

Order No. 10/n of the Minister of Education and Science of Georgia

On Approval of the Rule and Fee for Transfer from a Higher Education Institution to Another Higher Education Institution

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012
On the basis of Article 7(1)(p²) of the Law of Georgia on Higher Education and Article 3(2)(m) of the Regulations of the Ministry of Education and Science of Georgia approved by Resolution No. 37 of the Government of Georgia of 21 May 2004 "On Approval of the Regulations of the Ministry of Education and Science of Georgia", I order:

1. The Rule for Transfer from a Higher Education Institution to Another Higher Education Institution shall be approved in accordance with Annex No. 1 to this Order.

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012
1¹. The fee for transfer from a higher education institution to another higher education institution shall be approved in accordance with Annex No. 2 to this Order.

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012
2. This Order enters into force upon its publication.

D. Shashkin

Annex No. 1. Rule for Transfer from a Higher Education Institution to Another Higher Education Institution

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012

Article 1. Scope of Regulation

The Rule for Transfer from a Higher Education Institution (hereinafter – the institution) to Another Institution (hereinafter – the Rule) regulates the procedure for a student's transfer from one institution to another institution (hereinafter – mobility) and, within an institution, from one educational programme to another educational programme (hereinafter – internal mobility).

Amending orders:

Order No. 113/n of the Minister of Education and Science of Georgia of 28 June 2011 – Website, 05.07.2011
Order No. 127/n of the Minister of Education and Science of Georgia of 29 June 2012 – Website, 02.07.2012

Article 2. Administration of the Process of Student Mobility and Internal Mobility

1. The process of student mobility is administered by the legal entity of public law – the Education Management Information System (hereinafter – the Management System).

2. For the administration of the process of student mobility, an electronic mobility portal (hereinafter – the electronic portal) is created. The rule for keeping it is determined by an individual

administrative-legal act of the head of the Management System, and it reflects the places registered by institutions for mobility, by educational programme(s) (hereinafter – educational programme).

3. For the administration of the process of student mobility, an individual administrative-legal act of the head of the Management System determines:

- a) the time limit for institutions to submit electronically to the Management System the number of places for students to be admitted by way of mobility;
- b) the time limit for the registration on the electronic portal of persons wishing to transfer;
- c) the time limit for reflecting electronically in the Higher Education Management Information System the drafts of the legal acts of institutions on the persons to be enrolled by way of mobility.

4. An institution is authorized to announce internal mobility twice a year, taking into account the rule it has established.

Amending orders:

Order No. 113/n of the Minister of Education and Science of Georgia of 28 June 2011 – Website, 05.07.2011

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012

Order No. 127/n of the Minister of Education and Science of Georgia of 29 June 2012 – Website, 02.07.2012

Order No. 220/n of the Minister of Education and Science of Georgia of 9 October 2012 – Website, 10.10.2012

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Article 3. A Person with the Right of Mobility

1. The right of mobility belongs to a person whose enrolment at the institution was carried out in accordance with the procedure established by legislation and who, at the time of registration on the electronic portal as a person wishing to transfer, is a student of the institution.

2. The right of mobility also belongs to a person provided for by paragraph 1 of this article who, at the time of registration on the electronic portal, has the status of student of the institution suspended, as well as to a person who has successfully passed the unified national examinations and who cannot apply for enrolment to the institution indicated in the ranking document approved by the legal entity of public law – the National Assessment and Examinations Centre, because the institution has been liquidated without a successor being determined, has lost authorization, has had its right to admit students restricted, or the educational programme is no longer carried out.

2¹. In the case of refusal of authorization or revocation of authorization of an institution, refusal of accreditation or revocation of accreditation of a higher educational programme to be carried out only on the basis of accreditation, and also in the case of loss by the institution of the right to carry out a programme due to the expiry of authorization/accreditation, the students enrolled at that institution/educational programme, including those whose student status had already been suspended before the decision entered into force or before the expiry of authorization/accreditation, are entitled to exercise the right of mobility within 5 years from the entry into force of the relevant decision of the Authorization/Accreditation Council or from the expiry of the authorization/accreditation.

3. Suspension of student status means the release of the institution and the student from the performance of their rights and duties without termination of student status.

4. The grounds for suspending student status are: a personal application (without indicating a reason); study at a higher education institution in a foreign country, except for study within an

exchange educational programme; pregnancy, childbirth, child care or deterioration of health; financial debt or another circumstance provided for by the charter of the institution, except for a student of a military higher education institution.

