

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

Regulation
on State Institution “Luhansk Taras Shevchenko National University”
All-Ukrainian Student Olympiad
for vocational guidance
of entrants on the basis of complete general secondary education

AGREED:
Minutes of Academic Council
meeting
22.12.2021 No. 5

Starobilsk – 2021

Regulation
on State Institution “Luhansk Taras Shevchenko National University”
All-Ukrainian Student Olympiad for vocational guidance
of entrants on the basis of complete general secondary education

I. General regulations

1.1. The Regulation was developed in accordance with the Regulation on the All-Ukrainian Olympiads of Higher Educational Institutions for Vocational Guidance of Entrants on the Basis of Complete General Secondary Education, approved by the Order of the Ministry of Education and Science of Ukraine dated December 21, 2016 No. 1587, registered with the Ministry of Justice of Ukraine on January 10, 2017 under No. 16/29884, in accordance with the Terms of Admission to Higher Educational Institutions of Ukraine in 2022, approved by the Order of the Ministry of Education and Science of Ukraine dated October 13, 2021 No. 1098 and registered with the Ministry of Justice of Ukraine on November 26, 2021 under No. 1542/37164, Procedure for Admission to State Institution “Luhansk Taras Shevchenko National University” in 2022.

1.2. This Regulation determines the procedure for organizing and conducting the All-Ukrainian Olympiads of State Institution “Luhansk Taras Shevchenko National University” (hereinafter – the Olympiads) for vocational guidance of entrants on the basis of complete general secondary education, rules of participation in the Olympiads, terms and place of their holding, the procedure for registration and the procedure for determining the winners and accruing additional points to the winners of the Olympiads.

1.3. This Regulation applies during the 2022 Admission Campaign.

1.4. 1.4. The main tasks of the Olympiads are to identify, develop talented entrants, help them choose a profession, involve them in studying at State University “Luhansk National University named after Taras Shevchenko”, the realization of talented students’ abilities.

1.5. The organizers and coordinators of the Olympiads at State Institution “Luhansk Taras Shevchenko National University” are the Faculty of Natural Sciences and the Educational and Research Institute of Physics, Mathematics and Information Technologies, which provide organizational and methodological support for the Olympiads.

1.6. The following are created for the Olympiads: the Organizing Committee, the Subject and Methodical Committees, the Appeal Committee, the composition of which is approved by the Decree of the Rector of the university.

1.7. The Organizing Committee is responsible for organizing, ensuring the transparency of the Olympiads and protecting participants’ rights.

The composition of the Organizing Committee includes: the Chairman of the Organizing Committee; the Deputy Chairman of the Organizing Committee; members of the Organizing Committee; secretary of the Organizing Committee.

The Chairman of the Organizing Committee distributes assignments among its members (scientific-pedagogical workers, graduate students) and manages the work on the organization of the Olympiad.

The Organizing Committee provides preparation and holding of the Olympiads; monitors compliance with the Regulation on the Olympiads; develops and implements the necessary measures to inform the Olympiad participants; conducts registration and communicates with the Olympiad participants; prepares documentation for the Olympiads; decides on determining the final number of points scored by the Olympiad participants; makes proposals on the quality of the Subject and Methodical Committees.

1.8. The Subject and Methodical Committee consisting of no more than five persons is formed from among the professional and teaching staff, which includes specialists in the relevant field.

The composition of the Subject and Methodical Committee includes: the Chairman of the Subject and Methodical Committee; the Deputy Chairman of the Subject and Methodical Committee; members of the Subject and Methodical Committee (not more than three).

The Chairman of the Subject and Methodical Committee distributes assignments among the members of the Committee, ensures the scientific level of the tasks’ content, objectivity of inspection and evaluation of the Olympiad participants, provides scientific-methodical assistance to the Committee members during the checks of the Olympiad participants’ works.

The Subject and Methodical Committee: develops and approves the structure, content of tasks for each of the Olympiads' rounds, as well as concludes answers to them, solutions and criteria for their evaluation; checks and objectively evaluates the works of the Olympiads participants; ensures the scientific level of the tasks content, guarantees non-disclosure of these tasks, until their publication (provision of prepared tasks to any person who is not a member of the Subject and Methodical Committee is not allowed).

1.9. The Appeal Committee is set up by the Organizing Committee of the Olympiad to conduct appeals.

The Appeal Committee consists of scientific-pedagogical workers who are not members of the Subject and Methodical Committee.

