NJSC «K. Zhubanov Aktobe Regional University»

«APPROVED»
Chair of the Management Board – Rector
K. Zhubanov Aktobe Regional University
L.Karabassova
« 28 » 06 2024

REGULATIONS ON BACHELOR'S DEGREE PROGRAMMES

For official use only
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PREPARED BY:
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APPROVED AND ENTERED INTO FORCE :
by the Chair of the Management Board – Rector of K. Zhubanov Aktobe Regional University pursuant to the resolution of the Academic Council (Minutes №14 dated « 28 » 06 2024)

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1 SCOPE

These Regulations have been developed in accordance with the regulatory legal acts governing the education system of the Republic of Kazakhstan and establishe the fundamental requirements for the content and organisation of Bachelor's degree education at K. Zhubanov Aktobe Regional University.

2 NORMATIVE DOCUMENTS

These Regulations have been developed in accordance with the following regulatory documents:

2.1 Law of the Republic of Kazakhstan «On Education» No. 319-III, dated 27 July 2007.

2.2 Rules for the Organisation of the Educational Process under the Credit System of Education in Higher and/or Postgraduate Education Institutions, approved by Order No. 152 of the Ministry of Education and Science of the Republic of Kazakhstan, dated 20 April 2011.

2.3 Standard Rules for the Activities of Educational Institutions Implementing Higher and/or Postgraduate Education Programmes, approved by Order No. 595 of the Ministry of Education and Science of the Republic of Kazakhstan, dated 30 October 2018.

2.4 State Mandatory Standard for Higher and Postgraduate Education, approved by Order No. 2 of the Ministry of Science and Higher Education of the Republic of Kazakhstan, dated 20 July 2022.

2.5 Qualification Requirements for Educational Activities of Institutions Providing Higher and/or Postgraduate Education and the List of Documents Confirming Compliance Therewith, approved by Order No. 4 of the Ministry of Science and Higher Education of the Republic of Kazakhstan, dated 5 January 2024.

2.6 Standard Rules for Admission to Educational Institutions Implementing Higher and Postgraduate Education Programmes, approved by Order No. 600 of the Minister of Education and Science of the Republic of Kazakhstan, dated 31 October 2018.

2.7 Rules for the Recognition of Learning Outcomes Acquired through Non-Formal Education, as well as the Recognition of Professional Qualifications, approved by the Joint Order No. 544 of the Minister of Science and Higher Education of the Republic of Kazakhstan and Order No. 322 of the Minister of Education of the Republic of Kazakhstan, both dated 24 October 2023.

2.8 Rules for the Organisation of Dual Education, approved by Order No. 50 of the Ministry of Education and Science of the Republic of Kazakhstan, dated 21 January 2016.

2.9 Charter of the Non-Profit Joint-Stock Company «K. Zhubanov Aktobe Regional University», approved by Order No. 320, dated 27 May 2020.

3 KEY TERMS AND DEFINITIONS

The following terms and definitions are used in these Regulations:

3.1 Academic Freedom – the set of rights and powers granted to the participants in the educational process to independently determine the content of

education within the Elective Component (EC), additional types of learning, and the organisation of educational activities, with the aim of creating conditions for the creative development of students and academic staff.

3.2 Academic Period (Term) – the period of theoretical instruction established independently by the higher education institution in one of the following forms: semester, trimester, or quarter.

3.3 Academic Credit – a standardised unit for measuring the volume of academic and/or educational work (workload) of a student and/or a member of academic staff.

3.4 Academic Calendar – the schedule of academic and assessment activities, including professional practice, for the academic year, indicating periods of recess (vacations and public holidays).

3.5 Academic Hour – the unit of measurement used to determine the duration of classes and other types of learning activities. One academic hour is equal to 50 minutes (for military higher education institutions, one academic hour shall be no less than 40 minutes). It is used in preparing the Academic Calendar (academic schedule), class timetables, planning and recording completed course content, as well as planning teaching workload and recording the work of academic staff.

3.6 Academic Mobility – the temporary movement of students or researcher-academics to another higher education institution (within the country or abroad) for study or research for a specified academic period (a semester or an academic year), with mandatory recognition and transfer of the completed educational programmes and courses in the form of academic credits at the home institution or for the continuation of studies at the host institution.