4¹. The grounds for suspending the status of a student of a military higher education institution are determined by the Law of Georgia on Higher Education.

5. The ground for termination of student status is the expiry of the 5-year period from the suspension of student status, except in a case provided for by legislation, or another ground defined by the charter of the institution, which may relate to the impossibility of achieving the learning outcomes provided for by the institution's educational programme(s) or to the commission of an act incompatible with student status. The legal consequences provided for by the legal act on termination of student status arise twelve months after the issuance of the order. During this period the student's status is considered suspended and the student is entitled to exercise the right of mobility, except where the ground for termination of student status is incompatible with the charter of the receiving institution.

6. In the case of termination of student status, it may be obtained again in accordance with the procedure established by legislation.

7. A person whose student status is suspended is not considered within the total number of students of the institution. For the purpose of recording the number of students, the institution is obliged to ensure that information on the suspension of student status is reflected in the Higher Education Management Information System.

8. Restoration of student status at the institution where the person's student status was suspended is permitted in excess of the limits of the total number of students. In this case, the number of persons enrolled above the total number of students is deducted from the number of places for students to be admitted that the institution has established for the following academic year.

9. Students whose institutions have been liquidated without a successor being determined are, for the purposes of this Rule, considered persons with suspended student status, and the conditions established by this Rule apply to them.

Amending orders:

Order No. 113/n of the Minister of Education and Science of Georgia of 28 June 2011 – Website, 05.07.2011

Order No. 150/n of the Minister of Education and Science of Georgia of 6 September 2011 – Website, 07.09.2011

Order No. 165/n of the Minister of Education and Science of Georgia of 4 October 2011 – Website, 06.10.2011

Order No. 59/n of the Minister of Education and Science of Georgia of 10 June 2015 – Website, 11.06.2015

Order No. 37/n of the Minister of Education and Science of Georgia of 16 May 2016 – Website, 16.05.2016

Order No. 21/n of the Minister of Education, Science, Culture and Sport of Georgia of 23 August 2018 – Website, 23.08.2018

Order No. 102/n of the Minister of Education, Science, Culture and Sport of Georgia of 21 September 2020 – Website, 22.09.2020

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Order No. 31/n of the Minister of Education and Science of Georgia of 18 February 2022 – Website, 21.02.2022

Order No. 15/n of the Minister of Education and Science of Georgia of 22 February 2023 – Website, 23.02.2023

Article 4. Restriction of the Right of Mobility

1. Mobility may be carried out within one level of higher education. For the purposes of this paragraph, the educational programmes of Doctor of Medicine/Dentistry, the integrated bachelor's–master's programme for teacher training, and the integrated master's programme in veterinary medicine are considered educational programmes of the first level of academic higher education. Mobility from a vocational education programme to a bachelor's educational programme is not permitted.

2. A student's right of mobility arises after one year of study at the relevant level of higher education. The study period does not include the time during which the person's student status was suspended. This does not apply to a student of a military higher education institution whose status was suspended on the grounds indicated in Article 43(15)(c) of the Law of Georgia on Higher Education. If the institution has been liquidated without a successor being determined, the institution has lost authorization, the educational programme is no longer carried out, or the status of a student of a military higher education institution has been terminated, the student's right of mobility arises regardless of the duration of the study period.

2¹. A person enrolled under the rule established by Order No. 88/n of the Minister of Education and Science of Georgia of 31 July 2015 "On Approval of the Rule for Conditional Enrolment and Funding, at a Higher Education Institution of Georgia, of a Member of the Georgian National Team Participating in an International Learning Olympiad" acquires the right of mobility on the basis of passing the unified national examinations of the year following the acquisition of conditional student status, after acquiring the right to continue studies at a higher education institution and after being enrolled at a higher education institution.

3. The right of mobility and internal mobility arises for a student only for the educational programme to which correspond the subjects he or she has passed:

a) within the unified national examinations, the subject(s) established by Article 6(2) and/or (8) of the Regulation on Conducting Unified National Examinations (hereinafter – the Regulation) approved by Order No. 19/n of the Minister of Education and Science of Georgia of 18 February 2011, for students who passed the unified national examinations in 2020 and after;

b) (Repealed – 22.02.2023, No. 15/n).

