

**MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE**  
**Economic and Technological Institute named after Robert Elworthy**

**Approved by**

The Scientific council of Economic and Technological  
Institute named after Robert Elworthy

Head of the Scientific council Pavlova O.V.

Protocol №31 from 04/27/23

With change approved by the protocol № 34 from  
07/06/2023

# **ADMISSION RULES**

**to the Robert Elworthy Institute  
of Economics and Technology**

**in 2023**

**(new edition)**

## 1. General provisions

- 1.1. These Rules of Admission to the Robert Elworthy Institute of Economics and Technology in 2023 (hereinafter referred to as the Rules of Admission) are approved by the Academic Council of the Robert Elworthy Institute of Economics and Technology (Minutes No. 31 of 27.04.2023) in accordance with the Procedure for Admission to Higher Education in 2023 (hereinafter referred to as the Admission Procedure), approved by the Order of the Ministry of Education and Science of Ukraine No. 276 of March 15, 2023 (hereinafter referred to as the Procedure).
- 1.2. The basis for the announcement of admission to study for higher education is a license to conduct educational activities of the Ministry of Education and Science of Ukraine, issued to the Robert Elworthy Institute of Economics and Technology (hereinafter - Robert Elworthy ETI) in accordance with the procedure established by law, and these Admission Rules
- 1.3. Admission to the Robert Elworthy ETI is carried out on a competitive basis.
- 1.4. The organization of admission of applicants to the Robert Elworthy ETI is carried out by the Admission Committee of the Robert Elworthy Institute of Economics and Technology (hereinafter - the Admission Committee), the composition of which is approved by the order of the rector №49 / OD of 20.12.2022.
- 1.5. The chairman of the Admissions Committee is the Rector of Robert Elworthy ETI. The Admissions Committee operates in accordance with the Regulations on the Admissions Committee of Robert Elworthy ETI, approved by the order of the Rector on 08.12.2021 №116 / OD. The Regulations on the Admissions Committee of Robert Elworthy ETI are published on the official website: <https://eti.edu.ua/entrants/pryimalna-komisiia>.

The decision of the Admissions Committee made within its powers is the basis for the issuance of the relevant order of the Rector of Robert Elworthy ETI and/or the implementation of the admission campaign procedures.

All issues related to admission to Robert Elworthy ETI are decided by the Admissions Committee at its meetings. The decisions of the Admissions Committee are published on the official website of Robert Elworthy ETI no later than the next day after the relevant decision is made.

- 1.6. The working hours of the Admissions Committee are Monday-Friday 9.00-17.00; Saturday 9.00-12.00, Sunday - day off. Official e-mail address of the Admissions Committee: [vstupeti@gmail.com](mailto:vstupeti@gmail.com).

- 1.7. In these Admission Rules, terms are used in the following meanings:

***targeted placement of budget places*** - providing an applicant with a recommendation for enrollment in a place of study at the expense of the state or local budget (by state order) based on his or her competitive score;

***open tender proposal*** - a tender proposal for which the number of places for studying under the state order at Robert Elworthy ETI is determined during the targeted placement of budget places within the limits between the qualification minimum and the maximum amount of state.

***admission on the basis of (basis of admission)*** - previously obtained educational (educational qualification) level or educational degree and the corresponding level of the National Qualifications Framework (hereinafter - NQF), on the basis of which admission to obtain a degree of higher education (complete general secondary education (specialized secondary education) (*hereinafter* -

**PZSO**) is carried out, junior specialist's degree, professional junior bachelor's degree, junior bachelor's degree - NQF level 5 (*hereinafter referred to as NQF5*), bachelor's degree - NQF level 6 (*hereinafter referred to as NQF6*), master's degree (specialist's degree) - NQF level 7 (*hereinafter referred to as NQF7*);

**entrance examination** - an assessment of the applicant's preparedness, which in accordance with the Procedure and Rules for Admission may be conducted in the form of a national multi-subject test, a single entrance exam, a single professional entrance exam, as well as in person and/or remotely for persons registered and residing in the temporarily occupied territory (at the request of the applicant), in the form of an interview, a professional exam, as well as an entrance exam in a foreign language, specialty, the results of which are assigned one positive grade on a scale of 100-200 (in increments of at least one point) or a decision is made to negatively evaluate the applicant ("unsatisfactory");

**applicant** - a person who has submitted an application(s) for admission to participate in the competitive selection for one (more) tender proposals;

**application for participation in entrance examinations** - a record entered into the Unified State Electronic Database on Education (*hereinafter referred to as the USEDE*) in electronic form, filled in by the applicant online in the applicant's personal electronic account, or by the educational institution on the basis of an application submitted by the applicant in paper form;

**application for participation in the competitive selection to an educational institution (hereinafter referred to as the application)** is a record entered into the USES in electronic form, filled in by the applicant online in the applicant's personal electronic cabinet, or by the educational institution on the basis of an application submitted by the applicant in paper form, and containing information about the educational institution chosen by him/her, the competitive offer and the priority of the application set by the applicant (if used);

**Unified Professional Entrance Examination (hereinafter referred to as the UPEE)** is a form of entrance examination for admission to study for a master's degree based on the NQF6 or NQF7, which provides for the assessment of the level of preparedness of an applicant for a master's degree in the relevant specialty, conducted by the Ukrainian Center for Educational Quality Assessment in accordance with the law;

**Unified Entrance Examination (hereinafter - UEE)** - a form of entrance examination for admission to study for a master's degree based on the NQF6 or NQF7, which combines a test of general academic competence and a test in a foreign language (English, German, French, Spanish at the choice of the applicant), conducted by the Ukrainian Center for Educational Quality Assessment in accordance with the law;

**qualification minimum of the state order** - the minimum number of applicants that can be recommended for admission to an open competitive offer during the targeted allocation of budget places;

**quota-1** - a certain part of the maximum number of budget places for open competitive offers that can be used to admit applicants on the basis of the SEL and NQF5 who are entitled to special admission conditions in cases specified in the Procedure (except for persons entitled to quota-2);

**quota-2** is a defined part of the maximum number of budget places (for open competitive offers) or the total number of budget places (for fixed competitive

offers) that can be used to admit applicants to the autumn SES and NQF5, whose place of residence as of February 24, 2022 is declared (registered) in the temporarily occupied territory, the territory of settlements on the contact line and the administrative boundary or who moved from it after February 24, 2022, in settlements classified as the territory of active hostilities as of July 1, 2023, or whose temporary occupation by the Russian Federation ended after February 24, 2022;

**tender proposal** - a proposal of Robert Elworthy ETI regarding the number of places for admission of applicants to a certain level of higher education, a certain educational program, form of education, basis of admission, duration of study, indicating the form of entrance examination (if provided) and requirements for the structure and content of applicants' motivation letters;

**competitive score** - an assessment of the entrant's achievements, which is calculated based on the results of entrance examinations and other competitive indicators with an accuracy of 0.001 in accordance with the Procedure and Rules of admission and Rules of admission;

**competitive selection** - a procedure for selecting applicants for competitive proposals based on competitive scores, priorities, and motivation letters in accordance with the Admission Procedure and Rules;

**maximum volume of the state order** is the maximum number of applicants for an open tender offer that can be recommended for enrollment in the state order places;

**motivation letter** - information provided by the applicant in writing (in accordance with the requirements for the structure and content of the motivation letter set forth by the Robert Elworthy ETI) about his/her personal interest in applying for a particular competitive offer (educational institution) and the corresponding expectations, achievements in education and other activities, own strengths and weaknesses, to which, if necessary, the applicant may attach copies (photocopies) of materials confirming the information provided in the letter;

**National Multisubject Test (hereinafter referred to as NMT)** is a form of entrance test that involves assessment of learning outcomes in two academic subjects of the main block (Ukrainian language, mathematics) and one academic subject of the additional block (history of Ukraine, or a foreign language (English, or German, or French, or Spanish), or biology, or physics, or chemistry at the choice of the applicant), conducted by the Ukrainian Center for Educational Quality Assessment in accordance with the law;

**non-budgetary bid** - a bid that does not provide places for admission at the expense of the state or local budget (under a state or regional order);

**Applicant's personal electronic account** - a webpage through which an applicant submits an electronic application to an educational institution and monitors its status;

**right to enrollment under quotas** - the right of an applicant to enroll in a higher education institution under quota-1, quota-2, which is implemented in accordance with the Procedure;

**priority** - the order of priority (where 1 is the highest priority) determined by the applicant when submitting applications for consideration in the case of targeted allocation of state-funded places;

***ranking list of applicants*** - a list of applicants ordered by the priority of enrollment in a competitive offer, taking into account the source of funding, formed in accordance with the Procedure and Rules for Admission;

***interview*** - a form of entrance examination that involves the assessment of knowledge, skills and abilities of an applicant in one, two or three subjects (components, disciplines) in cases provided for by the Procedure and Admission Rules;

***application status*** - a parameter of an application submitted in electronic or paper form, which is set by the educational institution in the EDEBO. The status of an application submitted in electronic form is also displayed in the applicant's personal electronic account. The "Application status" parameter can take on the following values:

- "Registered in EDEBO" is a confirmation of the fact that an application has been submitted to the educational institution chosen by the applicant;
- "Requires clarification by the applicant" - the application is accepted by the educational institution for consideration, but the data on the applicant needs to be clarified. At the same time as assigning this status to the application, the educational institution indicates the list of data that needs to be clarified and the method of their submission;
- "Registered at the educational institution" - the application is accepted by the educational institution for consideration and a decision is made in accordance with the established procedure to admit the applicant to participate in the competitive selection or to take part in the entrance examinations;
- "Rejected by the educational institution" - the registered application of the applicant is not allowed to participate in the competitive selection or in the entrance or entrance examinations based on the decision of the admission committee. If the application is assigned this status, the educational institution indicates the reason for the refusal; "Canceled by applicant" - the submitted application is considered not to have been submitted. This status is assigned to an application if it is canceled by the applicant in the personal electronic cabinet before the application is assigned the status "Registered in the educational institution" or "Requires clarification by the applicant". In this case, the applicant has the right to submit a new application with the same priority;
- «Canceled by the applicant (without the right to submit a new application with the same priority)" - an application with a priority set was submitted, canceled by the applicant in the personal electronic cabinet after the application was assigned the status "Registered at the educational institution" or "Requires clarification by the applicant", but before the application deadline. In this case, the applicant loses the opportunity to submit a new application with the same priority;
- «Canceled by the educational institution" - the submitted application is considered not to have been submitted if it is canceled by the educational institution by the decision of the admission committee, provided that the educational institution identifies a technical error made when entering data into the EDEBO, which is confirmed by an act on the technical error;
- «Deactivated (due to enrollment for training under the state (regional) order)" - the submitted application is considered not to have been submitted if the applicant is

- included in the order for enrollment for training under the state or regional order;
- «Admitted to the competition" - the owner of the registered application is admitted to participate in the competitive selection for places financed by the state or regional order, and for places financed by individuals and/or legal entities;
  - «Admitted to the competition (studying at the expense of individuals and/or legal entities)" - the owner of the registered application is admitted to participate in the competitive selection for places financed by individuals and/or legal entities. The status is assigned in the following cases:
    - the applicant has applied for participation in the competitive selection only for places financed by individuals and/or legal entities in accordance with the Admission Procedure;
    - the applicant has not fulfilled the requirements of the Admission Procedure for enrollment in training under a state or regional order within the established time limits, but by the decision of the Admission Committee admitted to the competitive selection for places financed by individuals and/or legal entities;
    - the applicant has been enrolled under another application for study under a state or regional order, but he/she is also eligible for enrollment at the expense of individuals and/or legal entities;
  - «Recommended for enrollment (training under the state (regional) order)" - the applicant has passed the competitive selection and is recommended for enrollment in training under the state or regional order. In case the application is assigned this status for enrollment, the applicant must fulfill the requirements for enrollment in state or regional order;
  - «Excluded from the list of recommended applicants (study under the state (regional) order)" - the applicant has lost the right to be enrolled in an educational institution for study under the state or regional order due to failure to comply with the requirements of the Admission Procedure or their violation. When assigning this status to an application, the educational institution must indicate the reason for the exclusion;
  - «Recommended for enrollment (studying at the expense of individuals and/or legal entities)" - the applicant has passed the competitive selection and is recommended for enrollment in studying at the expense of individuals and/or legal entities. In case the application is assigned this status for enrollment, the applicant is obliged to fulfill the requirements for enrollment;
  - «Excluded from the list of recommended applicants (studying at the expense of individuals and/or legal entities)" - the applicant has lost the right to be enrolled in an educational institution for studying at the expense of individuals and/or legal entities due to failure to comply with the requirements of the Admission Procedure or their violation. When assigning this status to an application, the educational institution must indicate the reason for the exclusion;
  - «Included in the order (studying under a state (regional) order)" - by the order of enrollment, the applicant is enrolled in an educational institution for studying under a state or regional order;
  - «Included in the order (training at the expense of individuals and/or legal entities)" - by the order of enrollment, the applicant is enrolled in an educational institution for training at the expense of individuals and/or legal entities;
  - «Enrollment canceled" - the applicant's enrollment in an educational institution has

been canceled;

**technical error** - a mistake made by an authorized person of the Admissions Committee for the acceptance and consideration of applications when entering information about the applicant or application into the USES, which is confirmed by an act of technical error;

**regular application registration session** - the period of registration of applications and documents determined by the Admission Rules, from five to fourteen calendar days;

**professional exam** - a form of entrance examination for admission on the basis of NQF6 or NQF7, which involves testing the ability to master the educational program of a certain level of higher education on the basis of previously acquired competencies;

**broad tender** - a set of open tender proposals, which constitutes a joint proposal by public and private higher education institutions of the total amount (super amount) of budget places from all state customers for admission of applicants to study places under the state order for a certain field of knowledge (interdisciplinary, subfield group), specialty (subject specialty, specialization) and form of education. An open tender offer may be included in only one broad tender offer.

**1.8** The term "**voucher**" has the meaning given in the Law of Ukraine "On Employment of the Population».

**1.9** The term "**Ukrainians abroad**" is used in the meaning given in the Law of Ukraine "On Ukrainians Abroad».

**1.10** *The terms "the territory of Ukraine temporarily occupied by the Russian Federation (temporarily occupied territory)", "administrative boundary", "contact line" are used in the meanings given in the Law of Ukraine "On Ensuring the Rights and Freedoms of Citizens and the Legal Regime in the Temporarily Occupied Territory of Ukraine».*

**1.11** *The terms "territory of active hostilities" and "territory of possible hostilities" are used in the meanings given in the Resolution of the Cabinet of Ministers of Ukraine of December 06, 2022 No. 1364 "Some issues of forming the list of territories where hostilities are being (were) conducted or temporarily occupied by the Russian Federation».*

**1.12** Other terms are used in the meanings given in the Laws of Ukraine "On Education, On Higher Education».

## **2. Admission to study for higher education**

**2.1.** To obtain higher education at Robert Elworthy ETI are admitted:

**2.1.1.** *applicants on the basis of the VET - for a bachelor's degree*

**2.1.2.** *applicants on the basis of the NQF5* - to obtain a bachelor's degree with a reduced period of study, taking into account the requirements of higher education standards for the level of education of persons who can start studying in educational programs of the relevant specialty and the amount of ECTS credits required to obtain the relevant degree of higher education;

**2.1.3.** *applicants on the basis of NQF6 or NQF7* - for a master's degree;

**2.2.** Persons who have previously obtained the same or a higher degree (level) of higher education or *have been obtaining* it for at least one year and have fully completed the individual curriculum are also admitted to obtain a degree in another specialty. A condition for enrollment of a higher education applicant for simultaneous

study in another specialty at Robert Elworthy ETI or another higher education institution is the fulfillment of the requirements for admission to the relevant educational programs. These requirements must be fulfilled before the beginning of the second year of study, but not later than the period of certification of applicants.

