

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
State Institution “Luhansk Taras Shevchenko National University”

APPROVED
By Rector’s Decree
No. 233-ОД as of 22.12.2021

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REGULATION
on the work of Educational Centers
„Donbas-Ukraine” та „Crimea-Ukraine”
in the 2021 – 2022 academic year

AGREED:
Minutes of Academic Council
meeting
22.12.2021 No. 5

Starobilsk – 2021

I. General regulations

1. Educational Centers “Donbas-Ukraine” and “Crimea-Ukraine” of State Institution “Luhansk Taras Shevchenko National University” are subdivisions of the Admissions Committee of State Institution “Luhansk Taras Shevchenko National University”.

The composition of the Educational Centers staff is approved by the Decree of the Rector of State Institution “Luhansk Taras Shevchenko National University”.

The staff of the Educational Centers includes:

- Chairman of Educational Centers;
- Secretary of Educational Centers;
- Officials of Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk Region.

The Chairman of the Educational Center is appointed by the Decree of the Rector of State Institution “Luhansk Taras Shevchenko National University” from among the deputy executive secretaries of the Admissions Committee, the secretary is appointed from among the scientific-pedagogical (pedagogical) workers or teaching-administrative staff of State Institution “Luhansk Taras Shevchenko National University”.

Officials of Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk Region from among administrative employees and leading teachers of Ukrainian language and literature and History of Ukraine.

Information on the Educational Centers establishment, their powers, work schedule are posted on the websites of the Ministry of Education and Science of Ukraine and on the website of Luhansk Taras Shevchenko National University.

2. Educational Centers were established on the basis of State Institution “Luhansk Taras Shevchenko National University” together with Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk Region for annual assessment and state final certification, ordering and issuance of a state document on basic secondary education or complete general secondary education provided by the Procedure for admission to higher, professional higher and professional (vocational) education of persons whose

place of residence is the temporarily occupied territory of certain districts of Luhansk and Donetsk regions, the temporarily occupied territory of the Autonomous Republic of Crimea and Sevastopol according to the Order of the Ministry of Education and Science of Ukraine dated June 21, 2016 No. 697, registered with the Ministry of Justice of Ukraine on July 1, 2016 under No. 907/29037 (as amended by the Order of the Ministry of Education and Science of Ukraine dated January 30, 2017 No. 105).

3. This Regulation regulates the procedure and features of passing the state final certification, obtaining a state standard document on basic general secondary education or complete general secondary education and admission to State Institution “Luhansk Taras Shevchenko National University”.

4. In this Regulation, the terms are used in the following meanings:

applicant – a person who has completed basic secondary education or complete general secondary education, whose place of residence is settlements, located in the temporarily occupied territory of certain areas of Donetsk and Luhansk oblasts and in the temporarily occupied territory of the Autonomous Republic of Crimea and the Sevastopol city, located on the contact line in accordance with the List of settlements on the territory of which public authorities temporarily do not exercise their powers, and the List of settlements located on the line of contact, approved by the Cabinet of Ministers of Ukraine dated February 7, 2014 No. 1085-r (as amended by the Cabinet of Ministers Ukraine dated November 7, 2018 No. 79-r) (hereinafter – the temporarily occupied territories of Ukraine), and received a document on basic secondary education or complete general secondary education in other administrative-territorial units of Ukraine by external or distance mode of study; with the opportunity to enter within the established quotas of admission to State Institution “Luhansk Taras Shevchenko National University”;

educational declaration (hereinafter – the declaration) – a document containing information on obtaining learning outcomes and passing periods of study for basic secondary education or complete general secondary education, as well as data on the person applying for annual assessment and state final certification. The declaration is

filled in by the Applicant in accordance with the attached form (Appendix 1) and signed in person.

5. The Regulation defines special conditions for passing the annual assessment and state final certification, as well as admission for higher and professional (vocational) education by the Applicants.

This Regulation also applies to Applicants who have moved from the temporarily occupied territory of certain areas of Luhansk and Donetsk oblasts, the temporarily occupied territory of the Autonomous Republic of Crimea and Sevastopol city after January 1, 2021.