4. For the purposes of subparagraph (a) of paragraph 3 of this article, the institution is authorized to apply to the legal entity of public law – the National Assessment and Examinations Centre and, in a form agreed with it, to request information on persons entitled to internal mobility concerning their surmounting of the minimum competence threshold at the unified national examinations in the subject(s) established by Article 6(2) and/or (8) of the Regulation, indicating the relevant score. The legal entity of public law – the National Assessment and Examinations Centre ensures that the requested information is provided to the institution within a reasonable time.

Amending orders:

Order No. 113/n of the Minister of Education and Science of Georgia of 28 June 2011 – Website, 05.07.2011

Order No. 150/n of the Minister of Education and Science of Georgia of 6 September 2011 – Website, 07.09.2011

Order No. 09/n of the Minister of Education and Science of Georgia of 17 January 2014 – Website, 20.01.2014

Order No. 102/n of the Minister of Education, Science, Culture and Sport of Georgia of 21 September 2020 – Website, 22.09.2020

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Order No. 30/n of the Minister of Education and Science of Georgia of 18 February 2022 – Website, 21.02.2022

Order No. 15/n of the Minister of Education and Science of Georgia of 22 February 2023 – Website, 23.02.2023

Article 5. Registration of Places Announced for Mobility

1. Student mobility may be carried out twice during a calendar year, within the time limit established by an individual administrative-legal act of the head of the Management System, taking into account Article 9(4) of this Rule.

2. In the case of refusal of authorization or revocation of authorization of an institution, as well as expiry of authorization, restriction of the institution's right to admit students, or loss by the institution of the right to carry out a programme through refusal of accreditation, revocation of accreditation or expiry of accreditation of an educational programme, extraordinary (additional) mobility of the students of those institutions may be carried out, under a simplified procedure, within a time limit different from that provided for by paragraph 1 of this article and established by an individual administrative-legal act of the head of the Management System. The decision on the expediency of announcing extraordinary mobility is made, on the basis of information provided by the legal entity of public law – the National Centre for Education Quality Enhancement (hereinafter – the Centre), by written agreement between the Centre and the Management System.

2¹. In accordance with the rule established by paragraph 2 of this article, the basis for the decision to announce extraordinary mobility may also be the expression of a position by the Authorization Council of Higher Education Institutions on refusal of authorization or revocation of authorization of an institution.

3. An institution is authorized to announce extraordinary internal mobility, in accordance with the rule it has established, in the case of refusal of accreditation or revocation of accreditation of an educational programme of that institution, or in the case of the institution abolishing an educational programme.

4. Within the time limit provided for by an individual administrative-legal act of the head of the Management System, the institution submits electronically the following information:

- a) the name and identification code of the institution;
- b) address, telephone, e-mail and contact person;
- c) the level of academic higher education, the name of the main educational unit and of the educational programme, the qualification to be awarded, as well as the subject(s) established by Article 6(2) and/or (8) of the Regulation, for students who passed the unified national examinations in 2020 and after;
- d) the status of the programme (authorized/accredited) and the period of the relevant status;
- e) the language of instruction of the programme;
- f) the place of carrying out the programme;
- g) the tuition fee for the programme;
- h) the number of credits;
- i) the number of places for students to be admitted by way of mobility;
- i¹) information on arts-creative and sports educational programmes and on the competition established by the institution for enrolment on these programmes;
- j) an additional precondition for admission to the educational programme;

k) a note (additional/other information provided by the institution).

5. The source of the data provided for by subparagraphs (a) and (c)–(f) of paragraph 4 of this article is the data reflected in the Higher Education Management Information System, and they are filled in automatically, while the information provided for by subparagraphs (b) and (g)–(k) of the same paragraph is entered by the institution.

6. After verifying the information provided for by paragraph 4 of this article, the Management System, where necessary, identifies a deficiency and sets the institution a time limit for eliminating the deficiency, or confirms the accuracy of the information and places the confirmed data on the electronic portal. Failure by the institution to correct the deficiency within the time limit set by the Management System is a ground for refusing the registration of places for mobility.

7. For the purposes of Article 4(3)(a), within mobility, the subject(s) to be taken for the programmes presented by institutions in accordance with paragraph 4(c) of this article correspond to the list of fields of study determined by Article 6(2) of the Regulation and Annex No. 3 to the Regulation and/or to the list of subjects determined under Article 6(8).

8. When announcing mobility, for programmes where more than one subject is determined as a precondition for admission in accordance with paragraph 7 of this article, the institution is not authorized to announce the number of places separately by individual subject.

