

### **XIII. Peculiarities of Admission of Foreigners and Stateless Persons to Alfred Nobel University**

13.1. Admission of foreigners and stateless persons to higher education institutions is carried out in accordance with the Laws of Ukraine “On Higher Education,” “On the Legal Status of Foreigners and Stateless Persons,” “On Foreign Ukrainians,” “On Refugees and Persons in Need of Additional or Temporary Protection,” “On Establishing Additional Legal and Social Guarantees for Citizens of the Republic of Poland Staying on the Territory of Ukraine”; Resolution of the Cabinet of Ministers of Ukraine dated September 12, 2018, No. 729 “Issues of Higher Education for Certain Categories of Persons”; the Procedure for organising admission to vocational (vocational and technical), professional pre-higher and higher education institutions of Ukraine and training (internship) of foreigners and stateless persons using the Unified Interdepartmental Information System of Ukraine for foreigners and stateless persons who wish to study at vocational (vocational and technical), professional pre-higher and higher education institutions of Ukraine, approved by the Resolution of the Cabinet of Ministers of Ukraine dated June 28, 2024, No. 758; Order of the Ministry of Education and Science of Ukraine dated November 01, 2013, No. 1541 “Some Issues of Organising the Admission and Training (Internship) of Foreigners and Stateless Persons,” registered with the Ministry of Justice of Ukraine on November 25, 2013, under No. 2004/24536; Order of the Ministry of Education and Science of Ukraine dated December 02, 2019, No. 1498 “On Approval of the Procedure for Establishing Quotas for Higher Education for Foreigners and Stateless Persons within the State Order in Accordance with International Treaties of Ukraine,” registered with the Ministry of Justice of Ukraine on February 10, 2020, under No. 153/34436.

Citizens of the Russian Federation, the Islamic Republic of Iran, the Republic of Belarus and the Democratic People’s Republic of Korea who do not have a permanent residence permit in Ukraine may be admitted to study with individual permission from the Ministry of Education and Science of Ukraine.

13.2. Foreigners and stateless persons, including those who have applied for refugee status or protection in Ukraine and have received a Certificate of Application for Protection in Ukraine (hereinafter referred to as foreigners), may obtain higher education at Alfred Nobel University with their tuition paid for by the foreigners themselves or by individuals and/or legal entities on their behalf, unless otherwise provided by international treaties approved by the Verkhovna Rada of Ukraine, legislation or agreements between higher education institutions on international academic mobility.

Alfred Nobel University admits foreigners to accredited study programmes. The University may also admit students to the programmes of the preparatory department (subdivision). Additionally, foreigners can enrol in language programmes to learn the Ukrainian language and/or the language of instruction, as well as pursue professional development and internships at the University.

13.3. Foreigners can apply for admission in person and/or remotely. The admission process is carried out using the Unified Interdepartmental Information System of Ukraine for foreigners and stateless persons who wish to study at vocational (vocational and technical), professional pre-higher and higher education institutions of Ukraine (hereinafter referred to as the Unified System).

An electronic invitation to study issued through the Unified System is valid for no more than six months from the date it is stamped with the electronic qualified seal of the higher education institution or signed with the qualified electronic signature of an authorized representative of the higher education institution.

An invitation to study issued through the *Electronic Journal* automated system of the state enterprise authorized by the Ministry of Education and Science of Ukraine is valid until April 01, 2025, inclusive.

Foreigners can apply remotely if they have received an electronic invitation, accessed the provided information and support services (if the invitation was issued through the *Electronic Journal* automated system) and legalised their educational documents in the country of their issuance. This includes legalising the documents at the Ministry of Foreign Affairs of the issuing country or at a Ukrainian consulate abroad (consular legalisation or apostille).

To organise a remote admission process for foreigners seeking enrolment in study programmes, preparatory department (subdivision), Ukrainian language and/or language of instruction programmes, professional development and internships, the University conducts identity verification and entrance examinations remotely. These examinations are video-recorded, including from the applicant's device screen. The video recording of the entrance examination is stored for five years after the examination at the educational institution on the corporate Google Drive of the @duan.edu.ua domain, with a link to the recording included in the Unified Database.

