NJSC "K.Zhubanov Aktobe regional university"

"APPROVED"
Chairman of the Board – Rector
of K. Zhubanov Aktobe Regional University
_____L.Ch. Karabassova
_____2025

REGULATIONS

ON THE "ЖЫЛ ҮЗДІГІ" COMPETITION FOR SCIENTIFIC RESEARCH OF K. ZHUBANOV AKTOBE REGIONAL UNIVERSITY

Aktobe, 2025

DEVELOPED AND SUBMITTED «__» _____ 2025 г.

- Director of the Department of Science and Innovations_____ Z.T. Nugayeva

APPROVED AND ENACTED

by the Rector of K. Zhubanov Aktobe Regional University on the basis of the decision of the Academic Council (Minutes No __ of «__» _____ 2025.)
«__» _____ 2025.

VALID until replaced by a new version

1. Purpose and Objectives of the Competition

1.1. Strengthening the motivation of active teaching and research staff and students;
1.2. Promoting the modern development of the university's scientific research activities;
1.3. Increasing the scientific and creative activity of students and master's students;
1.4. Identifying and promoting the authors of the best scientific publications among the university staff;
1.5. Creating a repository in the university's digital database and introducing the collected materials into media circulation;
1.6. Implementing the results of scientific research into the educational process;
1.7. Providing financial incentives for participants (candidates).

2. Competition Nominations

2.1 The competition is held in the fields of **Natural Sciences, Engineering and Technology, Arts, Social and Human Sciences** in the following nominations:

№	Номинация	Направление	
1	"Best Scientist of K. Zhubanov Aktobe Regional University"	Natural Sciences, Engineering and Technology (1st, 2nd, 3rd place);	Arts, Social and Human Sciences (1st, 2nd, 3rd place)
2	"Best Young Scientist of K. Zhubanov Aktobe Regional University"	Natural Sciences, Engineering and Technology (1st, 2nd, 3rd place);	Arts, Social and Human Sciences (1st, 2nd, 3rd place)
3	"Best Doctoral Student of K. Zhubanov Aktobe Regional University"	Natural Sciences, Engineering and Technology	Arts, Social and Human Sciences
4	"Best Master's Student of K. Zhubanov Aktobe Regional University"	Natural Sciences, Engineering and Technology	Arts, Social and Human Sciences
5	"Best Undergraduate Student of K. Zhubanov Aktobe	Natural Sciences, Engineering and Technology	Arts, Social and Human Sciences

3. Organization and Procedure of the Competition

3.1. The organizers of the competition are the Department of Science and Innovation of K. Zhubanov Aktobe Regional University.
3.2. The organizational and preparatory work for the competition is carried out by faculty deans, heads of departments, and faculty members responsible for research activities.
3.3. The competition is announced in April of the current year. The competition includes publications and works released in the previous year.
3.4. To participate in the competition, it is required to:
- submit an application and a full set of documents (appendices and supporting documents) in electronic form (to **science@zhubanov.edu.kz**) and in hard copy (in a bound folder) to the Department of Science and Innovation;
- ensure that the application, publications, and research works are formatted according to the tables provided in Appendices 1 and 2;
- submit only publications and materials issued no earlier than one year prior to the current year (earlier works and documents are not considered during evaluation);
- provide references in all publications (publications without references are not accepted);
- note that works not meeting the requirements are not admitted to the competition;
- note that works submitted after the deadline are not accepted.

Nomination "Best Scientist of K. Zhubanov Aktobe Regional University":
- Holds a PhD / Candidate of Sciences / Doctor of Sciences degree (if the degree was obtained abroad, notification is not required);
- Has published at least 1 article in the Scopus/Web of Science database or in journals recommended by the Committee for Quality Assurance in Science and Higher Education of the Ministry of Science and Higher Education of the Republic of Kazakhstan (CQASHE MSHE RK)in the previous year;
- Supervises students' research activities (Appendix 3).

Nomination "Best Young Scientist of K. Zhubanov Aktobe Regional University":
- Holds a PhD / Candidate of Sciences / Doctor of Sciences degree (if the degree was obtained abroad, notification is not required);
- At the time of the competition announcement and submission of documents, is no older than 40 years (including 40);
- Has published at least 1 article in the Scopus/Web of Science database or in journals recommended by the CQASHE MSHE RK in the previous year;
- Supervises students' research activities (Appendix 3).