Amending orders:

Order No. 113/n of the Minister of Education and Science of Georgia of 28 June 2011 – Website, 05.07.2011

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012

Order No. 160/n of the Minister of Education and Science of Georgia of 9 December 2016 – Website, 12.12.2016

Order No. 18/n of the Minister of Education and Science of Georgia of 23 February 2018 – Website, 23.02.2018

Order No. 21/n of the Minister of Education, Science, Culture and Sport of Georgia of 23 August 2018 – Website, 23.08.2018

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 23/n of the Minister of Education, Science, Culture and Sport of Georgia of 5 February 2020 – Website, 06.02.2020

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Order No. 89/n of the Minister of Education and Science of Georgia of 1 August 2022 – Website, 02.08.2022

Article 5¹. Specifics of the Mobility of Students Enrolled through the Unified National Examinations in 2020 and After

1. A student participating in mobility who passed the unified national examinations in 2020 or after is obliged to meet all the preconditions established by the institution and must have passed the subject(s) determined by Article 5(7).

2. If a precondition for admission to the programme is:

a) a subject different from the subject that the person wishing to transfer has passed, he or she is entitled, before the mobility is carried out, to take part in the unified national examinations and pass the relevant subject(s);

b) more than one subject corresponding to the list of subjects determined by fields of study under Annex No. 3 to the Regulation, then for a person wishing to transfer who passed the unified national examinations in 2020 or after, the precondition provided for by Article

4(3)(a) of this Rule shall be considered met also in the case of successfully passing one of them.

3. In the case provided for by subparagraph (a) of paragraph 2 of this article, surmounting the minimum competence threshold at the unified national examinations in the subject(s) to be taken constitutes fulfilment of the precondition provided for by Article 4(3)(a) of this Rule, and the score received shall not be taken into account in the results provided for by Article 7(1) of this Rule.

4. As soon as the decisions of all subject commissions on appeals concerning the assessment of the test(s) of the unified national examinations are published, the legal entity of public law – the National Assessment and Examinations Centre is obliged to provide the Management System electronically with the scaled score(s), indicating the relevant subject(s), of the persons who surmounted the minimum competence threshold at the unified national examinations.

Amending orders:

Order No. 18/n of the Minister of Education and Science of Georgia of 23 February 2018 – Website, 23.02.2018

Order No. 21/n of the Minister of Education, Science, Culture and Sport of Georgia of 23 August 2018 – Website, 23.08.2018

Order No. 47/n of the Minister of Education, Science, Culture and Sport of Georgia of 6 November 2018 – Website, 06.11.2018

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 102/n of the Minister of Education, Science, Culture and Sport of Georgia of 21 September 2020 – Website, 22.09.2020

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Article 5². Conducting Extraordinary Mobility under a Simplified Procedure

1. In the case of refusal of authorization, revocation of authorization or expiry of authorization of an institution, as well as restriction of the institution's right to admit students, or loss by the institution of the right to carry out a programme through refusal of accreditation, revocation of accreditation or expiry of accreditation of an educational programme, extraordinary mobility is conducted, only once from the occurrence of the relevant circumstance, under a simplified procedure:

- a) for the students of those institutions;
- b) for entrants who successfully passed the unified national examinations and, according to the ranking document approved by the legal entity of public law – the National Assessment and Examinations Centre, obtained the right of enrolment at that institution;
- c) for master's candidates who obtained the right of enrolment at that institution in accordance with the procedure established by the legislation of Georgia, as a result of the common master's examination and the examination(s) determined by the institution;
- d) for persons wishing to transfer who, according to the priorities registered on the electronic portal, obtained the right of enrolment on an educational programme of that institution. A person for whom the twelve-month period provided for by Article 3(5) of this Rule has passed since the issuance of the order on termination of student status also enjoys the right provided for by this subparagraph;
- e) for persons enrolled on the Georgian language preparation, teacher training and veterinary training educational programmes of that institution.

2. In the case of refusal of authorization or revocation of authorization of an institution, refusal of accreditation or revocation of accreditation of a higher educational programme to be carried out only on the basis of accreditation, and also in the case of loss by the institution of the right to carry out a programme due to the expiry of authorization/accreditation, the persons enrolled at that institution/educational programme, including those whose status had already been suspended before the decision entered into force or before the expiry of authorization/accreditation, are entitled to exercise the right of mobility within 5 years from the entry into force of the relevant decision of the Authorization/Accreditation Council or from the expiry of the authorization/accreditation.