**2.3.** Applicants are admitted to study *for the first year of study*. Robert Elworthy ETI may transfer ECTS credits to applicants on the basis of NQF5, the maximum amount of which is determined by the bachelor's degree standard. Such persons may be admitted to study with a reduced period of study. To obtain a bachelor's degree in another specialty, persons may be admitted to study with a reduced period of study.

**2.4.** Higher education students of the specialist's educational qualification level on the basis of the ECF or NQF5 who were expelled or interrupted their studies due to academic leave have the right to be reinstated to continue their studies for a master's degree on the basis of the ECF or NQF5 in the same or related field of study at Robert Elworthy ETI or in another higher education institution.

**2.5.** Admission to study at Robert Elworthy ETI is carried out in the following specialties:

Field of expertise		Specialty		Specialization (educational program) /can repeat the name specialties /	Level of education	Licensed volumes (per year))	Information about the accreditation of the educational program
Code	Title	Code	Title				
07	Management and administration	071	Accounting and taxation	Accounting and taxation	bachelor	40	Certificate of accreditation of the IE specialty 12009048, valid until 01.07.2028
07	Management and administration	072	Finance, banking, insurance and stock market	Finance, banking, insurance and stock market	bachelor	40	Certificate of accreditation of the IE specialty 12009047, valid until

							01.07.2028
07	Management and administration	073	Management	Management	bachelor	80	Certificate of accreditation of the IE specialty №4330, valid until 01.07.2028
07	Management and administration	075	Marketing	Marketing	bachelor	80	Certificate of accreditation of the IE specialty III 12009165, valid until 01.07.2029



12	Information technologies	12 2	Computer sciences	Computer sciences	bachelor	1 1 0	-
13	Mechanical engineering	13 1	Applied mechanics	Applied mechanics	bachelor	6 0	Protocol of the NAZYAVO №6(35) from 25.04.2023p., valid until 24.05.2024p.
07	Management and administration	07 3	Management	Management	master	5 0	Certificate of accreditation of the educational program 2451, valid until 01.07.2027

**2.6.** Peculiarities of admission to study of persons whose place of residence is the temporarily occupied territory, the territory of settlements on the contact line and the administrative border or who moved from it after January 1, 2023, in terms of passing the annual assessment and state final certification, obtaining a state-issued document on basic secondary education or complete general secondary education (if the person has not received an education document in accordance with the law), are determined in accordance with the Procedure for Admission to Higher, Professional Higher and Professional (Vocational) Education of Persons Residing in the Territory of Ukraine Temporarily Occupied by the Russian Federation, approved by Order of the Ministry of Education and Science of Ukraine No. 271 dated March 1, 2021, registered with the Ministry of Justice of Ukraine on April 15, 2021, under No. 505/36127 (as amended by Order of the Ministry of Education and Science of Ukraine No. 726 dated August 10, 2022) (hereinafter - Order No. 271).

### 3.Sources of funding for higher education

**3.1.** Financing of the training of higher education students is carried out by:

**3.1.1.** at the expense of state budget expenditures (state order);

**3.1.2.** at the expense of individuals and/or legal entities;

**3.1.3.** by vouchers.

**3.2.** Citizens of Ukraine have the right to obtain higher education at Robert Elworthy ETI free of charge on a competitive basis *based on open competitive proposals* in accordance with higher education standards, if a certain degree of higher education is obtained by a citizen *for the first time at the expense of the state budget*.

**3.3.** Persons may obtain *a master's degree on the basis of the NQF7*, which is obtained at the expense of the state budget, *exclusively at the expense of individuals and/or legal entities*, except as provided in paragraph 3.5. of this section of the Rules of Admission.

**3.4.** Окоба A person may enter Robert Elworthy ETI to obtain *a master's degree on the basis of NQF6 or NQF7 obtained in another specialty (field of study)* for which admission to higher education is carried out in 2023, subject to successful completion of entrance examinations. Financing of training under the state order is carried out within the period of study according to the curriculum of the relevant educational program

**3.5.** Citizens of Ukraine have the right to obtain higher education in the second

specialty of the Robert Elworthy ETI free of charge if:

- 3.5.1. for health reasons, they have lost the ability to perform official or job duties according to the qualifications previously obtained, as evidenced by the conclusions of the medical and social expert commission, and in other cases provided for by law;
- 3.5.2. they have a training referral issued by the state customer in accordance with the law.
- 3.6. Foreigners and stateless persons, in particular foreign Ukrainians permanently residing in Ukraine, citizens of the Republic of Poland, persons recognized as refugees and persons in need of additional protection, have the right to obtain higher education on an equal footing with citizens of Ukraine, in particular at the expense of the state budget.
- 3.7. Persons obtaining higher education have the right to study simultaneously in several educational programs, as well as in several higher education institutions.
- 3.8. It is not allowed to study simultaneously in two or more educational programs under the state order.
- 3.9. Applicants are admitted to the competitive selection for state-funded places and may be recommended or transferred to such places if they have a competitive score of at least 130.00. Restrictions on transfer to vacant places of the state order do not apply to persons specified in paragraph 8.13. of section 8 of the Rules of Admission.

#### **4. Volumes of acceptance and volumes of state orders, placement of state orders**

- 4.1 Admission to study is carried out within the licensed volume for a certain level of higher education.
- 4.2 Admission to study under the state order is carried out at the level and specialty specified in paragraph 2.5. of Section 2 of these Rules of Admission.
- 4.3 Within the scope of the state order formed in accordance with the established procedure, the allocation of places at the Robert Elworthy ETI is carried out on a competitive basis through a broad competition. Wide competition is used for targeted placement of state order places for studying at Robert Elworthy ETI:
  - Bachelor's degree on the basis of the NQF and NQF5;
  - master's degree.
- 4.4 Providing applicants with a recommendation for admission to study under the state order at Robert Elworthy ETI is carried out based on the results of targeted placement of budget places, which are formed in the USESEE and displayed in the applicant's electronic office.
- 4.5 The maximum amount of budget places and the qualification minimum of the state order for open competitive bids, the amount of quota-1 and quota-2 for open competitive bids, the amount of admission at the expense of individuals and/or legal entities for open competitive bids, the amount of admission for non-budget competitive bids are published on the official website of Robert Elworthy ETI and are determined in the Admission Rules (after receiving the necessary information from the state customer).
- 4.6 **Quota-1** is set in the Robert Elworthy ETI within ten percent (but not less than one place) of the maximum (total) volume of the state order for open competitive bids

and is announced simultaneously with the announcement of the maximum (total) volume of the state order.

**4.7 Quota-2** is set in the Robert Elworthy ETI in the amount of ten percent (but not less than one place) of the maximum (total) volume of the state order for open competitive bids (rounded to the nearest whole number) and is announced simultaneously with the announcement of the maximum (total) volume of the state order.

***5 Deadlines for registration of applications, competitive selection and enrollment in training***

**5.1** Acceptance of applications and documents for admission, competitive selection and enrollment in the Robert Elworthy ETI ***for a bachelor's degree on the basis of the EPP and NQF 5*** is carried out in the following terms:

№ 3/п	The introduction stage	The beginning				Conclusion				
		Full-time form of study		Correspondence form of study		Full-time form of study		Correspondence form of study		
		At the expense of the state budget	At the expense of individuals and/or legal entities	At the expense of the state budget	At the expense of individuals and/or legal entities	At the expense of the state budget	At the expense of individuals and/or legal entities	At the expense of the state budget	At the expense of individuals and/or legal entities	
<b>Registration of electronic offices</b>		<b>01 July</b>				<b>30 November</b>				
1	Accepting applications for participation in interviews	03 July	03 July – 1 document acceptance session	-	03 July – 1 document acceptance session	03 July – 1 document acceptance session	03 July – 1 document acceptance session	25 July – 1 document acceptance session	-	25 July – 1 document acceptance session
			23 August – 2 document acceptance session	-	01 September – 2 document acceptance session	01 September – 2 document acceptance session	01 September – 2 document acceptance session	25 August – 2 document acceptance session	-	08 September – 2 document acceptance session
			25 September – 3 document acceptance session	-	05 October – 3 document acceptance session	05 October – 3 document acceptance session	05 October – 3 document acceptance session	30 September – 3 document acceptance session	-	15 October – 3 document acceptance session
2	Conducting interviews	07 July	07 July – 1 document acceptance session	-	07 July – 1 document acceptance session	07 July – 1 document acceptance session	07 July – 1 document acceptance session	31 July – 1 document acceptance session	-	31 July – 1 document acceptance session
			28 August – 2 document acceptance session	-	11 September – 2 document acceptance session	11 September – 2 document acceptance session	11 September – 2 document acceptance session	30 August – 2 document acceptance session	-	15 September – 2 document acceptance session
			01 October – 3 document acceptance session	-	15 October – 3 document acceptance session	15 October – 3 document acceptance session	15 October – 3 document acceptance session	09 October – 3 document acceptance session	-	20 October – 3 document acceptance session

3	Registration of applications and submission of required documents	19 July	19 July – 1 document acceptance session 01 September – 2 document acceptance session 01 October – 3 document acceptance session		19 July – 1 document acceptance session 18 September – 2 document acceptance session 15 October – 3 document acceptance session	at 18.00 31 July	31 July – 1 document acceptance session 10 September – 2 document acceptance session 10 October – 3 document acceptance session		31 July – 1 document acceptance session 25 September – 2 document acceptance session 20 October – 3 document acceptance session
4	Formation of ranking lists of applicants, provision of recommendations for admission and publication of the list of persons recommended for admission	01 August	9 August – 1 document acceptance session 13 September – 2 document acceptance session 10 October – 3 document acceptance session		9 August – 1 document acceptance session 26 September – 2 document acceptance session 21 October – 3 document acceptance session	05 August	15 August – 1 document acceptance session 14 September – 2 document acceptance session 12 October – 3 document acceptance session		15 August – 1 document acceptance session 27 September – 2 document acceptance session 22 October – 3 document acceptance session
5	Meeting enrollment requirements	06 August	16 August – 1 document acceptance session 13 September – 2 document acceptance session 13 October –		16 August – 1 document acceptance session 28 September – 2 document acceptance session 23 October –	till 18.00 08 August	28 August – 1 document acceptance session 14 September – 2 document acceptance session 16 October –		28 August – 1 document acceptance session 29 September – 2 document acceptance session 26 October –

			3 document acceptance session		3 document acceptance session		3 document acceptance session		3 document acceptance session
6	Enrollment of applicants for training	09 August	29 August – 1 document acceptance session		29 August – 1 document acceptance session	10 August	30 August – 1 document acceptance session		30 August – 1 document acceptance session
			13 September – 2 document acceptance session		30 September – 2 document acceptance session		15 September – 2 document acceptance session		30 September – 2 document acceptance session
			17 October – 3 document acceptance session		27 October – 3 document acceptance session		18 October – 3 document acceptance session		28 October – 3 document acceptance session
7	Transfer to the field of the state order	11 August	11 August		18 August	18 August			

**5.2** Acceptance of applications and documents, entrance examinations conducted by Robert Elworthy ETI, competitive selection and enrollment of applicants exclusively at the expense of individuals and/or legal entities **for a bachelor's degree on the basis of the NQF 6 and NQF 7** is carried out in the following terms:

№ з/п	The introduction stage	The beginning				Conclusion			
		Full-time form of study		Correspondence form of study		Full-time form of study		Correspondence form of study	
		At the expense of the state budget	At the expense of individuals and/or legal entities persons	At the expense of the state budget	At the expense of individuals and/or legal entities persons	At the expense of the state budget	At the expense of individuals and/or legal entities persons	At the expense of the state budget	At the expense of individuals and/or legal entities persons
	Registration of electronic offices	01 July				30 November			

1	Registration of applications and submission of required documents	19 July	19 July – 1 document acceptance session 01 September – 2 document acceptance session 01 October – 3 document acceptance session		19 July – 1 document acceptance session 18 September – 2 document acceptance session 15 жовтня – 3 document acceptance session	at 18.00 31 July	31 July – 1 document acceptance session 10 September – 2 document acceptance session 10 October – 3 document acceptance session		31 July – 1 document acceptance session 25 September – 2 document acceptance session 20 October – 3 document acceptance session
2	Formation of ranking lists of applicants, provision of recommendations for admission and publication of the list of persons recommended for admission	01 August	9 August – 1 document acceptance session 13 September – 2 document acceptance session 10 October – 3 document acceptance session		9 August – 1 document acceptance session 26 September – 2 document acceptance session 21 October – 3 document acceptance session	05 August	15 August – 1 document acceptance session 14 September – 2 document acceptance session 12 October – 3 document acceptance session		15 August – 1 document acceptance session 27 September – 2 document acceptance session 22 October – 3 document acceptance session
3	Meeting enrollment requirements	06 August	16 August – 1 document acceptance session 13 September – 2 document acceptance session 13 October – 3 document acceptance session		16 August – 1 document acceptance session 28 September – 2 document acceptance session 23 October – 3 document acceptance session	till 18.00 08 August	28 August – 1 document acceptance session 14 September – 2 document acceptance session 16 October – 3 document acceptance session		28 August – 1 document acceptance session 29 September – 2 document acceptance session 26 October – 3 document acceptance session

4	Enrollment of applicants for training	09 August	29 August – 1 document acceptance session		29 August – 1 document acceptance session	10
			13 September – 2 document acceptance session		30 September – 2 document acceptance session	
			17 October – 3 document acceptance session		27 October – 3 document acceptance session	

**5.3 For admission to study at Robert Elworthy ETI for a master's degree on the basis of the NQF6 and NQF7:**

№ 3/II	The introduction stage	Beginning				Full-t
		Full-time form of study		Correspondence form of study		
		At the expense of the state budget	At the expense of individuals and/or legal entities persons	At the expense of the state budget	At the expense of individuals and/or legal entities persons	
	<b>Registration of electronic offices</b>	<b>01 July</b>				
1	Registration of applications for participation in the EMI and the EHEA, interviews instead of the EMI, exams instead of the EHEA	01 July				
2	Conducting	17 July	17 July – 1 document acceptance session		17 July – 1 document acceptance session	28 July

	interviews instead of EMI, professional exams, professional exams instead of EFE (under special conditions)		14 September – 2 document acceptance session		14 September – 2 document acceptance session	
			02 October – 3 document acceptance session		02 October – 3 document acceptance session	
			31 July – 1 document acceptance		31 July – 1 document acceptance	



3	Registration of applications for participation in the competitive selection	31 July	session		session	18.00 21 August
			14 September – 2 document acceptance session		14 September – 2 document acceptance session	
			02 October – 3 document acceptance session		02 October – 3 document acceptance session	
4	Conducting professional examinations and interviews for persons participating in the competitive selection exclusively for places at the expense of individuals and/or legal entities		31 July – 1 document acceptance session		31 July – 1 document acceptance session	
			14 September – 2 document acceptance session		14 September – 2 document acceptance session	
			02 October – 3 document acceptance session		02 October – 3 document acceptance session	
5	Formation of rating lists of applicants, provision of	22 August	30 August – 1 document acceptance session		30 August – 1 document acceptance session	26 August
			27 September – 2 document acceptance session		27 September – 2 document acceptance session	

	recommendations for admission and publication of the list of recommended for admission		19 October – 3 document acceptance session		19 October – 3 document acceptance session	
6	Meeting enrollment requirements	27 August	04 September – 1 document acceptance session		04 September – 1 document acceptance session	18.00 2 August
			29 September – 2 document acceptance session		29 September – 2 document acceptance session	
			24 October – 3 document acceptance session		24 October – 3 document acceptance session	
7	Enrollment of applicants for training	31 August	11 September – 1 document acceptance session		11 September – 1 document acceptance session	31 August
			30 September – 2 document acceptance session		30 September – 2 document acceptance session	

			19			
			30 October – 3 document acceptance session		30 October – 3 document acceptance session	
8	Transfer to places of state order	01 September	01 September			08 September

## **6 The procedure for registering applications for participation in entrance examinations and competitive selection for higher education**

**6.1** To submit applications in electronic form, the applicant registers a personal electronic account in the USES on the website at <https://vstup.edbo.gov.ua/>.

