in the educational process of a higher education institution (scientific institution) on its own initiative, supported by the Ukrainian higher education institution (scientific institution)), in which he is constantly studying or working, on the basis of individual invitations.

II. TYPES AND FORMS OF ACADEMIC MOBILITY

2.1. According to the place of implementation, academic mobility is divided into:

- internal academic mobility - academic mobility, the right to which is exercised by Ukrainian and foreign participants in the educational process of higher education institutions (research institutions) in higher education institutions (research institutions) - partners and WUNU within Ukraine for a certain period;

- external (international) academic mobility - academic mobility, the right to which is realized by participants of the educational process of WUNU in partner institutions outside Ukraine and participants of the educational process of foreign institutions of higher education (scientific institutions) in WUNU during a certain period.

2.2. The main types of academic mobility are:

- degree mobility - study in a higher education institution (scientific institution) other than the permanent place of residence / study of a participant in the educational process, in order to obtain a degree of higher education, confirmed by a document (documents) on higher education or on obtaining a higher education degree from two or more higher education institutions (research institutions) (within the framework of joint or agreed programs or agreements or on their own initiative);

- credit mobility - study in a higher education institution (scientific institution) other than a permanent place of study of a Ukrainian or foreign participant in the educational process, in order to obtain loans from the European Credit Transfer and Accumulation System (ECTS) and / or relevant competencies, learning outcomes (without ECTS credits), which will be recognized in a higher education institution (scientific institution) of a permanent place of study of a Ukrainian or foreign participant in the educational process. At the same time, the general period of study for participants in credit mobility programs in a higher education institution (research institution) that sends under the mobility program remains unchanged.

2.3. Forms of academic mobility for participants in the educational process, obtaining the degrees of junior bachelor, bachelor, master and doctor of philosophy are:

- training in academic mobility programs;
- language internship;
- scientific internship;
- practice;
- summer and other schools.

2.4. Forms of academic mobility for persons obtaining the degree of doctor of sciences, scientific, scientific-pedagogical, pedagogical and other employees of higher education institutions (scientific institutions) are:

- participation in joint projects;
- teaching;
- scientific internship;
- scientific research;

- certification training.

III. ACADEMIC MOBILITY GOALS AND TASKS OF STUDENTS OF UKRAINIAN HIGHER EDUCATIONAL INSTITUTIONS

3.1. The main goals of academic mobility in WUNU are:

- improving the quality of higher education;
- increasing the efficiency of scientific research;
- increasing the competitiveness of graduates of higher education institutions in the Ukrainian and international markets of educational services and labor;
- enriching the individual experience of participants in academic mobility programs on other models of knowledge creation and dissemination;
- advanced training of scientific and pedagogical workers and other participants in the educational process;
- attracting global intellectual potential to the domestic educational process on the basis of bilateral and multilateral agreements between partner institutions;
- establishing internal and external integration links;
- harmonization of educational standards of partner higher education institutions.

3.2. The main tasks of academic mobility in WUNU are:

- raising the level of theoretical and practical training of students, conducting research using modern equipment and technologies, mastering the latest research methods, gaining experience in research and implementation of its results;
- gaining professional experience during training and internships;
- the possibility for students to simultaneously receive two documents on higher education with appendices of the standard established in partner higher educational institutions and information on the system of assessment of students' academic achievements;
- increasing the level of foreign language proficiency;
- strengthening the integration of education and science, development of further 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 of social, economic, cultural, political relations and ties with other countries.

IV. ORGANIZATIONAL SUPPORT OF EXERCISING THE RIGHT OF ACADEMIC MOBILITY

4.1. Applicants for higher education within internal academic mobility programs are temporarily admitted to the educational process in a higher education institution (research institution) - partners and have the rights and responsibilities of applicants for higher education in a Ukrainian higher education institution (scientific institution) for the period of academic mobility.

4.2. Higher education institution (scientific institution) that directs / directs to participate in academic mobility:

- selects participants in the educational process of higher education (scientific institution) to participate in academic mobility programs;
- regulates the list of requirements and documents required to confirm participation in the academic mobility program, the procedure and deadline for their submission;
- determines the stages, financial conditions, types, forms, duration and content of academic mobility in higher education institutions (research institutions) - partners;
- determines the conditions for recognition of learning outcomes and other forms of academic mobility, reporting of applicants for higher education, scientific, scientific and pedagogical, pedagogical staff and other employees of higher education institutions (research institutions);
- concludes agreements with participants of academic mobility.

4.3. Applicants for higher education of WUNU, who exercise the right to academic mobility, for the period of mobility in a partner institution in Ukraine or abroad, in accordance with the law and in accordance with the concluded agreement on academic mobility are not deducted from higher education for the period of exercising the right to academic mobility and are recorded in the Unified State Electronic Database on Education.