3. The electronic portal is not used for the administration of the process of extraordinary mobility under a simplified procedure.

4. The individual administrative-legal act of the head of the Management System on announcing extraordinary mobility determines:

- a) the time limit for the institution to submit to the Management System information on the number of places for persons to be admitted by extraordinary mobility, by level and by educational programme, as well as on the tuition fee;
- b) the time limit for submitting to the Management System the drafts of the legal acts of institutions on the persons to be enrolled by extraordinary mobility;
- c) the time limit for the issuance by the authorized body of the institution of the order on the enrolment of a person by extraordinary mobility.

5. The Management System checks the conformity of the information submitted by the institution with the data on the total number of students determined for it, the number of existing students/enrolled persons and the educational programmes of the institution, on the basis of the information reflected in the Higher Education Management Information System and, where necessary, identifies a deficiency and sets the institution a time limit for eliminating the deficiency, or confirms the accuracy of the information. Failure by the institution to correct the deficiency within the time limit set by the Management System is a ground for refusing the registration of places for mobility.

6. In accordance with the rule established by paragraph 5 of this article, on the basis of the verification of information, the Management System publishes the information submitted by institutions on the official website of the Management System.

7. The persons provided for by paragraph 1 of this article have the right, in accordance with the information published on the website of the Management System, to apply for enrolment to any institution of their choice from the list of institutions. Persons enrolled on the Georgian language preparation, teacher training and veterinary training educational programmes have the right to apply only to institutions that carry out the relevant educational programmes.

8. The receiving institution determines the conformity of the educational programme in accordance with Article 8 of this Rule.

9. The receiving institution submits to the Management System the draft legal act on the enrolment of the person and an electronic version of the related information, in accordance with the form established by an individual administrative-legal act of the head of the Management System, after which the Management System checks the conformity of the person's data reflected in the draft order of the institution with the requirements of this Rule and with the data of the Higher Education Management Information System, and issues a conclusion on the possibility of enrolling

the persons indicated in the draft by extraordinary mobility. The Management System is authorized to request additional information.

10. After receiving the Management System's positive conclusion on the draft order, the institution's order on the enrolment of the person by extraordinary mobility is issued.

11. Within 2 working days of its issuance, the institution submits to the Management System, in the form established by the Management System, an electronic version of the order of the authorized body on the enrolment of the person by extraordinary mobility, and the Management System, within 3 working days, reflects it in the Higher Education Management Information System.

12. In the case of loss by the institution of the right to carry out a programme through refusal of accreditation, revocation of accreditation or expiry of accreditation of an educational programme, in the extraordinary mobility of persons enrolled at that institution, on the basis of the data of the Higher Education Management Information System, the institution from which the person is transferring issues an order on termination of the status of the person enrolled at the other institution, which is reflected in the Higher Education Management Information System no later than 5 days later; and within 1 week of the person's application, an extract from the order is issued, as well as the educational document on the basis of which the person was enrolled at that institution, and the other documentation in the person's personal file.

Amending orders:

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Order No. 31/n of the Minister of Education and Science of Georgia of 18 February 2022 – Website, 21.02.2022

Order No. 15/n of the Minister of Education and Science of Georgia of 22 February 2023 – Website, 23.02.2023

Article 6. Procedure for Registration of Persons Wishing to Transfer

1. A student obtains the status of a person wishing to transfer by registering on the electronic portal. The registration data enter into force only after payment of the fee provided for by Annex No. 2 to this Order. If this fee is not paid before the expiry of the registration period on the electronic portal, the student cannot obtain the status of a person wishing to transfer.

2. A student is entitled to choose no more than five educational programmes, except in the case of mobility to an arts-creative or sports educational programme. When registering for several educational programmes, the student is obliged to determine the order of priority of the chosen educational programmes.

3. A person wishing to transfer to an arts-creative or sports educational programme chooses on the electronic portal only one arts-creative or sports programme, taking into account the preconditions determined by Article 6¹ of this Rule.

