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MINISTRY OF EDUCATION AND SCIENCE OF THE REPUBLIC OF KAZAKHSTAN

KAZAKHSTAN-AMERICAN FREE UNIVERSITY



***TRANSFER AND RECOVERY RULES
KAFU STUDENTS***

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2. REGULATORY DOCUMENTS

1. Law of the Republic of Kazakhstan "On Education" (as amended and supplemented as of 07.07.2020);

2. Model rules for the activities of educational organizations implementing educational programs of higher and (or) postgraduate education (order of the Ministry of Education and Science of the Republic of Kazakhstan No. 595 of October 30, 2018 (as amended and supplemented on 09.06.2021 No. 282.);

3. Rules for organizing the educational process on credit technology of education (Order of the Ministry of Education and Science of the Republic of Kazakhstan No. 152 of 04/20/2011, as amended on 10/12/2018);

2. Standard rules for admission to study at educational organizations 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 Normative Legal Acts under No. 17650);

3. Rules for awarding an educational grant to pay for higher education, approved by the Decree of the Government of the Republic of Kazakhstan dated January 23, 2008 No. 58 .2021 No. 256, 06.08.2021 No. 539)";


4. Nostrification in the Republic of Kazakhstan (Order of the Minister of Education and Science of the Republic of Kazakhstan dated July 19, 2021 No. 352. Registered with the Ministry of Justice of the Republic of Kazakhstan on July 21, 2021 No. 23626 for one semester).

TRANSFER AND RECOVERY PROCEDURE.

Transfer and restoration is carried out in accordance with the "Model Rules for the Activities of Educational Organizations of the Relevant Types and Types" approved by 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.

The transfer of students is carried out from one educational organization to another, from one form of education to another, from one language department to another, from one educational program to another, from a paid basis to study under the state educational order during the summer and winter holidays.

The student is transferred or reinstated in any OVPO, regardless of the terms of expulsion upon restoration, but on the condition that he has completed the first academic period of the mastered program in accordance with the individual curriculum.

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A student on a paid basis, expelled for non-payment of tuition fees in any period, in case of repayment of this debt, is restored within four weeks from the date of expulsion.

In the event that the authorized body decides 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 deprivation of the license and (or) annex to the license.

In the event of the voluntary termination of the license and (or) supplement to the license to engage in educational activities or the liquidation of the VPO, the student of this VPO is transferred to other VPO to continue education during the current semester from the date of the voluntary return of the VPO on the termination of the license and (or) supplement to the license or elimination of OVPO.

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 at will with the preservation of the educational grant in another OVPO.


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

When transferring a student, the receiving OVPE 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.

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 Model 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 Normative Legal Acts under No. 17650).

The transfer of a student from other groups of educational programs of higher education to educational programs of a pedagogical direction is carried out

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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 for Admission to Study in an Educational Organization Implementing Educational Programs of Higher and Postgraduate Education, approved by order of the Minister Education and Science of the Republic of Kazakhstan dated October 31, 2018 No. 600 (registered in the Register of State Registration of Normative Legal Acts No. 17650).

The transfer of students from foreign OVPO is carried out to 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.


Students' applications for transfer and restoration are considered by the rector of the university before the start of the next academic period of the host educational organization.

When transferring or restoring students, the academic difference in the disciplines of the working curricula studied by them in previous academic periods is determined.

The academic difference in the disciplines of the curricula is determined at the university based on the list of studied disciplines, their programs and volumes in academic hours or credits, reflected in the transcript (or in the certificate).

When transferring or restoring students, the course of their further education is determined taking into account prerequisites. The recalculation of disbursed loans is carried out on the basis of a comparison of educational programs, the content of the list of mastered disciplines, their volumes, acquired knowledge, skills, abilities and competencies, as well as learning outcomes. When transferring disbursed credits for academic disciplines, the difference in the forms of final control is not taken into account.

The credit is equated to the letter system for assessing the student's educational achievements, corresponding to the digital equivalent in a four-point system in the range from the minimum D (1.0; 50-54%) to the maximum A (4.0; 95-100%), in accordance with the Rules for the organization of 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 with changes as of 12.10.18 No. 563, 06.05.2021 No. 207.

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The transfer of a student from a paid basis to training under the state educational order is carried out by awarding educational grants released in the course of training in accordance with the Rules for awarding an educational grant to pay for higher education, approved by the Decree of the Government of the Republic of Kazakhstan dated January 23, 2008 No. 58. (as amended by 06/13/2018 No. 345, 02/07/2019 No. 39, 06/08/2020 No. 362, 04/21/2021 No. 256, 08/06/2021 No. 539).

The procedure for transferring students from one university to another on an educational grant and on a paid basis is carried out in the following order:

1) a student who wants to transfer to another university submits an application for transfer to the rector where he studies, and, having received a written consent to the transfer, sealed, applies to the head of the university of interest to him;

2) the application for transfer addressed to the head of the host university shall be accompanied by:

- a transcript signed by the dean and the registrar's office, sealed;
- a copy of the certificate of the owner of the educational grant;
- applications addressed to the head of the university where he studied (with the head's signature and seal).

3) the dean of the faculty, on the basis of the submitted documents, determines the difference in disciplines in the curricula and, in accordance with the mastered prerequisites, establishes the course of study, re-credits the mastered credits in accordance with the educational program and approves the individual curriculum of the student;


4) in accordance with the visas of the dean of the faculty, vice-rector, rector of the university, an order is issued to transfer the student.

The head of the university, to which the student is transferred, sends a written request to the university where the student previously studied, about sending his personal file. A copy of the order on enrolling the student by transfer is attached to the request.

The head of the university where the student previously studied, after receiving this request, issues an expulsion order and sends the student's personal file to the address of the receiving university.

At the university where the student studied, a copy of the transcript, grade book, student ID and an inventory of the documents to be sent remain.

When reinstating a student from other universities of education, the following documents are submitted:

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- a document on mastered curricula (certificate for persons who have not completed higher and postgraduate education or a transcript, which indicates the date of enrollment and expulsion of the student);


- a document confirming the completion of the previous level of education (original or notarized copy). At the same time, documents of foreign organizations that are not included in the list of foreign organizations of higher and (or) postgraduate education, whose education documents are recognized on the territory of the Republic of Kazakhstan, must undergo the nostrification procedure in the Republic of Kazakhstan in the manner established by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 19 July 2021 No. 352. Registered with the Ministry of Justice of the Republic of Kazakhstan on July 21, 2021 No. 23626 within one semester;

- results of entrance examinations;
- medical certificate (of a certain form for students);
- photo 6 pieces;
- an identity document (for identification).

To eliminate the academic difference in the disciplines of the working curriculum, the student enrolls in these disciplines, attends all types of training sessions during the academic period, passes all types of current control, and receives admission to the final control.

When restoring and transferring from other universities, the student pays for the established academic difference in the disciplines of the working curriculum.

If the disciplines of academic difference are not included in the schedule of studies of the current academic period, the student enrolls in them in the summer semester. The academic difference in the disciplines of the working curriculum, not eliminated in the summer semester, is further taken into account as an academic debt.

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REGULATIONS
TRANSFER AND REHABILITATION OF KAFU STUDENTS

Information edition

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