3.7 Handouts (Active Hand-out Materials) – instructional and visual materials distributed during classes to promote students' active engagement and successful learning of the topic (e.g. lecture outlines, references, slides, examples, glossaries, and assignments for Students' Independent Work (SIW)).

3.8 Student Learning Outcomes – the knowledge, skills, abilities, and competencies acquired by students during the learning process, reflecting their achieved level of personal and professional development.

3.9 Final Attestation (Qualification Examination) – the procedure conducted to determine the extent to which students have mastered the courses and/or modules and other learning activities required by the Educational Programme in accordance with the State Mandatory Standard for the relevant level of education.

3.10 Academic Rating (Rating) – a quantitative indicator of a student's level of achievement in the Educational Programme, determined on the basis of the results of the interim assessment of courses and/or modules and other learning activities.

3.11 Students' Independent Work (SIW) – learning activities based on a prescribed list of topics designated for independent study and supported by teaching and learning resources and methodological guidance. Depending on the level of study, SIW includes Students' Independent Work (SIW), Master's Students' Independent Work (MSIW), and Doctoral Students' Independent Work (DSIW). The entire SIW workload shall be supported by assignments requiring regular independent study.

3.12 Double Degree Education – an opportunity to study under two Educational Programmes and curricula with the aim of obtaining either two equivalent diplomas or one primary and one additional diploma.

3.13 Individual Study Plan (ISP) – a study plan prepared annually by the student, with the assistance of an Academic Adviser, on the basis of the Educational Programme and the Catalogue of Elective Courses and/or modules.

3.14 Credit Mobility – the temporary participation of students in study or traineeship abroad, while remaining enrolled at their home higher education institution, for the purpose of earning academic credits. Upon completion of the mobility period, students return to their home institution to complete their studies.

3.15 Minor – an additional educational programme consisting of a set of courses and/or modules and other learning activities selected by a student to develop additional competencies.

3.16 Module – an autonomous, learning-outcomes-based structural component of an Educational Programme, with clearly defined learning outcomes in terms of the knowledge, skills, abilities, and competencies to be acquired by students, together with appropriate assessment criteria.

3.17 Modular instruction – a method of organising the educational process based on the modular structure of the Educational Programme, curriculum, and courses.

3.18 Major – the primary Educational Programme selected by a student to develop core competencies.

3.19 Grade Point and Letter Grading System – a system for assessing students' academic achievement based on grade points corresponding to an internationally recognised letter grading system with numerical equivalents, enabling the ranking of students according to their academic performance.

3.20 Course Enrolment – the procedure for registering students for courses.

3.21 Credit-Based System of Education – a system of education based on students' choice and independent planning of the sequence in which courses and/or modules are studied, with the accumulation of academic credits.

3.22 Supervised Students' Independent Work (SIWT) – independent work carried out by a student under the guidance of an instructor according to a separate schedule established by the higher education institution or the instructor. Depending on the level of study, it includes Supervised Students' Independent Work (SIWT), Supervised Master's Students' Independent Work (MSIWT), and Supervised Doctoral Students' Independent Work (DSIWT).

3.23 Postrequisite – a course and/or module or another type of learning activity for which the knowledge, skills, abilities, and competencies acquired upon completion of the current course and/or module are required.

3.24 Prerequisite – a course and/or module or another type of learning activity containing the knowledge, skills, abilities, and competencies required for successful completion of the course and/or module being studied.

3.25 Transcript – an official document containing the list of completed courses and/or modules and other learning activities for the relevant period of study, indicating the number of academic credits earned and the grades awarded.

3.26 Grade Point Average (GPA) – the weighted average measure of a student's academic achievement over a specified period within the selected Educational Programme (calculated as the ratio of the sum of the products of the academic credits and the numerical equivalents of the final grades awarded for all learning activities to the total number of academic credits earned for those learning activities during the relevant period of study).

3.27 Elective Courses – courses included in the University Component (UC) and the Elective Component (EC) within the established number of academic credits, offered by the higher education institution to support students' individual educational pathways while taking into account the socio-economic development, labour market needs of the region, and established academic schools.

3.28 Diploma Project – the final graduation project completed by a student, representing an independent solution to applied problems relevant to the Educational Programme. It may be undertaken using project-based approaches and/or take the form of a business project, model, creative project, or another type of project.