Categories of teaching and research staff not eligible to participate in the nominations "Best Scientist" and "Best Young Scientist":
- Scholars who have received the title "Best University Lecturer" within the last 3 years;
- Scholars who have received the title "Best Researcher" within the last 3 years;
- Winners of the "Жыл үздігі" competition for scientific research works of K. Zhubanov Aktobe Regional University within the last 3 years;
- Project leaders funded by the MSHE RK in the current year ("Жас ғалым," grant funding for scientific and/or scientific-technical projects, scientific and/or scientific-technical projects for young scientists, program-targeted funding, commercialization projects).

Nomination "Best Doctoral Student of K. Zhubanov Aktobe Regional University":
- A student enrolled in a 3-year doctoral program;
- In the previous year, has published at least 1 article on the research topic jointly with the scientific supervisor in the Scopus/Web of Science database or in journals recommended by the CQASHE MSHE RK;
- Has published articles in international and national conferences (Appendix 4).

Nomination "Best Master's Student of K. Zhubanov Aktobe Regional University":
- A student enrolled in a 2-year master's program;
- In the previous year, has published at least 1 article on the research topic jointly with the scientific supervisor in the Scopus/Web of Science database or in journals recommended by the CQASHE MSHE RK;
- Has published articles in international and national conferences (Appendix 4).

Nomination "Best Undergraduate Student of K. Zhubanov Aktobe Regional University":
- A student enrolled in a 4-year bachelor's program;
- Participant in scientific research activities;
- Participant in conferences/competitions/contests (Appendix 4).

Students not eligible to participate in the nominations "Best Doctoral Student," "Best Master's Student," and "Best Undergraduate Student":
- Winners of the "Жыл үздігі" competition of K. Zhubanov Aktobe Regional University within the last 3 years.

4. Conditions for Evaluation and Summarizing the Results of the Competition

4.1. To evaluate the works of participants and summarize the results of the competition, a special expert commission shall be established and appointed by order of the Rector. A member of the expert commission has the right to participate in the competition but may not take part in the evaluation and discussion of the results.

4.2. Rights of the expert commission:
- If the documents submitted by a participant do not meet the requirements, the commission has the right to exclude the participant from the competition list;
- If the publications related to research work do not meet the established requirements, they shall not be taken into account during the evaluation of the competition;
- In cases where two or more participants receive the same number of points, the commission may set additional conditions or introduce changes when determining the final score and evaluation unit.

4.3. Evaluation of participants is carried out in accordance with the main criteria specified in Appendix 3 and Appendix 4.

4.4. The discussion of the competition results is held at a meeting of the expert commission based on its conclusion.

4.5. Based on the evaluation and the number of points awarded, the experts determine the winners of the competition in each nomination:
- For the nominations *"Best Scientist"* and *"Best Young Scientist"*, winners of 1st, 2nd, and 3rd places are determined in the field of *Natural Sciences, Engineering and Technology* as well as winners of 1st, 2nd, and 3rd places in the field of *Arts, Social and Human Sciences*.
- For the nominations *"Best Doctoral Student"*, *"Best Master's Student"*, and *"Best Undergraduate Student"*, winners of 1st place are determined in the field of *Natural Sciences, Engineering and Technology* and 1st place in the field of *Arts, Social and Human Sciences*.

4.6. The results of the competition are formalized in the minutes, which are signed by all members of the expert commission and independent experts who participated in the meeting.

4.7. The results of the competition shall be announced only after approval by the Rector of K. Zhubanov Aktobe Regional University in accordance with the expertise of the special commission of the Department of Science and Innovation.

4.8. Until the official announcement of the competition results, any information about the expertise and evaluation of the competition must not be disclosed.

4.9. As part of the events held during the University's Science Month, the winners of the competition are awarded diplomas and monetary prizes.

