*As of 29 April 2026*

# Rule Governing Enrollment in and the Learning Process of Vocational Education Programs at Georgian Technical University

## Article 1. Scope of Regulation and Purpose of the Rule

1. In accordance with the legislation in force in the field of vocational education, this Rule regulates the following matters at LEPL – Georgian Technical University (hereinafter – the University): planning of the student contingent in vocational education programs; acquisition/suspension/termination/restoration of vocational student status; mobility of vocational students; enrollment of applicants with special educational needs in programs; regulation of the learning process; the procedure for assessing vocational students; the rights and obligations of vocational students; the award of qualifications; and other matters related to the learning process.

2. The administration of student enrollment in vocational education programs and of the process of implementing the programs is carried out, in coordination with the relevant faculties, by the Vocational Education Programs Center (hereinafter – the Center) of the University's Learning Process Management Service.

## Article 2. Rule for Planning the Student Contingent

1. The methodology for planning the student contingent in the University's vocational education programs, and the mechanism for its implementation, take into account the University's mission, strategic development plan, resources, labor market demands and other matters, which ensures that every vocational student has the opportunity to receive quality education.

2. The University's vocational student contingent is the total number of students with active status in all vocational education programs. Accordingly, contingent planning is closely linked to the planning and development of educational programs.

3. The contingent of a vocational education program is planned with the involvement of the faculty dean, the manager and the program heads, on the basis of: analysis of labor market research (vacancies published in the mass media, results of employer surveys and their written confirmation of current and projected demand for specialists); analysis of information provided by professional associations and by state, international and/or non-governmental organizations; the University's vocational education teachers with appropriate qualifications, and its material, library, information and financial resources; the facilities required for the practical component of vocational students; and, for existing programs, statistical data on the employment of graduates (including in the qualification obtained).

4. If the University's planned total student contingent exceeds the maximum number of vocational student places determined for the University by the Council for the Authorization of Vocational Education Institutions, the University applies, in the manner established by legislation, to LEPL – National Center for Educational Quality Enhancement to increase the maximum number of student places. The University is also entitled, within the maximum number of vocational student places, to request an increase in the number of places determined for each vocational education program.

5. Planning the filling/renewal of the vocational student contingent includes determining the places available for enrollment in a vocational program, for which purpose the Center applies to the faculties in advance to provide the relevant information.

6. The number of places for persons to be admitted to a vocational education program is calculated in accordance with the data of the Vocational Education Management Information System on the actual number of vocational students (students with active status, including those with suspended status) and the graduating students of the relevant year, as well as the number of admission places announced by the University for the relevant year in the manner established by legislation.

7. The Center ensures that the contingent submitted by the faculties and other necessary information (the decision of the Faculty Council, the official memo of the faculty dean) are presented to the University's Academic Council for approval.

8. In determining the contingent to be admitted, the Academic Council takes into account the University's activity priorities, the maximum number of vocational student places determined for the University by the Council for the Authorization of Vocational Education Institutions, and other factors.

9. The Center ensures the preparation, within the established deadlines, of the relevant documentation for submission to LEPL – National Center for Educational Quality Enhancement and LEPL – National Assessment and Examinations Center (hereinafter – the National Examinations Center).

## Article 3. Acquisition of Vocational Student Status

1. A person has the right to study in a vocational education program at the University on the basis of having completed the basic level of general education, the results of vocational testing, the analysis of the results of an interview/creative round/special round/practical work, and the satisfaction of additional requirements established by the standard of the vocational education program.

2. On the basis of the results of vocational testing and of the analysis of the results of the interview/creative round/special round/practical work, those applicants are identified who acquire the right to study in the vocational education program.

## Article 4. The Process of Enrollment in a Vocational Education Program

1. The stages of enrollment in vocational education programs are:

(a) completion of the questionnaire by the University;

(b) registration of applicants;

(c) selection of applicants;

(d) compilation of the ranking list of applicants, in the form approved by an individual administrative-legal act of the head of LEPL – Education Management Information System (hereinafter – the Management System);

(e) approval, by an individual administrative-legal act of the University Rector, of the ranking list compiled by the Management System taking into account the applicants' assessment results and the status of a recipient of subsistence allowance in the Unified Database of Socially Vulnerable Families;

(f) announcement of results and enrollment in the program, on the basis of which the applicant is granted vocational student status.

2. The selection of applicants means the assessment of applicants for the purpose of enrollment in the program.

3. The selection period and the dates of testing and of the start of studies are determined by an individual administrative-legal act/acts of the Minister of Education, Science and Youth of Georgia (hereinafter – the Minister's act).

4. Selection is conducted in the Georgian language, except in the case of enrollment in foreign-language vocational education programs.

5. The announcement of admission to foreign-language vocational education programs, the registration and selection of applicants and the enrollment of persons are carried out in the manner established by an individual administrative act of the University Rector, taking into account the requirements established by legislation.

6. The process of enrollment in a vocational education program is coordinated by the Center.

## Article 5. Procedure for Completing the Questionnaire

1. For the purpose of announcing admission to vocational education programs, the University electronically completes a questionnaire in the form established by an individual administrative-legal act of the head of the Management System, which serves as the source of information for the registration system created for the registration of applicants.

2. The Center is responsible for the accuracy of the information entered by the University in the Vocational Education Management Information System.

3. The number of vocational student places available for admission is calculated according to the following principle:

(a) the number of students with active status in a program is subtracted from the maximum number of vocational students determined for that program, and the resulting difference is added to the number of vocational students graduating from that program by the start of studies;

(b) the number of active vocational students is calculated in accordance with the data entered by the University in the Vocational Education Management Information System as of the day before the start of the questionnaire completion;

(c) the number of graduating vocational students is calculated as of the start date of studies, in accordance with the data in the Management Information System.

4. The number of places for applicants with special educational needs is determined above the maximum number of vocational students, within 15% of the announced places, except for a program that is implemented in a real work environment. Persons with special educational needs are admitted to such a program in accordance with the selection procedure established by legislation. The number of applicants with special educational needs to be admitted to the program is reflected in the questionnaire.

5. Within two working days after the final ranking lists become available to the University from the Management System, the University is entitled to increase the places available for admission, within the number of vacant places in the relevant program.

## Article 6. Registration of Applicants

1. For the purpose of registering for a vocational program, a person logs in to the registration system and registers as an applicant.

