

State Statistics Service of Ukraine
National Academy of Statistics, Accounting and Audit

Supplement No. 3 to NASAA Order No. 112/1
of August 31, 2015

Approved by the NASAA Scientific Council,
Minutes No. 1 of August 31, 2015

Regulations
on the Procedure for Exercising the Right to Academic
Mobility of Participants in the Educational Process
of the National Academy of Statistics, Accounting and Auditing

1. General Provisions

1.1. The Regulations on the Procedure for Exercising the Right to Academic Mobility of Participants in the Educational Process of the National Academy of Statistics, Accounting and Audit (hereinafter - the Regulations) have been developed in accordance with the requirements of the laws of Ukraine "On Education", "On Higher Education", "On the Legal Status of Foreigners and Stateless Persons", Resolutions of the Cabinet of Ministers of Ukraine of August 12, 2015 No.579 "On Approval of the Regulation on the Procedure for the Exercise of the Right to Academic Mobility", Resolution of the Cabinet of Ministers of Ukraine of April 13, 2011 No.411 of scientific and pedagogical workers in leading higher educational establishments and scientific institutions abroad", the order of the Ministry of Education and Science of Ukraine of 29.05.2013 No.635 "Concerning the Approval of the Model Regulations on Academic Mobility of Students of Higher Educational Institutions of Ukraine", Sectoral Standards and Higher Education Standards other regulatory acts in the field of higher education.

1.1. The Regulations are based on the basic principles of the Regulations on the Organization of the Educational Process in the National Academy of Statistics, Accounting and Audit (hereinafter referred to as the Academy), approved by the Academic Council of the Academy the protocol of May 26, 2015 No.10, implemented by order of May 28, 2015 No.77 / 2 Of the Charter of the Academy.

1.2. This Regulation establishes the procedure for organizing academic mobility programs for participants in the educational process of the Academy as a domestic higher education institution in or outside Ukraine and participants in the educational process of foreign higher education institutions (scientific institutions) (hereinafter referred to as foreign participants in the educational process) in the territory of Ukraine.

1.3. Academic mobility is an opportunity for participants in the educational process to study, teach, intern, or pursue scientific activity at another institution of higher education (scientific institution) within or outside Ukraine.

1.4. The aims, objectives and general rules for securing and exercising the right to academic mobility of participants in the Academy's educational process are in accordance with the basic principles of the Joint Declaration of Ministers of Education of Europe "European Space in Higher Education", done in Bologna on 19 June 1999 (Bologna Declaration).

1.5. One of the main areas of international cooperation is the promotion of academic mobility of researchers, teaching staff and persons studying at the Academy.

2. Procedure for exercising the right to academic mobility and requirements for participants in the educational process

2.1. National participants in the educational process and the Academy and foreign participants in the educational process and educational institutions (scientific institutions) participating in the academic mobility programs are participants in the academic mobility.

2.2. The right to academic mobility can be exercised on the basis of international agreements on cooperation in the field of education and science, international programs and projects, agreements on cooperation between the Academy with national and / or foreign higher education institutions (scientific institutions), including their main departments. hereinafter - higher educational establishments (scientific institutions) - partners), and can also be implemented by a domestic participant of the educational process on its own initiative, supported by the administration of the Academy in which he constantly learns or works based on individual invitations and other mechanisms.

2.3. According to the place of exercise of the right to academic mobility, it is divided into:

- internal academic mobility - academic mobility, the right of which is exercised by domestic participants of the educational process in higher educational establishments (scientific institutions) - partners of the academy within Ukraine;
- international academic mobility - academic mobility, the right to which is exercised by domestic participants of educational process in higher educational establishments (scientific institutions) - partners of the Academy outside Ukraine, as well as foreign participants of educational process in domestic higher educational institutions (scientific institutions).

2.4. The main types of academic mobility are:

- Degree mobility - study at a higher education institution, other than a permanent place of study of a participant in the educational process, for the purpose of obtaining a degree of higher education, which is confirmed by a document (documents) about higher education or about obtaining a degree of higher education from two or more higher education institutions;
- credit mobility - study at a higher education institution, other than the permanent place of study of a participant in the educational process, in order to obtain European Credit Transfer Savings System credits and / or relevant competences, learning outcomes (excluding European Credit Transfer Savings System credits), will be recognized at a higher education institution of a permanent place of study by a domestic or foreign participant in the educational process. At the same time, the overall training period for such participants in the credit mobility programs remains unchanged.