The Appeal Committee is considering the appeals of the Olympiad participants to resolve issues related to the evaluation of works. The Appeal Committee has the right to both increase the score on the appeal issue (or leave it unchanged) and decrease it in case of errors found unnoticed during the initial check. Deadlines for submitting appeals for the results of the first and second rounds – 4 days from the date of the results publication on the official website of State Institution “Luhansk Taras Shevchenko National University”, the Announcements tab and the Entrants (Olympiad) tab at: http://luguniv.edu.ua/?page_id=4271.

1.10. State Institution “Luhansk Taras Shevchenko National University” All-Ukrainian Olympiads are held in such subjects: **Biology; Chemistry; Geography; Mathematics.**

Subject Olympiads are held according to the programs, the content of which does not go beyond the content of the programs of general educational institutions.

Subject Olympiads are held with the aim of vocational guidance of entrants and their involvement in studying at State Institution “Luhansk Taras Shevchenko National University” in programme subject areas that receive special support, defined by the List of programme subject areas of the Procedure for Admission to State Institution “Luhansk Taras Shevchenko National University” in 2022 (Appendix 1 to the Procedure for Admission), namely:

Programme subject area	Subject Olympiad
012 Pre-school education	Biology/Chemistry/Geography/Mathematics
013 Primary education	Biology/Chemistry/Geography/Mathematics
014.04 Secondary education (Mathematics. Physics)	Biology/Chemistry/Geography/Mathematics
014.05 Secondary education (Biology and human health)	Biology/Chemistry/Geography/Mathematics
014.07 Secondary education (Geography)	Biology/Chemistry/Geography/Mathematics
015.18 Vocational education (Technology of production and processing of agricultural products)	Biology/Chemistry/Geography/Mathematics
015.20 Vocational education (Transport)	Biology/Chemistry/Geography/Mathematics
015.21 Vocational education (Food technologies)	Biology/Chemistry/Geography/Mathematics
201 Agronomy	Biology/Chemistry/Geography/Mathematics
205 Forestry	Biology/Chemistry/Geography/Mathematics
206 Landscaping	Biology/Chemistry/Geography/Mathematics

1.11. Information on the Olympiads is posted on the official website of State Institution “Luhansk Taras Shevchenko National University”, the Announcements tab and the Entrants (Olympiad) tab at: http://luguniv.edu.ua/?page_id=4271.

II. The Procedure of organization and holding of Olympiads

2.1. Persons who have completed general secondary education or are students of graduating classes of general educational institutions, or have the right to receive a document of complete general secondary education in the academic year of the Olympiads are allowed to participate in the Olympiads.

2.2. Olympiads are held in two rounds: the first round – distance; second round – face-to-face (directly at State Institution “Luhansk Taras Shevchenko National University”).

2.3. Schedule of the first (distance) and second (face-to-face) rounds of the Olympiads:

Stages of the Olympiad	Dates of the Olympiad
<i>First (distance) round</i>	
Registration of participants and conducting the first (distance) round	December 24, 2021 – February 24, 2022
Preliminary results and placement of solutions of the first (distance) round	February 25, 2022
Filing appeals on the results of the distance round	February 26, 2022
Consideration of appeals against the results of the distance round	February 28, 2022
Announcement of the final results of the first (distance) round	March 1, 2022
<i>Second (face-to-face) round</i>	
Registration of participants of the second (face-to-face) round of competitive tasks	State Institution “Luhansk Taras Shevchenko National University”; 1 Gogol Square, the city of Starobilsk; 12 Klubnyi Lane, the city of Rubizhne April 4, 2022 from 10.00 to 10.45 - registration; at 11.00 - the beginning of the Olympiad
Preliminary results and placement of solutions of the tasks of the second (face-to-face) round	April 4-5, 2021
Filing appeals on the results of the face-to-face round	April 6, 2022
Consideration of appeals against the results of the face-to-face round	April 11, 2022
Announcement of the final results of the second (face-to-face) round	April 11, 2022

2.4. To conduct the first (distance) round of the Olympiad, the Organizing Committees post the tasks developed by the Subject and Methodical Committees on the official website of the university and disseminate information about it in all available ways.

The official version of the tasks is considered to be the one posted on the official website of State Institution “Luhansk Taras Shevchenko National University”, the Entrants (Olympiad) tab at: http://luguniv.edu.ua/?page_id=4271.