**6.2** During registration, the applicant shall provide the following information:

- e-mail address to which the applicant has access. This address will be the login to the applicant's personal electronic account;
- password to enter your personal electronic cabinet;
- series and number of the document (one of the documents) on previously obtained education (basis for admission);
- number, PIN and year of receipt of the external independent evaluation certificate (hereinafter referred to as the EIE certificate) / NMT certificate / examination paper received during registration for the EIE / EHEA. In case of availability of data from different years and exams, any of the ones provided for use on the appropriate basis of admission, as defined by this Procedure, shall be indicated;
- type and number (series and number) of the identity document or registration number of the taxpayer's account card (RNOKPP) (in the absence of EIT certificates / NMT certificate / EMI / EMI exam sheet);
- details of documents certifying the grounds for special conditions for participation in the admission campaign, information on which is available in state registers.

**6.3** A person who has grounds for special conditions for participation in the admission campaign, if the relevant documents are not available in the state registers, must apply to one of the higher education institutions (in person or by e-mail if the higher education institution is able to remotely conduct a proper verification of documents) and provide documents confirming the said right to create a card of an individual in the USES and upload scanned copies of these documents.

**6.4** Robert Elworthy ETI establishes a consulting center of the Admissions Committee to assist applicants in registering a personal electronic account and submitting applications in electronic form. Applicants can contact the Admissions Committee Counseling Center:

- if there are discrepancies in the applicant's data in the USEQS (surname, name, patronymic (if any), date of birth, gender, citizenship, etc.), in the document on previous education (basis of admission), in the data of participants of the EIE / NMT / EMI / EMI;
- in case of submission of a document on previously obtained education (basis for admission), information about which is not available in the EDEBO, provided that educational documents were issued before the introduction of photopolymer technologies for their production.

**6.5** The data specified by the applicant, provided for in clause 6.1. of this section of the Rules of Admission, are checked in the EDEBO. The applicant's data in the document on education contained in the Register of Education Documents of the USES, with the data of the EIT certificate / NMT certificate / EMI / EMI examination sheet, and in case of their absence - with the data of the identity document contained in the card of the individual in the USES or indicated in the order of the document on basic, complete general secondary education.

If these data match, a message is sent to the applicant's e-mail address to activate the applicant's personal electronic account. If the USES already contains information about a person with the same data (surname, name, patronymic (if any), date of birth), the applicant additionally indicates the data of one of the documents contained in the USES (series (if any) and number of the educational document or identity document). In case of discrepancies, the applicant receives an appropriate information message on the procedure for eliminating the discrepancy.

Activation of the applicant's personal electronic cabinet in the EDEB provides the applicant with the opportunity to access the applicant's personal electronic cabinet on the website at <https://vstup.edbo.gov.ua/>. Access to the applicant's personal electronic cabinet is carried out using the login and password specified during registration. In case of an unsuccessful attempt to log in to the applicant's personal electronic account, a notification is sent to the e-mail specified during registration.

In the personal electronic account, the applicant enters phone numbers (mobile and/or home) with telephone codes in international format for the possibility of prompt communication between the Robert Elworthy ETI and the applicant, and uploads a 3 x 4 cm color photo (up to 1 MB in jpg format).

Before submitting the first application, the applicant may replace the entered phone numbers, uploaded copies of documents. If necessary, the applicant indicates additional documents on previously obtained education, data of EIT certificates / NMT certificate of different years in accordance with the Admission Procedure.

**6.6** Applicants for higher education shall submit applications in electronic form through the applicant's *personal electronic account*.

**6.7** Applicants for higher education shall submit applications *only in paper form* (due to the inability to register a personal electronic account of the applicant) *in the following cases*:

- in case of submission of documents by foreigners and stateless persons, except for persons with a permanent residence permit in Ukraine;
- in case of submission of a foreign document on education;
- in case of submission of a document on previously obtained education issued before the introduction of photopolymer technologies for their manufacture;
- in case of submitting an application for admission before or after the deadlines for the operation of electronic offices of applicants established by the Procedure;
- in case of impossibility to register an applicant's personal electronic account or submit an application in electronic form for other reasons, which is confirmed by a certificate of the Admission Committee.

**6.8** Applicants may submit a total of *up to five applications for state-funded places and up to twenty applications for all sources of funding for all admission bases.*

**6.9** The application in electronic form is submitted by the applicant by filling it out online.

In the application, applicants indicate:

- higher education degree;
- the basis of the introduction;
- a competitive proposal indicating the educational program (specialty, subject specialty, specialization, several educational programs within the specialty);
- form of education;
- information about the applicant.

**6.10** The priority is indicated in the applications for state-funded places (with a priority indicator of 1 (one) meaning the highest priority), the priority of applications indicated by the applicant cannot be changed.

**6.11** When submitting applications for open competitive bids, applicants must indicate one of the following options:

- ✓ «I apply to participate in the tender for the place of the state or regional order and to participate in the tender for places at the expense of individuals and/or legal entities in case of failure to receive a recommendation on this tender proposal for the state or regional order»;
- ✓ «I apply to participate in the competition exclusively for places at the expense of individuals and/or legal entities, have been notified of the impossibility of transferring within the admission campaign to places of state or regional order».
- ✓ When submitting applications for a non-budgetary competitive proposal, applicants apply for participation in the competition exclusively for places funded by individuals and/or legal entities and are warned of the impossibility of transferring within the admission campaign to places of state or regional order, in the applications they indicate:
- ✓ «I apply to participate in the competition exclusively for places at the expense of individuals and/or legal entities, have been notified of the impossibility of transferring within the admission campaign to places of state or regional order».

**6.12** Information on the applicant's familiarization with the Rules of Admission, the available license and certificate of accreditation of the relevant educational program (specialty) and its validity, as well as information on the presence / absence of grounds for applying special conditions for participation in the competitive selection for higher education and/or special conditions for admission to study under a state or regional order is recorded in each application submitted by the applicant.

**6.13** In case of submitting documents for non-accredited educational programs (specialties), information about the applicant's familiarization with part six of Article 7 of the Law of Ukraine "On Higher Education" is recorded in the application of the applicant.

**6.14** The right to special conditions for participation in the competitive selection for higher education and/or special conditions for admission to study under the state order shall be indicated by the applicant in each application. The

text of the motivation letter shall be included by the applicant in each application; if necessary, the applicant shall send copies (photocopies) of materials confirming the information provided in the motivation letter to the official e-mail of the Admissions Committee. The right to special conditions is confirmed by the educational institution to which the relevant application is submitted on the basis of a document available in the data of an individual in the USES.

- 6.15** Applicants who reside in the temporarily occupied territory or have moved from it after January 1, 2023, shall submit documents taking into account the peculiarities provided for by Order No. 271.
- 6.16** The application submitted by the applicant is displayed in the section of the USEDDB, to which the Robert Elworthy ETI chosen by the applicant has access, with the status "Registered in the USEDDB».
- 6.17** The application with the status "Registered in the USES" is considered by an authorized person of the Admissions Committee *within three working days* from the date of registration of the application in the USES, but no later than the next day after the completion of the receipt of documents, in case of entrance examinations no later than the day following the completion of the entrance examinations. Based on the results of the review, an authorized person of the Admissions Committee assigns the application one of the following statuses, which are displayed in the applicant's personal electronic account: "Registered at the educational institution" or "Requires clarification by the applicant».
- 6.18** When assigning the status of "Requires clarification by the applicant" to the application, the authorized person indicates the list of data that needs to be clarified, indicating the method and date by which they must be submitted. The entered data is displayed in the applicant's personal electronic account. After clarification of the necessary data by the applicant, the authorized person of the Admissions Committee changes the status of the application to "Registered in the educational institution».
- 6.19** An applicant submits a paper application in person to the Admissions Committee (with the consent of Robert Elworthy ETI or, if the applicant is in the temporarily occupied territory, remotely using electronic communication). The content of the application in paper form corresponds to the content of the application in electronic form. An authorized person of the Admissions Committee enters the information of each application in paper form into the USES on the day of acceptance of the application (with a corresponding note in case of remote application). The motivation letter is attached by the applicant to the application in paper form, in the USES, the application data indicates the number of the applicant's personal file at Robert Elworthy ETI, which contains the motivation letter. Proper compliance with the requirement to identify an individual who remotely submits an application in paper form is considered to be electronic identification of an individual who submits such documents using an electronic signature based on a qualified electronic signature certificate.
- 6.20** Applications for participation in the entrance examinations at Robert Elworthy ETI shall be submitted through the personal electronic accounts of applicants (in paper form or by e-mail to the Admissions Committee in the absence of a personal electronic account of the applicant in accordance with the Procedure).

- 6.21** The Admissions Committee decides on the admission or non-admission of an applicant to participate in the competitive selection for admission to study for higher education based on the results of consideration of the application submitted by the applicant, the documents attached to it, and the results of entrance examinations. Based on the decision, the applicant's application is assigned one of the following statuses: "Admitted to the competition"; "Admitted to the competition (training at the expense of individuals and legal entities)"; "Rejected by the educational institution" (with the reason for the rejection).
- 6.22** An application submitted in electronic form may be canceled by the applicant in his/her personal electronic account before the application deadline. In this case, the application is assigned one of the following statuses:
- ✓ «Canceled by the entrant»;
  - ✓ «Canceled by the applicant (without the right to submit a new application with the same priority)».
- 6.23** An application in electronic form registered in the USE may be canceled by the USE Technical Administrator on the basis of a decision of the USE Administrator no later than one day before the end of the application submission period, provided that a technical error is detected when entering the relevant data into the USE. The canceled application is considered not submitted, and the fact of such submission is canceled in the USEEX.
- 6.24**  
The technical administrator shall notify the applicant by means of mobile or electronic communication of the cancellation of the application on the day of its cancellation, after which the applicant may submit a new application with the same priority.
- 6.25** An application in paper form registered in the USES may be canceled by Robert Elworthy ETI on the basis of a decision of the Admissions Committee before the deadline for accepting applications for study for applications in paper form, provided that a technical error was made when entering the relevant data into the USES, which is confirmed by an act on the technical error made in the USES. A canceled application is considered to be not submitted, and the fact of such submission is canceled in the USE. In this case, the application is assigned the status "Canceled by the educational institution».
- 6.26** The Technical Administrator shall notify the applicant by means of mobile or electronic communication of the cancellation of the application on the day of its cancellation, after which the applicant may submit a new application with the same priority.
- 6.27** When enrolling persons who submit a document on a degree (level) of education obtained abroad, the procedure for recognizing and establishing the equivalence of this document is mandatory, which is carried out in accordance with the Order of the Ministry of Education and Science of Ukraine dated May 05, 2015 No. 504 "Some issues of recognition in Ukraine of foreign documents on education", registered with the Ministry of Justice of Ukraine on May 27, 2015 under No. 614/27059.
- 6.28** When submitting applications and documents for obtaining a bachelor's degree on the basis of the NQF5, both documents on the educational qualification level of a junior specialist made in accordance with the Resolution

of the Cabinet of Ministers of Ukraine of September 09, 2020 No. 811 "On Documents on Higher Education (Academic Degree)" and documents on the educational qualification level of a junior specialist made in accordance with the Resolution of the Cabinet of Ministers of Ukraine of July 22, 2015 No. 645 "On Documents on Professional (Vocational) Education of the State Standard and Annexes thereto

## **7 Competitive selection, its organization and conduct**

**7.1.** Competitive selection for studying for higher education degrees is carried out on the basis of the results of entrance examinations and/or consideration of motivation letters in the cases provided for by the Admission Rules:

### ***7.1.1 for admission to study for a bachelor's degree***

- in the form of NMT or EIT, Egzamin maturalny (hereinafter - matriculation exam) for citizens of the Republic of Poland, interview, consideration of motivation letters in cases provided for in the Procedure and Rules of Admission ;

### ***7.1.2 for admission to study for a master's degree***

- in the form of the EMI, EQEE, professional exam, interview

In case of submission of documents for participation in entrance examinations by persons with special educational needs, Robert Elworthy ESI provides appropriate conditions for them to pass interviews and professional examinations.

**7.2.** The competitive selection is carried out on the basis of the competitive score (consideration of motivation letters) in accordance with the Procedure and Rules of Admission.

**7.3.** For the competitive selection for studying for a bachelor's degree on the basis of the EQF and NQF5, the following points are credited (points):

- HMT 2023,
- or HMT 2022,
- or 3HO 2020–2021 years in three competitive subjects (first, second, third subjects) for obtaining a bachelor's degree) on the basis of the SEL,
- or EIE 2020-2021 in two competitive subjects (first, second subjects) for obtaining a bachelor's degree on the basis of NQF5;
- matriculation exam in two basic subjects (Polish language, mathematics) and one additional subject (foreign language, or history, or biology, or physics and astronomy, or chemistry at the choice of the applicant) for citizens of the Republic of Poland.

**7.4.** The results of the EIT 2020-2021 in Ukrainian language and literature/Ukrainian language, mathematics, history of Ukraine, foreign language, biology, physics, chemistry, at the request of the applicant, may be credited instead of the results in the relevant subjects of the NMT 2023 or NMT 2022, if the difference between the NMT and EIT scores in the relevant subject does not exceed 15 points.

**7.5.** In cases provided for in the Procedure and Rules for Admission, the results of the interview in the same subjects are credited instead of the results of the NMT.

**7.6.** The conversion of NMT, EMI, EMI results of the matriculation exam to a scale of 100-200 is carried out in accordance with the tables *in Appendix 1* to the Rules of Admission.