2.5. The preferred way of academic mobility of higher education applicants is to send them to higher educational establishments (scientific institutions) - partners of the Academy for:

- training on the basis of bilateral or multilateral agreements between higher education institutions (academic institutions) - partners of the Academy on academic mobility programs (without obtaining a second higher education document);
- training on the basis of bilateral or multilateral agreements between higher education institutions (academic institutions) - partners of the Academy on academic mobility programs (with the possibility of obtaining two documents on higher education);
- language practice;
- training and production practices.

2.6. Training of domestic and foreign participants in the educational process in the educational programs, including academic mobility programs, agreed between higher education institutions (scientific institutions) - partners of the Academy, may provide for graduates to obtain a higher education document of a higher educational institution (partner institution) joint or double documents on higher education of higher educational establishments (scientific institutions) - partners of the Academy.

2.7. Forms of academic mobility for participants of the educational process, receiving the degrees of the bachelor, bachelor, master and doctor of philosophy at the Academy are:

- training in academic mobility programs;
- language training;
- scientific internship.

2.8. Forms of academic mobility for persons obtaining the degree of Doctor of Science, scientific-pedagogical, scientific and pedagogical staff and other participants in the educational process are:

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

- scientific internship;
- Certification training.

2.9. Participants of the educational process, who are the recipients of higher education within the framework of internal mobility programs, are enrolled in higher educational establishments (scientific institutions) - partners in Ukraine as those who are temporarily admitted to the educational process and have the rights and responsibilities of the higher education applicants of the national higher education institution (scientific institution).

2.10. By agreement between the participants of academic mobility: • Selection of participants of the educational process for participation in the academic mobility programs;

- the list of requirements and documents required to confirm participation in the academic mobility program, the procedure and the deadline for their submission are regulated; • determine the stages, financial conditions, types and forms of academic mobility, duration and content of studies and internships in the higher educational establishments (scientific institutions) - partners of the Academy;

- determine the conditions for recognition of the results of training, internships or research and reporting of scientific-pedagogical, scientific and pedagogical staff.

2.11. Higher education applicants for a period of study at another higher education institution (academic institution) - the partner of the Academy in or outside Ukraine shall, in accordance with the concluded agreement on academic mobility, retain a place of study, internship or scientific activity at another higher educational institution (academic institution) - partners of the Academy on the territory of Ukraine or abroad.

2.12. Persons who have concluded academic training programs under the academic mobility program are not deducted from the higher education applicants for the period of exercise of the right to academic mobility and are accounted for in the Unified State Electronic Base on Education.

2.13. Higher education applicants, in addition to studying at a partner institution of the Academy of Compulsory Education, have the right to independently select additional courses in agreement with the Academy, which sent him to study.

2.14. Foreign higher education applicants who exercise the right to academic mobility within the framework of cooperation agreements between the Academy and foreign higher education institutions (academic institutions) - partners of the Academy may be eligible for study at the Academy:

- at the expense of international programs and organizations;
- at the expense of individuals or legal entities;
- on conditions of free education in the case of mutual exchange of higher education applicants, including joint educational programs, which provide for joint or double higher education document (s) in the case of international exchange of higher education applicants, if the number of such foreign of higher education applicants does not exceed the number of domestic higher education applicants studying in a foreign higher education institution - a partner of the Academy within the framework of academic mobility programs in accordance with the agreements concluded between higher education institutions on international academic mobility.

2.15. Academic pedagogical, scientific, pedagogical staff of the Academy may exercise the right to academic mobility for conducting professional activity in accordance with the concluded agreement on participation in the academic mobility program. At the same time, according to these employees, the main place of work in the Academy remains for up to one year. Remuneration in accordance with the law of the main place of work is stored for up to six months, unless it is provided for by the academic mobility program.

2.16. Foreign scientific and pedagogical staff of higher educational establishments (scientific institutions) involved in conducting educational and scientific activities during their stay at the Academy have all the rights and duties of its employees.

The terms of arrival of the leading foreign scientists and educators at the invitation of the Academy and their stay in Ukraine may be determined by additional agreements concluded between the Academy and the invited person.