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 89/n of the Minister of Education and Science of Georgia of 1 August 2022 – Website, 02.08.2022

Article 6¹. Specifics of Mobility to Arts-Creative and Sports Educational Programmes

1. A person wishing to transfer to an arts-creative or sports educational programme undergoes, before the end of the registration period on the electronic portal, a competition in accordance with the rule established by the institution.
2. Enrolment by mobility on an arts-creative or sports educational programme is carried out only according to the results of the competition organized by the institution.
3. The institution is obliged to inform the person wishing to transfer of the results of the competition no later than 3 working days before the end of the students' registration period on the electronic portal, and also to provide the Management System, in electronic form, with the following information:
 - a) the name and code of the educational programme;
 - b) the student's personal number, first name and surname;
 - c) the minimum competence threshold set at the competition and the score received by the student.
4. A person wishing to transfer who does not pass the competition defined by paragraph 1 of this article is entitled, before the end of the students' registration period on the electronic portal, to choose another educational programme and obtain the right of enrolment, taking into account the conditions established by this Rule.

Amending orders:

Order No. 89/n of the Minister of Education and Science of Georgia of 1 August 2022 – Website, 02.08.2022

Article 7. The Right of Enrolment at an Institution by Mobility

1. If the number of applications of persons wishing to transfer to an educational programme of the institution exceeds the number of registered places, the right of enrolment at the institution is received by the number of students corresponding to the places registered by the institution whose results at the unified national examinations exceed the corresponding results of the other persons wishing to transfer. The right of mobility to arts-creative and sports, master's and doctoral educational programmes at the bachelor's level is acquired only in compliance with the enrolment preconditions established by the receiving institution.
2. If, in accordance with paragraph 1 of this article, two or more students tie for the last competitive place, the institution enrolls them on the relevant educational programme. In this case, the number of added places is deducted from the number of places for students to be admitted by the institution in the following academic year.
3. A person wishing to transfer obtains the right of enrolment on the educational programme of the relevant institution according to the priorities he or she has registered on the electronic portal (except for arts-creative and sports educational programmes), in accordance with the rule established by paragraphs 1 and 2 of this article.
4. A person who has expressed the wish to be enrolled on an educational programme of the institution is obliged to check the result of mobility on the electronic portal and, in the case of a positive answer, is entitled to apply to the receiving institution by application for enrolment. The application is accompanied by copies of the educational document on the basis of which the person was enrolled at the institution and of the other documentation in the student's personal file. Obstructing the receipt of the copies provided for by this paragraph is not permitted.

5. A person wishing to transfer who does not apply to the receiving institution with an application for enrolment within the time limit established by the institution loses the right of enrolment on the educational programme, except in a case provided for by legislation.

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012

Order No. 220/n of the Minister of Education and Science of Georgia of 9 October 2012 – Website, 10.10.2012

Order No. 232/n of the Minister of Education and Science of Georgia of 18 October 2012 – Website, 22.10.2012

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 89/n of the Minister of Education and Science of Georgia of 1 August 2022 – Website, 02.08.2022

Article 8. Conformity of Educational Programmes

1. The institution determines the compatibility of the learning outcomes achieved by the person wishing to transfer within another educational programme with the educational programmes it offers, and makes a decision on the recognition of the relevant credits.

2. Credits obtained within the institution's programme on which enrolment and teaching were carried out in accordance with the procedure established by legislation are subject to recognition.

3. As a result of a substantive study, the conformity of the courses taken by the student with the courses provided for by the educational programme of the receiving institution may be established, regardless of differences in their names.

4. Recognition of a course that is not provided for by the educational programme of the receiving institution is permitted.

5. The institution is authorized, in accordance with the procedure established by legislation, to calculate the student's workload in credits in the case of an educational programme that has not been carried out in accordance with the European Credit Transfer System.

6. (Repealed – 26.03.2021, No. 07/n).

7. The institution is authorized to establish preconditions for enrolment on bachelor's, master's and doctoral educational programmes, which means determining the compatibility of the knowledge and skills of the person wishing to transfer with the educational programme. The absence of this compatibility is a ground for refusing the person's enrolment by mobility.

8. Recognition is formalized by a substantiated decision of the authorized body of the receiving institution, which indicates the conformity of the educational programme completed by the student with the programme of the receiving institution, as well as the number of credits recognized.

9. On the basis of the conditions provided for by this Rule and the consent of the student wishing to transfer, the institution develops a draft legal act on the enrolment of students by mobility.

Amending orders:

Order No. 232/n of the Minister of Education and Science of Georgia of 18 October 2012 – Website, 22.10.2012

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Article 9. Issuance of Acts Related to Student Mobility

1. The receiving institution reflects in the Higher Education Management Information System the draft legal act on the enrolment of the student and the related information, in accordance with the

form established by an individual administrative-legal act of the head of the Management System, after which the Management System checks the conformity of the student's data reflected in the draft order of the institution with the requirements of this Rule and with the data of the Higher Education Management Information System and of the electronic portal, and issues an electronic conclusion on the possibility of enrolling by mobility the students indicated in the draft. The Management System is authorized to request additional information.