2. Registration of applicants takes place within the period established by the Minister's act.

3. At registration, an applicant is entitled to choose no more than 3 preferred programs.

4. The applicant is responsible for the accuracy of the information entered in the registration system at registration. Entering false data in the registration system may become grounds for refusing the applicant's enrollment or for invalidating the individual administrative-legal act issued by the University Rector on the enrollment of the vocational student.

5. Registration is confirmed by sending a one-time code to the applicant's e-mail and telephone number; the data entered is accessible to the applicant through an individual account.

6. The applicant may change their choice within the registration period established on the basis of paragraph 2 of this Article.

7. After the expiry of the period established on the basis of paragraph 2 of this Article, making changes in the registration system is not permitted.

## Article 7. The Applicant Selection Process, Assessment Methods and Stages

1. The selection of applicants is carried out in accordance with the procedures established by this Rule, taking into account the selection deadlines determined by the Minister's act.

2. The selection of applicants for a higher vocational education program is carried out on the basis of testing organized by the National Examinations Center, the dates and procedure of which are determined by order of the Minister. Taking into account the higher vocational education program, the University determines additional assessment mechanisms, in accordance with the selection procedure established by this Rule.

3. The date/dates of assessment of applicants and the assessment methods and stages are determined by an individual administrative-legal act of the University Rector. The University is obliged to enter this information in the registration system and also to publish it on the University's official website no later than 2 working days before the assessment date.

4. The University informs the applicant of the date/dates determined on the basis of paragraph 3 of this Article, within a reasonable period, through the means of communication indicated by the applicant at registration.

5. The assessment of applicants is carried out in one or two stages – in the form of testing and/or analysis of the results of an interview/creative round/special round/practical work.

6. The assessment of applicants is differentiated, and the minimum competence threshold is determined by the Rector's order referred to in paragraph 3 of this Article before the start of the selection stage.

7. The assessment of applicants for a higher vocational education program is carried out on the basis of testing organized by the National Examinations Center, the date of which is determined by the Minister's act.

8. If there is a valid reason, upon submission of the relevant supporting document, an applicant may be assessed on a different date, in which case the applicant will be admitted individually to the assessment stages, no later than the end of the assessment deadlines.

## Article 8. Selection and Appeals Commissions

1. For the purpose of selecting applicants, the University Rector establishes selection and appeals commissions, whose composition includes, in addition to University representatives, representatives of the University's partner organizations.

2. The commission consists of a chairperson and members.

3. A member of the selection commission is obliged, before the selection begins, to declare in advance all circumstances that may prevent them from objectively assessing an applicant and from making an impartial decision regarding that applicant.

4. In the case provided for in paragraph 3 of this Article, the commission member is obliged to declare self-recusal. That commission member may not participate in the assessment of the applicant or in making the decision regarding the applicant.

5. If a commission member does not declare the circumstances provided for in paragraph 3 of this Article, and this becomes known to the commission during the selection stage, the assessment of the applicant by that commission member will not be taken into account in making the final decision.

6. If a commission member does not declare the circumstances provided for in paragraph 3 of this Article, and this becomes known to the commission after the competition has ended, disciplinary liability may be applied to that member in the case of University staff.

7. A person who participated in any stage of the selection may not be a member of the appeals commission.

## Article 9. Working Procedure of the Selection Commission

1. The working procedure of the commission is determined by the chairperson of the commission.

2. A meeting of the commission is authorized if more than half of its members are present.

3. The decision of the commission is made in accordance with Article 11 of this Rule.

4. The commission meeting is recorded in minutes signed by the chairperson and the commission members present. A commission member has the right to attach a dissenting opinion to the minutes, in which case a corresponding entry is made in the minutes.

## Article 10. Working Procedure of the Appeals Commission

1. The working procedure of the commission is determined by the chairperson of the commission.

2. A meeting of the appeals commission is authorized if more than half of its members are present. Each member of the commission has one vote.

3. The decision of the appeals commission is made by a majority of the votes of the members present. In the event of a tie, the vote of the chairperson is decisive.

4. The decision of the appeals commission is recorded in the minutes of the meeting, signed by the chairperson of the appeals commission and the members present. A member of the appeals commission has the right to express a dissenting opinion and attach it to the minutes, in which case a corresponding entry is made.

5. For the purpose of considering complaints concerning the selection procedures and results, applicants have the right to apply to the appeals commission no later than 1 working day after the announcement of the results of the selection stage. An application submitted to the appeals commission is considered within no more than 2 working days of receipt. Minutes on the identified deficiency are drawn up regarding the decision taken, and are submitted to the selection commission for the final decision.

6. The final decision is made by the selection commission, taking into account the decision of the appeals commission.

## Article 11. Decision-Making by the Selection Commission

1. After the interview/creative round/special round/analysis of practical work results and/or testing of applicants, the commission, in their absence, at a meeting, considers the scores received by each applicant in the assessment.

2. The selection commission makes the decision on the final results within three days of the end of the assessment.

## Article 12. Results of the Assessment of Applicants

1. In the period provided for in paragraph 1 of Article 7 of this Rule, the University enters the assessment results of the applicants in the registration system.

2. The ranking list of applicants is compiled by the Management System in the manner established by legislation.

3. The Management System ensures:

(a) the availability to the University of the ranking lists of applicants for each program;

(b) the availability to the applicant of information about their place in the ranking, taking into account the ranking score, for all the programs they have chosen.

## Article 13. Enrollment at the University

1. The University is obliged to enroll applicants taking into account the number of places announced for the program and the applicant's position in the ranking list, from highest to lowest, on the basis of the applicant's written expression of will.

2. For a higher vocational education program, the Management System compiles the ranking list taking into account the testing, the final results of the University's assessment (if any) and social status, which the head of the Management System approves by an individual administrative-legal act.

3. For the purpose of enrolling applicants, the following are determined by an individual administrative-legal act of the University Rector:

(a) the list of documents to be submitted by the applicant for enrollment;

(b) the form of submission of documents;

(c) the deadlines for submission of documents;

(d) the conditions and deadlines for concluding the contract;

(e) other matters related to the enrollment of applicants.

4. Within the deadlines established by the Minister, taking into account the procedure established by paragraph 1 of this Article and the requirements of this Article, an individual administrative-legal act of the University Rector on the enrollment of applicants in the program is issued.

5. The applicant is obliged, within 3 months of enrollment, to submit to the University a document confirming basic general education / a document confirming complete general education, a document equivalent to it, or another document confirming education, which was issued to them on the basis of receiving basic general education/complete general education in accordance with the legislation of Georgia. A person is released from the obligation to submit these documents if the completion of the relevant level of general education is confirmed in the Vocational Education Management Information System. A person holding an educational document from a foreign country must additionally submit a document confirming the recognition of the education received abroad.