2.5. To participate in State Institution “Luhansk Taras Shevchenko National University” All-Ukrainian Olympiads, participants of the first (distance) round must:

- go to the official website of State Institution “Luhansk Taras Shevchenko National University”, the Entrants (Olympiad) tab at: http://luguniv.edu.ua/?page_id=4271.
- • get acquainted with this Regulation and choose the subject of the Olympiad (participation in several State Institution “Luhansk Taras Shevchenko National University” All-Ukrainian Olympiads is allowed) and get acquainted with the schedule and features of the Olympiad in the relevant competition subject;
- follow the link and fill in the application form, complete the task by February 24, 2022 inclusive;
- the task is performed by the participants individually;
- it must be remembered that participants are personally responsible for the accuracy of the information provided. The inaccuracy of the submitted personal data is the basis for the unappealable removal of the participant (processing of personal data of the Olympiad participants is carried out in accordance with the requirements of the Law of Ukraine of June 1, 2010 No. 2297-VI “On Protection of Personal Data”).

2.6. Participants of the first (distance) round of the Olympiads have the right to get acquainted with the answers to the tasks proposed by the Subject and Methodical Committees, and with the

preliminary results of checking the works of participants before summing up the final results.

2.7. Checking the works of the participants of the first (distance) round of the Olympiad is carried out by the Subject and Methodical Committee on the relevant competitive subject.

2.8. The results of the first (distance) round of the Olympiad are formalized by minutes signed by the Chairman and members of the Subject and Methodical Committee together with the Chairman of the Organizing Committee.

The results of the first (distance) round of the Olympiad are published on the official website of State Institution "Luhansk Taras Shevchenko National University", the Entrants (Olympiad) tab in accordance with the terms specified in Paragraph 2.3 of this Regulation.

2.9. Based on the results of the first (distance) round, the Organizing Committee makes a minute decision on the admission of the Olympiad participants to participate in the second (face-to-face) round.

Participants who scored at least 75% of points in the first stage are allowed to participate in the second (face-to-face) round.

2.10. To participate in the second (face-to-face) round, each participant who has passed to the second round receives an invitation from the Organizing Committee to the e-mail specified in the application form.

Persons admitted to the second (face-to-face) round, and submitted an application form in electronic form, must sign it in printed format at the university.

2.11. The second (face-to-face) round takes place on the basis of State Institution "Luhansk Taras Shevchenko National University".

The organization and holding of the second (face-to-face) round of the Olympiad is entrusted to the Organizing Committee of the Faculty of Natural Sciences and the Educational and Research Institute of Physics, Mathematics and Information Technologies of State Institution "Luhansk Taras Shevchenko National University".

The Organizing Committee of the Olympiad is obliged not later than one month before the second (face-to-face) round of the Olympiad to inform general educational institutions about the Olympiads, as well as post relevant information (announcement) on the official website of State Institution "Luhansk Taras Shevchenko National University", the Entrants (Olympiad) tab at: http://luguniv.edu.ua/?page_id=4271.

2.12. To participate in State Institution "Luhansk Taras Shevchenko National University", a second (face-to-face) round is required:

- to get acquainted with the information on the second round of the Olympiads;
- to get acquainted with the schedule of the Olympiad in the relevant competition subject;
- to arrive on time at the place of the Olympiads with the documents required to participate in the second round of the Olympiad.

2.13. Subject Olympiads of the second (face-to-face) round are held in the auditoriums of State Institution "Luhansk Taras Shevchenko National University", determined by the Organizing Committee in accordance with the schedule (Paragraph 2.3 of this Regulation).

The Olympiad in Mathematics, Biology, Chemistry and Geography is held at the following addresses: 1 Gogol Square, the city of Starobilsk, and 12 Klubnyi Lane, the city of Rubizhne.

Registration of participants begins one hour before the start of the test.

2.14. The second (face-to-face) round of the Olympiad is in writing.

2.15. 3 (three) hours are allotted for the participants of the Olympic tasks of the second (face-to-face) round.

2.16. Participants who have an original passport or other identity and citizenship document are allowed to participate in the second (face-to-face) round.

If the participant is unable to present the passport of a citizen of Ukraine for valid reasons, he shall submit another document provided by the legislation confirming his identity and citizenship of Ukraine. In this case, the participant must present a certificate from the educational institution signed by the director, which contains a photo of the participant, certified by a wet stamp, confirms studying in this educational institution and contains the data of the document to be submitted instead of passport.

2.17. Minor participants of the face-to-face stage arrive at the place of the Olympiad accompanied by an adult (teacher, parent or authorized person).

2.18. For the second (face-to-face) round of the Olympiads, the Subject and Methodical Committees prepare the Olympiad tasks and the criteria for their evaluation. Disseminated tasks and evaluation criteria are kept as strict reporting documents. The Chairmen of the Subject and Methodical

Committees are personally responsible for their secrecy until the moment of publication. Olympic tasks are given to each participant of the Olympiad at the beginning of the second round of the Olympiad.