**7.7.** For the competitive selection of persons *for places exclusively at the expense of individuals and/or legal entities in the specialty 131 "Applied Mechanics", only*

*the results of consideration of motivation letters may be used.*

**7.8.** For competitive selection for studying for a bachelor's degree on the *basis of NQF6 and NQF7* exclusively at the expense of individuals and/or legal entities, only the results of consideration of motivation letters in accordance with the procedure provided for in the Admission Rules *are taken into account*.

**7.9.** For the competitive selection for studying *for a master's degree on the basis of NQF6 and NQF7, the score(s) of the EMI 2023 and the EQF 2023 are taken into account.*

In the cases provided for in the Procedure and Rules for Admission, the results of a foreign language interview are used instead of the results of the EMI (both components), and the results of a professional exam are used instead of the results of the EFL;

**7.10.** When applying for higher education exclusively for places at the expense of individuals and/or legal entities for competitive offers that include *the EMI and/or the EQSE, applicants on the basis of the NQF7 may, at their option, either submit the result(s) of the EMI and/or the EQSE or pass the relevant interview and/or professional exam.*

**7.11.** The competition score is calculated:

**7.11.1.** for competitive selection for studying for a bachelor's *degree on the basis of the EQF and NQF5 based on the results of the NMT 2023, NMT 2022 or a matriculation exam according to the following formula:*

The competition score (КБ) =  $(K1 \times \Pi1 + K2 \times \Pi2 + K3 \times \Pi3) / (K1 + K2 + K3)$ ,

Where  $\Pi1, \Pi2, \Pi3$  – grades in the first, second and third subjects;

Weighting coefficients (K1, K2, K3) of subject assessments for each specialty (specialization, subject specialty) are defined in Appendix 2 to the Admission Rules;

**7.11.2.** for competitive selection for studying for a bachelor's degree on the basis of the EIT based on the results of the 2020-2021 EIT in three subjects according to the following formula:

The competition score (КБ) =  $(K1 \times \Pi1 + K2 \times \Pi2 + K3 \times \Pi3) / (K1 + K2 + K3)$ ,

Where  $\Pi1, \Pi2, \Pi3$  – grades in the first, second and third subjects.

Weighting coefficients (K1, K2, K3) of subject grades for each specialty (specialization, subject specialty) in one of the combinations specified in the Admission Rules for one of these years for the relevant specialty (specialization, subject specialty, competitive offer) and source of funding for admission on the basis of complete general secondary education;

**7.11.3.** for competitive selection for studying *for a bachelor's degree on the basis of the bachelor's, bachelor's, NRC5 on the basis of the results of the 2020-2021 EIE in two subjects according to the following formula:*

The competition score (КБ) =  $(K1 \times \Pi1 + K2 \times \Pi2) / (K1 + K2)$ ,

where

$\Pi1, \Pi2$  – grades in the first (Ukrainian language/Ukrainian language and literature) and second (mathematics, or history of Ukraine, or a foreign language, or biology, or physics, or chemistry, or geography) subjects.

The weighting coefficients (K1, K2) of subject assessments for each specialty (specialization, subject specialty) are defined in Appendix 2 to the Admission



Rules. The weighting coefficient for the geography grade is equal to the weighting coefficient for the history of Ukraine grade.

Persons who are members of the national teams of Ukraine and participated in international competitions (in accordance with the orders of the Ministry of Education and Science of Ukraine), Olympic, Paralympic and Deaflympic Games at the request of the Ministry of Youth and Sports of Ukraine are credited with 200 points in two competitive subjects of the applicant's choice.

Finally, the competition score is multiplied by the industry coefficients by multiplying it by their product, and:

ГК is equal to 1.02 for applications submitted with priority 1 and 2 for the specialty 131 "Applied Mechanics", 1.00 - in other cases.

If, after multiplying by the coefficients, the competitive score exceeds 200, it is set equal to 200.

**7.11.4. *for competitive selection for studying for a master's degree on the basis of NQF6 and NQF7:***

Competition score (КБ) =  $0,2 \times \Pi 1 + 0,2 \times \Pi 2 + 0,6 \times \Pi 3$ ,

where

Π1 – Evaluation of the EMI general academic competence test or an interview in the cases provided for in the Admission Rules;

Π2 – Evaluation of the EMI foreign language test or an interview in the cases provided for in the Admission Rules;

Π3 – evaluation of the EEF or evaluation of a professional exam in cases provided for in the Admission Rules.

When applying for a master's degree *on the basis* of NQF7 exclusively for places at the expense of individuals and/or legal entities, applicants may, at their option, either submit the result(s) of the EMI and/or EMI, or pass the appropriate interview and/or professional exam.

**7.12.** The minimum number of points from the entrance examinations with which an applicant is admitted to participate in the competition for admission to Robert Elworthy ETI is 100 points.

**7.13.** The test tasks of the main block of the EMI are drawn up in accordance with the programs of external independent evaluation of knowledge results in relevant subjects on the basis of complete general secondary education (in accordance with the program of external independent evaluation of learning outcomes in the Ukrainian language and literature (part "Ukrainian language"), the program of external independent evaluation of learning outcomes in mathematics, obtained on the basis of complete general secondary education, approved by the order of the Ministry of Education and Science of Ukraine of December 04, 2019) № 1513).

**7.14.** The test tasks of the additional block of the NMT in the history of Ukraine, a foreign language, physics, chemistry and biology are drawn up in accordance with the programs of external independent evaluation of knowledge results in the relevant subjects on the basis of complete general secondary education (in accordance with the program of external independent evaluation of learning outcomes in the history of Ukraine (sections 1, 6-32), the program of external independent assessment in foreign languages, to the program of external independent assessment in chemistry, to the program of external independent assessment of learning outcomes in physics, approved by the order of the Ministry of Education and

Science of Ukraine dated June 26, 2018 No. 696, to the program of external independent assessment of learning outcomes in biology, approved by the order of the Ministry of Education and Science of Ukraine dated December 20, 2018 № 1426).

**7.15.** The test tasks of the EMI General Learning Competence Test are drawn up in accordance with the Program of the General Learning Competence Test of the Unified Professional Entrance Examination for admission to study for a master's degree, approved by the order of the Ministry of Education and Science of Ukraine of February 11, 2022. № 158.

**7.16.** The test tasks of the EMI foreign language test are drawn up in accordance with the Program of the Unified Entrance Exam in Foreign Languages for admission to study for a master's degree on the basis of a higher education degree (specialist's degree), approved by the order of the Ministry of Education and Science of Ukraine on March 28, 2019 № 411.

**7.17.** The list of subject tests of the EHEA is given in Appendix 3 to the Rules of Admission. The EHEA test tasks are drawn up in accordance with the Program of the Subject Test on Management and Administration of the Unified Professional Entrance Exam for Admission to Master's Degree, approved by the Order of the Ministry of Education and Science of Ukraine of February 11, 2022 № 157.

**7.18.** Interviews in subjects for applicants on the basis of the SQF and NQF5, which they pass instead of NMT, are conducted according to the EIE programs. Interviews in a foreign language for applicants for a master's degree on the basis of the NQF6 and NQF7 are conducted according to the EMI program in foreign languages. The Head of the Admissions Committee approves the evaluation procedure based on the results of the interview, which should include the structure of the final score.

**7.19.** Programs of interviews and professional examinations shall be approved by the Head of the Admissions Committee before 30.04.2023

**7.20.** The programs of entrance examinations shall be published on the website of Robert Elworthy ETI and no later than the day following their approval. The programs must contain evaluation criteria, evaluation structure and procedure for assessing the preparedness of applicants.

**7.21. *Requirements to the content and structure of motivation letters:***

**7.21.1.** The letter of motivation justifies the applicant's desire to obtain education in the chosen educational degree in a particular specialty (educational program) at Robert Elworthy ETI and determines the range of his/her professional interests and level of motivation to study.

**7.21.2.** Consideration of the motivation letter is taken into account when ranking applicants to Robert Elworthy ETI or is the basis for enrolling an applicant for training in cases provided for in the Admission Rules

**7.21.3.** The motivation letter shall consist of the following sections:

- «head»;
- introduction;
- the main part;
- Conclusion.

**7.21.4.** «*head*» of the motivation letter is located in the upper right corner of the letter and should contain information about the addressee (name of the higher education institution - Robert Elworthy ETI, surname and initials of the Head of the Admissions Committee) and the addressee

(surname, name, patronymic, correspondence address and e-mail address, phone number).

**7.21.5.** *The application* must contain a brief justification of why the applicant has chosen to study at Robert Elworthy ETI and how, in his/her opinion, studying at this institute will contribute to his/her professional development and growth. *The purpose of admission to the chosen specialty is also indicated.*

**7.21.6.** *The main part* should contain:

- a description of the applicant's professional goals and a plan for their realization;
- a description of what exactly interests the applicant in the chosen educational program and profession, who he sees himself after graduation, etc;
- disclosure of the applicant's personal knowledge of the future specialty;
- a description of your own achievements related to your chosen profession, including academic success, participation in projects, competitions and workshops, knowledge of foreign languages, etc.);
- information about personal qualities and skills necessary for obtaining the chosen profession and further successful work in the specialty (for example, perseverance, communication skills, initiative, creativity, responsibility, etc.).

**7.21.7.** *The final part* should conclude with a summary of two or three sentences that confirm the applicant's readiness to study and indicate his or her confidence in the correct choice of specialty (educational program).

**7.21.8.** The recommended length of the motivation letter is up to two A4 pages (Times New Roman font, 12-14 point font, 1-1.5 line spacing.).

The criteria for evaluating motivation letters and the procedure for their consideration are published on the official website of Robert Elworthy ETI.

The criteria for evaluating motivation letters are approved by the chairman of the Admissions Committee and published on the website of Robert Elworthy ETI no later than June 01.

In case of competitive selection with the use of motivation letters, Robert Elworthy Kyiv Polytechnic Institute checks the motivation letters for the originality of the text and provides access to the results of such inspection to the Commissioner for Prevention and Detection of Corruption.

**7.23.** Persons who without good reason (recognized as such by the decision of the Admission Committee) did not appear for the entrance examinations at the time specified in the schedule, persons whose knowledge was assessed with points below the minimum value established by the Rules of Admission, are not allowed to participate in subsequent entrance examinations and in the competitive selection. Retakes of entrance examinations are not allowed.

**7.24.** Appeals against the results of entrance examinations conducted at Robert Elworthy ETI are considered by the Appeal Board, the composition and procedure of which are approved by the Rector's order, taking into account the need to involve the Commissioner for the Prevention and Detection of Corruption, representatives of the public, student self-government bodies, and external experts in its activities.

**7.25.** Information about the results of entrance examinations and other competitive indicators are entered into the record of the applicant in the USES, information about the results of entrance examinations at Robert Elworthy ETI is additionally published on its official website.

**7.26.** By the decision of the Admissions Committee, the results of the entrance examinations at Robert Elworthy ETI for a particular competitive offer may be credited at the request of the applicant to participate in the competitive selection for another competitive offer at Robert Elworthy ETI.

## **8. Special conditions for participation in the admission campaign**

**8.1.** Special conditions for participation in the admission campaign are:

**8.1.1.** special conditions for participation in the competitive selection for study for higher education;

**8.1.2.** special conditions for admission to study under the state order.

**8.2.** Special conditions for admission to study under the state order are applied to levels, specialties and forms of higher education, for which it is formed in accordance with the procedure established by law.

**8.3.** A prerequisite for the application of special conditions for participation in the admission campaign is the presence in the USESEE of a card of an individual indicating the preferential category and entering supporting data (details of documents certifying the right to special conditions for participation in the admission campaign, or uploaded scanned copies of such documents in the absence (unavailability) of information about them in state registers), as well as an indication in the applicant's application of the need to apply special conditions.

**8.4.** *Special conditions for admission* to study at Robert Elworthy ETI under *the state order* apply:

- only to applications for open competitive bids;

- if applicants did not receive a recommendation for state-funded places;

unless the application states: "I am applying for participation in the competition exclusively for places funded by individuals and/or legal entities, I have been notified of the impossibility of transferring within the admission campaign to places of state or regional order».

**8.5** *The special conditions for participation in the competitive selection for higher education on the basis of the EQF or NQF5 are:*

- participation in the competitive selection based on the results of an interview only with the possibility of enrollment based on a positive assessment;;
- participation in competitive selection for study based on the results of an interview instead of NMT results.

**8.6** *Special conditions for participation in the competitive selection for study for a master's degree on the basis of NQF6 or NQF7* are participation in the competitive selection for study based on the results of a foreign language interview instead of the EMI and/or a professional exam instead of the EQEP.

**8.7** *Special conditions for admission to study under the state order on the basis of the EQF or NQF5 are:*

- enrollment in state-funded places based on the results of a positive assessment of entrance examinations, participation in the competition under quota-1, quota-2;
- transfer to vacant places of the state order of persons enrolled for training under other sources of funding on a competitive basis, in cases provided for by this Procedure.

*Special conditions for admission to study for a master's degree under the state order on the basis of the NQF6 or NQF7* are the transfer to vacant places of the state order of persons enrolled in training from other sources of funding on an open competitive offer, in cases provided for in the Procedure and Rules for Admission.

**8.8** *Special conditions for participation in the competitive selection for higher education on the basis of the EQF or NQF5* in the form of only an interview with the possibility of enrollment on the basis of a positive assessment and/or

*special conditions for admission to study under the state order on the basis of the EQF or NQF5, in the form of admission* on the basis of a positive interview score only, are used by:

- Persons with disabilities as a result of war in accordance with Article 7 of the Law of Ukraine "On the Status of War Veterans and Guarantees of Their Social Protection";

Persons who are granted the right to be admitted to state higher education institutions by the Law of Ukraine "On the Status and Social Protection of Citizens Affected by the Chornobyl disaster" are entitled to be admitted to state higher education institutions without exams based on the results of an interview;

- Persons with disabilities who are unable to attend an educational institution (on the recommendation of health and social protection authorities).

**8.9** *Special conditions for participation in the competitive selection for study for higher education on the basis of the EQF or NQF5* in the form of participation in the competitive selection for study based on the results of an interview instead of the results of the NMT, special conditions for participation in the competitive selection *for study for a master's degree on the basis of the NQF6 or NQF7* in the form of participation in the competitive selection for study based on the results of an interview in a foreign language instead of the EMI and/or a professional exam instead of the EQSE are used by:

- Persons recognized as affected participants of the Revolution of Dignity, combatants in accordance with the Law of Ukraine "On the Status of War Veterans, Guarantees of Their Social Protection", in particular those who are performing military service (except for conscripts) in accordance with the procedure established by the relevant provisions on military service by citizens of Ukraine;
- persons with disabilities as a result of war in accordance with Article 7 of the Law of Ukraine "On the Status of War Veterans, Guarantees of Their Social Protection»;

persons who, by the decision of the regulatory commission at the regional center for education quality assessment, were denied registration for participation in the EIE 2023 / by the decision of the Admission Committee, were denied registration for participation in the EIE, EHEA (based on the decision of the regulatory commission of the regional center for education quality assessment, made on the results of consideration of the applicant's documents, carried out at the request of the registering admission committee) due to the impossibility of creating special (special) conditions (subject to the entry in the card of the individual of

a copy of the medical report

No. 086-3/o "Medical report on the creation of special (special) conditions for passing the external independent evaluation", approved by the order of the Ministry of Education and Science of Ukraine, the Ministry of Health of Ukraine of August 29, 2016 No. 1027/900, registered with the Ministry of Justice of Ukraine on December 27, 2016 under No. 1707/29837 (hereinafter - the order

No. 1027/900), certified by the signature of the Secretary of the Regulatory Commission at the Regional Center for Educational Quality Assessment and the seal of the Regional Center for Educational Quality Assessment, and the relevant extract from the minutes of the meeting of the regulatory commission at the regional center for educational quality assessment);

- persons who, at the request for the possibility of creating special conditions for the NMT, EMI, EQEP, were denied by the regulatory commission at the regional center for education quality assessment due to lack of organizational and technological capabilities (provided that the card of the individual includes a relevant extract from the minutes of the meeting of the regulatory commission at the regional center for education quality assessment and a medical report stating the need to create certain conditions for the NMT, a medical report stating);
- Persons with disabilities or children with disabilities who in 2023 did not participate in the main and additional sessions of the NMT, EMI, EQIA due to the presence of a disease or pathological condition specified in the List of diseases and pathological conditions that may be an obstacle to passing the external independent evaluation, approved by Order No. 1027/900, (subject to submission to the Admissions Committee of a document (copy thereof) certifying the status of a person with a disability or a child with a disability and one of the documents specified in subparagraph 1 of paragraph 2 of Order No. 1027/900, or a copy of such a document).

