



## **On Approval of the Model Rules for the Activities of Organizations of Higher and (or) Postgraduate Education**

Order of the Minister of Education and Science of the Republic of Kazakhstan dated October 30, 2018 No. 595. Registered with the Ministry of Justice of the Republic of Kazakhstan on October 31, 2018 No. 17657.

**Footnote. The heading is as amended by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated 11/18/2022 No. 145 (shall be enforced ten calendar days after the day of its first official publication).**

In accordance with subparagraph 11-1) of Article 5 of the Law of the Republic of Kazakhstan "On Education", I ORDER:

**Footnote. Preamble - as amended by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated 11/18/2022 No. 145 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

1. To approve the attached Model Rules for the Activities of Organizations of Higher and (or) Postgraduate Education.

**Footnote. Item 1 - as amended by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated 11/18/2022 No. 145 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

2. The Department of Preschool and Secondary Education of the Ministry of Education and Science of the Republic of Kazakhstan, in accordance with the procedure established by the legislation of the Republic of Kazakhstan, shall ensure:

1) state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days from the date of state registration of this order, sending a copy of it in paper and electronic form in Kazakh and Russian to the Republican State Enterprise on the right of economic management "Republican Center for Legal Information" for official publication and inclusion in the Standard Control Bank of regulatory legal acts of the Republic of Kazakhstan;

3) placement of this order on the Internet resource of the Ministry of Education and Science of the Republic of Kazakhstan after its official publication;

4) within ten working days after the state registration of this order, submission to the Legal Service Department of the Ministry of Education and Science of the Republic of Kazakhstan of information on the implementation of the measures provided for in subparagraphs 1), 2) and 3) of this paragraph.

3. To impose control over the execution of this order on the Vice-Minister of Education and Science of the Republic of Kazakhstan Sukhanberdiyeva E.A.

4. This order is put into effect ten calendar days after the day of its first official publication.

*Minister of Education and Science*

*E. Sagadiev*

Footnote. The upper right corner is as amended by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated November 18, 2022 No. 145 (shall be enforced ten calendar days after the day of its first official publication).

Model Rules for the Activities of Organizations of Higher and (or) Postgraduate Education

Footnote. The heading is as amended by the order of the Minister of Education and Science of the Republic of Kazakhstan dated 06/09/2021 No. 282 (shall be enforced ten calendar days after the day of its first official publication).

Footnote. Model rules - as amended by the order of the Minister of Education and Science of the Republic of Kazakhstan dated 24.12. 2020 No. 539 (shall be enforced ten calendar days after the day of its first official publication).

#### Chapter 1. General Provisions

1. These Model Rules for the Activities of Organizations of Higher and (or) Postgraduate Education (hereinafter referred to as the Rules) are developed in accordance with subparagraph 11-1) of Article 5 of the Law of the Republic of Kazakhstan "On Education" (hereinafter referred to as the Law "On Education") and determine the procedure for activities organizations of higher and (or) postgraduate education.

Footnote. Item 1 - as amended by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated 11/18/2022 No. 145 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).

2. Higher and (or) postgraduate education is provided by organizations of higher and (or) postgraduate education (hereinafter - OVPO) of the following types: national research universities, national organizations of higher and (or) postgraduate education, research universities, universities, academies, institutes and equivalent to them (conservatory, higher school, higher school).

Footnote. Paragraph 2 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).

3. The task of the OVPE is to train personnel with higher and postgraduate education by creating the necessary conditions for mastering educational programs aimed at professional development and personal development based on the achievements of science and practice.

4. OVPOs carry out their activities in accordance with the Constitution of the Republic of Kazakhstan, the laws of the Republic of Kazakhstan "On Education", "On Science", "On Non-Commercial Organizations", "On Joint Stock Companies", "On the Commercialization of Scientific and (or) Scientific and Technical Activities ", "On

Combating Corruption" and other regulatory legal acts of the Republic of Kazakhstan regulating educational and scientific activities, as well as these Rules and the charter. Military, special educational institutions (hereinafter - VSUZ) carry out their activities taking into account the peculiarities of regulatory legal acts approved in accordance with Article 5-1 of the Law "On Education."

**Footnote. Item 4 - as amended by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated 11/18/2022 No. 145 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

Chapter 2. The order of activity of organizations of higher and (or) postgraduate education

**Footnote.** The heading of chapter 2 is as amended by the order of the Minister of Education and Science of the Republic of Kazakhstan dated 06/09/2021 No. 282 (shall be enforced ten calendar days after the day of its first official publication).

5. The management of the OVPO is carried out in accordance with the legislation of the Republic of Kazakhstan, these Rules and the charter of the OVPO on the principles of unity of command and collegiality.

The management of the HEI is carried out in accordance with the legislation of the Republic of Kazakhstan, the Rules for the activities of the HEI and the charter of the HEI.

6. The governing bodies in the OVPO, depending on their organizational and legal form and form of ownership, are boards of directors and (or) supervisory boards, the creation of which does not contradict the legislation of the Republic of Kazakhstan.

Forms of collegiate management of the OVPO (academic council), board of trustees, methodological (educational and methodological, scientific and methodological) councils and other forms, the standard rules for organizing the work of which, including the procedure for their election, are approved by the authorized body in the field of education.