4 GENERAL PROVISIONS

4.1 These Regulations establish the requirements governing the content of Bachelor's degree education, which is a higher education programme designed to prepare specialists leading to the award of the Bachelor's degree.

4.2 The University admits applicants who have completed general secondary education, technical and vocational education, post-secondary education, or higher education.

4.3 Graduates of technical and vocational or post-secondary education institutions who are admitted to related fields of study in higher education, as well as applicants who already hold a higher education qualification, may be eligible for shortened periods of study.

4.4 Within the framework of higher education programmes, the University independently develops modular Educational Programmes in accordance with the National Qualifications Framework, Professional Standards, the Dublin Descriptors, and the European Qualifications Framework (EQF).

4.5 The Dublin Descriptors, which describe the level and scope of the knowledge, skills, competencies, and learning outcomes acquired by students upon completion of each cycle of higher education, are based on learning outcomes, acquired competencies, and the total number of ECTS credits.

5 REQUIREMENTS FOR THE CONTENT OF EDUCATION

5.1 The structure of Educational Programmes comprises various types of learning activities that determine the content of education and reflects their proportion, measurement, and recording.

5.2 Educational Programmes are developed by the graduating departments in accordance with the University's Regulations on the Development of Modular Educational Programmes.

5.3 The content of higher education programmes includes the General Education Course Cycle, the Basic Course Cycle, and the Major Course Cycle, as well as professional practice in the relevant fields of study. The programmes are designed with due regard to the intended learning outcomes and in accordance with the National Qualifications Framework and the relevant Sectoral Qualifications Frameworks.

5.4 Educational Programmes are developed in accordance with the National Qualifications Framework, the relevant Sectoral Qualifications Framework, Professional Standards, and the Dublin Descriptors aligned with the European Qualifications Framework (EQF).

5.5 Academic credits reflect the workload assigned to individual courses and/or modules (their components) within an Educational Programme. The total student workload includes lectures, practical (seminar), laboratory and studio classes, Students' Independent Work (SIW), course papers and design projects, all types of professional practice, and preparation for and completion of the Final Attestation.

5.6 The overall workload of theoretical instruction shall be determined by the list of courses to be studied.

5.7 Under the credit-based system of education, the workload of each course shall be expressed as a whole number of academic credits.

5.8 Students shall complete each course within a single academic period and, upon its completion, shall undertake the final assessment in the form of an examination, except for all types of professional practice and course papers (projects), for which a differentiated pass grade shall be awarded.

5.9 A unified course coding system shall be used in all curriculum formats, whereby each course included in the curriculum is assigned a unique alphanumeric code.

5.10 The content of an Educational Programme consists of three course cycles: the General Education Course Cycle (GEC), the Basic Course Cycle (BCC), and the Major Course Cycle (MCC).

5.11 The General Education Course Cycle (GEC) consists of courses within the Compulsory Component (CC), the University Component (UC), and/or the Elective Component (EC). The Basic Course Cycle (BCC) and the Major Course Cycle (MCC) comprise courses offered within the University Component (UC) and the Elective Component (EC).

5.12 The University Component (UC) and the Elective Component (EC) are determined independently by the University, taking into account labour market needs, employers' expectations, and students' individual interests.

5.13 The General Education Course Cycle (GEC) comprises 56 academic credits. Of these, 51 academic credits are allocated to the Compulsory Component (CC), including the following courses: History of Kazakhstan, Philosophy, Kazakh (Russian) Language, Foreign Language, Information and Communication Technologies (taught in English), Physical Education, and the Social and Political Studies Module (Political Science, Sociology, Cultural Studies, and Psychology). Upon completion of the course History of Kazakhstan, all Bachelor's degree

students, irrespective of their Educational Programme or field of study, shall take the State Examination in the same academic period.

5.14 The University Component (UC) and/or the Elective Component (EC) within the General Education Course Cycle (GEC) shall comprise no fewer than 5 academic credits, aimed at developing students' competencies in economics and law, entrepreneurship, and financial literacy.

5.15 The Basic Course Cycle (BCC) and the Major Course Cycle (MCC) include courses and professional practice and shall comprise no fewer than 176 academic credits.

5.16 The Final Attestation shall account for no fewer than 8 academic credits within the total workload of the higher education Educational Programme.