2. After receiving the Management System's positive conclusion on the draft order, the institution's order on the student's enrolment by mobility is issued.

3. The order of the authorized body of the institution on the student's enrolment by mobility is issued before 1 October in the autumn semester or before 1 March in the spring semester. The order is reflected in the Higher Education Management Information System within 2 working days of its issuance.

4. On the basis of the data of the Higher Education Management Information System, the institution from which the student is transferring issues an order on termination of the student status of the person enrolled at the other institution, and within 1 week of the student's application an extract from the order is issued, as well as the educational document on the basis of which he or she was enrolled at that institution and the other documentation in the student's personal file. The order on termination of student status and an electronic version of the related information, in accordance with the form established by an individual administrative-legal act of the head of the Management System, are submitted to the Management System before 7 October in the autumn semester or before 7 March in the spring semester.

Amending orders:

Order No. 139/n of the Minister of Education and Science of Georgia of 16 July 2012 – Website, 17.07.2012

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Article 10. Transitional Provisions

1. A student expelled/removed before the entry into force of this Rule is considered a person with suspended student status for ten years from the issuance of the order on expulsion/removal, and within this period is entitled to apply to the institution for restoration of student status or to exercise the right of mobility, if the ground for expulsion/removal is not a ground for termination of student status established by this Rule. A person part of whose completed educational programme is considered, in accordance with the procedure established by legislation, to be recognized by the state is also considered a person with suspended student status for 10 years from the end of study in the state-recognized mode.

1¹. Upon the expiry of the ten-year period determined by paragraph 1 of this article, the person loses student status, and it may be obtained again in accordance with the procedure established by legislation.

2. The acquisition of the right of mobility by students enrolled on educational programmes without the unified national examinations/common master's examinations is carried out in compliance with the enrolment preconditions established by the receiving institution. The enrolment of these persons is permitted in excess of the places registered for mobility. In this case, the number of persons enrolled above the total number of students is deducted from the number of places for students to be admitted that the institution has established for the following academic year.

3. In the autumn semester of 2011, the order of the authorized body of the institution on the student's enrolment by mobility is issued before 7 October. The order is sent to the Centre within 7 days of its issuance and the relevant student's mobility is reflected in the register.

3¹. In the spring semester of 2014, the order of the authorized body of the institution on the student's enrolment by mobility is issued no later than 17 March, is reflected in the register no later than 19 March after its issuance, and is sent to the Centre no later than 20 March.

4. Article 4(3) of this Rule does not apply to students who passed the unified national examinations before 2020.

4¹. The provision of Article 3(4¹) and Article 4(2) of this Rule concerning students of military higher education institutions does not, in accordance with Article 89¹⁷ of the Law of Georgia on Higher Education, apply to a student enrolled at a military higher education institution before the entry into force of the Law of Georgia "On Amending the Law of Georgia on Higher Education" (No. 1612-VIII¹⁸-X¹⁹; 06/06/2022).

5. When confirming the accuracy of the information provided for by Article 5(7) of this Rule, for programmes whose qualifications to be awarded correspond to Order No. 120/n of the Minister of Education and Science of Georgia of 10 December 2010 "On Approval of the National Qualifications Framework", until their alignment with the "Classifier of Fields of Study" approved by Order No. 69/n of the Minister of Education, Science, Culture and Sport of Georgia of 10 April 2019 "On Approval of the National Qualifications Framework and the Classifier of Fields of Study", the Management System relies on the information provided by the Centre concerning the qualifications to be awarded and the subjects to be taken.

6. For the purposes of Article 5¹(1) of this Rule, the Management System ensures the formation of a list of persons with the right of mobility and its submission to the legal entity of public law – the National Assessment and Examinations Centre. The legal entity of public law – the National Assessment and Examinations Centre is obliged to provide the Management System electronically with information on persons who, from 2005 through 2020, successfully surmounted the minimum competence threshold at the unified national examinations in the subject(s) established by Article 6(2) and/or (8) of the Regulation, indicating the scaled score they received.