6. An applicant who has chosen several programs at registration is entitled to enroll in only one program.

7. In the ranking list, the applicant's place is taken by the next applicant according to the ranking list:

(a) if the University refuses to enroll the applicant, in accordance with the grounds determined by the Rector's individual administrative-legal act provided for in paragraph 4 of this Article;

(b) if the applicant declines enrollment in the program.

8. If, at the time of compiling the ranking list, the number of applicants is less than the number of places available for admission to the program, the ranking list is compiled taking into account all applicants who have passed the minimum competence threshold.

9. If two or more applicants are placed in the ranking list with an equal ranking score, and their enrollment in the program would cause the number of enrolled vocational students to exceed the number of places announced for that educational program, the University's relevant educational program will be increased by the number of admission places necessary

to enroll the applicants with equal scores referred to in this paragraph.

10. If, on the basis of paragraph 9 of this Article, the number of enrolled vocational students exceeds the limits of the number of vocational students to be admitted determined for the relevant year for the places allocated to the University's relevant vocational education program, the number of added places will be deducted from the places determined for the next admission to the same program.

11. The University is obliged, in the manner established by legislation, to ensure that information about persons enrolled in the program is entered in the Vocational Education Management Information System before the start date of studies determined on the basis of the Minister's act.

*(Resolution No. 01-05-04/13 of the Academic Council (Senate) of 19 February 2026)*

*(Resolution No. 01-05-04/50 of the Academic Council (Senate) of 29 April 2026)*

## Article 14. Conditions for Enrollment of Fewer than Five Vocational Students in a Program

1. A group will not be opened in a program if the number of vocational students enrolled in it is fewer than five.

2. A vocational student who has been enrolled in a vocational education program in which the number of enrolled vocational students is fewer than five has the right to:

(a) in order to continue studies, use the right of external mobility and transfer to another institution in accordance with the procedure established by legislation;

(b) use the right of internal mobility to another related program;

(c) suspend vocational student status and retain the legal status they have acquired.

## Article 15. Enrollment in a Vocational Education Program Without Testing

1. The right to enroll in a vocational education program without testing may be granted to:

(a) foreign citizens with the status of compatriot living abroad;

(b) citizens of Georgia who completed the secondary level of general education in a foreign country's general education program in the year of enrollment or the year preceding enrollment, and whose education has been recognized in accordance with the procedure established by legislation;

(c) citizens of Georgia and persons provided for by Article $20^{13}$ of the Law of Georgia "On the Procedure for Registration of Citizens of Georgia and Foreigners Residing in Georgia, and Issuance of Identity (Residence) Cards and Georgian Citizen Passports," who completed the secondary level of general education at a general education institution located in an occupied territory as provided for by the Law of Georgia "On Occupied Territories," and whose complete general education has been recognized in accordance with the procedure established by the Ministry;

(d) asylum seekers, refugees, or persons with humanitarian status.

2. The conditions for registration determined by order of the Minister apply to the persons provided for by paragraph 1 of this Article, while the selection procedure and conditions for them are determined in accordance with an individual administrative-legal act of the University Rector.

3. The University enters information about the applicants selected in accordance with paragraph 2 of this Article in the Vocational Education Management Information System during the selection period determined by the Minister's act.

4. An individual administrative-legal act of the University Rector is issued on the enrollment of applicants selected in accordance with paragraph 2 of this Article, and the information is

entered in the Vocational Education Management Information System in the manner established by legislation.

## Article 16. Enrollment of Applicants with Special Educational Needs in the Program

1. An applicant whose status as a person with special educational needs has been confirmed by a psycho-educational assessment and counseling specialist/specialists has the right, for the purpose of enrollment at the University, to make the corresponding choice on the registration portal within the registration period determined by the Minister's act.

2. The University considers the recommendations prepared by the psycho-educational assessment and counseling specialist/specialists and the attached documentation, and makes a decision on the applicant's enrollment in the vocational program.

3. If the number of applicants registered for a program exceeds the number of places provided for applicants with special educational needs in the vocational education program, then at enrollment preference is given to the applicant with special educational needs who is acquiring vocational student status for the first time.

4. When enrolling applicants with special educational needs, the University takes additional criteria/conditions into account. If the number of applicants registered for a program exceeds the number of places provided in the program for applicants with special educational needs, except in the case provided for in paragraph 3 of this Article, preference is given to an applicant in the following categories:

(a) has no status of pupil, vocational student or student;

(b) was unable to acquire vocational student status in the previous year due to an insufficient number of places provided for persons with special educational needs;

(c) has completed fewer vocational education programs;

(d) a person in state care;

(e) has the status of socially vulnerable;

(f) has the status of internally displaced person;

(g) a representative of a family with many children.

5. Among the applicants provided for by paragraph 4 of this Article, preference is given to applicants determined in accordance with the alphabetical list of statuses. Where two applicants on the list have the same status, preference is given to the applicant who registered earlier.

6. For the purpose of enrolling applicants with special educational needs in programs, the University Rector issues an individual administrative-legal act and enters in the Vocational Education Management Information System the information on granting them the right of enrollment; in addition, the Rector ensures that the applicant with special educational needs is informed within the deadlines determined by the Minister's act for the selection of applicants, and concludes a contract with the applicant/their legal representative.

7. The University enters the data on the enrolled vocational students in the Vocational Education Management Information System before the start date of studies determined by the Minister's act.

## Article 17. Financial and Learning Contracts of a Vocational Student

1. A student is obliged to complete academic registration (conclusion of the learning contract) and administrative registration (conclusion of the financial contract and/or payment of the tuition fee).

2. Failure to submit the relevant documentation – a copy of the identity card/passport and the document(s) required as a precondition for admission to the program – and/or failure to conclude the learning contract will be considered as failure to complete academic registration.

3. Contracts are prepared at the learning process management department of the relevant faculty. The financial contract is concluded between the vocational student and the Rector; the learning contract is concluded between the vocational student and the Vice-Rector/Dean and contains the list of modules to be completed by the vocational student (Annex 1).

4. An additional learning contract is likewise concluded between the vocational student and the Dean and contains the list of additional modules to be completed by the vocational student.