5.17 Educational activities shall be planned and organised on the basis of curricula. The University uses the following types of curricula: the Modular Curriculum (MC), the Individual Study Plan (ISP), and the Working Curriculum (WC).

5.18 The Modular Curriculum (MC) specifies the academic credit value assigned to each course within the Compulsory Component (CC) and to each type of learning activity (professional practice, State Examinations, and the preparation and defence of the Diploma Project). The Elective Component (EC) for each course cycle is indicated by the total number of academic credits.

5.19 Each year, the graduating departments prepare the Catalogue of Elective Courses (CEC), which provides a systematic annotated list of all courses included in the Elective Component (EC).

5.20 The Catalogue of Elective Courses (CEC) shall specify the prerequisites and postrequisites for each course. The CEC shall provide students with the opportunity to choose from alternative elective courses.

5.21 Based on the Modular Curriculum (MC) and the Catalogue of Elective Courses (CEC), each student shall prepare an Individual Study Plan (ISP) for their Educational Programme. The ISP defines the student's individual learning pathway.

5.22 Course enrolment shall be organised by the Registrar's Office. Mentors shall be engaged to provide students with organisational, methodological, and academic advising throughout the enrolment process.

5.23 When determining an individual learning pathway within the University Component (UC) and the Elective Component (EC), a student shall select:

1. courses within the Major (primary Educational Programme); and
2. courses within the Minor (additional Educational Programme).

5.24 During the course enrolment process, students shall prepare their Individual Study Plan (ISP). In doing so, they shall:

1. familiarise themselves with the Rules for the Organisation of the Educational Process under the Credit-Based System of Education;
2. comply with the established deadlines for course registration and for making amendments to their Individual Study Plan (ISP);
3. register for courses taking into account the prerequisites they have successfully completed.

5.25 The Working Curriculum (WC) shall be developed on the basis of the Modular Curricula (MCs) of the Educational Programmes and the students' Individual Study Plans (ISPs). It shall be prepared in accordance with the modular principle and approved by the Faculty Council.

5.26 The Working Curriculum (WC) shall specify the list of courses included in the Compulsory Component (CC), the University Component (UC), and the Elective Component (EC), together with the workload of each course expressed in academic credits and contact hours, and the forms of assessment.

5.27 The total student workload shall include lectures, practical (seminar) classes, laboratory classes, all types of professional practice, the Final Attestation, and Students' Independent Work (SIW).

5.28 The Working Curriculum (WC) consists of modules that integrate different forms of learning activities (lectures, seminars, independent study, etc.) and includes all courses within the Compulsory Component (CC) as well as elective courses. The structure of the Working Curriculum (WC) also includes State Examinations.

5.29 The format, structure, procedures for the development and approval of the CEC, ISP, and WC shall be determined independently by the University.

5.30 The content of each course shall be defined by the relevant course specification and syllabus.

5.31 Syllabuses (course outlines for students) shall be developed for all courses included in the Educational Programme and approved in accordance with the established procedure.

5.32 An Educational Programme comprising a Major (primary Educational Programme) and a Minor (additional Educational Programme) shall be developed in response to the needs of the regional labour market and the demand for highly qualified specialists.

5.33 The additional Educational Programme (Minor) shall consist of a coherent set of interrelated courses that are outside the field of specialisation of the main Educational Programme (Major).

5.34 The total number of academic credits allocated to the Minor shall be 25–30 academic credits out of the total 240 academic credits required for the Major.

Regulations on the Development of Modular Educational Programmes
http://zhubanov.edu.kz/media/uploads/tkuanyshev/2024/10/18/27-ru.pdf

6 REQUIREMENTS FOR THE MAXIMUM STUDENT WORKLOAD

6.1 A student's workload shall be measured in academic credits earned during the academic year for each course or other type of learning activity.

6.2 The full academic workload for one academic year shall normally comprise not fewer than 60 academic credits, equivalent to not fewer than 1,800 academic hours.

6.3 The principal criterion for successful completion of a Bachelor's degree programme is the accumulation of not fewer than 240 academic credits over the entire period of study, including all types of student learning activities.