2.17. Recognition of learning outcomes is based on the European Credit Transfer and Accumulation System.

Comparison of academic load during higher education within the academic mobility program should be based on a comparison of the learning outcomes achieved by the higher education provider in a higher education institution - a

partner of the Academy, and the learning outcomes of the academic program that is being taught by the academic program. basis.

If the applicant for higher education during his / her stay in a higher education institution (academic institution) - a partner of the Academy, on the basis of which the right to academic mobility is exercised, has not completed the study program, then upon returning to the Academy in which he studies on a full-time basis, he may be an individual schedule for the elimination of academic debt or re-training at the expense of individuals or legal entities is proposed.

2.18. A higher education applicant applying for a degree in a higher education institution (academic institution) - a partner of the Academy abroad, must meet the following requirements:

- have high bachelor's or master's degree programs; • have achievements in student research work; • the direction of preparation (specialty) of the higher education applicant must correspond to the list of priority directions of education and science;
- be fluent in English or the language of the country of study required.

2.19. A graduate student applying for an internship at a higher education institution (academic institution) - a partner of the Academy abroad, must meet the following requirements:

- the subject matter of the research should correspond to the list of priority directions of education and science;
- have scientific articles published in foreign, international and national professional publications, patents;
- participate in foreign, international and national scientific and scientific conferences, symposia;
- be proficient in English or the language of the country where the internship is expected to be completed.

2.20. A scientific or pedagogical employee applying for an internship at a higher education institution (scientific institution) - a partner of the Academy abroad must meet the following requirements:

- have a PhD degree and a minimum of three years of scientific or teaching experience;
- the subject matter of the research should correspond to the list of priority directions of education and science;
- have at least one year of work at the Academy;
- have scientific articles published in foreign, international and national professional publications, patents;
- participate in foreign, international and national scientific and scientific conferences, symposia;
- be proficient in English or the language of the country where the internship is expected to be completed.

2.21. Documents submitted by a participant in the educational process addressed to the Rector of the Academy for the right of academic mobility:

- an application for academic mobility (referral for study or internship);
- an excerpt from the minutes of a meeting of a department or structural unit of the Academy with the conclusion about the recommendation of such person to study or internship;
- a certificate of learning outcomes or a report on the results of conducting research (scientific-technical) and / or scientific-pedagogical activities;
- a draft individual plan of study or internship, which should include information about the purpose, objectives, expediency and duration of the study or internship, the program of study or types of planned scientific work, the expected results, as well as proposals for the continuation of research or implementation of their results.

Based on the results of consideration of these documents, the selection board decides on the advisability of a person's recommendation for academic mobility (for study or internship).

3. Speech language at the academy

3.1. The language of instruction in higher education is the state language.

3.2. In order to create the conditions for international academic mobility, the Academy may decide to teach one or more disciplines in English and / or other foreign languages, while providing higher education students of the relevant discipline in the national language.

4. Goals, Objectives and Programs of Academic Mobility for Higher Education Applicants

4.1. The main goals of the Academy's academic mobility for higher education applicants are: • improving the quality of higher education;

- increasing the efficiency of scientific research;

- Increasing the competitiveness of the Academy's graduates in the Ukrainian and international markets of educational services and work;
- Enriching the individual experience of higher education applicants with other models of knowledge creation and dissemination;
- involvement of the world intellectual potential in the national educational process on the basis of bilateral and multilateral agreements between higher educational establishments (scientific institutions) - partners of the Academy;
- establishing internal and external integration links;
- harmonization of the educational standards of the higher education institutions (scientific institutions) - partners of the Academy.

4.2. The main tasks of the Academic Mobility of Higher Education Applicants are:

- Increasing the level of theoretical and practical training of higher education applicants, conducting research using modern equipment and technologies, mastering the latest research methods, gaining experience in research and implementation of its results;
- gaining professional experience in training and production practices;
- possibility of simultaneous receipt by the applicant of higher education of two documents on higher education with the applications established in higher educational establishments (scientific institutions) - partners of the Academy of the sample and information about the system of evaluation in them of educational achievements of the applicants of higher education;
- increasing the level of command of foreign languages;
- enhancing the integration of education and science, developing further scientific research, deepening the knowledge of national cultures of other countries, as well as expanding knowledge of the language, culture, education and science of Ukraine;
- support for social, economic, cultural, political relations and connections with other countries.