6. Educational Centers:

- provide advice and assist in the preparation of the Applicant's declaration;
- provide advice to the Applicant on the annual assessment (samples of test assignments, online courses, face-to-face consultations, etc.);
- promote the annual assessment and state final certification of the Applicant in Ukrainian language and History of Ukraine, issuance of state documents on basic secondary education or complete general secondary education (responsible is Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk region);
- organize registration of the Applicant's documents as an entrant, conducting an entrance exam (entrance exams) to State Institution "Luhansk Taras Shevchenko National University" (with mandatory personal participation of the Applicant) and (in case of competitive selection) providing recommendations for admission to higher or professional higher educational institutions and institutions of professional (vocational and technical) education (responsible is State Institution "Luhansk Taras Shevchenko National University" and its structural subdivisions);
- contribute to the settlement of the Applicant during the annual evaluation, state final certification and entrance examination to the university dormitory;
- facilitate the receipt by the Applicant of identity documents;
- provide advice to the Applicant on the possibility of studying at preparatory courses at State Institution "Luhansk Taras Shevchenko National University".

II. Features of the Applicants' receipt of documents on general secondary education required for higher education

1. Applicants for general secondary education documents required for higher education undergo an annual assessment and state final certification on an external basis in Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk region.

2. Enrollment of Applicants in the external mode of study in Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk region is carried out in accordance with the Order of the Director and:

- application (for adult Applicants);
- application of parents (one of the parents, legal representatives) (for minor Applicants).

When submitting the application, the Applicant personally presents an identity document, in its absence – birth certificate.

To the application submitted in paper form, the Applicant attaches a declaration with a photograph pasted on it.

The applicant has the right to add to the declaration, including by e-mail, other materials (in paper form or in digital image format), which may directly or indirectly confirm the information contained in the declaration.

An official of Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk Region makes copies of the originals of the submitted documents and certifies them in the prescribed manner. The original documents are returned to the Applicant.

3. Annual assessment and state final certification of Applicants enrolled in the external mode of study for the final 9th, 11th grades are conducted on the day after receipt of the application or in other terms specified by the Applicant (his legal representative) in the application for enrollment in the external mode of study, but not earlier than June 7 and not later than September 21, 2021.

Applicants who do not have a certificate of basic secondary education or complete general secondary education and are enrolled in the external mode of study are entitled

to simultaneously pass the external certification for the course of basic secondary education and complete general secondary education.

The results of the annual assessment in academic subjects are determined by the official of Starobilsk Gymnasium No. 2 of the Starobilsk City Council of Luhansk region according to the declaration and indicated in the supplement to the document on basic secondary education or complete general secondary education as “certified”.

The grade point average of the document on education is calculated as the average score of the results of the state final certification.

The Applicant has the right during the next academic year to undergo an annual assessment in the manner prescribed by Section II of the Regulation on individual forms of complete general secondary education, approved by the Order of the Ministry of Education and Science of Ukraine dated January 12, 2016 No. 8, registered with the Ministry of Justice of Ukraine on February 3, 2016 under No. 184/28314 (as amended by the Order of the Ministry of Education and Science of Ukraine dated February 1, 2021 No. 160). At the same time, the Applicant is issued a new supplement to the document on general secondary education.

State final certification of Applicants is carried out in Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk region on Ukrainian language and History of Ukraine in accordance with the Procedure for state final certification approved by the Order of the Ministry of Education and Science of Ukraine dated December 7, 2018 No. 1369, registered with the Ministry of Justice of Ukraine on January 2, 2019 under No. 8/32079.

4. After successfully passing the annual assessment and state final certification Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk region orders a document on basic secondary education or complete general secondary education and after receiving from the relevant education authority issues it to the Applicant in accordance with the Procedure for ordering documents on basic secondary education or complete general secondary education of the state standard, issuance and registration of their cards, approved by the Order of the Ministry of Education and Science of Ukraine dated December 10, 2003 No. 811, registered with the Ministry of Justice of Ukraine on

February 16, 2004 under No. 201/8800 (as amended by the Order of the Ministry of Education and Science of Ukraine dated August 13, 2007 No. 737).

Certificate of Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk Region on successful completion of annual assessment and state final attestation/certification in the prescribed form is the basis for the Applicant's admission to entrance exams and enrollment in State University "Luhansk Taras Shevchenko National University" and its structural subdivisions.

The certificate is valid for three months from the beginning of studying and must be replaced by a document of complete general secondary education and a supplement to it. In case of failure to submit state-standard documents within the prescribed period, the entrant will be expelled from the university.

III. Features of submission of documents on basic secondary education or complete general secondary education and terms of acceptance of applications and documents, competitive selection and enrollment

1. The Applicant has the right to apply for Bachelor's Degree on the basis of complete general secondary education and educational-qualification level of Junior Specialist on the basis of basic secondary education or complete general secondary education at State Institution "Luhansk Taras Shevchenko National University" or its structural subdivisions.

The Applicant submits to the Educational Centers for passing the state final certification personally in writing the following documents:

1.1. application (for adult Applicants);

- application of parents (one of the parents, legal representatives) (for minor Applicants).

