

P R O C E D U R E
OF ADMISSION TO HIGHER EDUCATIONAL INSTITUTIONS OF THE REPUBLIC OF
ARMENIA FOR FOREIGN

I. GENERAL PROVISIONS

1. This procedure establishes the admission procedure and conditions for foreign citizens (hereinafter referred to as the foreigners) to higher educational institutions of the Republic of Armenia and organizations implementing postgraduate educational programs (hereinafter referred to as the educational institutions).
2. The objectives of this procedure are:
 - 1) To make the education available for foreigners in the educational institutions of the Republic of Armenia;
 - 2) Based on the necessity of educating with the spirit of mutual understanding and respect between the peoples and in order to arouse interest towards the Armenian cultural heritage among the youth to create appropriate conditions and contribute to the development of Armenian Studies.
3. The teaching for students entered the educational institutions of the Republic of Armenia in accordance with this procedure can be conducted in Armenian or foreign languages.

II. ORGANIZATION PROCEDURE OF ADMISSION FOR FOREIGNERS

4. The foreigners can get higher and postgraduate professional education with basic and supplementary higher and postgraduate educational programs prescribed by the Laws of the Republic of Armenia "On Education" and "On Higher and Postgraduate Professional Education" by full-time, correspondence and distance learning in accordance with the list of the approved specialties (except for military and police higher and postgraduate professional education).

5. The foreigners can apply to the educational institutions of the Republic of Armenia also on general basis after examining the applicant's documents by the Ministry of Education and Science of the Republic of Armenia (hereinafter referred to as the Ministry), verifying the authenticity of the information contained in the document and confirming the availability of a consular ratification, as well as after registering and creating United Information Bank.
6. Registration and examination of the applicants' documents is made by the Ministry.
7. The foreigners who got at least secondary education in the Republic of Armenia or an education corresponding to at least the secondary education level in the Republic of Armenia and have a graduation document certifying the above mentioned education (graduation certificate, diploma) are eligible to apply to the educational institution for receiving the bachelor's degree in accordance with this procedure.
8. The foreigners who got an education corresponding to at least the Bachelor's, the qualified specialist's or Master's degree of the Republic of Armenia and have a graduation document certifying the above mentioned education (diploma) are eligible to apply to the educational institution for receiving the master's degree with this procedure in accordance with the procedure established by N 1193-N Decree of the Minister of Education and Science of the Republic of Armenia "On approving the MA admission and learning procedure in higher educational institutions of the Republic of Armenia" dated 6 December 2007.
9. The foreigners who have an education corresponding to at least the qualified specialist's or Master's degree of the Republic of Armenia and have a document certifying the above mentioned education (diploma) are eligible to apply to the educational institution to study for postgraduate degree with the education program of researcher.
10. For getting education of bachelor's degree the admission of foreign applicants is conducted based on the review of documents and knowledge testing of the applicants (including language proficiency of further learning). The foreigners who do not know the language of further learning and examination subjects for admission of the appropriate specialty of higher educational institution shall undergo the learning in the preparatory courses of the educational institution of the Republic of Armenia:
 - 1) Based on the knowledge testing results the applicants can enter the first year;
 - 2) Knowledge testing is conducted by the given higher educational institution in accordance with the requirements of legislation of the Republic of Armenia according to the knowledge testing procedure established by the university and the secondary educational program of the Republic of Armenia. Knowledge testing procedure and subject programs are submitted to the Ministry until the beginning of the period for accepting the documents of applicants of the given year (deadlines are approved by

Decree of the Minister of Education and Science of the Republic of Armenia).

11. The admission of foreigners applied for studying with master's education program is conducted based on the review of documents of the applicants. The foreigners who do not know the language of further learning shall undergo the training course in the preparatory course of the educational institution of the Republic of Armenia.
12. The admission of foreigners applied for studying with researcher's education program is conducted by the educational institution with the approved procedure in accordance with the requirements of legislation of the Republic of Armenia based on the review of the applicants' documents, as well as based on the positive conclusion of the educational institutions on the scientific essay submitted by the applicant.
13. The admission deadline, year and other conditions of foreigners applied for getting the second profession with the bachelor's and master's educational programs are determined by the certifying commission created to review the applications which is formed in accordance with the procedure established by N 671-N Decree of the Minister of Education and Science of the Republic of Armenia "On getting the second profession in the higher professional educational institutions of the Republic of Armenia" dated 15 August 2006.
14. The foreigners can study in the educational institutions:
 - 1) On contractual basis (paid);
 - 2) Based on interstate and interdepartmental contracts and agreements with full compensation of tuition fee by the state (free) in the form of student benefits within the places provided to foreigners;
 - 3) Within the places with full compensation of tuition fee by the state (free) in the form of student benefits provided by the Government of the Republic of Armenia for the admission of Armenian Diaspora.
15. With this procedure the number of paid places for the applicants is not limited, unless otherwise specified in the legislation of the Republic of Armenia and the charter of the educational institution.
16. With this procedure the admission of the applicants to the educational institutions of the Republic of Armenia is conducted after examining the documents by the Ministry, verifying the authenticity of the information contained in the document and confirming the availability of a consular ratification, as well as after registering and creating United Information Bank based on referral-letters of the Minister of Education and Science of the Republic of Armenia by the order of the head of educational institution of the Republic of Armenia.