The activities of the governing bodies of the OVPO are regulated by the legislation of the Republic of Kazakhstan and the internal regulations of the OVPO.

**Footnote. Paragraph 6 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

7. OVPOs develop their development strategies and (or) development programs and (or) development plans and ensure their effective implementation.

8. The direct management of the activities of the OVPO is carried out by the head of the OVPO, appointed (elected) to the position and dismissed in accordance with the current legislation of the Republic of Kazakhstan.

9. The appointment of vice-rectors of the OVPO, their number and official powers, depending on the organizational and legal form and form of ownership of the OVPO, is determined by the current legislation of the Republic of Kazakhstan.

In higher educational institutions, the head has deputies who are appointed in accordance with the current legislation of the Republic of Kazakhstan in the field of defense and security.

10. The head of the OVPO without a power of attorney acts on behalf of the OVPO, represents its interests in all bodies, disposes of the property of the OVPO in accordance with the procedure established by law, concludes contracts, issues powers of attorney, opens bank accounts and makes other transactions, issues orders and orders binding on all employees.

11. The head of the OVPO manages the OVPO on the principles of collegiality, ensures the quality of training of students, compliance with the requirements of state compulsory standards of higher and (or) postgraduate education, approved in accordance with subparagraph 5-1) of Article 5 of the Law "On Education", financial discipline, labor the rights of employees and students, provided for by the terms of the contract and other powers that do not contradict the current legislation.

12. The head of the OVPO undergoes certification in the manner prescribed by the legislation of the Republic of Kazakhstan. In higher education institutions, the head undergoes certification in the manner prescribed by the legislation of the Republic of Kazakhstan in the field of defense and security.

13. The head of the OVPO, with the exception of the heads of the Academy of Justice and Higher Educational Institutions, annually reports on the strategic plan and development plan to the governing bodies, and also, at the end of the academic year, holds reporting meetings with the public on the educational, research and financial activities of the OVPO.

The financial report of the OVPO is preliminarily agreed with the governing bodies.

14. OVPO personnel management is carried out in accordance with its personnel policy, which is based on the principles of human resource development, meritocracy, including recruiting, encouraging OVPO employees to professional growth of teaching and research workers of OVPO in the manner prescribed by current legislation.

**Footnote. Clause 14 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

15. The OVPO establishes and ensures compliance with the requirements for candidates for employees when hiring by determining the qualification characteristics of the positions of employees in accordance with subparagraph 2 of paragraph 2 of Article 43-1 of the Law "On Education".

At the same time, the OVPO provides lectures by teachers who have the degree of "candidate of science" or "doctor of science", or the degree of "doctor of philosophy (PhD)", or "doctor in profile", or the academic degree of "doctor of philosophy (PhD)", or "Doctor by profile" or "Doctor of Philosophy (PhD)" or "Doctor by profile" and/or academic title "Associate Professor (Associate Professor)" or "Professor" (if any), as well as master's degrees relevant sciences and (or) senior lecturers who have at least three years of experience as a teacher or at least five years of practical experience in the profile.

Researchers, honored workers of culture, arts, sports, members of creative unions or experienced specialists with practical experience in the sector of the economy

corresponding to the profile of the direction of personnel training may be involved in lecturing and (or) conducting other types of training sessions.

In higher educational institutions and the Academy of Justice, specialists determined by the Qualification characteristics of pedagogical positions and persons equated to them, approved in accordance with subparagraph 13) of Article 5-1 and subparagraph 10 ) Articles 5-2 of the Law "On Education".

**Footnote. Clause 15 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

16. OVPO develops, approves and ensures compliance with the rules for the competitive replacement of positions of the teaching staff and researchers.

The procedure for appointment to the positions of the teaching staff of higher educational institutions is determined in accordance with subparagraph 14) of Article 5-1 of the Law "On Education".

17. OVPO forms and approves its structure. At the same time, the structural subdivisions cover the directions and types of activities of the OVPO.

In OVPO established in the form of a non-profit joint-stock company (hereinafter referred to as NAO), decision-making on the creation and liquidation of academic structural units that directly implement the tasks of the OVPO academic policy falls within the exclusive competence of the board of directors.

The structure of higher educational institutions is determined in accordance with subparagraph 3) of paragraph 2 of Article 22 of the Law of the Republic of Kazakhstan "On Defense and the Armed Forces of the Republic of Kazakhstan", subparagraph 3) of paragraph 19 of Chapter 3 of the Regulations on the National Security Committee of the Republic of Kazakhstan, approved by the Decree of the President of the Republic of Kazakhstan, subparagraph 2) paragraph 2 of Article 9 of the Law of the Republic of Kazakhstan "On the Internal Affairs Bodies of the Republic of Kazakhstan", subparagraph 13) of Article 9 of the Constitutional Law of the Republic of Kazakhstan "On the Prosecutor's Office".

**Footnote. Paragraph 17 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

18. The OVPO develops, approves and enforces the regulations on structural units.

19. The staffing table is determined by the OVPO and annually approved by its head (executive body).

In VPOs created in the form of NAOs, the staffing table is approved by the executive body within the approved staffing level by the board of directors in accordance with paragraph 9-2 of Article 44 of the Law "On Education".