4.10. The amount of monetary rewards provided to the winners of the *"Жыл үздігі"* competition of K. Zhubanov Aktobe Regional University:

№	Nomination	Reward Amount
1	"Best Scientist of K. Zhubanov Aktobe Regional University in the STEM field (Natural Sciences, Technology, Engineering and Mathematics)"	• 1st place: 20 MCI • 2nd place: 15 MCI • 3rd place: 11 MCI
2	"Best Scientist of K. Zhubanov Aktobe Regional University in the field of Social and Human Sciences and Arts"	• 1st place: 20 MCI • 2nd place: 15 MCI • 3rd place: 11 MCI
3	"Best Young Scientist of K. Zhubanov Aktobe Regional University in the STEM field (Natural Sciences, Technology, Engineering and Mathematics)"	• 1st place: 15 MCI • 2nd place: 12 MCI • 3rd place: 10 MCI
4	"Best Young Scientist of K. Zhubanov Aktobe Regional University in the field of Social and Human Sciences and Arts"	• 1st place: 15 MCI • 2nd place: 12 MCI • 3rd place: 10 MCI
5	"Best Doctoral Student of K. Zhubanov Aktobe Regional University in the STEM field (Natural Sciences, Technology,	9 MCI

	Engineering and Mathematics)”	
6	“Best Doctoral Student of K. Zhubanov Aktobe Regional University in the field of Social and Human Sciences and Arts”	9 MCI
7	“Best Master's Student of K. Zhubanov Aktobe Regional University in the STEM field (Natural Sciences, Technology, Engineering and Mathematics)”	8 MCI
8	“Best Master's Student of K. Zhubanov Aktobe Regional University in the field of Social and Human Sciences and Arts”	8 MCI
9	“Best Undergraduate Student of K. Zhubanov Aktobe Regional University in the STEM field (Natural Sciences, Technology, Engineering and Mathematics)”	8 MCI
10	“Best Undergraduate Student of K. Zhubanov Aktobe Regional University in the field of Social and Human Sciences and Arts”	8 MCI

Note: MCI = Monthly Calculation Index.

4.11 Monetary rewards for the winners of the competition are paid from the university's extrabudgetary funds.

Agreed

Vice-Rector for Science and Innovations   Beknazarov R.A.

Vice-Rector for Academic Affairs   Myasnikova L.N.

Vice-Rector for Finance and Infrastructure   Yessenbayeva G.E.

Appendix 1

**Application for Participation in the "Жыл үздігі" Competition
of K. Zhubanov Aktobe Regional University**

1. Full name of the participant: _____
2. Competition nomination (select one):

Nomination / Field	Natural Sciences, Engineering and Technology	Arts, Social and Human Sciences
"Best Scientist of K. Zhubanov Aktobe Regional University"	☐	☐
"Best Young Scientist of K. Zhubanov Aktobe Regional University"	☐	☐
"Best Doctoral Student of K. Zhubanov Aktobe Regional University"	☐	☐
"Best Master's Student of K. Zhubanov Aktobe Regional University"	☐	☐
"Best Undergraduate Student of K. Zhubanov Aktobe Regional University"	☐	☐

3. Information about the participant (fill in the relevant fields):

Date of birth	
Education, academic degree	
Position, academic title	
Faculty, department	
Educational program	

Participant's full name: _____

Information about Publications (articles, monographs, etc.):

№	Title of publication	Journal / source	Database type	Year of publication	Pages, volume	Type of authorship	Link
			(Scopus, WoS, etc.)			First author / Corresponding author / Co-author	
			CQASHE			First author / Corresponding author / Co-author	

Information on Projects

№	Project title	Type of Project	Project Period	Name of Competition / Program	Type of Participation	Link
		International / National / Regional, etc.			Project Leader / Participant	

Information about Patents

№	Type and Title of Patent	Patent number	Date of issue	Patent holder(s), authors	Status	Link

Evaluation Criteria for Candidates in the Nominations

«Best Scientist of K. Zhubanov Aktobe Regional University» и
«Best Young Scientist of K. Zhubanov Aktobe Regional University»

		1.1. Research Performance Indicators		
1	Participation in fundamental and applied grant projects funded by the ministries of the Republic of Kazakhstan (*the project must be registered on behalf of K. Zhubanov University*)	One project	50	Document confirming grant award, university order (staff schedule)
2	International grant projects (Erasmus+, Tempus, Newton–Al-Farabi, Abai–Vern, etc.): - Project Leader; - Project Participant (*The grant project must be registered on behalf of K. Zhubanov University*)	One project	100 50	Document confirming grant award, university order
3	Research projects funded under business contracts (points are not divided among participants): - Above 10 million; - 5–9.9 million; - 1–4.9 million; - 0–1 million	One project	100 60 40 20	Contract, certificate from the financial department confirming fund transfer
4	Publication of a scientific monograph of at least 6 printed sheets in the previous year (*if collective — points are divided by number of authors*)	One monograph	100	Decision of the Academic Council of ARU, copy of the monograph (*must be the first edition*)
5	Obtaining a patent in the previous year (points are not divided among authors): - International; - National	One patent	100 50	Copy of application/certificate (*verified in NIIP database*)
6	Scientific articles published in Web of Science and Scopus in the previous year (*points are not divided among authors; affiliation must indicate K. Zhubanov University, otherwise not counted*):	First author / Corresponding author: Co-author:	Q1 – 80 Q2 – 70 Q3 – 60 Q4 – 50 Q1 – 60 Q2 – 50 Q3 – 40 Q4	Copies of articles with metrics, verified via Thomson Reuters and Scopus databases