4.4. Applicants for higher education, in addition to studying in a higher education institution (scientific institution) - partners of the contractually defined mandatory training disciplines, has the right to independently choose additional disciplines in consultation with the institution of higher education (scientific institution) that sent him to study.

4.5. Recognition of learning outcomes of higher education applicants and re-crediting of relevant loans is carried out on the basis of the European Credit Transfer and Accumulation System. Comparison of the content and volume of educational workload during higher education within the academic mobility program should be based on comparing the learning outcomes achieved by the higher education institution in the higher education institution (research institution) - partner and the learning outcomes planned by the educational program of the higher education institution. (scientific institution), in which the applicant studies on a permanent basis.

4.6. Upon completion / completion of a number of educational components provided for in the Learning Agreement and confirmed by an academic certificate (or other

document) provided by the host higher education institution (scientific institution), the sending higher education institution (scientific institution) must fully recognize the agreed the number of credits of the European Credit Transfer and Accumulation System (ECTS), transfer them to the educational program of the applicant and use them to meet the qualification requirements.

4.7. The procedure for recognizing other learning experiences, including re-enrollment of learning components to enable the accumulation and transfer of credits (ECTS) within various forms of academic mobility (including for foreign applicants for higher education) is determined by higher education institutions (academic institutions) before the implementation of academic mobility programs. .

4.8. If the applicant for higher education during the stay in the institution of higher education (scientific institution) - partner has not completed the training program, then after returning to the institution of higher education (scientific institution), where he studies on a permanent basis, he may be offered an individual schedule of academic arrears within 1 month or repeated course of study at the expense of individuals or legal entities (in accordance with the concluded agreement on academic mobility).

4.9. Foreign scientific, scientific-pedagogical, pedagogical employees of higher education institutions (scientific institutions), who are involved in the implementation of educational and scientific activities, during their stay in WUNU have all the rights and responsibilities of its employees.

4.10. Scientific and pedagogical, scientific, pedagogical and other employees of WUNU may exercise the right to academic mobility for professional activities in accordance with the agreement on participation in the academic mobility program. At the same time, these employees retain their main place of work for up to one year.

4.11. If participants in academic mobility programs implement them on their own initiative and outside the competence of academic mobility agreements with WUNU, participants must apply.

V. FINANCIAL SUPPORT OF EXERCISING THE RIGHT OF ACADEMIC MOBILITY

5.1. For applicants for higher education for the period of realization of the right of academic mobility in another institution of higher education (scientific institution) - partners in Ukraine or abroad remain in accordance with the agreement on academic mobility place of study and scholarship payment in case of regular non-refundable fixed financial support in cash during the entire period of study under the academic mobility program in another higher education institution (scientific institution) is not provided or provided in the amount that in terms of national currency on the date of the academic mobility agreement is less than the scholarship assigned to the person in accordance with the Resolution of the Cabinet of Ministers of Ukraine № 882 of July 12, 2008 “Issues of scholarship provision” and the Resolution of the Cabinet of

Ministers of Ukraine № 1050 of December 28, 2016 “On some issues of scholarship provision”.

5.2. Applicants for higher education who during the previous semester exercised the right to academic mobility on the basis of the agreement on academic mobility and returned to the institution of higher education (scientific institution) permanent residence after approval of the success rating in accordance with CMU Resolution № 882 of 12.07.2008. “Issues of scholarship provision” and Resolution of the Cabinet of Ministers of Ukraine № 1050 of December 28, 2016 “On some issues of scholarship provision” and did not pass the semester control within the term specified in the initial plan, have the right to award a scholarship after liquidation of academic debt. The decision of the head of the higher education institution sets such a term for liquidation of academic debt for a period not exceeding 1 month from the date of return from academic mobility, after which the issue of academic scholarship to such persons is decided on general grounds in accordance with CMU Resolution № 882 of 12.07.2008. "Issues of scholarship provision" and the Resolution of the Cabinet of Ministers of Ukraine № 1050 of December 28, 2016 "On some issues of scholarship provision". If an academic scholarship is awarded to individuals, it is paid starting from the month following the return from academic mobility.

5.3. If the term of study of a participant in the educational process in another institution (scientific institution) exceeds one semester, and such a person has liquidated the academic debt, then, in case of a positive decision of the scholarship commission, the person is paid a scholarship that was not paid for the entire period academic mobility program in another educational institution (scientific institution) on the territory of Ukraine or abroad, in full.