In higher education institutions, the staffing table is determined by the relevant authorized state body.

**Footnote. Paragraph 19 - as amended by the order. Minister of Education and Science of the Republic of Kazakhstan dated December 29, 2021 No. 614 (shall be enforced ten calendar days after the day of its first official publication).**



20. The norms of the teaching load, the forms and amounts of remuneration of employees of the OVPO are established in accordance with Article 52 of the Law "On Education".

At the same time, the teaching load of the teaching staff is determined taking into account the norms of the teaching load of the OVPO and on the basis of individual curricula of students, schedules of training sessions.

In higher education institutions, the norms of the teaching load, the forms and amounts of remuneration of employees are established in accordance with the current legislation in the field of defense and security.

**Footnote. Paragraph 20 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

21. The educational activities of the OVPO are carried out on the basis of its academic policy, which is a system of measures, rules and procedures for planning and managing educational activities and the effective organization of the educational process, aimed at implementing student-centered learning and improving the quality of education.

22. The academic policy is developed and observed in accordance with the current legislation in the field of education, taking into account the priorities and tasks facing the OVPO.

The structure and directions of academic policy are determined by the OVPO.

23. The academic year at the OVPO begins in September, according to the profile master's programs from September and January, and ends according to the academic calendar.

The dates for the beginning and end of the academic year in higher education institutions are determined by the relevant authorized state bodies.

24. For the admission of students, the OVPO develops, approves and ensures compliance with the Rules for Admission to the OVPO, developed on the basis of the Model Rules for Admission to Training in Educational Organizations Implementing Educational Programs of Higher and Postgraduate Education, approved in accordance with subparagraph 11) of Article 5 of the Law "On education".

Admission of students to higher educational institutions is carried out in accordance with the Rules for admission to study in military, special educational institutions that implement educational programs of the appropriate level, approved in accordance with subparagraph 9) of Article 5-1 of the Law "On Education".

The OVPO ensures the admission, transfer and restoration of students studying in the information system "National Educational Database" with the attachment of a supporting document provided for by the Model Rules in the OVPO, the rules for the transfer and restoration in the OVPO, approved in accordance with subparagraphs 6), 10) of paragraph 2 of Article 43 -1, paragraph 9-2) of Article 44 of the Law "On Education".

After the issuance of documents on education to graduates, the OVPO enters these data into the information system "National Educational Database" within a month.

A series of documents on education of their own sample for graduates of the OVPO, issued since 2021, are approved by the authorized body in the field of education. The generation of numbers and QR codes is carried out through a special service provided by the authorized body in the field of education.

OVPO ensures the functioning of the electronic system for issued education documents and creates an electronic database (archive) of education documents, including previously issued ones.

**Footnote. Paragraph 24 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023No. 23(shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

25. The amount of tuition fees for educational programs of higher and (or) postgraduate education and the form of the contract for the provision of educational services is approved by the OVPO.

The amount of payment and information about the payment of students of the OVPO enters into the information system "National Educational Database".

In OVPOs created in the form of NAOs, approval of the amount of tuition fees for educational programs of higher and (or) postgraduate education falls within the exclusive competence of the board of directors.

**Footnote. Paragraph 25 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023No. 23(shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

26. The educational activities of the OVPO are carried out in accordance with the Rules for organizing the educational process on credit technology of education, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated April 20, 2011 No. 152 (registered in the Register of State Registration of Regulatory Legal Acts under No. 6976).

**Footnote. Paragraph 26 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023No. 23(shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

27. The OVPO providing distance learning and online learning ensures compliance with the requirements for educational organizations to provide distance learning and the rules for organizing the educational process for distance learning and in the form of online learning for educational programs of higher and (or) postgraduate education, approved by order of the Minister Education and Science of the Republic of Kazakhstan dated March 20, 2015 No. 137 (registered in the Register of State Registration of Normative Legal Acts under No. 10768).

In higher education institutions, the organization of the educational process for distance learning is carried out in accordance with the rules for organizing the educational process for distance learning, approved in accordance with subparagraph 4-1) of Article 5-1 of the Law "On Education".

**Footnote. Paragraph 27 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023No. 23(shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

28. OVPO determines the norms of time by types of educational work when planning and organizing the educational process, the ratio of the volume of hours between types of educational work, teaching technologies, including the use of DOT.

29. Written evaluated works of students (term papers, theses (projects), master's theses (projects) and doctoral dissertations) are checked for the presence of borrowed material and the use of text with a synonymous replacement of words and expressions without changing the meaning (paraphrase), including the use of text translated from another language (hereinafter referred to as borrowing).

The OVPO develops, approves and enforces the Rules for Conducting Checks for Borrowings.

Doctoral dissertations verified in the borrowing detection system are stored in the database of the National Center for State Scientific and Technical Expertise.

The scientific works of teachers and researchers submitted for publication, as well as graduation theses (projects), master's theses (projects) of students, are checked in borrowing detection systems.