1.2. Identity documents (original and copies):

- birth certificate (for persons who do not have a passport of a citizen of Ukraine);
- passport of a citizen of Ukraine of the Applicant with registration, which confirms that the place of residence is temporarily occupied territories; in the absence of

the Applicant's passport or registration mark in it – the parents' passport of a citizen of Ukraine (one of the parents).

- declaration with a photo pasted on it.

Other materials (in paper or digital image format) that may directly or indirectly confirm the information contained in the declaration.

- four color photographs 3 x 4.

➤ in the absence of a document on education of the state standard and a supplement to it, the Applicant submits a certificate of Starobilsk Lyceum No. 2 of the Starobilsk City Council of Luhansk region on the successful completion of the annual evaluation and the state final certification, which is the basis for participation in the competition without the submission of certificates of external independent evaluation.

➤ if desired, a certificate of external independent evaluation of 2018, 2019, 2020 and 2021 is submitted.

➤ entrants from temporarily occupied territories who must have a military card (certificate of registration), but do not have them, provide these documents only after enrollment and enlistment;

Educational Centers of State Institution “Luhansk Taras Shevchenko National University” can accept the Applicant's documents from temporarily occupied territories only if such an entrant is not registered for admission through the Educational Centers “Donbas-Ukraine” and “Crimea-Ukraine”, established in other higher educational institutions.

Submission of documents of Applicants for admission to State Institution “Luhansk Taras Shevchenko National University” is carried out in accordance with the Procedure for Admission to the University in 2021;

➤ □ to structural subdivisions - in accordance with the Procedure for Admission to the relevant structural subdivision in 2021.

The Applicant, who does not pass in Centers the annual assessment, state final certification, submits to State Institution “Luhansk Taras Shevchenko National University” a document on education of state standard, passes entrance exams in subjects determined according to the List of programme subject areas and certificates

(entrance exams) on the basis of complete general secondary education for Bachelor's Degree in 2021 through the Educational Centers "Donbas-Ukraine" and "Crimea-Ukraine".

Programme subject area	Specialization (Educational Programme)	List of certificates (entrance tests)	Weighting coefficients
<i>Educational and Research Institute of Culture and Arts</i>			
Choreography	024 Choreography	Ukrainian language History of Ukraine Creative competition Certificate	0,2 0,2 0,5 0,1
Audiovisual arts and production	021 Host of television programs	Ukrainian language History of Ukraine Creative competition Certificate	0,2 0,2 0,5 0,1
Secondary education	014.13 Musical Arts	Ukrainian language History of Ukraine Foreign language Certificate Творчий залік	0,3 0,3 0,3 0,1 taken into account
Secondary education	025.13 Singing	Ukrainian language History of Ukraine Foreign language Certificate Creative test	0,3 0,3 0,3 0,1 taken into account
Musical Arts	025.13 Orchestral instruments	Ukrainian language History of Ukraine Foreign language Certificate Creative test	0,3 0,3 0,3 0,1 taken into account
Musical Arts	025.13 Piano	Ukrainian language History of Ukraine Foreign language Certificate Creative test	0,3 0,3 0,3 0,1 taken into account
Musical Arts	025.13 Choral conducting	Ukrainian language History of Ukraine Foreign language Certificate Creative test	0,3 0,3 0,3 0,1 taken into account
Fine arts, decorative art, restoration	014 Fine arts	Ukrainian language History of Ukraine Creative competition Certificate	0,2 0,2 0,5 0,1
<i>Educational and Research Institute of History, International Relations and Socio-Political Sciences</i>			
Social work	231 Social work	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,4 0,2 0,1
Political science	052 Political science	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,4 0,2 0,1
Sociology	054 Sociology	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,2 0,4 0,1
Secondary education	014.03 History, jurisprudence	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,4 0,2 0,1
International relations, public communications	055 International relations, public communications and regional studies	Ukrainian language Foreign language	0,3 0,2