4.3. The Academic Mobility Programs of the Academy's Higher Education Applicants include:

- short-term studies at a higher education institution (scientific institution) by the partner of the Academy in Ukraine and abroad (no more than one semester during the academic year and without receiving a second higher education document) for the purpose of studying individually, training and production practices, improving foreign language skills and conducting scientific research;
- study at a higher education institution (academic institution) - a partner of the Academy in Ukraine and abroad on a coherent curriculum (during the academic year and without receiving a second higher education document) on the basis of bilateral (multilateral) agreements on academic mobility;
- study at the Academy in agreement with a foreign higher education institution (scientific institution) - a partner of the Academy curriculum, including short-term training in a higher educational institution (scientific institution) - partner of the Academy, in order to obtain the results of the state documents a higher education institution (scientific institution) - a partner of the Academy;
- joint training of applicants for higher education, joint management of preparation and defense of diploma and master's works, conducting of joint research works on the basis of bilateral agreements.

4.4. The conditions of study and stay of the winners of the higher world - participants of academic mobility and other issues are determined by bilateral or multilateral agreements between the Academy and higher educational institutions (scientific institutions) - partners of the Academy.

5. Organizational support for academic mobility

5.1. Academic mobility programs are open to bachelor's and bachelor's and bachelor's degree holders.

5.2. The selection of higher education applicants to participate in academic mobility programs is made by the Academy's selection committee, taking into account the ranking of academic achievement, participation in scientific work and knowledge of a foreign language.

The competition commission is headed by the rector of the Academy or the first vice-rector for scientific and pedagogical work. The composition of the competition commission shall be determined and approved by the Rector of the Academy, subject to obligatory participation in the work of the representatives of student self-government bodies.

5.3. In the case where the applicant for higher education participates in the international academic mobility program, the competition is selected by the organization that grants the higher education provider a grant on the terms and criteria set out in the constituent documents of the competition.

5.4. The list of necessary documents for participation in the academic mobility program of higher education applicants (higher education institutions) - partners of the Academy and the procedure for their submission is regulated by agreements between the Academy and higher education institutions (educational institutions) - partners.

5.5. The stages, duration and content of study at the Academy and higher educational establishments (academic institutions) - partners of the Academy are determined by the educational plans and schedules of the educational process, approved between the Academy and in the higher educational establishments (academic institutions) - partners. The agreed curricula and schedules of the educational process are approved by the heads of such higher education institutions (scientific institutions).

The formation of the individual curriculum of the higher education applicant shall take into account the actual implementation by the higher education applicant of the individual educational plans of the current and previous academic years. Individual curriculum training can be done using distance learning technologies.

5.6. Higher education applicants, in addition to studying at a higher education institution (scientific institution) - a partner of the Academy of Compulsory Academic Courses, have the right to independently select additional educational disciplines, if stipulated by the relevant agreements between the Academy and the higher educational institutions.

5.7. At the time of study at a higher education institution (scientific institution) - a partner of the Academy of Higher Education, upon his / her application, an academic leave or an individual study plan approved in accordance with the established procedure shall be provided.

6. Recognition and recalculation of the results of higher education applicant's studies at a higher educational institution (academic partner of the Academy)

6.1. The Academy recognizes the equivalent and recalculates the results of higher education applicant at a higher educational institution (scientific institution).

6.2. Recognition of learning outcomes in the framework of academic cooperation with higher education institutions (academic institutions) - partners of the Academy is carried out using the European system of transfer and accumulation of credits ECTS or using the system of evaluation of academic achievements of higher education students (higher education) in the country of higher education partner of the Academy, unless ECTS is envisaged.

6.3. Educational disciplines and other types of educational activities are indicated in the individual curriculum of the higher education applicant.

6.4. Recalculation of the studied subjects is carried out on the basis of the document provided by the higher education applicant with the list and results of the study of academic disciplines, the number of credits and information about the system of evaluation of academic achievements of the higher education students - certified in the prescribed manner in the higher educational institution.

6.5. The academic difference between the normative and the elective disciplines according to the individual curriculum of the higher education applicant is determined by the Academy, but should not exceed 10 disciplines.

6.6. The procedure for eliminating the academic difference is determined by the higher educational establishments (scientific institutions) - partners of the Academy in accordance with the legislation.