**Footnote. Paragraph 29 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

30. The OVPO teacher independently chooses teaching methods, methods and forms of organizing and conducting training sessions based on the educational program, working curricula (syllabuses) and best international teaching practices.

31. OVPO develops, approves and ensures compliance with the rules for the transfer and restoration of students in accordance with the norms of these rules.

Transfer and restoration of students from one educational program to another, from one OVPO to another is carried out during the summer and winter holidays.

At the same time, in the event of a state of emergency, the occurrence of emergencies of a social, natural and man-made nature, wartime, as well as in the conditions of armed, military conflicts in the country of study, the transfer and restoration of citizens of the Republic of Kazakhstan, kandas from foreign OVPOs is carried out during the academic year .

The student is transferred or reinstated in any OVPO, regardless of the terms of deduction upon reinstatement, with the exception of educational organizations under the President of the Republic of Kazakhstan and higher educational institutions.

When a decision is made by the authorized body to suspend, revoke and revoke the license and (or) annex to the license to engage in educational activities, the student of this OVPO is transferred to other OVPO to continue education during the current semester from the date of the decision by the authorized body to suspend, revoke and deprive licenses and (or) attachments to the license.

In case of voluntary termination of the license and (or) annex to the license to engage in educational activities or liquidation of the OVPO, the student of this OVPO is transferred to other OVPO to continue education during the current semester from the date of voluntary termination of the license and (or) annex to the license or liquidation of the OVPO .



In case of suspension, revocation or expiration of accreditation, with the exception of educational organizations under the President of the Republic of Kazakhstan and higher educational institutions, a student of this OVPO is transferred to other OVPO to continue education within a month from the date of the decision to suspend, withdraw or expiration of accreditation.

An OVPO student is transferred or reinstated after expulsion if they have completed the first academic period of the program being mastered in accordance with the individual curriculum.

The transfer of a student from a paid basis of education to study under the state educational order is carried out in the manner approved in accordance with subparagraph 5) of Article 4 of the Law "On Education".

A student studying on an educational grant is transferred with the preservation of an educational grant in another OVPO.

When transferring a student, the receiving OVPO takes into account the direction of training, the profile of the educational program, educational achievements, as well as cases of violation of academic honesty by the student.

When transferring or reinstating students, an appropriate commission is created to re-credit the results of the training of the VPO.

Transfer or reinstatement of students, with the exception of educational organizations under the President of the Republic of Kazakhstan and higher education institutions, is carried out in the OVPO that have a license and (or) an annex to the license to engage in educational activities, as well as having international specialized accreditation of national and (or) foreign accreditation bodies, included to the registers and (or) associations of accreditation bodies of the member states of the Organization for Economic Cooperation and Development (OECD) in the field of education.

When a decision is made by the authorized body on the suspension, revocation and deprivation of a license and (or) annex to a license to engage in educational activities, voluntary termination of a license and (or) annex to a license to engage in educational activities or liquidation of a VPO, suspension, revocation or expiration of accreditation, the transfer and restoration of students in this OVPO is not carried out.

Students enrolled on educational grants approved for individual OVPOs, as well as for pedagogical specialties within the allocated quota, are transferred to another OVPO only on a paid basis.

The transfer of students, undergraduates, trainees and residencies from other OVPO to a national OVPO or other OVPO is carried out subject to additional payment by students of the difference in the cost of the educational grant.

The transfer of a student from groups of educational programs of higher education that require creative training to other groups of educational programs is carried out if there is a certificate of a unified national testing with a score not lower than the established threshold score in accordance with the Standard Rules for Admission to Education in an Educational Organization Implementing Educational Programs of Higher and Postgraduate Education, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated October 31, 2018 No. 600 (registered in the

Register of State Registration of Regulatory Legal Acts No. 17650) (hereinafter referred to as the Model Rules).

The transfer of a student from other groups of educational programs of higher education to educational programs of a pedagogical direction is carried out if there is a certificate of a unified national testing with a score not lower than the established threshold score in accordance with the Model Rules.

The transfer of students from foreign OVPO is carried out in OVPO, in which the state educational order is placed for the corresponding level of education, field of education and year of admission and (or) national and (or) foreign accreditation bodies that have international specialized accreditation, included in registers and (or) associations accreditation bodies of the member states of the Organization for Economic Cooperation and Development (OECD) in the field of education.

The OVPO, within three working days from the date of issuing a decision on the transfer, expulsion, admission, enrollment of students, makes appropriate changes to the information system "National Educational Database".

In higher education institutions, the rules for the transfer and restoration of students are approved in accordance with subparagraph 12) of Article 5-1 of the Law "On Education".

When a decision is made by the authorized body on the suspension, revocation and deprivation of a license and (or) annex to a license to engage in educational activities, voluntary termination of a license and (or) annex to a license to engage in educational activities or liquidation of a VPO, suspension, revocation or expiration of accreditation, with the exception of educational organizations under the President of the Republic of Kazakhstan and higher educational institutions, the OVPO places the relevant information on the official website of the OVPO with the obligatory notification of students.

At the same time, information is posted on the main page of the official web resource of the OVPO. The information is located above the header (header) of the site, the font size is at least 20 pixels (px), the font is bold, in the news block (if available on the main page). Information is published in the first position of the list and does not move down when newer news is added.

