

**MINISTRY OF SCIENCE AND HIGHER EDUCATION
OF THE REPUBLIC OF KAZAKHSTAN**

**Non-profit Joint Stock Company
“Aktobe Regional University named after K. Zhubanov”**

APPROVED

Chairman of the Board – Rector of
Aktobe Regional University named
after K. Zhubanov

_____ L.Karabasova
“ ” _____ 2025

**REGULATIONS
ON THE COUNCIL OF YOUNG SCIENTISTS**

Aktobe, 2025

DEVELOPED AND SUBMITTED on “__” _____ 2025

Director of the Department for Research Activities _____ Z.T. Nugaeva

APPROVED AND PUT INTO EFFECT

by the Rector of Aktobe Regional University named after K. Zhubanov on the basis of the decision of the Academic Council (Protocol № __ dated _____ 2025)

VALID until replaced with a new version

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1. GENERAL PROVISIONS

1.1 These Regulations have been developed taking into account the requirements of the following regulatory documents:

- Law of the Republic of Kazakhstan dated July 27, 2007 No. 319-III “On Education” (Article 43-1);
- Law of the Republic of Kazakhstan dated July 1, 2024 No. 103-VIII ZRK “On Science and Technological Policy”;
- Order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated November 20, 2024 No. 529 “On approval of the Model Rules of Scientific Ethics”;
- The Charter of the University; orders and directives of the Rector; Internal Regulations of the University; and these Regulations.

1.2 The Council of Young Scientists (hereinafter – CYS) of Aktobe Regional University named after K. Zhubanov is organized in accordance with the Law of the Republic of Kazakhstan “On Science” in order to activate the research activities of young scientists; ensure a high scientific level of education content; and introduce research results into the educational process and practice.

1.3 Young scientists are recognized as research workers, research trainees, applicants for academic degrees, master’s and doctoral students, as well as university lecturers engaged in scientific activities who are under 40 years old.

1.4 The CYS is an elected body that carries out the general management of the research activities of young scientists of Aktobe Regional University named after K. Zhubanov.

1.5 The CYS of the university consists of a chair, a deputy chair, a secretary, and members.

1.6 The work of the CYS is guided by the Chair of the CYS. The Chair of the university CYS is elected at the general meeting of the representatives of faculty-level CYS bodies; the decision is formalized in a protocol and approved by the Vice-Rector for Science and Innovation.

1.7 The composition of the CYS is formed for a period of two years based on nominations submitted by faculty deans from among young scientists, doctoral and master's students under the age of 40, and is approved by the Vice-Rector for Science and Innovation.

1.8 By decision of the CYS, new members may be elected to replace those who have withdrawn.

2. STRUCTURE

2.1 The Chair of the Council, as well as the quantitative and personal composition of the Council, shall be approved by the Vice-Rector for Science and Innovation upon the recommendation of the Director of the Department for Research Activities.

3. TASKS AND FUNCTIONS

3.1 Tasks of the CYS:

- involving students and young scientists in the research work of departments, research units, and scientific-creative associations of the university;
- facilitating the establishment of scientific and creative associations of students and young scientists in various organizational and legal forms to solve scientific and practical problems;
- Facilitating the involvement of young researchers in MSHERK projects (“Zhas Galym”, KMU), as well as their participation in the university’s internal grant programs and international grants.
- ensuring conditions for identifying, revealing, and developing the abilities of gifted and talented students and young scientists; promoting their creative initiative and activity based on mastering the latest knowledge and scientific and technological achievements;
- expanding international scientific cooperation among youth and students;
- improving the quality and effectiveness of scientific research carried out by young people;
- contributing to enhancing the university’s image.

3.2 Functions of the CYS:

- engaging young scientists, doctoral and master’s students in the organization and implementation of fundamental, exploratory, applied scientific research and planned research activities;
- organizing and conducting scientific events, including conferences, seminars, field schools, lecture series of leading scientists, exhibitions, forums, and other activities involving young scientists;
- developing contacts with educational and research organizations in the country and abroad;
- monitoring the scientific activities of young scientists;
- familiarizing young scientists with the traditions, history of the community, and main directions of scientific research;
- organizing meetings between young scientists and leading university researchers to ensure continuity and continuation of the university’s scientific traditions;
- hearing reports on scientific research activities of young scientists of faculties, departments, and research subdivisions;
- discussing issues of preparing and publishing textbooks, teaching aids, and other scientific and methodological literature prepared by young scientists.

4. PROCEDURE OF CYS OPERATION

4.1 The work of the CYS is carried out in accordance with the annual work plan adopted at a CYS meeting.

4.2 CYS meetings are held at least once per quarter and take place according to the approved regulations.

4.3 The Chair of the CYS provides overall leadership, directs the activities of the CYS, conducts its meetings, and organizes systematic monitoring of the implementation of council decisions.

4.4 The Secretary of the CYS informs members of the time of the upcoming meeting and prepares the necessary documentation of the CYS.

4.5 The CYS is authorized to make decisions if at least 2/3 of its members are present at the meeting.

4.6 Decisions of the CYS are made by open voting by a majority of the members present.

4.7 CYS meetings are formalized in minutes. The minutes and decisions of the CYS meetings are signed by the Chair and the Secretary.

5. RIGHTS

A member of the CYS has the right to:

5.1 Elect and be elected to the governing bodies of the CYS.

5.2 Receive timely information about the events organized by the university's CYS.

5.3 Conduct research on any topic and participate in all activities provided for in the work plans of the department-level and university-level CYS.

5.4 Publish the results of scientific research.

5.5 Propose ideas and projects related to the work of the CYS and improving the research activities of young scientists of the university.

5.6 Participate in intra-university scientific competitions.

5.7 Nominate themselves for participation in scientific conferences, seminars, competitions, olympiads, and other events held in the Republic of Kazakhstan and abroad.

6. DUTIES

6.1 Comply with the current legislation and these Regulations.

6.2 Participate in research activities.

6.3 Present the results of scientific research at intra-university and inter-university conferences, symposia, and other scientific and practical events.

6.4 Take part in the scientific and organizational activities of the university's CYS.

6.5 Promote the activities of the university's CYS and contribute to enhancing its authority and the overall prestige of the university.

6.6 Support and provide guidance to members of the university's CYS.

6.7 Regularly familiarize oneself with scientific achievements in one's field of study.

6.8 Master the techniques and methods of conducting scientific research.

6.9 Attend scientific and technical events organized by the university's CYS.

7. RESPONSIBILITY

7.1 All members of the University Research and Innovation Council (SMU) bear personal responsibility for the improper performance of their official duties as stipulated by this Regulation.

APPROVED:

Vice-Rector for Science and Innovation

Beknazarov R.

Director of the Legal Department

Alimanova L.

Director of the Department for Human Resources
and Documentation Support

Tastankulov E.