and regional studies		History of Ukraine Certificate	0,4 0,1
<i>Educational and Research Institute of Pedagogy and Psychology</i>			
Social work	231 Social pedagogy. Practical psychology	Ukrainian language	0,3
Primary education	012 Primary education	History of Ukraine Mathematics Certificate	0,3 0,3 0,1
Special education	016.02 Special education. Oligophrenic pedagogy. Special psychology	Ukrainian language	0,3
Special education	016.01 Special education. Speech therapy. Special psychology	Biology History of Ukraine Certificate	0,3 0,3 0,1
Psychology	053 Psychology	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,3 0,3 0,1
Psychology (only contract form of studying)	053 Psychology	Ukrainian language Biology History of Ukraine Certificate	0,3 0,3 0,3 0,1
Primary education	013 Primary education.	Ukrainian language	0,3
Primary education	013 Primary education. Ukrainian language and literature	Mathematics History of Ukraine Certificate	0,3 0,3 0,1
Primary education (only contract form of studying)	013 Primary education	Ukrainian language	0,3
Primary education (only contract form of studying)	013 Primary education. Ukrainian language and literature	History of Ukraine Mathematics Certificate	0,3 0,3 0,1
<i>Faculty of Ukrainian Philology and Social Communications</i>			
Secondary education	014.01 Ukrainian language and literature	Ukrainian language and literature	0,3
Secondary education	014.01 Ukrainian language and literature. Language and literature (English)	History of Ukraine Mathematics Certificate	0,3 0,3 0,1
Journalism	061 Journalism	Ukrainian language and literature History of Ukraine Mathematics Certificate	0,3 0,3 0,3 0,1
<i>Faculty of Natural Sciences</i>			
Secondary education	014.07 Geography	Ukrainian language Geography History of Ukraine Certificate	0,3 0,3 0,3 0,1
Secondary education (only contract form of studying)	014.07 Geography	Ukrainian language History of Ukraine Geography Certificate	0,3 0,3 0,3 0,1
Secondary education	014.05 Biology and human health	Ukrainian language Biology History of Ukraine Certificate	0,3 0,3 0,3 0,1
Secondary education (only contract form of studying)	014.05 Biology and human health	Ukrainian language History of Ukraine Biology Certificate	0,3 0,3 0,3 0,1
Environmental studies	101 Environmental studies	Ukrainian language Biology History of Ukraine Certificate	0,3 0,3 0,3 0,1
Environmental studies (only contract form of studying)	101 Environmental studies	Ukrainian language History of Ukraine Biology Certificate	0,3 0,3 0,3 0,1
Agronomy	201 Agronomy	Ukrainian language Biology History of Ukraine Certificate	0,3 0,3 0,3 0,1
Agronomy (only contract form of studying)	201 Agronomy	Ukrainian language History of Ukraine Biology Certificate	0,3 0,3 0,3 0,1
Landscaping	206 Landscaping	Ukrainian language	0,3

		Mathematics History of Ukraine Certificate	0,3 0,3 0,1
Landscaping (only contract form of studying)	206 Landscaping	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,3 0,3 0,1
Forestry	205 Forestry	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,3 0,3 0,1
Forestry (only contract form of studying)	205 Forestry	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,3 0,3 0,1
Medical diagnostic and treatment technologies	015 Medical diagnostic and treatment technologies	Ukrainian language Mathematics Biology Certificate	0,3 0,4 0,2 0,1
<i>Educational and Research Institute of Economics and Business</i>			
Economics	051 Economics		
Finance, banking and insurance	072 Finance, banking and insurance	Ukrainian language Mathematics	0,3 0,3
Marketing	075 Marketing	History of Ukraine	0,3
Management	073 Organization and administration management	Certificate	0,1
<i>Educational and Research Institute of Commerce, Serving Technology and Tourism</i>			
Business, trade and exchange activities	076 Commodity science and expertise in customs	Ukrainian language Mathematics	0,3 0,3
	076 Commodity science and commercial activity	History of Ukraine Certificate	0,3 0,1
Design	022 Graphic design	Ukrainian language Mathematics Creative competition Certificate	0,2 0,2 0,5 0,1
Tourism	242 Tourism	Ukrainian language History of Ukraine Mathematics	0,3 0,3 0,3
Hotel, restaurant and catering	241 Hotel, restaurant and catering	Certificate	0,1
Vocational education	015 Transport	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,3 0,3 0,1
Vocational education	015 Agricultural production, processing of agricultural products and food technology	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,3 0,3 0,1
Secondary education	014.10 Labor training and technology	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,3 0,3 0,1
<i>Educational and Research Institute of Physics, Mathematics and Information Technologies</i>			
Secondary education	014.08 Mathematics. Physics	Ukrainian language Mathematics History of Ukraine Certificate	0,3 0,3 0,3 0,1
Secondary education (only contract form of studying)	014.08 Mathematics. Physicsa	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,3 0,3 0,1
Computer sciences	122 Computer sciences and information technologies	Ukrainian language Mathematics	0,3 0,3
Computer engineering	123 Computer engineering	History of Ukraine	0,3
Software engineering	121 Software engineering	Certificate	0,1
Computer sciences (only contract form of studying)	122 Computer sciences and information technologies		
Computer engineering (only contract form of studying)	123 Computer engineering	Ukrainian language History of Ukraine Mathematics	0,3 0,3 0,3
Software engineering (only contract form of studying)	123 Software engineering	Certificate	0,1