5. The learning contract, as well as the additional learning contract, constitutes the basis of the financial contract.

6. The completed financial and learning contracts are signed by the vocational student personally, and in the case of a student under 18 years of age, the financial contract is also signed by their parent or other legal representative. Legal representation must be confirmed by the relevant document, a copy of which must be kept in the vocational student's personal file.

7. The financial and learning contracts are concluded in two copies – one remains with the vocational student, and the other is kept in the vocational student's personal file at the Dean's Office. The vocational student must pay the tuition fee (if an obligation exists) within the period specified in the financial contract.

8. The learning contract must specify:

(a) the vocational student's surname and first name;

(b) personal number;

(c) the name and level of the vocational education program;

(d) the names of the modules and the corresponding number of credits.

9. The learning contract specifies all the modules provided for by the educational program. The additional learning contract specifies the modules to be completed additionally (again).

10. If a vocational student has modules to complete additionally (again), before concluding the learning contract, as well as the additional learning contract, they must receive consultation at the Dean's Office. The purpose of the consultation is to select, among the modules to be completed additionally (again), the preceding modules in accordance with the program, as well as the optimal periods for completing them.

11. A module may be retaken in a period selected by the Dean's Office and the head of the relevant program, in agreement with the Center.

12. After concluding the learning contract, the vocational student must complete all the modules specified in the contract (including the additional one).

13. Changing the learning contract is not permitted after the start of the learning process.

## Article 18. Conduct of the Learning Process

1. The dates of the learning process (start, end) of a vocational education program are determined by an individual administrative-legal act of the University Rector.

2. The learning process takes place in accordance with the study schedules drawn up on the basis of the program's curriculum, in the form of lecture, practical and laboratory sessions.

3. No later than one week before the start of the learning process, the head of the vocational education program submits the workloads of vocational education teachers to the head of the Center for approval. The weekly workload of a vocational education teacher must not exceed 40 hours, of which no fewer than three hours are designated for validation of the assessment

instrument, consultation of vocational students, familiarizing them with assessments and issuing individual recommendations, and other accompanying procedures of the learning process.

4. The vocational education teacher is obliged to keep a record of the vocational student's attendance and of confirmation of learning outcomes, to ensure that sessions are conducted with quality according to the schedule set by the study timetable, to provide vocational students with additional consultations and, where necessary, to ensure repeated confirmation of results, and to participate in the processes of validation and verification of the assessment instrument.

5. The vocational education teacher implementing a module is obliged, within 2 weeks of the end of the module, to submit the assessment evidence to the head of the program. If the module is a prerequisite for another module, within no later than 3 days of the end of the module the teacher must provide the head of the educational program with information about the vocational students who were unable to confirm the learning outcomes provided for by the module. In a repeat assessment, if the module is a prerequisite for another module, the module's implementer is obliged to submit the assessment evidence to the head of the program no later than 1 day before the start of the new module.

4. The study and rest time of vocational students is determined in accordance with the study timetables. The timetable of lecture and practical sessions is drawn up weekly according to the programs' curricula and is posted on the University website for interested persons.

5. A journal/record for confirmation of learning outcomes is kept for each group of vocational students and is stored at the relevant faculty.

6. The duration of a session is one astronomical hour (an academic hour – 45 minutes, break – 15 minutes).

7. The learning process may be conducted in different shifts or on a split schedule.

8. The timetable of sessions is posted on the University website before the start of studies.

9. In vocational education programs, the study week is defined as six working days.

10. The rest days of vocational students are determined as the public holidays provided for by the labor legislation of Georgia and the vacation period determined by the dates of the learning process of the vocational education program.

## Article 19. Validation Process

1. No later than 2 weeks before implementing the module/modules of a vocational education program, the vocational education teacher submits the calendar plan and the assessment instruments to the head of the vocational education program for validation.

2. The validator may be a University academic staff member of the relevant field who does not participate in the implementation of the module. If there is no such person, a specialist of the relevant field may be invited as a validator.

2. The validator may not be a member of the verification group.

3. The validator/validators are approved by order of the dean of the relevant faculty on the nomination of the head of the vocational education program.

4. The validation process is monitored by the Center.

5. The validation form is confirmed by the signature of the field validator approved by the Dean and of the head of the Center.

6. The completed (signed) validation forms are kept by the head of the relevant program.

## Article 20. Assessment System for Vocational Students

1. The assessment of a vocational student is carried out through ongoing and interim assessments. The interim assessment period must be determined by the curriculum of the vocational education program (Annex No. 3).

2. In assessing a vocational student, both formative and summative assessment are used. Summative assessment is conducted for the purpose of confirming the achievement of learning outcomes, while formative assessment is used in ongoing and interim assessment.

3. In assessing vocational students, the ability of the person being assessed to apply knowledge and skills is verified. In competence assessment, assessment is carried out according to the performance criteria given in the specification of each module.

4. Competence-based assessment means demonstrating to what extent the vocational student is able to apply the knowledge and skills acquired.

5. In the process of competence-based assessment, the level of the vocational student's knowledge and skills is determined in accordance with the assessment standard. A vocational student is considered competent if they are able to carry out the activity provided for by the learning outcome.

6. Evidence is tangible confirmation of the vocational student's achievement of a learning outcome. Evidence may be a test completed by the vocational student, a drawing produced, an item made or a photo of an item, a checklist completed by the teacher as a result of observing the work performed by the vocational student, and so on.

7. The collection of evidence, and accordingly the assessment of students, takes place throughout the learning process and/or at the end of studies. Evidence is retained for 3 years.

8. Important features of assessment within modules are:

(a) in order to confirm completion of a modular program, all the modules provided for by the program must be positively assessed;

(b) within a module, the learning outcome/outcomes corresponding to the module must be positively assessed;

(c) within a module, all the criteria corresponding to each learning outcome must be positively assessed;

(d) several learning outcomes may be assessed together.

9. If a learning outcome is not confirmed, the student is given the right, once, to re-confirm that learning outcome within 10 days of receiving the summative negative assessment. If a negative result is received in summative assessment, the vocational student has the right, before the completion of the program, to request additional assessment of the achievement of learning outcomes.

10. Assessment may be carried out in various environments: in a classroom, at a workplace (or in workplace-like conditions), and others.

11. The directions of assessment are:

(a) observation of the process;

(b) product/result;

(c) questioning (academic – cognitive; creative; analytical skills).