If the admission process is remote, the foreigner sends legalised or notarised copies of their previous education documents to the educational institution by mail. Upon first crossing the Ukrainian border and arriving at the educational institution, the foreigner must present the original documents in person to the University.

13.4. The Selection Commission for the Admission of Foreign Citizens and Stateless Persons is responsible for admitting foreigners and stateless persons, as well as for resuming their studies.

Foreigners and stateless persons may resume their studies in person and/or remotely.

Foreigners and stateless persons who are legally staying on the territory of Ukraine submit an application for admission to Alfred Nobel University, specifying the chosen speciality and form of study.

To apply for admission, they additionally submit the following documents to the Selection Commission for the Admission of Foreign Citizens and Stateless Persons:

1. the original and a copy of their previous education document (indicating the level of education obtained), which qualifies them for admission;
2. the original and a copy of the supplement to the previous education document (if any);
3. an academic transcript issued by a foreign or Ukrainian educational institution (required for transfer or resumption of studies starting from the second year of study);

4. the original and a copy of the document detailing the previous study programme, credits earned, study duration and academic performance (mandatory for applicants to master's or postgraduate degrees);
5. a copy of the foreigner's passport or a document identifying a stateless person;
6. a health insurance policy, unless otherwise provided by international treaties of Ukraine;
7. four photographs sized 30 x 40 mm;
8. consent to the collection and processing of personal data (the University provides the Consent form);
9. a liability insurance contract for reimbursement of expenses in case of administrative expulsion from Ukraine (deportation);
10. a copy of a certificate of a foreign Ukrainian;

The documents specified in subclauses 1-5 must be translated into Ukrainian with a notarised certification of the translation.

The documents listed in subclauses 1-4 must be certified in the country of their issuance according to the official procedures of this country and legalised by the relevant foreign institution of Ukraine, unless otherwise provided by international treaties of Ukraine.

The application and documents specified in this clause are stored in the personal files of applicants/students formed by the Selection Commission for the Admission of Foreign Citizens and Stateless Persons.

13.5. The University may admit foreigners to studies with their tuition paid for by the foreigners themselves or by individuals and/or legal entities on their behalf:

1. twice a year within the terms specified in the Admission Rules for obtaining bachelor's and master's degrees;

Applications of foreigners seeking a bachelor's degree, master's degree or Doctor of Philosophy degree are accepted from June 1, 2025, to August 27, 2025, and from September 1, 2025, to October 28, 2025. Enrolment deadlines are September 1, 2025, and October 31, 2025. All necessary enrolment conditions must be fulfilled by September 1, 2025, and October 31, 2025.

The University calculates the applicant's points/grades based on the previously obtained educational document. The minimum number of points/grades required in general education subjects to be eligible for the entrance examination is 100 points on a scale from 100 to 200.

Foreigners are admitted to the respective level of higher education based on the previously obtained educational document, which specifies the level of higher education obtained, results from entrance examinations in the relevant subjects and the language of instruction, academic eligibility to continue their education at the next level of higher education as determined by their previous education document, and the grades for academic performance that qualify them for further study at the next level of higher education, according to the legislation of the issuing country.

Foreigners seeking admission to a bachelor's programme who have completed general secondary education or obtained NQF level 5 are competitively selected and admitted based on the results of entrance examinations in Ukrainian or English language and mathematics, regardless of the chosen speciality.

The competitive score (CS) is calculated as:

$$(CS) = (C1 \times S1 + C2 \times S2)$$

where

S1, S2 – grades for the first and second subjects;

C1, C2 – subject coefficients for grades of subjects for each speciality.

Foreigners seeking admission to a bachelor's programme who have obtained NQF level 6 or NQF level 7 are competitively selected and admitted based on the results of the professional entrance examination.