Information, library and archival studies	029 Document science and information activities	Ukrainian language History of Ukraine Mathematics Certificate	0,3 0,3 0,3 0,1
Information, library and archival studies (only contract form of studying)	029 Document science and information activities	Ukrainian language Geography History of Ukraine Certificate	0,3 0,3 0,3 0,1
<i>Educational and Research Institute of Physical Education and Sports</i>			
Secondary education	014.11 Physical education	Ukrainian language and literature Biology History of Ukraine Certificate	0,3 0,3 0,3 0,1
Physical education and sport	017 Sport	Ukrainian language Biology Creative competition Certificate	0,3 0,35 0,25 0,1
Physical therapy, ergotherapy	227 Physical therapy	Ukrainian language Mathematics Biology Certificate	0,3 0,3 0,3 0,1
Physical therapy, ergotherapy (only contract form of studying)	227 Physical therapy	Ukrainian language Biology History of Ukraine Certificate	0,3 0,3 0,3 0,1
<i>Faculty of Foreign Languages</i>			
Secondary education (Language and literature specifying the language)	014.021 Language and literature (English)	Ukrainian language and literature Foreign language History of Ukraine Certificate	0,3 0,4 0,2 0,1
	014.023 Language and literature (French, English)		
	014.022 Language and literature (German, English)		
	014.024 Language and literature (Spanish, English)		
Philology. Oriental languages and literatures (including translation), first language is Chinese	035.065 Language and literature (Chinese, English)	Ukrainian language and literature Foreign language History of Ukraine Certificate	0,3 0,4 0,2 0,1
Philology. Oriental languages and literatures (including translation), first language is Japanese	035.065 Language and literature (Japanese, English)		
Philology. German languages and literatures (including translation), first language is English	035.041 Translation (English and the second foreign language (Chinese))		

Acceptance of documents is carried out in the following terms:

To obtain a bachelor's degree at the expense of the state budget

Stages of Admission Campaign	Terms
Beginning of acceptance of applications and documents	July 1, 2021
Completion of applications and documents and documents of the Applicant for admission to the full-time mode during the first stage of providing a recommendation for enrollment	by 12:00 July 20, 2021

Completion of applications and documents and documents of the Applicant for admission to the full-time mode during the final stage of providing recommendations for enrollment	by 12:00 September 20, 2021
Terms of entrance exams and creative competitions for enrollment during the first stage of providing recommendations for enrollment	by July 19, 2021 (daily in the formation of groups)
Terms of entrance exams and creative competitions for enrollment during the final stage of providing recommendations for enrollment	by September 21 (daily in the formation of groups)
Terms of publication of ranking lists of entrants during the first stage of providing recommendations for enrollment	by 12:00 July 20, 2021
Terms of publication of ranking lists of entrants during the final stage of providing recommendations for enrollment	by 12:00 September 22, 2021
Deadlines for applicants to fulfill the requirements for enrollment under the state order during the first stage of providing recommendations for enrollment	by 16:00 July 22, 2021
Deadlines for applicants to fulfill the requirements for enrollment in public procurement during the final stage of providing recommendations for enrollment	by 16:00 September 23, 2021
Terms of enrollment of entrants in the places of state procurement during the first submission of recommendations for enrollment	by 15:00 July 23, 2021
Terms of enrollment of entrants in the places of state procurement during the final submission of recommendations for enrollment	by 15:00 September 24, 2021
Transfer to vacancies of the state order of entrants who are previously enrolled in the University on a contract basis (if there are vacancies in the state order)	by 15:00 September 30, 2021

IV. Schedule of Educational Centers

“Donbas-Ukraine” and “Crimea-Ukraine”

1. Educational Centers “Donbas-Ukraine” and “Crimea-Ukraine” are open from June 7 to September 24.

The order of work of Educational Centers:

Monday-Friday 9.00 – 16.30

Saturday and Sunday are days off

2. Annual assessment and state final certification of Applicants is carried out on working days in the auditoriums of the university in accordance with the “Regulation on state final attestation/certification of students in general secondary education system”, approved by the Order of the Ministry of Education and Science of Ukraine dated December 30, 2014 No. 1547 (registered with the Ministry of Justice of Ukraine on February 14, 2015 under No. 157/26602).

3. Applicants’ entrance exams and creative competitions are conducted in accordance with the Regulation on Entrance Examinations at State Institution “Luhansk Taras Shevchenko National University” in accordance with the schedule of entrance exams and interviews for admission to study for Bachelor’s Degree.