6.4 The teaching workload of academic staff shall be planned in academic credits. The teaching workload for classroom instruction shall be calculated on the basis that one academic hour is equal to 50 minutes. The workload for other types of teaching activities shall be calculated in accordance with the Regulations on Academic Staff Workload Norms, approved by the Academic Council of the University.

6.5 When planning the volume of learning activities, one academic credit shall be equivalent to 30 academic hours for all types of learning activities. One academic hour for all types of learning activities shall be equal to 50 minutes.

6.6 The workload of one Kazakhstani academic credit (30 academic hours) shall be equivalent to one ECTS credit (25–30 academic hours).

6.7 Under the credit-based system of education, Students' Independent Work (SIW) is divided into two components:

Supervised Students' Independent Work (SIWT); and

Students' Independent Work (SIW) undertaken independently. The entire SIW workload shall be supported by assignments requiring students to engage in regular independent study.

6.8 The planning of theoretical instruction and intermediate attestation shall be based on a single credit allocation. Accordingly, the total number of credits assigned to each course shall include both the study of the course and the preparation for and completion of the relevant forms of intermediate attestation.

6.9 Each course shall be completed within a single academic period and shall conclude with a final assessment.

Regulations on the Development of Modular Educational Programmes http://zhubanov.edu.kz/media/uploads/tkuanyshev/2024/10/18/27-ru.pdf

7 THE EDUCATIONAL PROCESS UNDER THE CREDIT-BASED SYSTEM OF EDUCATION

7.1 The educational process within an academic year shall be organised on the basis of the Academic Calendar, which shall be approved by a resolution of the Academic Council of the University.

7.2 The Academic Calendar shall specify the periods for instructional activities, intermediate and final attestation, Final Attestation, professional practice, and other types of learning activities during the academic year, as well as periods of recess (vacations and public holidays).

7.3 An academic period shall consist of a 15-week semester.

7.4 Students shall be entitled to vacations at least twice during the academic year. The total duration of vacations shall be not less than seven weeks, except for students in the final year of study.

7.5 Each academic period shall conclude with a period of intermediate attestation (examination session), the duration of which shall be no less than one week.

7.6 During the period of intermediate attestation, final assessments shall be conducted for all courses studied, and the final course grades shall be determined by taking into account the results of continuous assessment (calculated as the

arithmetic mean of the grades awarded for continuous assessment and interim assessments) together with the results of the final assessment.

7.7 The final course grade shall comprise the admission rating and the final assessment. The admission rating (continuous assessment) shall account for not less than 60% of the final course grade, while the final assessment shall account for not less than 40%.

7.8 Students' academic achievement (knowledge, skills, abilities, and competencies) shall be assessed using a 100-point grading scale, corresponding to the internationally recognised letter grading system with its numerical equivalent (passing grades, in descending order, from A to D, and failing grades FX and F), together with the equivalent grades under the traditional grading system.

7.9 A student who receives a grade of FX (Fail) shall be permitted to retake the final assessment (examination), in accordance with the Academic Calendar, without repeating the course (module), no more than once. If the student receives a grade of F (Fail), they shall be required to re-register for the course (module), attend all scheduled classes, complete all required learning activities in accordance with the course syllabus, and retake the final assessment. The Transcript shall include all courses completed by the student, indicating the final grade awarded for each course, including FX and F grades.

7.10 A Summer Semester may be offered (except for students in the final year of study) with a duration of not less than six weeks to meet students' additional learning needs, eliminate academic deficiencies or curriculum differences, study courses and earn credits at other higher education institutions with their mandatory credit recognition by the University, and improve the Grade Point Average (GPA). The elimination of academic deficiencies or curriculum differences, as well as additional learning undertaken during the Summer Semester, shall be provided on a fee-paying basis.

7.11 Following the examination sessions for the academic year, taking into account the results of the Summer Semester, the Registrar's Office shall calculate the minimum progression GPA as the weighted average reflecting the student's level of academic achievement.

7.12 Upon completion of the academic year, students shall be promoted from one year of study to the next on the basis of the results of the examination sessions.

7.13 The minimum progression GPA required for promotion from one year of study to the next shall be determined independently by the University for each year of study.

7.14 Students who have achieved the required minimum progression GPA shall be promoted to the next year of study by order of the Rector.

7.15 A student who fails to achieve the required minimum progression GPA shall remain in the same year of study and repeat the academic year.