***8.10 Special conditions for participation*** in the competitive selection ***for higher education on the basis of the EQF or NQF5*** in the form of participation in the competitive selection for training based on the results of an interview instead of the results of the NMT,

and/or

***special conditions for admission to study under the state order on the basis of the EQF or NQF5*** in the form of participation in the competition for state order places under ***quota-2*** are used by:

- persons whose place of residence is registered (declared) in the temporarily occupied territory, the territory of settlements on the contact line and the administrative border or who moved from it after January 1, 2023.

Persons whose place of residence is registered (declared) in the settlements classified as the territory of active hostilities as of July 01, 2023, or whose temporary occupation by the Russian Federation ended after February 24, 2022, or who moved from it after February 24, 2023, enjoy special conditions for participation in the competition for places of state or regional order on the basis of the SPSO or NRC5 under quota-2.

***8.11 Special conditions for admission to study under the state order on the basis of***

*the EQF or NQF5* in the form of participation in the competition for state order places under *quota-1* are used by:

- persons specified in paragraphs two through five of clause 8.9 of this section of the Admission Rules;
- Persons with disabilities or children with disabilities who in 2023 participated in the main and additional sessions of the NMT, who have a disease or pathological condition specified in the List of diseases and pathological conditions that may be an obstacle to passing the external independent evaluation, approved by No. 1027/900 (subject to the submission to the Admission Committee of a document (copy thereof) certifying the status of a person with a disability or a child with a disability and one of the documents specified in subparagraph 1 of paragraph 2 of the order № 1027/900);
- persons in respect of whom the fact of deprivation of personal liberty as a result of armed aggression against Ukraine has been established;
- orphans, children deprived of parental care, and persons from among them.

**8.12** Persons who use special conditions for admission to study under the state order in the form of enrollment on the basis of a positive assessment of entrance examinations, participation in the competition for state order places under quota-1 or quota-2, and were not recommended for state order places under the relevant special conditions, have the right to participate in the competition on general terms in accordance with the competition score.

**8.13** *Special conditions for admission to study under the state order on the basis of the EQF or NQF5, for obtaining a master's degree on the basis of NQF6 or NQF7* in the form of mandatory transfer to vacant places of the state order for persons enrolled in training from other sources of funding for an open or fixed competitive offer are:

- Children of deceased persons specified in part one of Article 101 of the Law of Ukraine "On the Status of War Veterans, Guarantees of Their Social Protection", and persons from among them;
- children of deceased persons in respect of whom the fact of deprivation of personal liberty as a result of armed aggression against Ukraine has been established;
- persons, one of whose parents was killed or died as a result of injuries, mutilation, contusion or other health damage sustained during participation in the Revolution of Dignity;

persons, one of whose parents is a participant in hostilities on the territory of other states, who was killed (missing) or died as a result of injury, contusion or mutilation sustained during hostilities and conflicts on the territory of other states, as well as as a result of a disease associated with staying on the territory of other states during these hostilities and conflicts;

- persons whose one of the parents (adoptive parents) was a military serviceman who died or was recognized by the court as a missing person while performing his military service duties;
- persons whose one of the parents (adoptive parents) was a police officer who died or was declared missing by a court while performing his/her official duties, within three years after obtaining the relevant general secondary education (for admission on the basis of the SES or NRC5).

**8.14** *Special conditions for admission to study under the state order on the basis of the EQF or NQF5, for obtaining a master's degree on the basis of the NQF6 or NQF7 in the form of transfer (if there are places) to vacant places of the state order of persons enrolled in training from other sources of funding on an open competitive offer are:*

- Persons with disabilities of groups I and II and children with disabilities under the age of 18 who are not contraindicated to study in their chosen specialty;
- persons with disabilities from among the participants in the liquidation of the consequences of the Chernobyl accident and victims of the Chernobyl disaster, in respect of whom a causal link between disability and the Chernobyl disaster has been established, patients with radiation sickness as a result of the Chernobyl disaster (category 1) and persons who have permanently resided in the unconditional (mandatory) resettlement zone since the accident until the adoption of the resolution on resettlement (category 2);
- children of persons, persons from among them, who in the year of admission received the educational level on the basis of which the admission is made, recognized as affected participants of the Revolution of Dignity, combatants, persons with disabilities as a result of war, in accordance with the Law of Ukraine "On the Status of War Veterans, Guarantees of their Social Protection", entered in the Unified Register of Persons Missing in Special Circumstances, recognized as persons in respect of whom the fact of deprivation of personal liberty as a result of armed aggression against Ukraine has been established;;
- miners who have at least three years of underground work experience, as well as persons whose parents are miners and have at least 15 years of underground work experience or who died as a result of an accident at work or became persons with disabilities of group I or II;
  - Persons specified in paragraphs three through five of clause 8.11. of this section of the Admission Rules;
  - persons specified in paragraphs two, three of clause 8.9. 8.10 of this section of the Admission Rules;
  - Persons whose place of residence is registered (declared) in settlements classified as the territory of possible hostilities as of July 01, 2023;
  - persons who are internally displaced persons in accordance with the Law of Ukraine "On Ensuring the Rights and Freedoms of Internally Displaced Persons»»;
  - children from large families (five or more children).

## **9 Rating lists of applicants and recommendations for admission**

**9.1** The ranking list of applicants is formed by categories and sources of funding in the following order:



- applicants who use special conditions for admission to study under the state order on the basis of the EQF or NRC5 in the form of admission on the basis of a positive assessment of entrance examinations;
  - applicants who use special conditions for admission to study under the state order on the basis of the EQF or NQF5 in the form of participation in the competition for state order places under quota-2;
  - applicants who use special conditions for admission to study under the state order on the basis of the EQF or NQF5 in the form of participation in the competition for state order places under quota-1;
  - applicants who participate in the competitive selection for study on general terms.
- 9.2** The list of applicants who use special conditions for admission to study under the state order on the basis of the EQF or NRC5 in the form of admission on the basis of a positive assessment based on the results of an interview only (for other specialties) is arranged in alphabetical order.
- 9.3** Within the other categories specified in paragraph 9.1. of this section of the Rules of Admission, the ranking list of applicants is ordered:
- by competitive score (if any) - from highest to lowest;
  - by priority of application from the first to the last (for places under the state order);
  - based on the grade in the subject that is taken into account with the highest weighting factor, in the case of two or more subjects with the same highest weighting factors - from the subject with the lower number (for applicants on the basis of the SSC and NRC5) (if available – from the highest to the lowest);
  - based on the result of the EIT or an interview instead of the EIT in cases provided for by the Admission Rules (for applicants based on NQF6 and NQF7, for which it is used in the competitive score) - from higher to lower;
  - based on the result of the EMI general academic competence test or a foreign language interview instead of the EMI in cases provided for in these Admission Rules (for applicants based on the NQF6 and NQF7, for which the EMI is not used in the competitive score)
- from the highest to the lowest;
- based on the results of consideration of motivation letters (when forming the ranking list of the broad competition, the same rights are granted to applicants who have been assigned the same ranking places by Robert Elworthy ETI based on the results of consideration of motivation letters - first, second, third, etc. provided that they have the same higher-order ranking indicators).
- 9.4** If the competition scores are equal, the priority of applications from the first to the last (for state-funded places) is used to organize the ranking list of applicants, if the priorities are the same, higher scores are used in the cases provided for in this paragraph, and then the results of consideration of motivation letters.
- 9.5** When conducting a competitive selection for training at the expense of individuals and legal entities only on the basis of the results of consideration of motivation letters, the construction of a rating list based on the results of evaluation of motivation letters is carried out only if the number of applicants exceeds the number of places of the licensed volume allocated for the relevant category of applicants in the current year. In case the number of applicants does not exceed the number of allocated places of the licensed volume, the ranking list is formed in alphabetical order.
- 9.6** The ranking list of applicants shall include:

degree of higher education, specialty, name of the competition proposal, form of education, sources of funding, basis of admission;

surname, name, patronymic (if any) of the applicant;

the applicant's competitive score (except for those enrolled on the basis of a positive assessment based on the results of an interview only, if used);

priority of the application (for state-funded places);

a sign of the application of special conditions for participation in the admission campaign.

The names of applicants whose place of residence is the temporarily occupied territory, the territory of settlements on the contact line and the administrative boundary (who are not registered as internally displaced persons) or moved from it after January 1, 2023, are subject to encryption in all information systems.

**9.7** The targeted allocation of budget places for admission to higher education is formed in the USES on the basis of competitive scores, priorities and ordering of the ranking list of entrants, taking into account the total, maximum volumes, qualification minimum of the state order. An applicant may be recommended for admission according to the highest priority from among those indicated in his/her applications, according to which the applicant is included in the list of those who may be recommended for admission to places under the state order, in accordance with his/her competitive score. The terms of reference for the implementation of the targeted allocation of budget places are formed in accordance with the Materials for the development of the terms of reference for the algorithm for the targeted allocation of budget places in 2023 (hereinafter referred to as the Materials for the development of the terms of reference), given *in Appendix 4* to the Rules of Admission.

If an applicant has not received a recommendation for admission to state-funded places based on the results of targeted placement of budget places, but has a sufficient competitive score for a particular application and has not received a recommendation only due to the application of the qualifying minimum of budget places, he or she is automatically offered a choice (within the limits of the applications submitted by the applicant) of providing a recommendation for admission to state-funded places in the same specialty (specialization, subject specialty) in other higher education institutions in which the passing score

**9.8** Lists of applicants recommended for admission under the state order for each competitive proposal are received by the Admissions Committee according to the EDEBO, checked for the accuracy of the information provided by applicants and compliance with the requirements for the formation of lists provided for in the Procedure, in particular the requirements of the Materials for the development of terms of reference (Appendix 4 to the Rules of Admission), approved by the decision of the Admissions Committee and published on the website of Robert Elworthy ETI in accordance with the terms specified in section 5 of the Rules of Admission. Information about the recommendation for admission is displayed in

the personal electronic cabinet of the applicant. Applicants recommended for admission may be notified by electronic and mobile communication.

**9.9.** The status of the application of an applicant recommended for admission under the state order is changed from the status "Admitted to the competition" to the status "Recommended for admission (training under the state (regional) order)".

**9.10.** The list of applicants recommended for admission shall contain the same data as the ranked list of applicants in accordance with clause 9.6. of this section of the Admission Rules.

## **10 Realization of the right of applicants to choose a place of study**

**10.1** Persons who have received a notification in the applicant's personal electronic cabinet about receiving a recommendation for admission to state-funded places (who have received information from the official website of Robert Elworthy ETI), within the time limit specified for fulfilling the requirements for admission to state-funded places in section 5 of this Procedure, must confirm the choice of place of study in the electronic cabinet with a qualified electronic signature or in person at Robert Elworthy ETI.

**10.2** The basis for enrolling a person for study is confirmation of the choice of a place of study, fulfillment of the requirements for enrollment and the conclusion of an agreement (contract) on study at Robert Elworthy ETI between Robert Elworthy ETI and the applicant (with the participation of parents or legal representatives - for minor applicants), which may detail the rights and obligations of the parties

**10.3** Before concluding an agreement (contract) for training, Robert Elworthy ETI checks the availability of military registration documents or electronic reflection of information contained in such documents, which may be presented (provided) using the Diia Portal mobile application, among conscripts, persons liable for military service and reservists. Military registration documents are:

- for conscripts - a certificate of registration with a military registration and enlistment office;
- - for persons liable for military service - a military ID card or a temporary certificate of a person liable for military service;
- - for reservists - a military ID card.

Conscripts, persons liable for military service and reservists are accepted for training only after they have been registered with the district (city) territorial centers for recruitment and social support, the Security Service of Ukraine, and units of the Foreign Intelligence Service.

The Robert Elworthy ETI informs conscripts, persons liable for military service and reservists of the rules of military registration against their personal signature during the admission to the study.

**10.4** The study agreement (contract) may be concluded remotely with the imposition of qualified electronic signatures.

Persons whose place of residence is registered (declared) in the temporarily occupied territory and are located there, may conclude an agreement on study at Robert Elworthy ETI within three months after the start of study, and its absence does not prevent the inclusion of such persons in the order of enrollment persons

to the order of admission. Otherwise, the order for admission is canceled in terms of enrollment of such a person

**10.5** Persons who have received a recommendation for state-funded places and have fulfilled the requirements for admission to state-funded places within the time limits specified in Section 5 of the Admission Rules shall be admitted.

After the applicant has fulfilled the requirements of the Admission Procedure and Rules, the authorized person of the Admission Committee changes the status of the applicant's electronic application to "Included in the order (training under the state (regional) order)", the status of his/her other applications submitted for open and/or fixed competitive offers for admission to training under the state or regional order is automatically changed to "Deactivated (due to enrollment in training under the state (regional) order)".

Deactivated applications can be activated (if necessary) by a user of the USES, in particular by a representative of the Admissions Committee, at the request of the applicant to set the status of the application as "Admitted to the competition (training at the expense of individuals and/or legal entities)».

**10.6** Persons who have received a recommendation for state-funded places and have not confirmed their choice of place of study within the time limit specified for fulfilling the requirements for admission to state-funded places in section 5 of the Admission Rules lose the opportunity to enroll in the current year for study for higher education under the state order or transfer to such places..

In this case, the application is assigned the status "Excluded from the list of recommended (training by state (regional) order)". By the decision of the Admissions Committee, this status of the application may be changed to the status "Admitted to the competition (training at the expense of individuals and/or legal entities)».

**10.7** Confirmation of the choice of a place of study at the expense of individuals and legal entities is carried out by confirming the choice of a place of study in the applicant's electronic cabinet or in person at the Robert Elworthy ETI. Persons who have received a recommendation for admission to study at the expense of individuals and legal entities and have fulfilled the requirements for admission are subject to enrollment.