2.19. One hour before the start of the works, the Chairmen of the Subject and Methodical Committees receive the list of persons admitted to the second stage, forms/sheets of work with the stamp of the Admissions Committee of State Institution “Luhansk Taras Shevchenko National University” and the results of the checking. The received documentation is registered in a special journal.

2.20. Members of the Organizing Committee (responsible persons of at least two people) are on duty in the auditoriums where the second (face-to-face) round of the Olympiad takes place.

Responsible persons place participants in the auditoriums. If the participants violate the order of placement in the auditoriums, they are removed from the test without the right to retake it.

2.21. Before the start of the face-to-face round, one of the members of the Organizing Committee acquaints the participants of the second round with the procedure for its holding, conditions of participation.

During the time allotted for the written Olympiad face-to-face round work, the Olympiad participant is prohibited from:

- interfere with other participants in the Olympiad to perform written Olympiad work;
- communicate in any form with another participant of the Olympiad;
- write down answers to the tasks of written Olympiad work from another participant of the Olympiad;
- use any third-party sources of information, textbooks, manuals, other printed and electronic media, as well as use a calculator, electronic gadgets, telephone and other means of communication;
- the presence of unauthorized persons in the auditorium is not allowed;
- the participant leaves the auditorium only for up to 10 minutes accompanied by a member of the Organizing Committee; the work of the participant for the period of his absence in the auditorium must be handed over to a member of the Organizing Committee, who is on duty in the auditorium.

Participants are obliged to comply with these requirements, as well as safety rules and regulations. In case of violation of the requirements by the decision of the Organizing Committee, the participant may be excluded from participation in the second round of the Olympiad, his work is not checked (regardless of the number of correctly performed tasks).

2.22. Written works (including drafts) are made with a ballpoint pen with blue paste on forms/sheets with a stamp (seal).

2.23. Participants have the right to keep drafts (drafts sheets are provided by the Organizing Committee). Drafts are submitted together with the answer forms/sheets, but the solutions to the tasks outlined in the draft are not checked, are not taken into account and cannot be used as evidence in appeals.

2.24. Upon completion of the tasks or in case of expiration of the time allotted for their implementation, the participant of the face-to-face round of the Olympiad hands over the work to a member of the organizing committee, who is on duty in the audience.

2.25. Persons who did not have time to complete all tasks in the allotted time, pass them unfinished.

2.26. The Chairman of the Organizing Committee provides encryption of works and transfers them for checking to members of the Subject and Methodical Committee.

2.27. Works checking is carried out only in specially selected auditoriums of State Institution “Luhansk Taras Shevchenko National University”.

2.28. The results of the Olympiads are calculated on a 100-point integer scale.

2.29. Participants of the second (face-to-face) round of the Olympiads have the right to get acquainted with the answers (solutions) of the tasks proposed by the Subject and Methodical Committee, and with the preliminary results of checking the works of participants before summing up the final results.

2.30. The results of the second (face-to-face) round of the Olympiad are drawn up in the form of minutes signed by the Chairman and members of the Subject and Methodical commission together with the Chairman of the Organizing Committee, published on the official website of State Institution “Luhansk Taras Shevchenko National University” : http://luguniv.edu.ua/?page_id=4271.

2.31. Information on the time and place of the announcement of the preliminary and final results of the second (face-to-face) round of the Olympiads is brought to the notice of the participants immediately before the start of the second round.

III. The procedure for accruing additional points to the winners of the second (face-to-face) round of the Olympiads, who will enter the State Institution “Luhansk Taras Shevchenko National University” in 2022

3.1. When applying to State Institution “Luhansk Taras Shevchenko National University” for the introductory campaign in 2022, in the specialties defined by the List of specialties to which special support is provided (Table 1.10 of this Regulation), the Olympiads participants who scored at least 90% in the second round (winners of the Olympiads), when calculating the competitive score, additional points are added to one of the subjects of the certificate of external independent evaluation.

3.2. Additional points in the amount of up to 20 points (according to the scale below) are accrued during the calculation of the competitive score before the evaluation of the certificate of external independent evaluation in the relevant subject, but not more than 200 points per subject:

<i>Percentage of points according to the results of the second (face-to-face) round of the Olympiad</i>	<i>Additional points awarded to the certificate of external independent evaluation in the subject of the Olympiad</i>
90%	15
91%	16
92%	17
93%	18
94%	19
95 – 100%	20

3.3.3. Participants of the second (face-to-face) round of the Olympiad, who receive additional points, the Organizing Committee issues the relevant certificates or certificates signed by the Rector (Chairman of the Admissions Committee) and the seal of State Institution “Luhansk Taras Shevchenko National University”, which indicate:

- last name, first name and patronymic of the participant-winner of the second (face-to-face) round;
- general educational institution where the participant studies;
- subject of the Olympiad;
- the number of percentage points and the corresponding number of additional points.