7.16 Professional practice is a compulsory component of students' learning activities and is intended to consolidate the theoretical knowledge acquired during higher education studies, develop practical skills and competencies, and enable students to gain advanced professional experience.

7.17 Professional practices shall be incorporated into the relevant modules of the Educational Programme. Each type of professional practice shall be assigned to a separate module.

7.18 The types, duration, workload, and content of professional practice shall be determined by the relevant standards, the Working Curriculum, and the relevant programme specifications.

7.19 The University's professional practice programme and the selected practice placement shall correspond to the profile of the Educational Programme.

7.20 During their studies, students shall undertake various types of professional practice in accordance with the Academic Calendar, including introductory practice, teaching practicum, and industrial practice.

7.21 The duration of professional practice shall be determined in weeks, based on the standard student workload of 30 hours per week during the practice period (6 hours per day on the basis of a five-day working week).

7.22 The organisation of the educational process incorporating elements of dual education shall be carried out in accordance with agreements governing departmental branches and the completion of industrial practice.

7.23 Where elements of the dual education system are implemented, students undertaking industrial practice may, at the discretion of the enterprise (organisation), receive remuneration during the practice period with a view to their subsequent employment.

7.24 The purpose of implementing elements of dual education is to ensure that students achieve high-quality learning outcomes under the core professional education programmes in accordance with the State Mandatory Standard of Education, while also acquiring practical skills relevant to their future professional activities.

7.25 Where elements of dual education are implemented, the educational process shall include theoretical instruction at the University, while laboratory classes, practical classes, professional practice, course projects, and Diploma Projects shall be undertaken at enterprises, organisations of the relevant profile, and departmental branches.

7.26 The University shall plan and organise educational activities by combining theoretical instruction with practical training at enterprises. In doing so, up to 40% of the course content shall be delivered directly in the workplace.

7.27 During training at the enterprise and while undertaking professional practice, students shall be subject to the terms and conditions of the Professional Practice Agreement and the Agreement on the Establishment of a Departmental Branch.

7.28 The University has implemented a multilingual education programme aimed at providing multilingual education for bachelor's degree students.

7.29 The trilingual education programme provides for the planning and delivery of educational activities in three languages: the language of instruction, the second language, and English. Under the programme, 50% of courses shall be delivered in the language of instruction (Kazakh or Russian), 20% in the second language (Russian or Kazakh, respectively), and 30% in English.

7.30 The principal criterion for successful completion of the educational process is the successful completion by students of the required volume of theoretical study and professional practice.

7.31 A student who has successfully completed the Final Attestation and demonstrated achievement of the learning outcomes of the Educational Programme of the higher education shall, by decision of the Attestation Commission, be awarded the Bachelor's degree in the relevant Educational Programme. A diploma, together with its transcript, shall be issued free of charge within five working days from the date of the Rector's order on graduation. The Transcript shall include the final grades, awarded under the letter grading system with numerical equivalents, for all completed courses, course projects, research or experimental research work, professional practice types, and the Final Attestation, together with the corresponding number of academic credits.

7.32 A student enrolled in a higher education Educational Programme who has completed all examinations with grades of A or A− (Excellent) and B−, B, B+, or C+ (Good), has achieved a Grade Point Average (GPA) of not less than 3.5, and has passed the comprehensive examination or successfully defended the Diploma Project with a grade of A or A− (Excellent), shall be awarded a Diploma with Honours.

7.33 A student who has retaken or repeated any examination during the period of study shall not be eligible for the award of a Diploma with Honours.

7.34 The University shall additionally issue the Diploma Supplement (European Diploma Supplement).

8 ORGANISATION OF INTERNAL (NATIONAL) ACADEMIC MOBILITY OF STUDENTS

8.1 Internal academic mobility of students shall be implemented on the basis of inter-institutional cooperation agreements and memoranda concluded between higher education institutions.

8.2 For the implementation of academic mobility, «mobility windows» shall be established. The mobility period shall normally be one semester or one academic year. The Individual Study Plan (ISP) shall specify the list of courses to be undertaken at the partner higher education institution, the number of academic credits to be earned, and the professional practice to be completed.