**10.8** The status of the application of an applicant recommended for admission to places at the expense of individuals and/or legal entities changes from the status of

"Admitted to the competition" or the status "Admitted to the competition (training at the expense of individuals and/or legal entities)" to the status "Recommended for admission (training at the expense of individuals and/or legal entities

**10.9** Після After the applicant has fulfilled the requirements of the Admission Procedure and Rules, the authorized person of the Admission Committee changes the status of the applicant's application to

"Included in the order (training at the expense of individuals and/or legal entities)».

**10.10** In case of failure to comply with the requirements of the Procedure by an applicant whose application has been assigned the status

"Recommended for enrollment (study at the expense of individuals and/or legal entities)", the requirements of the Procedure, the status of the application is changed to "Excluded from the list of recommended (study at the expense of individuals and/or legal entities)".

**10.11** In case of enrollment at the expense of individuals and/or legal entities, an agreement is additionally concluded between Robert Elworthy ETI and an individual (legal entity) who orders a paid educational service for himself or herself or for another person, assuming financial obligations for its payment.

If the agreements (contracts) are not concluded within ten calendar days (three months for applicants whose place of residence is registered (declared) in the temporarily occupied territory and who are located there) from the date of the order for enrollment, this order is canceled in terms of enrollment of such person.

Tuition is paid in accordance with the agreement (contract) between Robert Elworthy ETI and an individual (legal entity) who orders a paid educational service for himself or herself or for another person, assuming financial obligations for its payment.

## **11 Correcting the list of those recommended for enrollment**

**11.1.** The Admissions Committee cancels previously provided recommendations to applicants who have not confirmed the choice of a place of study within the period specified for fulfilling the requirements for admission to state-funded places in section 5 of the Admission Rules, or have not fully provided the grounds for enrollment provided for in paragraphs 10.1 - 10.3. of section 10 of the Admission Rules.

**11.2.** The lists of those recommended for admission are updated after the applicants fulfill / fail to fulfill the requirements for admission in accordance with section 10 of these Admission Rules, taking into account their order in the ranking list of applicants.

**11.3.** Applicants recommended for study at the expense of individuals and/or legal entities are obliged to fulfill the requirements for admission in accordance with paragraphs 10.1. to 10.4. of section 10 of these Admission Rules.\

11.4 Adjustment of the list of those recommended for admission to places at the expense of individuals or legal entities is carried out by Robert Elworthy ETI after the applicants fulfill / fail to fulfill the requirements for admission to study in accordance with the deadlines and requirements specified in these Admission Rules: persons who have applied for and participate in the competitive selection, after the Admission Committee has made a decision to recommend admission to study at the expense of individuals and legal entities in accordance with the deadline specified in these Admission Rules, are required to fulfill the following requirements (educational and qualification) level and its appendix, military ID or registration certificate (for persons liable for military service), except in cases provided for by law and / or other documents provided for in the Admission Procedure and these Admission Rules, to the Admission Committee.

**12 Transfer to vacant places of the state order of persons enrolled for training at the expense of individuals and/or legal entities**

**12.1** Robert Elworthy ETI independently provides recommendations for the targeted placement of budget places to applicants within the places for which recommendations for admission were provided under the relevant competitive offer in the manner prescribed by paragraph 9.7. of section 9 of the Admission Rules and subsequently canceled in accordance with paragraph 11.1 of section 11 of the Admission Rules.

**12.2** Persons who have not received recommendations for admission to state order places in accordance with the Procedure and Rules for Admission may be transferred to vacant state order places.

**12.3** Transfer to vacant places of the state order of persons enrolled for training at the expense of individuals and/or legal entities is carried out taking into account the requirements of paragraph 3.9. of section 3 of the Rules of Admission in the following sequence (except for non-budgetary competitive proposals):

Persons specified in paragraph 8.13. of Section 8 of the Admission Rules, regardless of the competitive score;

- Persons specified in paragraph six of clause 8.14. of section 8 of the Rules of Admission;

persons specified in paragraphs two to five of clause 8.14. of section 8 of the Rules of Admission, if the competitive score received by them is less than the passing score (the minimum score that made it possible to receive a recommendation for admission to the places of the state order for this competitive proposal for the general competition in the manner prescribed by paragraph 9.8. of section 9 of the Rules of Admission) by no more than 15 points (by 25 points for specialty 131 Applied Mechanics);

- persons specified in paragraphs seven - ten of clause 8.14. of section 8 of the Rules of Admission, if the competitive score received by them is less than the passing score by no more than 15 points (only for specialty 131 Applied Mechanics);

- persons who have not received a recommendation for admission to state-funded places in the manner prescribed by paragraph 9.8. of section 9 of the Rules of Admission (only for specialty 131 Applied Mechanics), if their competitive score is not less than the special passing competitive score established by the Admission Committee the day after the announcement of the targeted placement of budget places.

**12.4** Transfer to vacant places of state order of persons specified in paragraphs three to six of clause 12.3. of this section of the Rules of Admission is carried out in the absence of untransferred persons of the previous category or in the event of their officially recorded refusal to transfer and in the sequence from the highest to the lowest place in the ranking list within each of these categories.

**12.5** In the absence of a sufficient number of places for the Robert Elworthy ETI, the ETI uses for this purpose vacant places of state order in other specialties in this field (only for persons specified in paragraphs two through five of clause 12.3. of this section of the Rules of Admission), and in their absence

- other fields of knowledge (only for persons specified in paragraphs two, three of clause 12. 3. of this section of the Admission Rules) of this or other form of education (after transferring to vacant places of state order of persons specified in paragraph 12.3. of this section of the Admission Rules for the relevant specialty and form of education), which immediately notifies the relevant state customer.

The state order places that are not used after that are considered not to be placed at Robert Elworthy ETI, and Robert Elworthy ETI informs the state customer about their number in terms of specialties and forms of education. In the absence of a sufficient number of places to transfer to the vacant places of the state order of the persons specified in the third paragraph of clause 12.3. of this section of the Rules of Admission, Robert Elworthy ETI sends a request to the state customer for the allocation of additional places of the state order at the expense of the returned ones. The decision on the use of these places is made by the competition commission of the state customer.

**12.6** Persons who have been admitted based on the results of consideration of motivation letters only may be transferred to state-funded places only if they have the required competitive score for participation in the competition for state-funded places, which can be determined in accordance with the Procedure and Rules for Admission.

### **13 Order on enrollment**

**13.1.** Orders for admission to study are issued by the Rector of Robert Elworthy ETI on the basis of the decision of the Admissions Committee. Orders for admission to study with annexes to them are formed in the USESE and published on the website of Robert Elworthy ETI in the form of a list of enrolled students within the time limits established in section 5 of the Admission Rules.

**13.2.** The decision of the Admissions Committee to enroll an applicant may be canceled by the Admissions Committee in case of violations by the applicant provided for in paragraph 14.10. of Section 14 of the Admission Rules. The order on enrollment is canceled in the part concerning this applicant.

Enrolled persons may be withdrawn from the order of admission to the Robert Elworthy ESI at their own request (the order of admission is canceled in the part related to this person).

**13.3.** If a person has not started classes without good reason within 10 calendar days from the date of their commencement, the order for enrollment is canceled in the part concerning this person.

**13.4.** If a person who has not completed state-funded training for a certain degree of higher education and has received a recommendation for admission to state-funded places in accordance with the procedure provided for in paragraph 9.8. of Section 9 of the Rules for Admission, but has not started training due to the impossibility of reimbursement to the state budget of funds spent on training services in accordance with the Procedure for reimbursement of state or local budget funds spent on training services, approved by a resolution of the Cabinet of Ministers

**13.5.** In case of cancellation of the order for enrollment in the part related to the applicant, the status of the application changes from the status "Included in the order (by state (regional) order)" or "Included in the order (training at the expense of individuals and/or legal entities)" to the status "Canceled enrollment" status».

**13.6 .** The place(s) vacated in accordance with the procedure provided for in paragraphs 13.3. - 13.5. of this section of the Admission Rules may be used by Robert Elworthy ETI to transfer to vacant state-funded places of persons enrolled for training at the expense of individuals and/or legal entities in accordance with paragraphs 12.3., 12.4. of section 12 of the Admission Rules.

## **14 Ensuring openness and transparency during the admission process to the Robert Elworthy ETI**

**14.1** The meeting of the Admission Committee may be attended by the Educational Ombudsman and/or an employee of the Educational Ombudsman Service, representatives of the media (no more than two persons from one media outlet). The admission rules determine the procedure for accreditation of journalists in the admission committee.

**14.2** The procedure for accreditation of mass media (hereinafter referred to as the media) in the Admission Committee is determined by clause 14.3. of these Admission Rules.

**14.3** All media representatives without exception, including technical staff of television and radio companies, who have expressed a desire to be present during the meeting of the Admission Committee, shall be accredited by the Admission Committee. Accreditation of media in the Admission Committee is carried out in the following order:

**14.3.1** To accredit a representative in the Admission Board, the media shall submit a letter of application on the official letterhead of the media to the Head of the Admission Board. The application letter may be submitted by an authorized person of the media outlet or sent by postal means.

**14.3.2** The application letter must contain:

- full name and legal address of the media outlet;
- postal and e-mail addresses, telephone and fax numbers of the media outlet;
- surname, name, patronymic of the editor-in-chief of the media outlet;
- name, surname, patronymic of the media employees (independent journalists and technical staff) whose accreditation is requested and their affiliation with creative or technical staff (for example, journalist, cameraman, photojournalist)

**14.3.3.** The application letter shall be signed by the head and stamped with the seal of the media outlet. Duly certified copies of registration documents of the media outlet and journalists' credentials (press cards) of the media representatives whose accreditation is requested shall be attached to the application letter.

**14.3.4.** The decision on accreditation (denial of accreditation) of a media representative shall be made by the Admission Committee no later than the next working day after the date of receipt of the application letter.

**14.3.5.** The Admission Committee has the right to refuse to accredit a media representative if the application letter does not contain all the necessary data or attachments.

**14.3.6.** Media representatives shall be admitted to the premises where the Admission Committee operates upon presentation of an identity document



(journalists' press cards).

**14.4** Regardless of the accreditation, media representatives have no right to interfere with the work of the Admission Committee, to take actions that disrupt the normal course of the admission campaign, entrance examinations, acceptance and processing of documents, etc. or to prevent members of the Admission Committee from exercising their powers.

**14.5** The Selection Committee may make a reasoned decision to deprive a media representative of the right to be present at its meeting, during voting and vote counting if he or she unlawfully interferes with the above actions. Such a decision shall be made by open voting by a majority of votes of the members of the Selection Committee present at its meeting.

**14.6** Civic associations may apply to the Ministry of Education and Science of Ukraine with an application for the right to observe the work of the Admission Committee. Public associations that have been granted such a right by the Ministry of Education and Science of Ukraine may send their observers to the meetings of the Admission Committee. The Admissions Committee is obliged to create appropriate conditions for the presence of public observers at its meetings, as well as to provide them with the opportunity to familiarize themselves with the documents provided to the members of the of the Selection Board.

**14.7** Robert Elworthy ETI creates conditions for applicants to familiarize themselves with the license to conduct educational activities, certificates of accreditation of the relevant specialty (field of study, educational program). Admission rules, information on the licensed volume and (maximum) volume of admission under the state order for each competitive proposal and level of higher education, including the number of places allocated for admission under quotas, shall be published on the website of Robert Elworthy ETI no later than the working day following the day of approval/coordination or receipt of relevant information.

**14.8** No later than July 14, Robert Elworthy ETI publishes on its official website information on the procedure for settlement and availability (minimum number) of free places for persons enrolled in dormitories in 2022.

**14.9** The Head of the Admissions Committee announces a meeting of the committee no later than the day preceding the day of the meeting, and when considering issues that cannot be considered the next day, no later than three hours before the meeting. The announcement, together with the draft agenda of the meeting, shall be published on the official website of the Robert Elworthy ETI.

**14.10** If Robert Elworthy ETI has enrolled applicants who have provided certificates from health care institutions to confirm special conditions for participation in the admission campaign, within one month from the date of enrollment, but no later than December 15, the university shall make a request to the relevant health care institutions to confirm the special conditions. Inquiries If Robert Elworthy ETI has enrolled applicants and the responses from healthcare institutions are uploaded to the USES.

**14.11** 10.11. Submission by the applicant of inaccurate personal data, inaccurate information about previous education, the right to enrollment under quotas, the right to special conditions for participation in the admission campaign, participation in student competitions, registration in the temporarily occupied territory, a medical report in the form of primary accounting documentation No. 086-

3/o "Medical report on the creation of special (special) conditions for passing the external independent evaluation", on passing the EIT, EMI, EQIP, NMT is the basis for canceling the order on admission in the part concerning this applicant.

**14.12** Informing the public about the maximum number of places funded by the state order, the cost of training by specialty, persons (names and initials) who have applied for admission, their recommendations for admission and admission to Robert Elworthy ETI is carried out by information systems based on the USESE data through the "Admission" section of the USESE website at <https://vstup.edbo.gov.ua/>, as well as information systems (in accordance with the agreements concluded by the owners (managers) of such systems with the technical administrator EDEBO).

**14.13** The list of those who have applied for participation in the competitive selection within the framework of a broad competition shall be published in the "Introduction" section of the USEEX website at <https://vstup.edbo.gov.ua/> at least twice during the period of acceptance of applications and documents.

## **15 Additional guarantees for applicants during the admission to Robert Elworthy ETI**

**15.1** Robert Elworthy ESI provides applicants from other cities for the period of entrance examinations (interviews, professional examinations) with accommodation in rented dormitories or other types of rented housing with conditions not worse than in dormitories on a paid basis. Temporary accommodation is provided on the basis of preliminary applications of applicants (no later than two weeks before the date of entrance examinations (interviews, professional tests). Applications may be submitted by electronic communication.

**15.2** Robert Elworthy ETI provides access to training for persons with reduced mobility, as well as persons with other educational needs, as provided by the Admission Rules.