6.7. The results of the final certification of higher education applicants in the period of study at a higher education institution (scientific institution) - the Academy's partner are presented on a scale approved at a higher educational institution (scientific institution) - the partner of the Academy and translated into a scale accepted at the Academy.

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

7. Duties of higher educational establishments (scientific institutions) - partners of the Academy

7.1. The Academy, when sending higher education students to study, is obliged to:

- conclude a cooperation agreement on the implementation of the academic mobility program of higher education applicants with a higher education institution (scientific institution) - a partner of the Academy and coordinate educational programs;
- ensure free and equal access for higher education applicants to information on existing academic mobility programs and existing selection criteria;
- provide advisory services to higher education applicants when applying for academic mobility;
- to control the availability of documents confirming the lawfulness of stay of higher education applicants - foreigners in the territory of the host country.

7.2. Higher education institution (academic institution) - a partner of the Academy, which accepts training, is obliged to:

- enroll in a higher education student who is directed to study for a term determined by the contract in accordance with the rules of the host party legislation; • to create all the necessary conditions for the completion of the individual education curriculum by the applicant for higher education;
- assist higher education applicants in resolving visa, housing and household problems;
- to enable the Academy's higher education students to participate in scientific conferences, symposia, exhibitions, competitions, present their scientific works for publications, use educational, scientific, industrial, cultural, sports facilities;
- to control the availability of documents confirming the lawfulness of stay of higher education applicants - foreigners in the territory of the host country;
- after graduation, issue a higher education document to the student with a list and results of the study of disciplines, the number of credits and information on the system of evaluation of academic achievements of higher education applicants or a document on higher education with the application established in a higher educational institution (educational institution).

7.3. The responsibilities of the Academy and the higher education institutions (academic institutions) of the Academy's partners in relation to higher education applicants participating in academic mobility programs shall be specified in the relevant agreements between the Academy and the higher education institutions (academic institutions) of the academic partners of the Academy. mobility of higher education applicants.

8. The rights and responsibilities of higher education applicants (academic institutions) - partners of the academy participating in academic mobility programs

8.1. Higher education applicants are entitled to:

- Continuation of study or study of certain academic disciplines in related fields and specialties of training of specialists in higher educational establishments (scientific institutions) - partners of the Academy;
- safe and harmless learning conditions;
- use of educational, scientific, industrial, cultural, sports base of a higher educational institution (scientific institution) - a partner of the host Academy;
- participation in scientific conferences, symposia, exhibitions, competitions, presentation of their scientific works for publications;
- the possibility of obtaining a document on the corresponding degree of higher education established in a higher education institution (scientific institution) - a partner of the Academy of the sample occurs in accordance with the agreement between the Academy and the higher educational establishments (scientific institutions) - partners of the Academy on academic mobility programs.

8.2. Higher education applicants are required to:

- submit the necessary documents in time for participation in the academic mobility program;
- arrive in time for study;
- comply with the laws of the host country, the rules of the internal regulations, the Charter and other normative legal documents of the host higher education institution (scientific institution) during the training;
- successfully complete the training according to the approved individual curriculum;
- after completing studies at a higher education institution (scientific institution) - partner of the Academy, to return to the Academy in time.

9. Reporting and processing of documents on the results of the academic mobility program

9.1. Participants in the educational process (except for higher education applicants) within one month after completion of academic mobility (completion of an internship at a foreign higher education institution the academic

institution (scientific institution) - partners of the Academy submit to the rector of the Academy a written report of the results of the internship and completion of the assignment approved by established order. Such report shall be subject to approval by the Academic Council of the Academy.

9.2. Upon returning to the Academy, the higher education applicant submits a document listing and study results, number of credits and information about a system for evaluating the academic achievements of higher education applicants, certified by according to the established procedure in a higher educational institution (scientific institution) - a partner of the Academy.

9.3. The Academy decides on the renewal of the applicant in due course higher education to study after the academic leave granted to participate in the program academic mobility for higher education applicants.

9.4. If a higher education applicant while in a higher education institution (scientific institution) - the partner of the Academy was not fulfilled by the approved individual curriculum, then upon his return to the Academy he may be offered individual (academic debt elimination schedule, approved in as prescribed, or a second course of study at the Academy.

In this case, the form of funding for higher education applicants is determined Academy.