Foreigners seeking admission to a master's programme who have obtained NQF level 6 or NQF level 7 are competitively selected and admitted based on the results of entrance examinations in a foreign language and profession.

$$\text{Competitive score (CS)} = 0.5 \times S1 + 0.5 \times S2;$$

S1 - grade for the professional examination in cases provided by these Rules.

S2 - grade for the entrance examination in a foreign language.

Each entrance examination is graded on a scale of 100 to 200 points.

Entrance examinations are conducted by subject examination and professional certification commissions, which are approved by the rector.

13.6. All categories of foreign students admitted to study at the University are enrolled based on official enrolment orders. Confirmation of enrolment can be provided through a certificate generated in the Unified State Electronic Database on Education (USEDE).

Enrolment orders for foreigners are issued by the rector of the University, based on the decision of the Selection Commission for the Admission of Foreign Citizens and Stateless Persons and the Admissions Committee.

13.7. The eligibility requirements for foreign applicants who come to Ukraine for the purpose of study are outlined in the Admission Rules. The deadlines for submitting applications and documents, conducting entrance examinations and enrolment procedures for foreigners are specified in clause 13.3 of the Admission Rules and are published on the official University website.

13.8. The following categories of individuals are eligible for admission to the University's study programmes:

applicants with a complete general secondary education are eligible to obtain a bachelor's degree;

applicants with an NQF level 5 are eligible to obtain a bachelor's degree with a shortened period of study, based on the requirements of the higher education standards, which specify the level of education and the number of ECTS credits necessary to obtain the corresponding degree;

applicants with an NQF level 6 or NQF level 7 are eligible to obtain a master's degree;

applicants with an NQF level 7 are eligible to obtain a Doctor of Philosophy degree.

Applicants may also be enrolled to obtain a higher education degree in another speciality if they have already obtained the same or a higher degree (level) of higher education or have been pursuing it for at least one year and have completed their individual curriculum in full. To simultaneously enrol in a second speciality, either at the University or another higher education institution, a student must meet the admission requirements for the respective study programmes. These requirements must be fulfilled before the start of the second year of study, and no later than the time of final certification.

13.9. Foreigners who arrive in Ukraine to participate in academic mobility programmes or to obtain higher education through study programmes agreed between Ukrainian and foreign higher education institutions are admitted to study by taking into account the contractual obligations between the University and the respective higher education institutions.

13.10. Foreigners and stateless persons, in particular foreign Ukrainians who permanently reside in Ukraine, citizens of the Republic of Poland, persons recognised as refugees and persons who need additional protection, have the right to obtain higher education on an equal basis with Ukrainian citizens, in particular through the state or local budget, with exceptions established by the Constitution of Ukraine, laws of Ukraine or international treaties approved by the Verkhovna Rada of Ukraine.

13.11. The University ensures timely submission of documents to the territorial bodies or subdivisions of the State Migration Service of Ukraine for issuing temporary residence permits for the study period for enrolled foreigners in accordance with the established legal procedure. The duration of students' study periods is determined by the length of the study (research) programmes and also includes the time needed for admission procedures, preparation of documents for the right to stay in Ukraine during their studies, enrolment in the next educational level, and/or official certification of the documents obtained upon completing the programme.

13.12. The University is required to inform the territorial body or subdivision of the State Migration Service of Ukraine at the foreigner's place of residence within 10 days about any foreigner who has been expelled from the University in accordance with clauses 2-6 of part one of Article 46 of the Law of Ukraine "On Higher Education," as well as those who have discontinued their studies without valid reasons or disappeared from their place of residence.

13.13. The Centre for International Students (hereinafter referred to as the Centre) at the University facilitates the enrolment of foreign students/listeners and the recognition of their previous education documents, as well as the processing of temporary residence permits for study purposes. The Centre provides support to foreign students throughout their entire period of study at the University. Contact information for foreign citizens: Dnipro, 18 Sichelslavka Naberezhna Street, office 2205.

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