12. The results of assessment may be reflected in the following documents:

(a) written evidence produced by the person being assessed and used in the assessment, namely: test sheets, projects, etc.;

(b) documents completed by vocational education teachers during an interview, oral questioning and/or practical assessment;

(c) a record document containing all results of the person being assessed, prepared by the educational institution;

(d) documentation confirming the achievement of learning outcomes, with the corresponding annexes;

(e) evidence submitted by the vocational student is kept in a portfolio, which helps both the assessor and the person being assessed to collect and present evidence corresponding to professional standards;

(f) assessment documentation may be in written as well as electronic format. In either format, the document must reflect all the evidence presented and must also show the conformity of the assessor's assessment decisions with the assessment standards. The document must contain information about where the evidence is located, so that an external verifier can find and check it.

13. The form of the assessment instrument is determined by Annex No. 4 to this Rule.

14. Interim assessment is held at the midpoint of the program's implementation, when the vocational student will have completed no less than 40% and no more than 60% of the learning outcomes of the corresponding modules, and the subject matter concerns only the learning outcomes achieved before the interim assessment is held. Interim assessment is mandatory, and admission of a person to the qualification exam without participation in the interim assessment is not permitted.

15. Interim assessment is formative, and for its implementation the head of the relevant program, the faculty's quality assurance service and the field's vocational education teacher must develop an assessment form, which is approved at the relevant faculty.

16. The following may be used in interim assessment:

(a) a complex assignment;

(b) a practical assignment;

(c) a presentation;

(d) a presentation of a portfolio;

(e) a completed or ongoing project;

(f) analysis by the vocational student of their own learning outcomes by preparing a self-assessment report;

(g) another type of assignment/assignments, taking into account the specifics of the vocational education program.

17. The interim assessment commission is approved, and its working and decision-making procedure is determined, by a faculty order of the relevant faculty. The composition of the assessment commission includes vocational education teachers, and the participation of the institution's partner organizations and sectoral associations and/or field experts and/or education experts and/or institutions implementing other vocational education programs may be provided for.

18. Within the framework of interim assessment, differentiated (scored) and/or non-differentiated (confirmed/not confirmed) assessment may be used.

19. Interim assessment must conclude with developmental feedback, which means comments/feedback aimed at identifying the vocational student's strengths and weaknesses and supporting learning.

20. If a vocational student was unable to attend an assessment or exam due to illness or another valid reason, they have the right to apply to the Rector with a written request for the reinstatement of the assessment/exam no later than 15 days after the removal of that reason. The student is obliged to attach to the request for reinstatement of the assessment/exam the document/documents confirming the valid reason. The head of the relevant program ensures,

within no more than 3 days, the vocational student's admission to the additional ongoing/interim assessment/exam.

## Article 21. Accumulation of Credits by a Vocational Student

1. A vocational student may receive/accumulate credits (ECVET) (hereinafter – credit) only after achieving the learning outcomes planned by the module.

2. The credit of a module is the sum of the credits of the learning outcomes it contains.

3. The set of learning outcomes achievable under full study workload in one calendar year amounts to 60 credits. Full study workload means a load of 1500–1800 hours (contact and non-contact) for a person during one calendar year.

4. The number of credits required for the award of a qualification is determined according to the qualification level and the duration of the program established by the vocational education standard.

5. The number of credits accumulated by a vocational student is reflected in the vocational student's study card, which is kept in their personal file.

6. Information about the credits accumulated in each module and the assessments received is entered in the vocational student's study card on the basis of the vocational student assessment record (Annex No. 5) submitted by the lead vocational education teacher of the module.

7. After a vocational student completes (fully finishes) the educational program, if they have not suspended their vocational student status, they will be awarded the qualification and issued a vocational diploma.

## Article 22. Rule for Implementing the Practical Component of a Vocational Program

1. The outcome of the practical component provided for by a module of a vocational education program may be achieved in a real and/or simulated work environment.

2. In a simulated work environment, the practical component is carried out on the University's premises, under the supervision of the vocational education teacher implementing the relevant module, who is obliged, before the practice is carried out, to ensure that vocational students are informed on the matters determined by paragraph 10 of this Article.

3. In a simulated work environment, the practical component is assessed by the vocational education teacher implementing the relevant module, in accordance with the program/module.

4. In a real work environment, the practical component is carried out in the form of cooperative learning, on the basis of a contract/memorandum concluded with partner organizations in the manner established by legislation.

5. Together with the University, an entrepreneurial entity/legal person, or a person with the status of micro/small business or fixed-tax payer status in accordance with the procedure established by the legislation of Georgia (the organization), has the right to implement a vocational program in the form of cooperative learning.

6. Before the contract/memorandum is concluded, it must be assessed to what extent the organization meets the following criteria established by legislation:

(a) whether the organization's human and material resources conform to the program's requirements and learning outcomes;

(b) if the organization carries out an activity subject to a license/permit or other special regulation under the legislation of Georgia, whether the organization has obtained the relevant license/permit or other authority provided for by the special regulation;

(c) whether the organization meets the additional criteria, if any, established by the University for implementing the practical component of the relevant vocational program.

7. The head of the relevant vocational education program and the vocational education teacher implementing the relevant module are responsible for assessing the criteria determined by paragraph 6 of this Rule.

8. The contract/memorandum concluded with the partner organization must include:

(a) identification data of the organization and the University;

(b) the name of the program (in Georgian and English) within which the cooperation is carried out;

(c) the addresses of the organization and of the place where the program is implemented;

(d) the partner organization's obligations to ensure compliance with occupational safety rules and to create a safe working environment during the implementation of the practical component of the vocational program;

(e) the term of the contract/memorandum, which must not be shorter than the duration of the program, and the procedure for terminating the contract/memorandum;

(f) other rights, obligations and responsibilities of the partner organization/University and other matters determined by the legislation of Georgia.

9. The distribution of vocational students to practice sites is carried out by the vocational education teacher implementing the relevant module, on the basis of the contract concluded with the partner organization, in accordance with the vocational program/module.

10. The head of the program and the vocational education teacher implementing the relevant module organize a working meeting with vocational students at least one week before the start of the work-based practice and inform them about the following matters:

(a) the duration of the work-based practice days;

(b) the arrival and departure times at the practice site;

(c) the number of practice hours per day;

(d) occupational safety rules and ethical norms.

11. At least one week before the start of the practice, an order of the dean of the relevant faculty is issued, and the head of the vocational program sends the partner organization a referral/letter/information stating the name of the practice site, the contact information of the vocational education teacher implementing the relevant module – the practice supervisor, the name of the program/module, the duration and scope of the practice, and the named list of vocational students assigned to the site.