**Footnote. Paragraph 31 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

32. Academic leave is granted to students on the basis of the conclusion of a medical advisory commission at an outpatient polyclinic organization for a period of 6 to 12 months due to illness, a call for military service, birth, adoption (adoption) of a child until he reaches the age of three years.

OVPO determines and ensures compliance with the procedure for granting academic leave to students.

33. Educational and methodological work of the OVPE is organized in accordance with the Rules for the organization and implementation of educational and methodological and scientific and methodological work, approved by order of the

Minister of Education and Science of the Republic of Kazakhstan dated November 29, 2007 No. 583 (registered in the Register of State Registration of Regulatory Legal Acts under No. 5036).

The educational and methodological work of the Higher School of Education is organized in accordance with the Rules for the organization and implementation of the educational process, educational and methodological and scientific and methodological activities in military, special educational institutions, approved in accordance with subparagraph 4) of Article 5-1 of the Law "On Education".

34. In order to improve the quality of educational activities, the OVPO creates and enforces an internal quality assurance system based on international standards and guidelines for quality assurance of higher and postgraduate education in the European Higher Education Area (ESG-ISJI), which includes:

- 1) policy in the field of quality assurance;
- 2) development and approval of programs;
- 3) student-centered learning, teaching and assessment;
- 4) admission of students, academic performance, recognition and certification;
- 5) teaching staff;
- 6) learning resources and student support system;
- 7) information management;
- 8) informing the public;
- 9) continuous monitoring and periodic evaluation of programs;
- 10) periodic external quality assurance.

On the basis of the faculty (school) of the OVPO, with the exception of the Academy of Justice and higher educational institutions, a council (committee, commission) is formed on academic quality, which makes decisions on the content and conditions for the implementation of educational programs, on assessment policy and other academic issues of the faculty (school), organizing a survey students for compliance with the quality of educational programs and (or) disciplines / modules, for the existence of facts of violation of academic honesty.

The composition of the Council (committee, commission) for academic quality includes teachers, students, representatives of the administrative and managerial staff of the OVPO.

**Footnote. Paragraph 34 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

35. The basis of the learning process is academic integrity, the implementation of which is ensured by the OVPO.

The main principles of academic integrity are:

- 1) ensuring academic honesty as the main institutional value that forms honesty and mutual respect in academic work;
- 2) approval of fair and objective rules of academic integrity aimed at the formation of high ethical values;

- 3) ensuring a consistent and continuous learning path for the student by defining a clear mechanism and procedure for re-crediting the student's credits based on verified transcripts of other educational organizations;
- 4) showing respect by the teacher to his students as a mentor, contributing to the formation of academic culture;
- 5) encouragement and stimulation of participants in the educational process for the promotion and protection of academic integrity;
- 6) determination by the teacher of a clear policy of discipline, expected requirements from the student;
- 7) determination by the teacher of the policy of clear parameters for assessing the educational achievements of students;
- 8) taking measures in accordance with the legislation of the Republic of Kazakhstan for violation of the principles of academic honesty;
- 9) creation of an academic environment that provides educational, social and psychological support to students and allows preventing the manifestation of academic dishonesty.

36. OVPO creates and ensures compliance with special conditions for the training of persons with special educational needs, including: special teaching methods, technical, educational facilities, living environment, psychological and pedagogical support, medical, social and other services, without which it is impossible to master educational programs by persons with special educational needs.

**Footnote. Paragraph 36 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

37. Professional practice is a mandatory component of the educational training program.

Professional practice is divided into educational, pedagogical, research, industrial and undergraduate.

The OVPO develops, approves and ensures compliance with the rules for organizing and conducting professional practice and the rules for identifying organizations as practice bases.

At the same time, the rules for organizing and conducting pedagogical practice for students in the field of education "Pedagogical Sciences" are developed and approved by the OVPO in accordance with the methodological recommendations approved by the authorized body in the field of education.

In the case of the implementation of the main educational program (Major) (major) and the additional educational program (Minor) (minor), the organization (enterprise) corresponding to the profile of the main educational program (Major) (major) is determined as the base of practice.

The form of the contract for conducting professional practice is determined by the OVPO.

Types, terms, scope and content of professional practice are determined by the educational program.

Organizations with qualified personnel to manage professional practice and material and technical base are determined as the basis for conducting professional practice.

The procedure for developing and approving a program for all types of professional practice and internships in higher education institutions is determined by the Rules for organizing and passing professional practice and internships by students of military, special educational institutions, approved in accordance with subparagraph 11) of Article 5-1 of the Law of the Republic of Kazakhstan "On Education".

38. Recognition of learning outcomes obtained by adults through non-formal education is carried out in accordance with the Rules for the recognition of learning outcomes obtained by adults through non-formal education, provided by organizations included in the list of recognized organizations providing non-formal education, approved in accordance with subparagraph 38-3) of Article 5 Law "On Education".

39. To carry out the registration of students for academic disciplines, accounting for disbursed loans, organizing intermediate and final certification and maintaining the entire history of educational achievements of students in the OVPO, an office of the Registrar is created.