## Appendix 1

to the Rules of admission to the Robert Elworthy Institute of Economics and Technology in 2023 (clause 7.7. Section 7)

### Tables

**conversion of test scores of the national multi-subject test, matriculation exam, unified entrance exam, unified professional entrance exam to the scale of 100–200**

1. Table of conversion of test scores of the NMT Ukrainian language test to the scale 100–200

Test score	Score on the scale 100–200
5	100
6	105
7	110
8	114
9	118
10	122
11	125
12	128
13	131
14	134
15	136
16	138
17	140
18	142
19	143
20	144
21	145
22	146
23	148
24	149
25	150

Test score	Score on the scale 100–200
26	151
27	152
28	153
29	154
30	155
31	156
32	158
33	160
34	162
35	165
36	168
37	171
38	174
39	176
40	179
41	182
42	186
43	190
44	195
45	200

## 2. Table of conversion of NMT math test scores to the scale 100–200

Test score	Score on the scale 100–200
4	100
5	107
6	114
7	121
8	126
9	131
10	134
11	137
12	140
13	143
14	145
15	147
16	148
17	149
18	150
19	151
20	152
21	153
22	155
23	157
24	159
25	163

Test score	Score on the scale 100–200
26	167
27	171
28	175
29	181
30	187
31	193
32	200

3. Table of conversion of test scores of the NMT test in Ukrainian history to the scale 100–200

Test score	Score on the scale 100–200
6	100
7	106
8	109
9	112
10	115
11	118
12	121
13	124
14	127
15	130
16	132
17	134
18	136
19	138
20	140
21	141
22	142
23	143
24	144
25	145
26	146
27	147
28	148
29	149
30	150

Test score	Score on the scale 100–200
31	151
32	152
33	153
34	154
35	155
36	156
37	157
38	158
39	159
40	160
41	162
42	164
43	166
44	168
45	170
46	173
47	176
48	178
49	181
50	184
51	188
52	192
53	196
54	200

4. Table of conversion of test scores in a foreign language (English/German/French/Spanish) of the NMT to the scale 100–200

Test score	Score on the scale 100–200
4	100
5	107
6	114
7	121
8	126
9	131
10	134
11	137
12	140
13	143
14	145
15	147
16	148
17	149
18	150
19	151
20	152
21	153
22	155
23	157
24	159
25	163

Test score	Score on the scale 100–200
26	167
27	171
28	175
29	181
30	187
31	193
32	200

## 5. Table of conversion of test scores of the NMT biology test to the scale 100–200

Test score	Score on the scale 100–200
5	100
6	105
7	110
8	114
9	118
10	122
11	125
12	128
13	131
14	134
15	136
16	138
17	140
18	142
19	144
20	145
21	146
22	147
23	148
24	149
25	150

Test score	Score on the scale 100–200
26	151
27	152
28	153
29	154
30	155
31	156
32	157
33	158
34	160
35	162
36	165
37	168
38	171
39	174
40	176
41	179
42	182
43	186
44	190
45	195
46	200

## 6. Table of conversion of test scores of the NMT physics test to the scale 100–200

Test score	Score on the scale 100–200
4	100
5	107
6	114
7	121
8	126
9	131
10	134
11	137
12	140
13	143
14	145
15	147
16	148
17	149
18	150
19	151
20	152
21	153
22	155
23	157
24	159
25	163

Test score	Score on the scale 100–200
26	167
27	171
28	175
29	181
30	187
31	193
32	200



## 7. Table of conversion of test scores of the NMT chemistry test to the scale 100–200

Test score	Score on the scale 100–200
4	100
5	106
6	111
7	116
8	121
9	125
10	129
11	132
12	135
13	138
14	140
15	142
16	143
17	144
18	146
19	147
20	148
21	149
22	150
23	151
24	152
25	153

Test score	Score on the scale 100–200
26	154
27	156
28	158
29	160
30	162
31	164
32	167
33	170
34	173
35	177
36	181
37	185
38	190
39	195
40	200

## 8. Table of conversion of the results of the matura exam in Polish to the scale 100–200

% points scored	Score on the scale 100–200
30	133
31	134
32	135
33	136
34	137
35	137
36	138
37	139
38	140
39	141
40	142
41	142
42	143
43	143
44	144
45	144
46	144
47	145
48	145
49	146
50	147
51	148
52	148
53	149
54	149
55	149

% points scored	Score on the scale 100–200
56	150
57	150
58	151
59	151
60	152
61	152
62	153
63	153
64	154
65	154
66	154
67	155
68	155
69	156
70	157
71	158
72	159
73	160
74	161
75	161
76	162
77	164
78	165
79	167
80	168
81	170

% points scored	Score on the scale 100–200
82	171
83	173
84	174
85	175
86	175
87	176
88	178
89	179
90	181
91	182
92	184
93	186
94	188
95	189
96	190
97	193
98	195
99	198
100	200

## 9. Table of conversion of mathematics exam results to the scale 100–200

% points scored	Score on the scale 100–200
30	133
31	134
32	135
33	136
34	137
35	139
36	139
37	139
38	140
39	141
40	142
41	143
42	144
43	144
44	145
45	146
46	146
47	147
48	147
49	147
50	148
51	148
52	148
53	149
54	149
55	149

% points scored	Score on the scale 100–200
56	150
57	150
58	150
59	151
60	151
61	151
62	151
63	152
64	152
65	152
66	153
67	154
68	154
69	155
70	156
71	156
72	157
73	158
74	158
75	159
76	161
77	162
78	163
79	165
80	166
81	167

% points scored	Score on the scale 100–200
82	169
83	170
84	171
85	172
86	173
87	174
88	175
89	177
90	179
91	181
92	183
93	185
94	187
95	189
96	191
97	193
98	196
99	198
100	200

10. Table of conversion of the results of the matriculation exam in history to the scale 100–200

% points scored	Score on the scale 100–200
30	132
31	134
32	135
33	136
34	137
35	138
36	139
37	140
38	140
39	141
40	141
41	142
42	142
43	143
44	144
45	144
46	145
47	145
48	146
49	146
50	147
51	147
52	148
53	148
54	149
55	149

% points scored	Score on the scale 100–200
56	150
57	151
58	151
59	152
60	152
61	153
62	153
63	154
64	154
65	155
66	155
67	156
68	156
69	157
70	158
71	158
72	159
73	159
74	160
75	161
76	162
77	163
78	164
79	165
80	166
81	168

% points scored	Score on the scale 100–200
82	169
83	170
84	172
85	173
86	175
87	176
88	177
89	178
90	180
91	181
92	183
93	184
94	188
95	190
96	192
97	194
98	196
99	198
100	200

11. Table of conversion of the results of the matriculation exam in a foreign language to the scale 100–200

% points scored	Score on the scale 100–200
30	133
31	134
32	135
33	136
34	137
35	138
36	139
37	139
38	140
39	141
40	142
41	143
42	144
43	144
44	145
45	146
46	146
47	147
48	147
49	147
50	148
51	148
52	148
53	149
54	149
55	149

% points scored	Score on the scale 100–200
56	150
57	150
58	150
59	151
60	151
61	151
62	151
63	152
64	152
65	152
66	153
67	154
68	154
69	155
70	156
71	156
72	157
73	158
74	158
75	159
76	161
77	162
78	163
79	165
80	166
81	167

% points scored	Score on the scale 100–200
82	169
83	170
84	171
85	172
86	173
87	174
88	175
89	177
90	179
91	181
92	183
93	185
94	187
95	189
96	191
97	193
98	196
99	198
100	200

12. Table of conversion of the results of the mathematical examination in biology to the scale 100–200

% points scored	Score on the scale 100–200
30	134
31	135
32	135
33	136
34	137
35	138
36	139
37	140
38	141
39	142
40	143
41	144
42	144
43	145
44	145
45	145
46	146
47	146
48	147
49	147
50	148
51	148
52	149
53	149
54	150
55	150

% points scored	Score on the scale 100–200
56	150
57	151
58	151
59	152
60	152
61	153
62	153
63	154
64	154
65	155
66	155
67	156
68	156
69	156
70	157
71	157
72	158
73	159
74	160
75	161
76	162
77	163
78	165
79	167
80	168
81	169

% points scored	Score on the scale 100–200
82	170
83	171
84	173
85	174
86	175
87	176
88	178
89	179
90	181
91	182
92	184
93	186
94	188
95	189
96	190
97	193
98	195
99	198
100	200

13. Table of conversion of the results of the matriculation exam in physics and astronomy to the scale 100–200

% points scored	Score on the scale 100–200
30	133
31	134
32	135
33	136
34	137
35	139
36	139
37	139
38	140
39	141
40	142
41	143
42	144
43	144
44	145
45	146
46	146
47	147
48	147
49	147
50	148
51	148
52	148
53	149
54	149
55	149

% points scored	Score on the scale 100–200
56	150
57	150
58	150
59	151
60	151
61	151
62	151
63	152
64	152
65	152
66	153
67	154
68	154
69	155
70	156
71	156
72	157
73	158
74	158
75	159
76	161
77	162
78	163
79	165
80	166
81	167

% points scored	Score on the scale 100–200
82	169
83	170
84	171
85	172
86	173
87	174
88	175
89	177
90	179
91	181
92	183
93	185
94	187
95	189
96	191
97	193
98	196
99	198
100	200

## 14. Table of conversion of the results of the mathematical examination in chemistry to the scale 100–200

% points scored	Score on the scale 100–200
30	135
31	136
32	137
33	138
34	139
35	140
36	141
37	141
38	142
39	142
40	143
41	144
42	144
43	144
44	145
45	146
46	146
47	146
48	147
49	147
50	148
51	148
52	148
53	149
54	149
55	150

% points scored	Score on the scale 100–200
56	150
57	150
58	151
59	151
60	152
61	152
62	152
63	153
64	153
65	154
66	155
67	155
68	156
69	157
70	158
71	159
72	159
73	160
74	161
75	162
76	163
77	163
78	164
79	166
80	167
81	168

% points scored	Score on the scale 100–200
82	169
83	170
84	172
85	173
86	175
87	176
88	177
89	179
90	181
91	183
92	184
93	185
94	188
95	190
96	192
97	194
98	195
99	198
100	200



15. Table of conversion of test scores of the test of general educational competence of the EMI to the scale 100–200

Test score	Score on the scale 100–200
3	100
4	107
5	114
6	119
7	123
8	127
9	131
10	134
11	137
12	140
13	142
14	144
15	146
16	148
17	150
18	152

Test score	Score on the scale 100–200
19	154
20	156
21	158
22	160
23	162
24	165
25	168
26	171
27	174
28	177
29	180
30	184
31	188
32	193
33	200

16. Table of conversion of test scores of the EMI foreign language test to the scale 100–200

Test score	Score on the scale 100–200
3	100
4	107
5	114
6	121
7	126
8	131
9	134
10	137
11	140
12	143
13	145
14	147
15	148
16	150
17	151
18	152

Test score	Score on the scale 100–200
19	153
20	155
21	157
22	159
23	163
24	167
25	171
26	175
27	181
28	187
29	193
30	200

## 17. Table of conversion of test scores of the ECF foreign language test to the scale 100–200

Test score	Score on the scale 100-200
35	100
36	101
37	102
38	103
39	104
40	105
41	106
42	107
43	108
44	109
45	110
46	111
47	112
48	113,5
49	115
50	116,5
51	118
52	119,5
53	121
54	122,5
55	124
56	125,5
57	127
58	128,5
59	130
60	131,5
61	133
62	134,5
63	136
64	137,5
65	139
66	140,5

Test score	Score on the scale 100-200
67	142
68	143,5
69	145
70	146,5
71	148
72	149
73	150
74	151
75	152
76	153
77	154
78	155
79	156
80	157
81	158
82	159
83	160
84	161
85	162
86	163
87	164
88	165
89	166
90	167
91	168
92	169
93	170
94	171
95	172
96	173
97	174
98	175

Test score	Score on the scale 100-200
99	176
100	177
101	178
102	179
103	180
104	181
105	182
106	183
107	183,5
108	184
109	184,5
110	185
111	185,5
112	186
113	186,5
114	187
115	187,5
116	188
117	188,5
118	189
119	189,5
120	190
121	190,5
122	191
123	191,5
124	192
125	192,5
126	193
127	193,5
128	194
129	194,5
130	195
131	195,5
132	196

Test score	Score on the scale 100-200
133	196,5
134	197
135	197,5
136	198
137	198,5
138	199
139	199,5
140	200

## Appendix 2

to the Rules of admission to the Robert Elworthy Institute of Economics and Technology  
in 2023 (clause 7.13. Section 7)

### List of of weighting coefficients of the national multi-subject test items

Code	Name of specialty (specialization, specialty)	Contest items						
		main unit		additional unit				
		first (Ukrainian language) (K1)	the second (math) (K2)	the third (history of Ukraine) (K3)	third (foreign language) (K3)	the third (biology) (K3)	the third (physics) (K3)	the third (chemistry) (K3)
1	2	3	4	5	6	7	8	9
071	Accounting and taxation	0,35	0,4	0,25	0,25	0,2	0,2	0,2
072	Finance, banking, insurance and stock market	0,35	0,4	0,25	0,25	0,2	0,2	0,2
073	Management	0,35	0,4	0,25	0,25	0,2	0,2	0,2
075	Marketing	0,35	0,4	0,25	0,25	0,2	0,2	0,2
122	Computer science	0,3	0,5	0,2	0,3	0,2	0,4	0,2
131	Applied Mechanics	0,3	0,5	0,2	0,25	0,2	0,5	0,2

### **Appendix 3**

to the Rules of admission to the Robert Elworthy Institute of Economics and Technology in 2023 (clause 7.19 of section 7)

#### **The list of of subject tests of the unified entrance professional test**

Code	Field of expertise	Code	Name of the specialty	A single professional entrance test
1	2	3	4	5
07	Management and administration	073	Management	subject test in management and administration

## **Appendix 4**

to the Rules of admission to the Robert Elworthy Institute of Economics and Technology in 2023 (clause 9.8. Section 9)

### **Materials**

#### **to develop the terms of reference for the algorithm of targeted allocation of budget places in 2023**

##### **I.Scope of the algorithm**

1. The algorithm is designed to allocate places of state and regional order for the admission of applicants for higher education for the degree of junior bachelor, bachelor (master of medical, pharmaceutical and veterinary specialties) in full-time and part-time, evening, distance learning on the basis of the EQF and NQF5, as well as for the admission of applicants for a master's degree in specialties for which the EQF is provided for full-time and part-time forms of education (hereinafter - the Contingent) in accordance with the Procedure for admission to study for

2.The algorithm does not apply to foreigners and stateless persons, except for citizens of the Republic of Poland and persons permanently residing in Ukraine, persons recognized as refugees, and persons in need of additional or temporary protection who participate in the competition for state order places in accordance with paragraph 9 of Section XIV of the Admission Procedure.

3.Sections II-IV describe the requirements for the algorithm in terms of targeted allocation of state-funded places.

##### **II. Preparation and correction of input information**

1.Competitions may be divided into sub-competitions within each of them. Sub-competition A - a proposal of a higher education institution within a certain competition for admission of applicants from among persons eligible for admission under quota-1. Sub-competition B - a proposal of a higher education institution within a certain competition from among the persons eligible for admission under quota-2. Sub-competition BB

- is a proposal of a higher education institution within a certain competition from among persons who enjoy special conditions in the form of participation in a competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment based on a positive assessment. Sub-competition A, sub-competition B and sub-competition BB are formed if there are applicants of the respective categories. Sub-competition B - an offer of a higher education institution within a certain competition for all applicants, including persons of the specified categories who will not be recommended within the sub-competition A and sub-competition B. The unused amount of quota-1 and quota-2 is used in sub-competition C sub-competition B. The unused amount of quota-1 and quota-2 is used in sub-competition C

2. If there are applicants admitted to the competition and eligible to participate in Sub-competition A, and/or Sub-competition B, and/or Sub-competition BB, the algorithm uses Sub-competition A, and/or Sub-competition B, and/or Sub-competition BB and Sub-competition C of this competition instead of the competition, which are formed as follows

applicants admitted to participate in the competition are admitted to participate in sub-competition B of this competition with the priority determined for the competition. The ranking list of applicants for Sub-competition B coincides with the ranking list of the competition. Sub-competition B inherits the maximum (total) volume of the state or regional order of the competition;

applicants admitted to the competition and eligible to participate in sub-competition A are admitted to participate in sub-competition A of this competition with a priority set 0.5 lower (now the minimum possible priority value is 0.5 if there are no participants in sub-competition B or sub-competition BB) than that determined for the competition.