5.4. Scientific, scientific-pedagogical, pedagogical and other employees of higher education institutions (scientific institutions) of all forms of ownership may exercise the right to academic mobility in accordance with the concluded agreement on academic mobility. At the same time, scientific, scientific and pedagogical workers retain their main place of work in a Ukrainian institution of higher education (scientific institution) for a period of up to two years, and pedagogical and other employees retain a term of up to one year. Remuneration in accordance with the law at the main place of work is maintained for up to six months, if remuneration is not provided for in the academic mobility program.

5.5. The term of study and scientific internship of applicants for higher education may not exceed two years.

5.6. In the organization of academic mobility of participants of educational process in WUNU take part:

- International Relations Department;
- Department for Work with Foreign Students;
- Deans' Offices, Departments and Heads of Faculty Programs

- Department of Methodical Work
- Finance Department and Accounting
- Department of Law

VI. PROCEDURE FOR SELECTION OF PARTICIPANTS AND IMPLEMENTATION OF ACADEMIC MOBILITY PROGRAMS

6.1. Students who successfully study at the educational and qualification levels of bachelor (starting from the second year of study) and master's degree are allowed to participate in academic mobility programs.

6.2. Selection (competition) of students to participate in academic mobility programs is carried out by a specially created competition commission, taking into account:

- student academic performance;
- knowledge of a foreign language (in the case of international mobility);
- previous experience of studying subjects in a foreign language (in the case of international mobility);
- motivation to participate in academic mobility;
- public activity inside and outside the University;
- general cultural level of student formation;
- student's understanding of WUNU's mission and compliance with WUNU's values.

6.3. The composition of the Tender Commission is determined and approved in accordance with the Order № 312 of September 16, 2020

6.4. The list of documents required for participation in academic mobility programs and the procedure for their submission is regulated by agreements between partner institutions and the internal rules of WUNU.

6.5. The stages of selection of students to participate in academic mobility programs and criteria are determined by the Competition Commission annually, taking into account the procedures for selecting application forms and supporting documents, testing the level of foreign language proficiency (in case of international mobility) and interviews.

6.6. The results of the competitive selection are announced publicly and submitted to the official website of WUNU.

6.7. The results of the selection of students by the competition commission of WUNU to participate in academic mobility programs are subject to mandatory approval by the partner institution. Unless otherwise provided by the terms of the academic mobility agreement

6.8. The duration and content of training in higher education institutions of partners are determined by the terms of the agreements on academic mobility, in accordance

with the curricula and schedules of the educational process, approved by partner institutions

6.9. At the time of implementation of degree is equal to mobility programs in partner institutions, students may be granted academic leave or / or an individual study plan, agreed upon by the head of the curriculum and approved by the dean's office of the relevant faculty.

6.10. At the time of implementation of credit mobility programs in partner institutions, students continue their studies at the main place. Prior to studying at the partner institution, students are obliged to agree with the heads of the curriculum and approve in the relevant deans' offices a list of disciplines to be studied and may be re-enrolled under the conditions specified in this provision.

6.11. Based on their application, students are provided with an individual study plan, approved by the head of the curriculum and approved by the dean's office of the relevant faculty.

6.12. The list of academic disciplines and changes to it are fixed in a tripartite learning agreement between the student, the host institution and the sending institution. The form of the training agreement is determined by the relevant academic mobility programs.

6.13. The procedure for selecting applicants for higher education as doctors of philosophy and doctors of science, scientific and pedagogical, scientific, pedagogical and other employees and the implementation of academic mobility programs:

- if necessary, and in cases where the procedure is not regulated by agreements on academic mobility, the selection is carried out jointly by the departments and deans of the relevant faculties in cooperation with the educational and methodological department, the department of international relations;

- selection for participation in academic mobility programs is carried out taking into account: scientific and educational priorities and interests of departments, educational programs; knowledge of a foreign language; motivation and the proposed plan for participation in academic mobility programs.

6.14. The final approval of candidates for participation in academic mobility programs is carried out by the partner institution (host party) on the terms and according to the criteria defined by the academic mobility programs. The selection results are announced publicly.

6.15. The list of documents required for participation in academic mobility programs and the procedure for their submission is regulated by agreements between partner institutions and the internal rules of WUNU.

6.16. In order to implement academic mobility programs in partner institutions, WUNU employees, participants of academic mobility are obliged to get acquainted with the relevant conditions and provide properly executed documents to the

International Relations Department before the beginning of the program implementation.

VII. RECOGNITION AND RECALCULATION OF LEARNING RESULTS IN PARTNER INSTITUTIONS

7.1. The University recognizes as equivalent and recalculates the student's learning outcomes in the partner's higher education institution.

7.2. Recognition of learning outcomes in academic cooperation with partner higher education institutions is carried out using the European system of transfer and accumulation of ECTS credits or using the system of assessment of student achievement adopted in the country of the partner higher education institution, if it does not provide ECTS.