3.4. The Organizing Committee submits to the Admissions Committee copies of certificates or information in another form about the winners of the second (face-to-face) round, which are registered in the journal of the Admissions Committee of State Institution “Luhansk Taras Shevchenko National University”.

3.5. In case the participant of the Olympiad submits an electronic application for the programme subject areas defined by the List of programme subject areas to which special support is provided (Table 1.10 of this Regulation), the competitive subject to which it is necessary to accrue additional points (specified in the certificate) is indicated.

The Admissions Committee of State Institution “Luhansk Taras Shevchenko National University” checks the authenticity of the information provided by the entrant, decides on the accrual (non-accrual - in case of non-confirmation of information) of additional points and makes appropriate changes to the Unified State Electronic Database on Education.

IV. Procedure for consideration of appeals against the results of the Olympiads

4.1. If there are questions about the correctness and objectivity of the assessment of the tasks completed, the State Institution “Luhansk Taras Shevchenko National University” Olympiad participants have the right after each round of the Olympiad to submit written appeals and receive written answers (at the request of participants) before summing up the final round. In the application, the Olympiad participant must state the reason for the appeal.

4.2. Appeals on the results (number of points received) in the distance or face-to-face round are submitted personally by the participant to the Chairman of the Organizing Committee and considered by the Appeal Committee on the relevant competition subject within the time specified in Paragraph 2.3 of this Regulation.

The participant is additionally informed of the date, time and place of the meeting of the Appeal Committee to consider his appeal.

4.3. Appeals from other persons who are not participants of the distance or face-to-face round of the State Institution “Luhansk Taras Shevchenko National University” Olympiads are not accepted and are not considered..

Appeals filed late or in violation of the filing procedure will not be considered.

4.4. Consideration of appeals is carried out until the announcement of the final results of the Olympiad of the respective round.

The following are invited to consider the appeal: the Chairman and members of the Appeal Committee, the participant, the Chairman of the Subject and Methodical Committee on the competitive subject, the Chairman of the Organizing Committee or his Deputy, the secretary of the Organizing Committee.

Unauthorized persons (including parents, teachers of the participants) are not allowed to consider the appeal.

If the participant does not appear at the meeting of the Appeal Committee, the decision on the appeal is made on the basis of consideration of his written work.

4.5. The Appeal Committee establishes the objectivity of the evaluation of the participant’s answers and checks the correctness of determining the result of the Olympiad.

4.6. 4.6. The Chairman of the Appeal Committee informs the members of the Committee about the content of the appeal, offers to study and comment on the written work of the participant. During the consideration of the appeal, the participant of the Olympiad is given explanations about the mistakes. In addition to the members of the Appeal Committee, the written work is submitted for review to the participant during the appeal. The Appeal Committee may also hear motivated remarks, explanations and claims from the participant. At the request of the Chairman of the Appeal Committee, the members of the Committee may hear explanations of the Chairman of the Subject and Methodical Committee on the competitive subject.

Additional questioning of the participant during the consideration of the appeal is not allowed.

4.7. After careful acquaintance with the work, the Chairman and members of the Appeal Committee re-evaluate the work. Based on the results of the appeal, one of the following decisions may be made:

- «evaluation of written work corresponds to the level and quality of work performed and does not change»;

- «evaluation of written work does not correspond to the level and quality of work performed and changes (increases / decreases) to points (indicates a new number of points)».

The decision of the Appeal Committee is recorded in the minutes of the meeting of this Committee by the secretary of the Organizing Committee and is provided for review to the applicant – a participant in the Olympiad.

4.8. The decision of the Appeals Committee on the results is final and cannot be appeal. An appeal against the decision of the Appeal Committee (repeated appeal) is not accepted.

4.9. The Appeal Commission submits the minutes of the appeals to the Organizing Committee for making appropriate changes to the reporting documentation. The final results of the Olympiad are approved taking into account the results of the work of the Appeal Committee.

V. Ensuring openness and transparency of the Olympiad

5.1. Non-governmental organizations have the right to monitor the Olympiads. The Organizing Committees of the relevant faculties and institutes of the university are obliged to create appropriate conditions for the presence of public observers at the Olympiads. Public observers have the right to get acquainted with the tasks of the Olympiads only after their holding.

The procedure for accreditation and admission of public organizations to observe the Olympiads is determined by the Organizing Committees.

5.2. Additional issues related to the holding of Olympiads, which are not regulated by this Regulation, are resolved by the Organizing Committees.