12. The assignment of vocational students with special educational needs to practice is carried out with the active involvement of an inclusive vocational education specialist together with the legal representative, on the basis of a preliminary assessment of the learning environment of the practice site.

13. If necessary, when, taking into account environmental factors and/or force majeure, it is not possible to assign vocational students to practice, the head of the program is entitled to postpone the work-based practice for a reasonable period, for which a change is made to the curriculum.

14. The vocational education teacher implementing the relevant module is responsible for monitoring the attendance of vocational students. If a vocational student fails to fulfill their obligations or the partner organization violates the requirements of the Labor Code, the teacher is obliged to provide information in writing to the head of the program.

15. The vocational education teacher implementing the module, as well as the work-based practice supervisor/instructor/mentor assigned by the partner organization (if any), are responsible for carrying out the practice.

16. The practice is conducted in accordance with the practical component of the relevant module.

17. The assessment of vocational students is carried out in accordance with the program/module by the vocational education teacher implementing the module and/or the work-based practice supervisor/instructor/mentor assigned by the partner organization (if any). The vocational education teacher implementing the module is obliged to familiarize the practice supervisor/instructor/mentor assigned by the partner organization with the practical component of the relevant module and the vocational student assessment rule.

18. The University ensures that information about the partner organization participating in the implementation of the program in the cooperative form is entered in the Management System.

*(Resolution No. 01-05-04/50 of the Academic Council (Senate) of 29 April 2026)*

## Article 23. Appeal of the Assessment of Learning Outcomes

1. A vocational student who disagrees with the assessment of learning outcomes or of an exam is entitled, within three working days of becoming familiar with the assessment result, to apply with a reasoned complaint to the dean of the relevant faculty and request a review of the results.

2. The complaint is considered, and the relevant conclusion is prepared, within no more than 2 days by a sectoral commission established by order of the dean, which includes the head of the faculty's quality assurance service, the head of the relevant program and a specialist of the field. On the basis of the commission's conclusion, the dean makes the relevant decision.

3. The dean's decision may be of the following kinds:

(a) confirmation of the assessment in question;

(b) repeat assessment under the same conditions;

(c) repeat assessment before a commission;

(d) refusal to uphold the complaint.

4. The decision made is communicated to the vocational student within 2 working days. The dean's decision may be appealed in the manner established by legislation.

5. If, in the course of considering the matter, signs of violation of the requirements established by the University's Code of Ethics emerge, the matter is referred to the relevant body conducting disciplinary proceedings for further response.

## Article 24. Vocational Student Assessment Record

1. The vocational student assessment record (hereinafter – the record) is a compilation of the achievements of vocational students (confirmations of learning outcomes) in each module.

2. When entering information in the record, the lead vocational education teacher of the module must rely on the data of the lead vocational education teachers of the various kinds of sessions provided for by the format of the module.

3. The lead vocational education teacher of the module assumes full responsibility for the information given in the record.

4. The student assessment record must contain the following information:

(a) the name of the University and of the faculty;

(b) the name of the vocational education program;

(c) the number of the vocational group;

(d) the name of the module;

(e) the first name and surname of the vocational teacher implementing the module;

(f) the number of credits of the relevant module;

(g) the first name and surname of the vocational student;

(h) the confirmation of learning outcomes by the vocational students;

(i) the signatures of the vocational education teacher implementing the module, the head of the program and the dean of the faculty, the date, and registration information.

## Article 25. Integration of Inclusive Education into the Learning Process and Mechanisms for Creating an Inclusive Learning Environment

1. The University implements inclusive education, which means including vocational students with special educational needs in the learning process and ensuring the creation of an appropriate learning environment for them.

2. If necessary, for vocational students with special educational needs the University develops an individual curriculum, which is based on the vocational education program/module and is its modification (a qualitative or quantitative change of the learning outcomes to be achieved) and/or accommodation (a change in teaching and assessment approaches without changing the learning outcomes to be achieved), and accordingly specifies the additional educational services needed by the vocational student with special educational needs.

3. The individual curriculum will be used as a guide for carrying out the educational process of the vocational student with special educational needs. Within the individual curriculum, the ongoing assessment of the vocational student with special educational needs will be carried out individually, against the defined learning outcomes to be achieved, while the final assessment and the award of credits will be carried out in relation to the requirements of the educational program/module.

4. For vocational students with special educational needs, the University ensures accessibility of the physical environment in the learning process by equipping the relevant infrastructure.

## Article 26. Mobility

1. Mobility is possible by transferring from one vocational education program to another vocational education program at the University (internal mobility), or by moving from another institution implementing vocational education programs to a vocational education program of the University (external mobility).

2. The right to mobility belongs to a person who has acquired vocational student status in accordance with the procedure established by the legislation of Georgia and who is a vocational student at the moment mobility is carried out.

3. Mobility may be carried out within a vocational education program awarding a qualification of the same or a lower level of the "National Qualifications Framework" (Annex No. 1) approved by Article 1 of Order No. 69/N of 10 April 2019 of the Minister of Education, Science, Culture and Sport of Georgia "On Approving the National Qualifications Framework and the Classifier of Fields of Study."

4. A vocational student has the right to mobility only to a program whose admission prerequisite they meet.

5. A person whose vocational student status is suspended at the moment mobility is carried out has the right to mobility. Vocational students whose institutions were liquidated without determining a legal successor, or whose institution lost the right to implement the program or lost educational institution status, are, for the purposes of this Rule, considered persons with suspended vocational student status, and the conditions established by this Rule apply to them.

6. The University is entitled to offer mobility to a vocational student if, in the course of studies, an insufficient number of students remains in the group and the University has no other group in the same specialty.

7. When the circumstances referred to in paragraph 6 of this Article arise, the University is entitled to offer the vocational student internal mobility to another, related vocational program at the University.

8. If the University does not have the program referred to in paragraph 7 of this Article, it offers the vocational student external mobility so that they can complete their studies at another educational institution implementing related vocational education programs.

9. The mobility of a vocational student is carried out within the maximum number of vocational students determined for the relevant program.

10. The mobility process is administered by the Center.

11. In order to obtain the right of enrollment through mobility, the vocational student – or, in the case of a minor vocational student, their legal representative – applies to the University Rector with the relevant application. The application must indicate the name of the program to which the vocational student wishes to transfer. The application must be accompanied by:

(a) a copy of an identity document;

(b) a copy of the relevant legal act on the enrollment of the vocational student;

(c) information issued by the relevant institution on the modules completed by the vocational student.