In higher education institutions, for registration for academic disciplines, accounting for disbursed loans, organizing intermediate and final certification and maintaining the entire history of educational achievements of students, a unit for monitoring and controlling (evaluating) the quality of education is being created.

40. The procedure for conducting ongoing monitoring of progress, intermediate and final certification of students are determined and observed by the OVPO in accordance with its academic policy and the established point-rating letter system for assessing the accounting of educational achievements of students with their transfer to the traditional grading scale and ECTS (ISITIES) in accordance with Appendix 1 to these Rules.

At the same time, the OVPO enters data on the current control of academic performance, intermediate and final certification, attendance of students into the information system "National Educational Database".

The educational achievements of students in languages (Kazakh, foreign, Russian) are evaluated in accordance with the point-rating letter system for evaluating the educational achievements of students in foreign languages in accordance with the level model and translation into ECTS (ISITIES) and the traditional scale in accordance with Appendix 2 to these Rules.

The level and description of language proficiency correspond to the common European competence (hereinafter - EEC) of foreign language proficiency (A1, A2, B1, B2, C1, C2).

**Footnote. Paragraph 40 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

41. The student is expelled from the VPO in the following cases:

- 1) for academic failure;
- 2) for violation of the principles of academic honesty;



- 3) for violation of the Internal Regulations and the Charter of the OVPO;
- 4) for violation of the terms of the contract for the provision of educational services, including for non-payment of tuition fees;
- 5) at their own request.

42. Upon receipt of the "FX" grade "unsatisfactory", it is allowed to retake the final control (exam) in accordance with the academic calendar of the VPO without re-passing the program of the academic discipline (module) no more than once.

In case of receiving an "unsatisfactory" grade corresponding to the "F" grade, the student is re-enrolled in this academic discipline (module), attends all types of training sessions, performs all types of academic work, according to the program and retakes the final control.

A student expelled from the OVPO is issued a transcript signed by the head of the OVPO and sealed.

The transcript records all academic disciplines and (or) modules that the student studied with an indication of the final grade, including FX and F grades.

43. To conduct the final certification of students of the OVPO, an attestation commission is created for educational programs or areas of training, the procedure and composition of which is determined by the OVPO.

In higher education institutions, for the final certification of students, the State Certification Commission is created in accordance with the Rules for conducting ongoing monitoring of progress, intermediate and final certification of students, approved in accordance with subparagraph 5) of Article 5-1 of the Law "On Education".

44. The competence of the attestation commission includes:

- 1) verification of the level of compliance of the theoretical and practical training of graduates with the established requirements of educational programs;
- 2) awarding a graduate a bachelor's or master's degree or the qualification "specialist" in the relevant educational program;
- 3) development of proposals aimed at further improving the quality of training.

45. Re-passing a comprehensive exam or defending a thesis (project), master's thesis (project) in order to increase a positive assessment is not allowed.

46. Retaking a comprehensive exam, as well as re-defending a thesis (project), a master's thesis for persons who have received an "unsatisfactory" rating, is not allowed during this period of final certification.

47. A student who has received an "unsatisfactory" grade in the final attestation is expelled from the OVPO by order of the head of the OVPO as "who did not fulfill the requirements of the educational program: did not defend the thesis (project) or master's thesis (project)" or "who did not fulfill the requirements of the educational program: did not pass comprehensive exam.

In higher educational institutions, a student who has received an "unsatisfactory" grade according to the final certification is expelled from the OVPO as "who did not fulfill the requirements of the educational program: did not defend the thesis (project) or master's thesis (project)" or "who did not fulfill the requirements of the educational

program: did not pass the comprehensive exam" , in accordance with the Laws of the Republic of Kazakhstan "On military service and the status of military personnel" dated February 16, 2012, "On special state bodies of the Republic of Kazakhstan" dated February 13, 2012, "On law enforcement service" dated January 6, 2011.

48. A student who has passed the final certification and confirmed the mastery of the educational program of higher and (or) postgraduate education is awarded the degree of "bachelor" or "master" by the decision of the attestation commission or is awarded the qualification of a specialist in the relevant educational program and is issued free of charge a diploma with an appendix.

The Diploma Supplement (transcript) indicates the latest grades according to the point-rating letter system of assessments for all types of educational and (or) research (experimental research) work, indicating their volume in academic credits and hours.

49. OVPO approves the forms and requirements for filling out documents on education of its own sample.

The number and QR codes of documents on education of their own sample are generated in a special service provided by the authorized body in the field of education.

Documents on education of your own sample that do not have generated numbers and QR codes are considered invalid.

In OVPO, created in the form of NAO, the approval of the form and requirements for filling out documents on education of their own sample belongs to the exclusive competence of the board of directors.

Footnote. Paragraph 49 - as amended by the order. Minister of Education and Science of the Republic of Kazakhstan dated December 29, 2021 No. 614 (shall be enforced ten calendar days after the day of its first official publication).

50. A student in an educational program of higher education who has final grades A, A - "excellent", B-, B, B +, C + "good" in academic disciplines and other types of educational activities (with the exception of final certification) with an average score academic performance (GPA) of at least 3.5, as well as those who passed the final certification with grades A, A - "excellent", a diploma with honors is issued (excluding grades for additional types of education).