7.3. Recalculation of the studied disciplines is carried out on the basis of the document provided by the student with the list and results of study of academic disciplines, number of credits and information on the system of assessment of students' academic achievements, certified in the prescribed manner in the partner institution.

7.4. The academic difference between normative and elective academic disciplines according to the individual student's curriculum is determined by the higher educational institution, but should not exceed 10 academic disciplines.

7.5. The procedure for eliminating the academic difference is determined by the partner higher education institutions in accordance with the legislation.

7.7. The results of the final attestation of students during the period of study in the higher educational institution-partner are presented according to the scale adopted in the higher educational institution-partner and are translated into the scale accepted in the higher educational institution of Ukraine.

7.8. State certification of students studying under the academic mobility program is carried out in the prescribed manner.

VIII. RESPONSIBILITIES OF HIGHER EDUCATIONAL INSTITUTIONS

8.1. The institution of higher education that sends you to study is obliged to:

- conclude an agreement on cooperation in the implementation of the program of academic mobility of students between partner higher education institutions and agree on educational programs;
- ensure free and equal access of students to information on existing academic mobility programs and existing selection criteria;
- provide students with consulting services during the preparation of documents for participation in academic mobility programs;
- control the availability of documents confirming the legality of the stay of foreign students in the host country.

8.2. The host higher education partner institution is obliged to:

- enroll a student sent to study for a period specified in the contract in accordance with the laws of the host party;
- create all the necessary conditions for the student to implement an individual curriculum;
- assist students in solving visa, housing and household problems;
- provide an opportunity for students of the partner higher education institution to participate in scientific conferences, symposia, exhibitions, competitions, present their research papers for publications, use educational, scientific, industrial, cultural, sports facilities;
- control the availability of documents confirming the legality of the stay of foreign students in the host country;
- after graduation to issue a document with a list and results of studies, the number of credits and information about the system of assessment of student achievement or a document of higher education with an appendix established in the higher education institution-partner sample.

8.3. The responsibilities of partner higher education institutions for students participating in academic mobility programs should be stipulated in the relevant agreements between partner higher education institutions regarding student academic mobility programs between partner higher education institutions.

IX. RIGHTS AND RESPONSIBILITIES OF PARTNER HIGHER EDUCATION INSTITUTIONS STUDENTS PARTICIPATING IN THE ACADEMIC MOBILITY PROGRAMS

9.1. Students have the right to:

- continuing education or studying certain academic disciplines in related areas and specialties of training specialists in partner higher education institutions;
- safe and harmless learning conditions;
- use of educational, scientific, industrial, cultural, sports facilities of the host higher education institution;
- participation in scientific conferences, symposiums, exhibitions, competitions, presentation of their scientific works for publications;
- the possibility of obtaining a document on the appropriate educational and qualification level established in the higher education institution-partner sample is in accordance with the agreement between the higher education institutions-partners on academic mobility programs.

9.2. Students are required to:

- timely provide the necessary documents for participation in the academic mobility program;
- arrive at the place of study on time;
- during the study to comply with the legislation of the host country, internal regulations, the Charter and other legal documents of the host higher education institution;
- successfully complete the training according to the approved individual curriculum;
- after graduating from a partner higher education institution, return in time to the higher education institution that sent you to study.

X. REPORTING AND DOCUMENTING OF STUDY RESULTS UNDER THE ACADEMIC MOBILITY PROGRAM

10.1. Upon return to the University, participants of academic mobility must submit a report on the implementation of mobility programs to the relevant departments / deans, the department of international relations, the educational and methodological department within a period not exceeding 10 calendar days from the end of the program.

10.2. The form of the report and the list of reporting documentation are determined by the conditions of academic mobility programs. Typical reporting documents may include:

- academic certificate for students, certified in the prescribed manner in the partner institution with a list and results of the study of academic disciplines, the number of ECTS credits and grades, as well as information about the assessment system;
- letter-invitation to participate in the academic mobility program or certificate / certificate of enrollment in the academic mobility program with information about the place, duration and content of the program, etc;
- a report of the established sample by academic mobility programs (for example, the ERASMUS + report).
- other documents informing about details of realization by participants of programs of academic mobility.

10.3. Reporting by scientific and pedagogical, scientific, pedagogical and other employees of WUNU on participation in academic mobility programs is an integral part of the process of recognizing their results and entering this information in the departmental plans / reports / personal files of the University staff.

XI. FINAL PROVISIONS

Regulations on the exercise of the right to academic mobility at the West Ukrainian National University shall enter into force upon its approval by the Academic

Council of the University and entry into force by order of the Rector of the University.

Changes and additions to this Regulation are made on the basis of the decision of the Academic Council of the University.