12. Failure to submit the documentation determined by paragraph 11 of this Article, or submitting it incompletely, may become grounds for refusing to consider the person's application.

13. The University is entitled to obtain additional information from the system about the vocational student's status, the grounds for suspension of status (if any), and the learning outcomes they have achieved.

14. The University is entitled to refuse the enrollment of a person through mobility if:

(a) it has no vacant places within the maximum number of vocational students determined for the program;

(b) it cannot ensure the further education of the person seeking mobility, taking into account the specifics of implementing the receiving program;

(c) the person seeking mobility does not meet the prerequisites established by the University for enrollment in the program (if any).

15. The application of a person seeking mobility is considered, and the decision on the person's enrollment or refusal of enrollment is made, within the time limits established by the General Administrative Code of Georgia.

16. The relevant faculty commission of the University determines the compatibility of the learning outcomes achieved by the person seeking mobility within the program they completed with the chosen program, in accordance with the legislation of Georgia and the procedure established by Article 28 of this Rule.

17. Recognition is formalized by an order of the University Rector issued on the basis of the conclusion of the relevant faculty commission of the University, which indicates the conformity of the educational program completed by the vocational student seeking external mobility with the receiving program – or, in the case of internal mobility, with another program of the University – as well as the recognized learning outcomes and number of credits. If necessary, the University is obliged to draw up an individual curriculum taking into account the interests of the vocational student.

18. The enrollment of a vocational student through mobility is formalized by an order of the University Rector.

*(Resolution No. 01-05-04/50 of the Academic Council (Senate) of 29 April 2026)*

## Article 27. Conformity of Educational Programs

1. The compatibility of learning outcomes achieved within a vocational education program is determined, and the decision on recognition of the corresponding credits is made, by the faculty commission.

2. Credits received within the program of an educational institution in which enrollment and teaching were carried out in the manner established by legislation are subject to recognition.

3. As a result of a substantive review, the conformity between the modules completed by the vocational student and the modules of the University's vocational education program may be established.

4. The faculty commission is entitled, on the basis of an interview and/or exam, to determine the compatibility of the vocational education received by the person seeking mobility with the University's vocational education program.

5. Recognition of the credits of a vocational education program means comparing the credits and learning outcomes obtained by the vocational student within another authorized vocational education program with the University's vocational education program in which the person wishes to continue or resume studies.

6. The decision on recognition of program credits specifies in detail the correspondences and discrepancies between the program completed by the vocational student and the University's vocational education program.

7. The conclusion reached by the faculty commission is submitted to the University Rector, who makes the final decision.

8. The administrative-legal act issued by the University Rector on recognition of education received by a student at another educational institution indicates the conformity of the educational program completed by the student with the University's program, as well as the number of credits recognized.

## Article 28. Suspension/Restoration of Vocational Student Status

1. Suspension of vocational student status is considered to be the release of the University and the vocational student from the performance of their rights and obligations, without termination of student status.

2. The grounds for suspension of vocational student status are:

(a) the vocational student's personal application without giving a reason;

(b) failure to complete administrative (financial) or academic (study) registration;

(c) failure to confirm the learning outcomes of three or more modules;

(d) failure to conclude the additional learning contract;

(e) pregnancy, childbirth, child care;

(f) illness, if the vocational student's inability to participate in the learning process is documented;

(g) criminal prosecution, before the court's verdict enters into legal force, which excludes the possibility of the vocational student's participation in the learning process;

(h) call-up for compulsory military service or military reserve service;

(i) another case provided for by legislation.

3. Suspension of status is not permitted for a vocational student who leaves Georgia within an exchange vocational education program.

4. The maximum period of suspension of vocational student status is 5 years.

5. When status is restored, the student continues studies from the stage at which their student status was suspended.

6. If, at the moment of restoration of status, the University no longer implements the program on which the vocational student's status was suspended, restoration of the vocational student's status is permitted by carrying out mobility to another program, in compliance with the conditions provided for by Article 27 of this Rule.

## Article 29. Termination of Vocational Student Status

1. Termination of vocational student status is considered to be the release of the University and the vocational student from the performance of their rights and obligations, without the right of restoration of the vocational student.

2. In the event of termination of vocational student status, re-acquiring it is permitted in the manner established by legislation.

3. The grounds for termination of vocational student status are:

(a) the expiry of the 5-year period from the suspension of student status, except in the cases provided for by legislation;

(b) completion of the educational program;

(c) personal application;

(d) failure to meet the requirements of the educational program within the time limits established by the rules regulating the learning process;

(e) a decision made as a result of disciplinary prosecution of the vocational student on the basis of the norms of the University's internal regulations and Code of Ethics;

(f) death;

(g) transfer to another educational program (internal mobility) or to another educational institution (external mobility);

(h) another case provided for by legislation.

## Article 30. Mechanism for Ensuring the Further Education of a Vocational Student in the Event of Change/Cancellation of a Vocational Education Program

1. A vocational program may be changed or cancelled on the basis of a change/cancellation of the vocational standard, an analysis of assessment results, or other cases provided for by legislation.

2. In the event of change or cancellation of a vocational program, the University ensures that the measures necessary for the further education of the vocational student are taken.

3. In the event of change of a vocational program, the University ensures the transfer of the vocational student to an alternative/changed vocational program.

4. In the event of cancellation of a vocational program, the University ensures the completion of the vocational program in a phase-out mode or, by agreement with the student, ensures their transfer to another vocational program operating at the University, provided that compliance with the program's admission prerequisites is confirmed. If this cannot be done due to non-conformity with the established mobility rules, the University offers the vocational student external mobility to an institution with which it has concluded a mutual cooperation contract/memorandum.

## Article 31. Award of a Vocational Qualification and Issuance of the Vocational Diploma/Supplement

1. A mandatory condition for awarding a qualification to a vocational student is passing the qualification exam, the purpose of which is to assess the vocational student's ability to apply the learning outcomes achieved in a complex manner in carrying out professional duties and tasks.

2. The prerequisite for admission to the qualification exam is the confirmation of all learning outcomes provided for by the program and participation in the interim assessment.

3. The general rule and conditions for conducting qualification exams are determined by the Minister. The relevant sectoral skills organization is entitled, taking into account the specifics of the field, to determine additional conditions for conducting the qualification exam.

4. A qualification commission is established by order of the dean of the faculty, which examines all the documentation necessary for awarding the qualification.

5. The Rector, by an individual administrative-legal act, awards the vocational student the relevant qualification determined by the vocational education program.