8.3 The procedures and conditions governing students' participation in the internal academic mobility programme shall be determined by the specific agreements concluded between the partner higher education institutions. The selection criteria for participation shall be established in accordance with the requirements of the host higher education institution or partner organisation and communicated to students through announcements published on the University's website and by faculty coordinators.

8.4 Internal academic mobility shall not be available to first-year students or students in the final year of study. The selection of participants shall be carried out within the framework of agreements concluded with partner higher education institutions on the basis of an Order of the Chair of the Management Board – Rector

of the University authorising the student's study at the partner institution for a specified period. To participate in the internal academic mobility programme, a student shall submit an application to the department or faculty coordinator. The list of recommended candidates shall be forwarded to the University's academic mobility coordinator.

The principal selection criteria shall include:

- a high Grade Point Average (GPA);
- academic performance at the completion of the relevant academic period;
- no academic deficiencies;
- no violations of academic discipline or ethical standards; and
- active participation in the University's research and extracurricular activities.

8.5 Upon completion of the internal academic mobility programme, the student shall be issued with a Transcript, containing information on the programme of study, the courses successfully completed, the corresponding academic credits, and the grades awarded in both letter and numerical form, reflecting the student's academic record.

8.6 Learning outcomes achieved in full by students during the period of academic mobility and confirmed by the Transcript shall be recognised and transferred by the University on a compulsory basis.

9 DEVELOPMENT AND IMPLEMENTATION OF DOUBLE DEGREE PROGRAMMES AND JOINT EDUCATIONAL PROGRAMMES

9.1 Double degree programmes are programmes based on the comparability and synchronisation of the educational programmes of partner higher and/or postgraduate education institutions and are characterised by the parties' mutual commitment to shared responsibilities in such matters as defining the objectives and content of the programme, organising the educational process, and awarding academic degrees or conferring qualifications.

9.2 Double Degree Programmes shall be developed on the basis of an agreement concluded between two partner higher education institutions.

9.3 Double degree education may be implemented either within K. Zhubanov Aktobe Regional University or jointly between the University and a partner higher education institution on the basis of a cooperation agreement.

9.4 When developing a Double Degree Programme, due consideration shall be given to the requirements of the State Mandatory Standard for Higher and Postgraduate Education of the Republic of Kazakhstan, the Rules for the Organisation of the Educational Process under the Credit-Based System of Education, and the academic requirements of the partner institution.

9.5 Upon successful completion of the programme and fulfilment of all academic requirements of each Educational Programme, students shall be awarded either two diplomas conferring the relevant academic degrees together with two transcripts, or a single joint diploma, in accordance with the agreement between the partner institutions.

Regulations on Double Degree Programmes

http://zhubanov.edu.kz/media/uploads/tkuanyshev/2024/10/18/9-ru-1.pdf

10 REQUIREMENTS FOR THE LEVEL OF STUDENT ACHIEVEMENT

10.1 Higher education shall be aimed at preparing qualified specialists leading to the award of the bachelor's degree.

10.2 Learning outcomes shall be defined on the basis of the Dublin Descriptors for the first cycle (Bachelor's degree) and shall be expressed in terms of competencies demonstrated through the achievement of the learning outcomes. Learning outcomes shall be formulated both at the level of the Educational Programme as a whole and at the level of individual modules or courses.

10.3 The Dublin Descriptors are based on the following five principal learning outcomes:

- knowledge and understanding;
- the ability to apply knowledge and understanding in practice;
- the ability to make judgements, evaluate ideas, and formulate conclusions;
- communication skills;
- learning skills.

10.4 Learning outcomes are the *expected and measurable* achievements attained by students, expressed in terms of knowledge, skills, abilities, and competencies. They describe what a student is expected to know, understand, and be able to demonstrate upon completion of a period of study, a module, or a course.

11 AMENDMENTS AND REVISIONS

8.1 These Regulations shall be approved by the Rector of the University on the basis of a resolution of the Academic Council and shall enter into force on the date of their signature.

8.2 Amendments and revisions to these Regulations shall be made in accordance with the legislation of the Republic of Kazakhstan, regulatory documents governing the field of education, and the University's internal regulations.

8.3 Where amendments are made, all copies of the superseded version of these Regulations held by the University shall be withdrawn and replaced with the updated version.

AGREED BY:

Member of the Management Board
for Academic Affairs - Vice-Rector L.Myasnikova