The ranking list of tenderers for sub-competition A is inherited from the ranking list of the competition. The volume of the state or regional order for sub-competition A is set in the amount of quota-1 of the relevant competition;

applicants admitted to the competition and eligible for participation in the BB sub-competition are admitted to participate in the BB sub-competition of this competition with a priority set 0.7 lower (now the minimum possible priority value is 0.3) than that determined for the competition.

The ranked list of tenderers for the BB sub-competition is inherited from the ranked list of the competition. The volume of the state or regional order for the BB sub-competition is set at the maximum (total) volume of the state or regional order of the relevant competition;

applicants admitted to the competition and eligible to participate in sub-competition B are admitted to participate in sub-competition B of this competition with a priority set at 0.6 less (now the minimum possible priority value is 0.4 if there are no participants in sub-competition BB) than that determined for the competition. The ranking list of tenderers for sub-competition B is inherited from the ranking list of the competition. Volume of the state or regional order для субконкурсу Б встановлюється в розмірі квоти-2 відповідного конкурсу.

4. General conditions tender - a tender (which was not divided into sub-tenders) or sub-tender B within a tender that was divided into sub-tenders.



## Continuation of Appendix 9

5. Settlement tender means a tender, or sub-tender A, or sub-tender B, or sub-tender BB, or sub-tender C.
6. The volume of the settlement tender is the maximum (total) volume of the state or regional order (for the tender, sub-tender B, sub-tender BB) or the volume of quota-1 for sub-tender A, or the volume of quota-2 for sub-tender B).

### **III. Determination of those recommended for enrollment by competition**

#### **1. Stage A. First step.**

Each settlement competition is offered a list of applicants for whom this settlement competition has the highest priority. Each designated competition shall include in the waiting list the best applicants according to its own ranking list from the proposed applicants in the number not exceeding the volume of the designated competition, and reject the rest.

Each group of sub-competitions of each competition (sub-competition A and/or sub-competition B and/or sub-competition BB and sub-competition C) is checked for exceeding the maximum (total) volume of the state or regional order of the competition. In case of excess, the corresponding number of applicants from sub-competition B with lower positions in the ranking list of applicants is determined and rejected.

Each broad competition is checked for exceeding the state order overrun. In case of excess, the number of applicants (not from sub-competitions A, B, and BB) with the lowest competitive score (in case of equal competitive scores - taking into account paragraph 2 of Section IX of the Admission Procedure) who are also rejected is determined from the joint waiting list.

K-st steo ( $K > 1$ ).

In the following steps, each applicant who is not currently on the waiting list of any settlement competition is offered to the settlement competition that has the highest priority for him/her (except for those where he/she has already been rejected).

Each settlement competition combines its existing waiting list and the received offer, forms a new waiting list according to its own ranking list of applicants in the number not exceeding the volume of the settlement competition, and rejects the rest.

Each group of sub-competitions of each competition (sub-competition A and/or sub-competition B and/or sub-competition BB and sub-competition C) is checked for exceeding the maximum (total) volume of the state or regional order of the competition. In case of excess, the corresponding number of applicants from sub-competition B with lower positions in its ranking list of applicants is determined and rejected.

## Continuation of Appendix 9

Each broad competition is checked for exceeding the excess of the state order. In case of exceeding the combined waiting list, the corresponding number of applicants (not from sub-competitions A, B, and BB) with the lowest competitive score (in case of equal competitive scores - taking into account paragraph 2 of Section IX of the Admission Procedure) are determined and also rejected.

Stage A is considered to be completed when the list of proposals of applicants to the settlement competitions who are not on the waiting lists and have not been rejected for all settlement competitions is exhausted. Transition to stage B.

**2. Stage B.**

If there are competitions in which the number of entrants on the waiting list (the sum of entrants on the waiting lists of sub-competition A and/or sub-competition Б and/or sub-competition ББ and sub-competition B) is less than the minimum volume of the state or regional order, such competitions are canceled, and entrants from their waiting lists are excluded, rejected and marked as admitted to stage B. Finalist of the settlement competition - the entrant with the lowest position in the ranking list of the settlement competition, included in the waiting list, after the completion of stage A.

Broad-based competition finalist - an applicant, except for applicants from sub-competitions A, Б and ББ, with the lowest position in the broad-based competition ranking list, included in the waiting list, after completion of stage A.

Transition to stage B.

**3. Stage B.**

K step ( $K \geq 1$ ).

Each applicant admitted to stage B who is not currently on the waiting list of any settlement competition is offered to the settlement competition that has the highest priority for him/her (except for those who have already been rejected within stages A and B). Each designated competition includes in its waiting list the entrants from the received offers.

Each settlement competition is checked for exceeding the volume of the settlement competition. In case of excess, the corresponding number of applicants admitted to stage B with lower positions in the ranking list of applicants shall be rejected, except for those applicants whose position in the ranking list of the settlement competition is higher than the position of the finalist of the settlement competition.

Each group of sub-competitions of each competition (sub-competition A, and/or sub-competition Б, and/or sub-competition ББ and sub-competition B) is checked

## Continuation of Appendix 9

exceeding the maximum (total) volume of the state or regional order of the competition. In case of excess, the corresponding number of applicants admitted to stage B from sub-competition B with lower positions in its ranking list of applicants is determined, except for those applicants whose position is higher than the position of the finalist of the settlement competition of the relevant sub-competition B.

Each broad-based competition is checked for exceeding the state order overrun and, in case of exceeding it, the number of entrants (not from sub-competitions A, Б, ББ) admitted to stage B is determined according to the unified waiting list, with the lowest competitive score (with equal competitive scores - taking into account paragraph 2 of section IX of the Admission Procedure), who are also rejected, except for those applicants whose position in the broad ranking list is higher than the position of the finalist of the broad competition.

Stage B is considered to be completed when the list of offers of applicants (admitted to stage B) to the settlement competitions who are not on waiting lists and have not been rejected for all settlement competitions is exhausted.

Applicants who are still on the waiting lists receive a recommendation for admission. The number of applicants who receive a recommendation determines the number of applicants recommended for each competition.

#### **IV. Criteria for verifying the fairness of the algorithm**

1. For applicant A, who was admitted to the competitive selection and did not receive a recommendation for admission to a particular competition X, the result is fair if

for an entrant who is not eligible for admission under quota 1, quota 2, and does not use special conditions in the form of participation in the competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment on the basis of a positive grade, at least one of the statements 1 or 2 is true;

for an applicant who has the right to be admitted under quota-1, quota-2, or uses special conditions in the form of participation in a competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment on the basis of a positive grade, statement 1 is met or statements 2 and 3 are met simultaneously.

2. Assertions:

- 1) applicant A received a recommendation for another competition with a higher priority for him;

2) there is no entrant B recommended for admission in competition X (except for persons who received a recommendation within quota-1, quota-2, special conditions in the form of participation in the competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment based on a positive assessment, has a competitive score no higher than that of applicant A, in case of equality of competitive scores - has a place in the ranking list lower than applicant A, and (if competition X is part of a broad competition)

there is no applicant B recommended for admission to another competition Y of the broad competition, which includes competition X (except for persons who received a recommendation within quota-1, quota-2, special conditions in the form of participation in the competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment on the basis of a positive assessment, who has a competitive score in competition Y not higher than applicant A in competition X, in case of equality of competitive scores - placed

in competition X, the maximum volume of the state order has been completely exhausted without taking into account the recommendations of applicants whose applications were rejected during the cancellation of competitions;

3) there is no applicant B recommended for enrollment in competition X under quota-1, quota-2, special conditions in the form of participation in the competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment on the basis of a positive assessment, who has a competitive score not higher than that of applicant A, in case of equality of competitive scores - is ranked lower than applicant A.

3. For a higher education institution offered by Competition X (which is part of a broader competition), the maximum volume of state or regional order has not been exhausted:

there is no applicant B admitted to participate in competition X and not recommended for admission to competition X, who has not received a recommendation for admission to another competition with a higher priority for him/her and has a competitive score in competition X not lower than any applicant B (except for persons who received a recommendation within quota-1, quota-2, special conditions in the form of participation in the competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment on the basis of a positive assessment, who is recommended for admission to one of the competitions of this broad competition within super volume of the state order, in case of equality of competitive scores - a place in the broad ranking list higher (taking into account paragraph 2 of section IX of the Admission Procedure) than the entrant B.

## Continuation of Appendix 9

4. For a higher education institution proposed by Competition X (which is not part of a broader competition), the total volume of the state or regional order has not been exhausted:

there are no applicants admitted to participate in competition X and not recommended for admission to competition X who have not received a recommendation for admission to another competition with a higher priority for them.

5. For a higher education institution that has not exhausted quota-1 (quota-2) in the competition X:

there are no applicants eligible for admission under quota-1 (quota-2), admitted to participate in competition X and not recommended for admission in competition X, who have not received a recommendation for admission in another competition with a higher priority for them.

6. For a higher education institution that has canceled the competition X:

the ranking list does not contain applicants in an amount not less than the minimum volume of the state or regional order for which the following conditions are met: the applicant received a recommendation with a lower priority for him/her; the applicant has a competitive score in Competition X not lower than any applicant B (except for persons who received a recommendation within quota-1, quota-2, special conditions in the form of participation in the competitive selection based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment on the basis of a positive assessment, and persons who received a recommendation and had an application that was rejected during the cancellation of competitions), who is recommended for admission to one of the competitions of this broad competition within the super amount of the state order, in case of equal.

**V. Forms of documents for proper information support of the admission campaign within the framework of broad competitions and the results of targeted placement of budget places**

***1. Information about the open call***

Identifier of the open call.

Degree of higher education - name (junior bachelor, bachelor's or master's degree).

The basis for admission is the SQF and NQF5, NQF6.

## Continuation of Appendix 9

Form of education - name.

Codes and names of industries, codes and names of specialties, subject specialties, specializations (according to Appendix 4 to the Procedure).

Type of program - educational and professional / educational and scientific (for admission on the basis of NQF6).

The super volume of the state order for all competitive proposals of higher education institutions included in the broad competition is XXX.

List of competitive proposals of higher education institutions included in the broad competition, maximum volumes and qualification minimum of the state order, quota-1, quota-2:

№ з/п	Name of the institution of higher education	Name of the tender proposal	Maximum volume of the state order	Qualification minimum for public procurement	Quota- 1	Quota- 2

The sum of the maximum volumes of the state order for all competitive proposals of higher education institutions included in the broad competition is XXX.

Note: The sum of the maximum volume of the state order for all competitive proposals of higher education institutions included in the broad competition is higher than the super volume of the state order for all competitive proposals of higher education institutions included in this broad competition.

## ***2. Information on the current status of applications for the broad call***

Date, time \_\_\_\_\_

Identifier of the open call.

Degree of higher education - name (junior bachelor, bachelor's or master's degree).

The basis of admission is the SQF and NQF5, NQF6. Form of education - name.

Codes and names of industries, codes and names of specialties, subject specialties, specializations.

Type of program - educational-professional / educational-scientific (for admission on the basis of NQF6).

The super-size of the state order for all competitive proposals of higher education institutions included in the broad competition is XXX.

The list of competitive proposals of higher education institutions included in the broad competition, the maximum volume of the state order, quota-1, quota-2, the number of applications submitted and the number of applications submitted by persons entitled to enrollment under quotas:

## Continuation of Appendix 9

№ 3/II	Name of the higher education institution	Name of the tender proposal	Maximum volume of the state order	Quota -1	Quota -2	Number of applicatio ns submitted	Number of applications submitted by persons who are eligible for admission under quotas and based on the results of a creative competition only (if held) or an interview only (for other specialties) with the possibility of enrollment based on a positive assessment:

The total number of applications submitted for participation in the broad competition

The total number of individuals who applied for participation  
in a broad competition \_\_\_\_\_

**3. List of those who applied for the broad competition (broad  
rating list))**

Date, time \_\_\_\_\_

Identifier of the open call.

Degree of higher education - name (junior bachelor, ba  
chelor's or master's degree).

The basis of admission is the SQF and NQF5, NQF6. Form of education - name.

Codes and names of industries, codes and names of specialties, subject specialties,  
specializations.

Type of program - educational and professional / educational and scientific (for  
admission on the basis of NQF6).

Super volume of the state order \_\_\_\_\_

A table with the following columns:

1. Number.
2. Surname, name, patronymic (if any) of the applicant.
3. Competition score.
4. Components of the competition score.





## Continuation of Appendix 9


The total number of students enrolled based on the results of a creative competition (if held) or an interview (for other specialties) with the possibility of enrollment based on a positive assessment \_\_\_\_\_

The total number of recommended under the quota 1 \_\_\_\_\_

The total number of recommended under the quota 2 \_\_\_\_\_

The total number of recommended on general terms \_\_\_\_\_

**5. List of recommended by the tender (tender proposal)**

Higher education institution \_\_\_\_\_

Name of the tender proposal \_\_\_\_\_

Degree of higher education - name (junior bachelor, bachelor's or master's degree).

The basis for admission is the SQF and NQF5, NQF6. Form of education - name.

Codes and names of industries, codes and names of specialties, subject specialties, specializations.

Type of program - educational and professional / educational and scientific (for admission on the basis of NQF6).

Maximum (total) volume of the state order \_\_\_\_\_

Qualification minimum of the state order \_\_\_\_\_

Actual volume of those recommended for enrollment \_\_\_\_\_

Of these:

based on the results of a creative competition only (if held) or an interview only (for other specialties) with the possibility of enrollment based on a positive assessment \_\_\_\_\_

under quota-1 \_\_\_\_\_

under quota-2 \_\_\_\_\_

under \_\_\_\_\_ general

competition \_\_\_\_\_

№ 3/п	Last name, first name patronymic (if any) of the applicant	Competition score	Prioritiz ation	Type of recommendation (results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment based on a positive assessment, quota-1, quota-2, general competition)	Whether you have received a refusal during the cancellatio n of tenders (yes/no)

## Continuation of Appendix 9

--	--	--	--	--	--

The table should be organized by the type of recommendation and the order in the rating list.

**6. The list of those recommended by a broad competition (broad rating list)**

Identifier of the open call.

Degree of higher education - name (junior bachelor, bachelor's or master's degree).

The basis of admission is the SQF and NQF5, NQF6. Form of education - name.

Field of knowledge - code and name.

Codes and names of industries, codes and names of specialties, subject specialties, specializations.

Type of program - educational and professional / educational and scientific (for admission on the basis of NQF6).

Super volume of the state order \_\_\_\_\_

Actual amount of recommended enrollment \_\_\_\_\_

Of these:

based on the results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment based on a positive assessment \_\_\_\_\_

under quota -1 \_\_\_\_\_

under quota-2 \_\_\_\_\_

by general competition \_\_\_\_\_

№ 3/II	Surname, first name patronymic (if any) of the applicant	Competition score	Prioritization	Type of recommendation (results of only a creative competition (if held) or only an interview (for other specialties) with the possibility of enrollment based on a positive assessment, quota- 1, quota-2, general competition)	Whether you have received a refusal during the cancellation of tenders (yes/no)	Higher education institution, tender proposal

## Continuation of Appendix 9


The table is organized by the type of recommendation, competition score, and priority.

---