7. For the purposes of Article 2(4) and Article 4(3)(a) of this Rule, the institution is authorized to ensure the formation of a list of persons with the right of internal mobility and its submission to the legal entity of public law – the National Assessment and Examinations Centre, in a form agreed with it. The legal entity of public law – the National Assessment and Examinations Centre is obliged to provide the institution with information on persons who, from 2005 through 2021, successfully surmounted the minimum competence threshold in the subject(s) established by Article 6(2) and/or (8) of the Regulation, indicating the relevant score.

8. In the case of reorganization/transformation of an Orthodox theological higher education institution into a higher education institution, a student enrolled at the Orthodox theological higher education institution before the reorganization/transformation in accordance with the procedure established by legislation shall be considered a student of the higher education institution created as a result of the reorganization/transformation. In the case provided for by this paragraph, the student does not enjoy the right of mobility or internal mobility to another higher education institution, except for an Orthodox theological higher educational programme. These students enjoy only the right of mobility to another Orthodox theological higher education institution.

Amending orders:

Order No. 113/n of the Minister of Education and Science of Georgia of 28 June 2011 – Website, 05.07.2011

Order No. 163/n of the Minister of Education and Science of Georgia of 29 September 2011 – Website, 29.09.2011

Order No. 09/n of the Minister of Education and Science of Georgia of 17 January 2014 – Website, 20.01.2014

Order No. 29/n of the Minister of Education and Science of Georgia of 13 March 2014 – Website, 14.03.2014

Order No. 102/n of the Minister of Education, Science, Culture and Sport of Georgia of 21 September 2020 – Website, 22.09.2020

Order No. 07/n of the Minister of Education and Science of Georgia of 26 March 2021 – Website, 26.03.2021

Order No. 30/n of the Minister of Education and Science of Georgia of 18 February 2022 – Website, 21.02.2022

Order No. 120/n of the Minister of Education and Science of Georgia of 8 November 2022 – Website, 09.11.2022

Order No. 15/n of the Minister of Education and Science of Georgia of 22 February 2023 – Website, 23.02.2023

Annex No. 2. Fee for Transfer from a Higher Education Institution to Another Higher Education Institution

Amending orders:

Order No. 12/n of the Minister of Education and Science of Georgia of 24 January 2012 – Website, 24.01.2012

Article 1. Amount of the Fee

The fee for transfer from a higher education institution to another higher education institution (hereinafter – mobility) is 40 GEL.

Amending orders:

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Article 2. Rule for Payment of the Fee and Refund of the Fee Paid

1. The fee is paid during the registration period on the electronic portal of persons to be enrolled by way of mobility, by non-cash settlement, by payment into the settlement account of the legal entity of public law – the Education Management Information System.

2. The fee paid is refunded in full if, after the end of the registration period on the electronic portal of persons to be enrolled by way of mobility, it turns out that the interested person is not registered on the electronic portal or, after registering on the portal, has not chosen the desired educational programmes in accordance with the "Rule for Transfer from a Higher Education Institution to Another Higher Education Institution".

3. If the fee has been paid in an amount exceeding the rate established by this Annex, the difference between the amount paid by the payer and the rate established by this Annex is refunded to the payer.

4. The fee is refunded, in accordance with the procedure established by this article, within 10 working days of the written request of the interested person. The request must contain a justification of the existence of a legal ground for refund of the fee paid in part or in full. The request must be submitted within 3 months of payment of the fee. After the expiry of this period the fee paid is not refunded. Extension of this period or restoration of a missed period is not permitted.

Amending orders:

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 102/n of the Minister of Education, Science, Culture and Sport of Georgia of 21 September 2020 – Website, 22.09.2020

Article 3. Exemption from Payment of the Fee

The following are exempt from payment of the fee provided for by this Annex:

- a) a student enrolled on the Georgian language preparation, teacher training and veterinary training educational programmes who participates in extraordinary mobility;
- b) a student whose family, during the registration period on the electronic portal of persons to be enrolled by way of mobility, is registered in the unified database of socially vulnerable families and whose rating score does not exceed 70,000;
- c) (Repealed – 12.07.2019, No. 149/n).

Amending orders:

Order No. 121/n of the Minister of Education and Science of Georgia of 26 June 2012 – Website, 27.06.2012

Order No. 18/n of the Minister of Education and Science of Georgia of 23 February 2018 – Website, 23.02.2018

Order No. 149/n of the Minister of Education, Science, Culture and Sport of Georgia of 12 July 2019 – Website, 15.07.2019

Order No. 31/n of the Minister of Education and Science of Georgia of 18 February 2022 – Website, 21.02.2022