At the same time, a student who has retakes or retakes the final control (exam) during the entire period of study is not issued a diploma with honors.

**Footnote. Paragraph 50 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

51. The organization and conduct of the defense of doctoral dissertations is carried out in accordance with the Rules for awarding academic degrees, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated March 31, 2011 No. 127 (registered in the Register of State Registration of Normative Legal Acts under No. 6951).

52. The list of graduates who graduated from educational programs of higher and (or) postgraduate education, indicating their surnames, first names, patronymics (if any),

educational programs and numbers of issued diplomas, is placed in the information system "National Educational Database", with the exception of universities.

**Footnote. Paragraph 52 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

53. OVPO provides employment for at least 50% of graduates in the context of the direction of training during the year of graduation.

At the same time, OVPO ensures monitoring of the number of jobs created for graduates. In cases of implementation of restrictive measures by the relevant state bodies, the introduction of a state of emergency, the occurrence of emergencies of a social, natural and man-made nature, the OVPO provides employment for at least 50% of graduates in the context of the direction of training within two years after graduation.

54. The educational activities of the OVPO are an integral part of the educational process and are aimed at the formation of patriotism, citizenship, internationalism, high morality and morality, legal culture, interfaith tolerance, as well as the development of versatile interests and abilities of students.

In higher educational institutions, educational work includes additional types of work determined by the Rules for the activities of military, special educational institutions, approved in accordance with subparagraph 3) of Article 5-1 of the Law "On Education".

55. Educational activities are carried out on the basis of mutual respect for the human dignity of students and faculty.

Conducting educational work in the OVPO is carried out on the basis of the values of Kazakhstani identity and unity, the spiritual and moral values of the program for the modernization of public consciousness "Rukhani Zhangyru", the formation of a culture of a healthy lifestyle and "zero tolerance" to corruption.

OVPO ensures the functioning of student self-government bodies created by students on a voluntary basis. Student self-government bodies elect a chairman and vice-chairman from the contingent of students and are allowed to participate in meetings of the collegial management bodies of the OVPO when discussing issues related to the interests of students.

56. Research work in the OVPO in accordance with their activities includes:

- 1) carrying out fundamental, applied, search (initiative) research, development work, including in innovative areas;
- 2) implementation of scientific research by order, contract with third parties;
- 3) organization of research work of students, undergraduates and doctoral students;
- 4) development and implementation of innovative learning technologies and the results of scientific research in the educational process and production;
- 5) formation of an innovative research infrastructure, creation and implementation of a mechanism for the commercialization of scientific developments, with the exception of higher education institutions;
- 6) protection of intellectual property and copyrights of researchers and developers.

57. OVPO carries out and ensures compliance with international cooperation on the basis of the legislation of the Republic of Kazakhstan and international treaties of the Republic of Kazakhstan.

OVPOs establish direct ties with foreign educational, scientific and cultural organizations, international organizations and foundations, conclude bilateral and multilateral cooperation agreements, participate in international exchange programs for students, teachers and scientists, train personnel from among foreign citizens, enter into international non-governmental organizations (associations) in the field of education.

At the same time, the OVPO coordinates the issue of opening foreign structural units (institutes, centers, departments), whose activities are aimed at familiarizing with the culture, customs, traditions and learning the language of a foreign state with the authorized body in the field of education.

At the request of the authorized body in the field of education, the OVPO sends reports on the implementation of international cooperation and the activities of foreign structural units (institutes, centers, departments) created under it.

Higher education institutions conclude bilateral and multilateral cooperation agreements with foreign organizations, participate in international exchange programs for students, teachers and scientists, join international non-governmental organizations (associations) in the field of education in agreement with the relevant authorized state body.

58. Higher education institutions, in accordance with international treaties and contracts, train specialists from among foreign citizens.

59. Provision of OVPO with information resources is a prerequisite for the implementation of educational activities.

60. The library fund is an integral part of information resources and includes educational, educational and methodological, scientific literature, as well as electronic publications in accordance with educational programs.

**Footnote. Paragraph 60 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

61. OVPO ensures the functioning of the education management information system (high-tech information and educational environment, including a website, an information and educational portal, an automated system for providing credit technology for education, a set of information and educational resources), an extensive computer network with broadband and high-speed Internet access .

OVPO, with the exception of higher education institutions, ensures the integration of the information system with the information system "National Educational Database".

At the same time, the head of the OVPO ensures the completeness, reliability and timeliness of filling in the forms of administrative data approved by the authorized body in the field of education.

OVPO, with the exception of the Academy of Justice and Higher Educational Institutions, annually post information on the OVPO website indicating the main

indicators of financial and economic activity for the reporting year in accordance with the legislation of the Republic of Kazakhstan.

**Footnote. Paragraph 61 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

62. The provision of OVPO with its own tangible assets, or owned by the right of economic management, or operational management, or trust management for OVPO with the participation of state bodies or quasi-state organizations of at least 5%, is a prerequisite for the implementation of educational activities.