			– 30	
7	Scientific articles published in journals from the CQASHE list in the previous year: - First author / Corresponding author; - Co-author	One article	30 20	Copies of articles with metrics (only primary publications are counted)
8	Submitted intellectual property applications in the previous year: - Patent (International); - Patent (National)	One patent	100 50	Copy of application/certificate (*verified in NIIP database*)
9	Articles published in the *"Bulletin of Aktobe Regional University. K.Zhubanov"* journal in the previous year: - First author / Corresponding author; - Co-author	One article	20 10	Copies of articles with metrics (*only primary publications are counted*)
10	Hirsch index (h) (*considered if in Scopus or Web of Science the author is affiliated with K. Zhubanov University; if in both databases — the higher value is counted*)		1h x 100	Based on Scopus and Web of Science data
11	Supervision of start-up projects: - National; - Regional	One project	60 40	Certificates (*workshop and training certificates are not accepted*)
1.2. Academic Indicators				
1	Teaching lectures under the academic mobility program: - At foreign universities; - At national universities of Kazakhstan; - At state universities of Kazakhstan	1 business trip	100 80 60	Minimum 2 weeks of lectures
2	Research internships: - Under the "Bolashak" program; - In non-CIS countries; - In CIS countries	1 business trip	100 80 60	Minimum 1 month
3	Participation of a faculty member in professional development seminars: - In cities of republican significance (Astana, Almaty); - In other cities of Kazakhstan	1 seminar	100 50	Minimum 72 hours

Evaluation Criteria for Candidates in the Nominations

«Best Doctoral Student of K. Zhubanov Aktobe Regional University»
«Best Master's Student of K. Zhubanov Aktobe Regional University»
«Best Undergraduate Student of K. Zhubanov Aktobe Regional University»

	1.1. Research Performance Indicators			
1	Participation in fundamental and applied grant projects funded by the ministries of the Republic of Kazakhstan (*the project must be registered on behalf of K. Zhubanov University*)	One project	50	Document confirming grant award, university order (staff schedule)
2	International grant projects (Erasmus+, Tempus, Newton–Al-Farabi, Abai–Vern, etc.): - Project Participant (*The grant project must be registered on behalf of K. Zhubanov University*)	One project	50	Document confirming grant award, university order
3	Research projects funded under business contracts (points are not divided among participants): - Above 10 million; - 5–9.9 million; - 1–4.9 million; - 0–1 million	One project	100 60 40 20	Contract, certificate from the financial department confirming fund transfer
4	Scientific articles published in journals from the CQASHE list, as well as in Web of Science and Scopus (previous year): - Web of Science and Scopus; - CQASHE	One article	100 80	Copies of articles with metrics (*other publications are not counted; article must be the first publication*)
5	Articles published in the *"Bulletin of Aktobe Regional University. K.Zhubanov"* journal in the previous year	One article	40	Copies of articles with metrics (*only primary publications are counted*)
6	Winners of national subject Olympiads (if in team format, points are divided among participants): - 1st place; - 2nd place; - 3rd place	One participant	100 90 80	Winner's diplomas

7	Articles published in scientific-practical conference proceedings (points are divided among authors): - International; - National; - Regional	One article	20 10 5	Copies of articles
8	Participation in start-up projects (points are divided among authors): - National; - Regional	One project	60 40	Winner's diplomas
9	Winners of national and international scientific competitions (students' research works, points are divided among authors): - 1st place; - 2nd place; - 3rd place	One participant	100 90 80	Certificates (workshop and training certificates are not counted)
10	Patent obtained in the previous year	One patent	1h x 10	Copy of patent certificate (*verified in NIIP database*)
11	Hirsch index (h) (*considered if in Scopus or Web of Science the author is affiliated with K. Zhubanov University; if in both databases — the higher value is counted*)		1h x 10	Based on Scopus and Web of Science data