

PROCEDURES OF ADMISSION OF FOREIGN NATIONALS (NON-NATIONALS OF EUROPEAN UNION AND EUROPE ECONOMIC AREA) TO ALYTAUS KOLEGIJA

I. GENERAL PROVISIONS

1. Admission of foreign nationals to Alytaus kolegija is organized according to these Procedures and Regulations of Student Admission to Alytaus Kolegija as long as they do not contradict to this Description.

2. Applicants – citizens of the Republic of Lithuania, countries of the European Union and European Economic Area, other foreign nationals possessing a national visa or a permit to permanent residence in the Republic of Lithuania; children, grandchildren and great grandchildren of the Diaspora and foreigners of Lithuanian origin having produced a certificate of Lithuanian origin issued by the Lithuanian community of the country of arrival – who acquired their education abroad, are admitted according to the Order of the Minister of Education and Science of the Republic of Lithuania No. V-992 of 15 June 2012 “On altering the Order of the Minister of Education and Science No V-551 of March 28 2012 *On the approval of the description of the procedures for the competition of foreign qualification holders to the state-funded study places*“ (Official LR Government Information, 2012, No. 68-3499) and the altered Order of the Minister of Education and Science of the Republic of Lithuania No. V-539 of 12 June 2013 „On the Order of the Minister of Education and Science No V-551 of March 28 2012 *“On the approval of the description of the procedures for the competition of foreign qualification holders or people who acquired education according to educational programmes of international organizations to the state-funded study places and grant allocation procedure* “ (Žin. 2013, No. 64-3212), and the procedures defined by Regulations of Student Admission to Alytaus Kolegija.

3. Foreign nationals who are not defined in item 2 of this Procedures Description and acquired their education in Lithuania are admitted by competition to the state non-funded study places according to the Regulations of Student Admission to Alytaus Kolegija.

4. Foreign nationals who are not defined by items 2 and 3 of this Description are admitted according to the procedures described below.

II. ORGANIZATION OF ADMISSION OF FOREIGN NATIONALS (NON-NATIONALS OF EUROPEAN UNION AND EUROPE ECONOMIC AREA) WHO ACQUIRED THEIR EDUCATION NOT IN LITHUANIA

5. Foreign nationals are admitted to Alytaus kolegija to state non-funded places to study at their own expense.

6. Admission of foreign nationals to state non-funded places of Professional Bachelor study programmes is organized by the International Study Centre. The application documents must be filled in English.

7. Foreign nationals can study in the English language in the following Professional Bachelor study programmes:

7.1. Business Management;

7.2. International Business;

7.3. Information Systems Technologies.

8. The one-year tuition fee for foreign nationals enrolled to study at their own expense to state non-funded places is determined and confirmed by the Alytaus Kolegija Board.

III. ADMISSION OF FOREIGN NATIONALS (NON-NATIONALS OF EUROPEAN UNION AND EUROPE ECONOMIC AREA) WHO ACQUIRED THEIR EDUCATION NOT IN LITHUANIA

9. Foreign nationals are admitted to the above programmes provided they have high school education and correspond to the requirements of the chosen programme.

10. Foreign nationals are admitted to the Professional Bachelor's study programmes according to the presented results of high school education.

11. The competition points are calculated according to the assessments of the subjects indicated in the Regulations of Student Admission to Alytaus Kolegija. Correspondence of the completed learning subjects and transfer of their assessments is done by the Commission for Foreign Students Admission the members of which are confirmed by a Director's order.

14. Foreign applicants' level of English language must be no lower than B1. Knowledge of English and motivation to study is checked during an interview with the student via Skype. This requirement is not applied to foreigners who completed their studies or acquired education that grants them a right to higher education in the English language.

15. Foreign nationals have to apply to the Centre for Study Quality Assessment for recognition their education acquired in foreign institutions. The documents on the assessment of the education acquired in foreign institutions are to be supplied to the Centre for Study Quality

Assessment. The student has to send the certificate issued by the Centre for Study Quality Assessment before entering Alytaus kolegija, or, on coming to study in Alytaus kolegija, by the end of the first semester.

16. An applicant to the study programmes offered by Alytaus kolegija, has to provide the below listed documents by 30 July of the calendar year (the autumn semester), or 30 December of the calendar year (the spring semester) to the International Studies Centre of Alytaus Kolegija via e-mail or an authorized person:

16.1. an application of admission filled in an adopted form (the Application form can be found: www.alytauskolegija.lt/en);

16.2. a copy of a document of identification;

16.3. legalized or certified by Apostille copies of certificates of education (including transcript of grades). If the documents are not in English or Russian, they must be translated into English, Russian, or Lithuanian languages. The translation has to be sewn with the certified (by notary or a corresponding institution) copy of the document; the sewing has to be confirmed by a stamp of a translation office and translator's signature;

16.4. a personal passport-size photograph;

16.5. a receipt proving the payment of an enrolment fee;

16.6. a bank certificate proving a sufficient amount of money for living, studies and returning to the native country (an original or other legalized document);

16.7. a health certificate.

17. In case of supplying not all required documents or not entirely filled required forms, the application shall not be reviewed.

18. Having evaluated the correspondence of a foreign national to the requirements to the corresponding study programme of Alytaus kolegija, the International Studies Centre shall send an invitation to arrive to the studies from 1 September (the autumn semester), or 1 February (the spring semester) of the calendar year, and documents that are necessary for receiving a Temporary Residence Permit or a National long-term D visa.

19. Foreign nationals have to pay a tuition fee for one-year studies before arriving in the Republic of Lithuania.

20. The paid fee shall be returned to the applicant only in case he/she does not receive a national long-term D-visa or a Permit for Temporary Residence in the Republic of Lithuania.

21. The student starts his/her studies having received a long-term National D-visa or a Permit for Temporary Residence in the Republic of Lithuania.

22. Admission of foreign nationals to Alytaus kolegija is confirmed by a Director's order and formalized by signing an Agreement of Studies.

23. For formalizing the admission, students have to bring:

23.1. a document of identity;

23.2. a passport-size photograph;

23.3. originals of certificates proving education;

23.4. a copy of insurance policy.

III. FINAL PROVISIONS

24. Foreign nationals who disagree with the admission results shall have a right to appeal in writing within 14 work days since receiving the decision. The appeal has to be addressed to the Foreign Students Admission Commission.

25. A decision about the appeal shall be taken within 10 work days from receiving the appeal.