**Footnote. Paragraph 62 - as amended by the order. Minister of Science and Higher Education of the Republic of Kazakhstan dated 01/20/2023 No. 23 (shall be enforced upon expiration of ten calendar days after the day of its first official publication).**

63. The sources of financial resources are budgetary and extra-budgetary funds received from the implementation of activities in accordance with the current legislation of the Republic of Kazakhstan.

64. OVPO spend budgetary funds allocated in the volume of the state educational order, and extrabudgetary funds in the manner prescribed by current legislation.

#### Annex 1

to the Model Rules

activities of organizations of higher and (or) postgraduate education

Point-rating letter system for assessing the accounting of educational achievements of students with their transfer to the traditional grading scale and ECTS (ISITIES)

Grading by letter system	Digital equivalent	Points (% content)	Assessment according to the traditional system
A	4.0	95-100	Great
A-	3.67	90-94	
B+	3.33	85-89	
IN	3.0	80-84	Fine
IN-	2.67	75-79	
C+	2.33	70-74	
WITH	2.0	65-69	Satisfactorily
WITH-	1.67	60-64	
D+	1.33	55-59	
D	1.0	50-54	
FX	0.5	25-49	unsatisfactory
F	0	0-24	

#### Annex 2

to the Model Rules

activities of organizations of higher and (or) postgraduate education

Point-rating letter system for evaluating educational achievements of students studying in foreign languages in accordance with the level model and translation into ECTS (ISITIES) and the traditional grading scale

Level and description of language proficiency	Grading by letter system	ECTS assessment	Digital equivalent of points	% content	Traditional grading scale
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according to the common European competence (hereinafter referred to as OEK)		(ISITIES)			
A1	A	A	4.0	95-100	Great
	A-		3.67	90-94	
	B+	IN	3.33	85-89	Fine
	IN	WITH	3.0	80-84	Fine
	IN-		2.67	75-79	
	C+		2.33	70-74	
	WITH	D	2.0	65-69	Satisfactorily
	WITH-		1.67	60-64	
	D+		1.33	55-59	
	D	E	1.0	50-54	Satisfactorily
	F	FX, F	0	0-49	unsatisfactory
Level and description of language proficiency according to OEK	Grading by letter system	ECTS assessment (ISITIES)	Digital equivalent of points	% content	Traditional grading scale
A2	A	A	4.0	95-100	Great
	A-		3.67	90-94	
	B+	IN	3.33	85-89	Fine
	IN	WITH	3.0	80-84	Fine
	IN-		2.67	75-79	
	C+		2.33	70-74	
	WITH	D	2.0	65-69	Satisfactorily
	WITH-		1.67	60-64	
	D+		1.33	55-59	
	D	E	1.0	50-54	Satisfactorily
	F	FX, F	0	0-49	unsatisfactory
Level and description of language proficiency according to OEK	Grading by letter system	ECTS assessment (ISITIES)	Digital equivalent of points	% content	Traditional grading scale
IN 1	A	A	4.0	95-100	Great
	A-		3.67	90-94	
	B+	IN	3.33	85-89	Fine
	IN	WITH	3.0	80-84	Fine
	IN-		2.67	75-79	
	C+		2.33	70-74	
	WITH	D	2.0	65-69	Satisfactorily
	WITH-		1.67	60-64	
	D+		1.33	55-59	
	D	E	1.0	50-54	Satisfactorily
	F	FX, F	0	0-49	unsatisfactory
Level and description of language proficiency according to OEK	Grading by letter system	ECTS assessment (ISITIES)	Digital equivalent of points	% content	Traditional grading scale
AT 2	A	A	4.0	95-100	Great
	A-		3.67	90-94	
	B+	IN	3.33	85-89	Fine

	IN	WITH	3.0	80-84	Fine
	IN-		2.67	75-79	
	C+		2.33	70-74	
	WITH	D	2.0	65-69	Satisfactorily
	WITH-		1.67	60-64	
	D+		1.33	55-59	
	D	E	1.0	50-54	Satisfactorily
	F	FX, F	0	0-49	unsatisfactory
Level and description of language proficiency according to OEK	Grading by letter system	ECTS assessment (ISITIES)	Digital equivalent of points	% content	Traditional grading scale
C1	A	A	4.0	95-100	Great
	A-		3.67	90-94	
	B+	IN	3.33	85-89	Fine
	IN	WITH	3.0	80-84	Fine
	IN-		2.67	75-79	
	C+		2.33	70-74	
	WITH	D	2.0	65-69	Satisfactorily
	WITH-		1.67	60-64	
	D+		1.33	55-59	
	D	E	1.0	50-54	Satisfactorily
	F	FX, F	0	0-49	unsatisfactory
Level and description of language proficiency according to OEK	Grading by letter system	ECTS assessment (ISITIES)	Digital equivalent of points	% content	Traditional grading scale
C2	A	A	4.0	95-100	Great
	A-		3.67	90-94	
	B+	IN	3.33	85-89	Fine
	IN	WITH	3.0	80-84	Fine
	IN-		2.67	75-79	
	C+		2.33	70-74	
	WITH	D	2.0	65-69	Satisfactorily
	WITH-		1.67	60-64	
	D+		1.33	55-59	
	D	E	1.0	50-54	Satisfactorily
	F	FX, F	0	0-49	unsatisfactory