17. During distribution of admission places for full-time bachelor's educational program with full compensation of tuition fee by the state (free) for the Armenian Diaspora in the form of student benefits the preference is given to the specialties of Armenian Studies, Pedagogy and Art being of priority for Diaspora. Distribution of admission places for full-time bachelor's educational program with full compensation of tuition fee by the state (free) for the Armenian Diaspora in the form of student benefits is made by the Ministry by the Commission established by Order of the Minister of Education and Science of the Republic of Armenia.
18. Admission places for full-time bachelor's educational program with full compensation of tuition fee by the state (free) for the Armenian Diaspora in the form of student benefits are provided as targeted for the given educational program only in the given higher educational institution and for the entire learning period of the given specialty.
19. With this procedure the admission deadlines are established by the Order of the Minister of Education and Science of the Republic of Armenia.

III. ORGANIZATION OF PREPARATORY COURSES

20. The subject programs and evaluation system of the preparatory courses are developed and approved by the higher educational institutions in coordination with the Ministry and submitted to the Ministry.
21. The foreigners studying in the preparatory course are considered to be the students of the given higher educational institution. The preparatory courses are conducted only in the form of full-time courses and their duration must be at least 6 months.
22. The students removed or dismissed from the preparatory course are not restored in the preparatory course. Transfer from the preparatory course to other university's preparatory course is not allowed.
23. The training in the preparatory course is finished with the final examinations which include the subjects of entrance examinations of the given specialty. Repeating the final examinations of the preparatory course is not allowed, except for cases of failure to attend the examination because of illness if a relevant reference is available.
24. The students who received positive marks from the final examinations of the preparatory course are given a relevant graduation document (certificate) with the corresponding insert of the given higher educational institution.
25. The students who passed the final examinations of the preparatory course successfully are prescribed in the first year. The students who received "unsatisfactory" marks from the final examinations of the preparatory course are given a relevant reference.
26. The certificate of the preparatory course of one higher educational institution can serve as a basis for continuing the education in the first year of another higher educational

institution in case of compliance of the subjects defined for admission and studied in the preparatory course and with the consent of the head of this institution.

IV. CONDITIONS FOR EDUCATION ORGANIZATION OF FOREIGNERS

27. The education, removal (dismissal), restoration and mobility of foreigners are carried out in accordance with the acting procedures of the Republic of Armenia. As per this procedure information on removal (dismissal) and mobility of the entered students is submitted to the Ministry by the educational institutions after taking the appropriate decision within two weeks.
28. Within two weeks after the end of admission of each academic year the educational institutions submit information on the foreigners entered on general basis, as well as the ones who entered under this procedure to the Ministry of Education and Science of the Republic of Armenia.
29. The educational institution includes a separate provision on the requirements of the legislation of the Republic of Armenia on receiving the entry Visa and a temporary residency status of the Republic of Armenia in the contract signed with the foreigner.
30. The educational institution organizing the education in foreign languages:
 - 1) Provides with the specialists certificated by the Ministry once every three years, received a guarantee for foreign language teaching or submitted a document on internationally accepted language proficiency for the main subjects being taught for the given specialty;
 - 2) Organizes training courses for foreign language teaching specialists.

V. PROCEDURE FOR SUBMITTING DOCUMENTS AND CONDUCTING PERSONAL RECORD

31. In accordance with this procedure the applicants entering the educational institutions shall submit the following documents:
 - 1) Application to the Minister of Education and Science of the Republic of Armenia;
 - 2) Application form issued by the Ministry in accordance with the form;
 - 3) Doctor's certificate on general state of health. This certificate may be issued also from the medical organizations of the Republic of Armenia;
 - 4) Copies of all pages of passport or birth certificate and (or) baptismal certificate;

- 5) Copy of graduation document of education level;
- 6) 4 photos (3 x 4 size);
- 7) CV in Armenian, Russian or English;
- 8) Scientific essay on the chosen profession within 20 pages in Armenian, Russian or English to get postgraduate professional education.

32. The documents under Sub-clauses 4 and 5 of Clause 31 of this procedure are accepted for consideration in case a consular certification by diplomatic representation of the Republic of Armenia in the foreign country is available unless otherwise provided by the laws of the Republic of Armenia or international contracts.

33. The documents shall be submitted to the Ministry:

- 1) By the applicant personally or by his/her authorized person;
- 2) By the higher educational institution;
- 3) By diplomatic representations of the Republic of Armenia in foreign countries;
- 4) By mail (including e-mail) to the official address of the Ministry.

34. The submitted application may be rejected if one of the documents referred to in Clause 31 of this procedure was not properly submitted or the documents were not completed within a specified period, as well as do not comply with the requirements of Clause 16 of this procedure.

35. The personal record of each foreigner and the student entered in accordance with this procedure which is kept in the educational institution of the Republic of Armenia shall also contain the following information:

- 1) Copy of new passport in case of changing the citizenship or receiving dual citizenship of the Republic of Armenia during the education years;
- 2) Copies of documents (decrees, orders, etc.) relating to the foreigners during the education years.

CHIEF OF GOVERNMENT STAFF OF
THE REPUBLIC OF ARMENIA

D. SARGSYAN