6. After the qualification is awarded, the person is issued a diploma and diploma supplement in the form established by legislation.

7. A vocational student who has not completed or was unable to complete the relevant vocational education program, or who completed the educational program on the basis of an individual curriculum in accordance with Article 25 of this Rule, is given an appropriate certificate on the learning outcomes achieved (Annex No. 6).

*(Resolution No. 01-05-04/50 of the Academic Council (Senate) of 29 April 2026)*

## Article 32. Personal File of a Vocational Student

1. The Dean's Office of the relevant faculty creates a personal file for each vocational student.

2. The personal file must contain:

(a) the vocational student's study card (Annex 2);

(b) a copy of the document confirming education;

(c) the financial contract (including the additional one, if any);

(d) the learning contracts (including the additional ones, if any);

(e) a copy of the identity card;

(f) two color photographs, 3x4, and an electronic version of it (on a CD);

(g) a copy of the military document (for persons liable for military service);

(h) an extract/certified copy of the enrollment order;

(i) certified extracts/copies of orders relating to the vocational student's learning process.

3. The vocational student's personal file must also contain properly certified health certificates and other documents submitted by the vocational student during the period of study, copies of references issued to the vocational student, information reflecting their activity, encouragement and disciplinary action, and so on.

4. The personal file of a graduate must also contain certified extracts/copies of the documents related to the award of the qualification.

5. The vocational student's personal card must contain the following details:

(a) the first name and surname of the vocational student (in Georgian and English);

(b) personal number;

(c) date of birth;

(d) residential address, telephone number, e-mail address;

(e) data of the document/documents confirming education.

## Article 33. Rights/Obligations of a Vocational Student

1. A vocational student has the right to receive quality education corresponding to their interests and to be actively involved in learning and practical activities.

2. Restriction of a vocational student's rights is not permitted, unless it serves to resolve organizational issues of the learning process, to ensure high-quality teaching, discipline and safety, or is aimed at preventing activity contrary to the University's goals and principles.

3. In addition to the rights established by legislation and the University's internal legal acts, a vocational student is entitled to:

(a) demand the fulfillment of the obligations determined by legislation, the University's internal legal acts, the contract concluded with the vocational student and the educational program;

(b) use the University's material and technical base, learning and support resources, library, information and other means;

(c) receive from the administration of the relevant faculty exhaustive information about their rights, the educational programs and the University's other resources;

(d) freely express their opinion and, with reasons, decline to share ideas offered to them during the learning process;

(e) participate in developing an individual educational program;

(f) participate in the evaluation of the learning process;

(g) in accordance with their interests, freely establish professional and other student organizations and/or join them;

(h) exercise other powers granted to them by the current legislation of Georgia and the University's legal regulations.

4. A vocational student is obliged to:

(a) comply with the requirements of legislation, the regulations governing educational activity and other internal legal acts;

(b) fulfill the requirements established by the educational program;

(c) fulfill the obligations assumed under the contract concluded with the University;

(d) respect the rights and legitimate interests of other persons;

(e) not use plagiarism in order to achieve a desired result;

(f) take care of the University's infrastructure;

(g) comply with the University's Code of Ethics;

(h) safeguard the University's prestige, comply with the rules of conduct on University premises, and observe ethical norms in relations with University staff and other students.

## Article 34. Disciplinary Prosecution of a Vocational Student

1. Disciplinary prosecution of a vocational student must be proportionate to the disciplinary offense and may be carried out only in the manner established by the University's Code of Ethics.

2. Conducting disciplinary prosecution of a vocational student must not restrict the vocational student's right to participate in the learning process, except in cases where this endangers the protection of the rights, health, property and safety of others or of the institution.

3. Matters of disciplinary prosecution of a vocational student are regulated by the University's Code of Ethics.

## Article 35. Conducting the Learning Process Remotely/in a Blended (Hybrid) Form

In cases provided for by legislation, the learning process may be conducted remotely or in a blended (hybrid) form, in the manner established by the University's governing bodies (governing entities).

## Article 36. Transitional Provisions

1. For vocational students enrolled in vocational programs through selection in the Russian, Azerbaijani or Armenian languages since 2021, studies in the program will begin with a Georgian language module. If the Georgian language module is not completed, the person's vocational student status is terminated. If the Georgian language module is completed, the vocational student holds the status of a transitional (waiting) vocational student and is entitled to:

(a) continue studies in the same program in which they were enrolled. In this case, their vocational student status will be activated on the basis of a personal application, as soon as the vocational students enrolled in this program within the next admission begin their studies;

(b) if it is not possible to exercise the authority determined by sub-paragraph (a) of this paragraph, use internal mobility in accordance with the rule determined by the University and the procedure established by legislation;

(c) use external mobility in the manner established by the Minister;

(d) retain the legal status they have acquired.

2. The University is entitled to allow a vocational student enrolled in the manner provided for by paragraph 1 of this Article to begin studies in the program without completing the Georgian language module, if the language competence determined by the module/modules provided for by the program (for which they acquired the right of enrollment) is confirmed by the assessment mechanisms determined by order of the University Rector.

3. The enrollment of persons with special educational needs in the program is carried out in compliance with the stages provided for by paragraph 1 of Article 4 of this Rule, within the deadlines determined for those stages. In addition, the selection of persons with special educational needs for the program is conducted in the manner established by the University, on the basis of a practical trial and in accordance with the requirements determined by Article 24 of the rule approved by Order No. 42/N of 2 July 2021 of the Minister of Education and Science of Georgia "On Approving the Rule and Conditions of Enrollment in Vocational Education Programs" for the relevant year of enrollment.

4. The mandatory nature of the interim assessment and qualification exam determined by Articles 20 and 31 of this Rule applies to vocational students enrolled in programs based on a vocational education standard in which the qualification exam is defined as one of the prerequisites for the award of the qualification.

5. The form of the practice contract (Annex 7) to be concluded with partner organizations for the purpose of implementing the practical component in the form of cooperative learning in a real work environment is hereby approved.

*(Resolution No. 01-05-04/117 of the Academic Council (Senate) of 8 July 2025)*

*(Resolution No. 01-05-04/13 of the Academic Council (Senate) of 19 February 2026)*

*(Resolution No. 01-05-04/50 of the Academic Council (Senate) of 29 April 2026)*

## Article 37. Admission of Vocational Students in 2026 on the Basis of the Grade Received by the Applicant in the Relevant Subject at the Unified National Examinations

1. In 2026, for the purpose of enrollment in higher and secondary vocational education programs, the University is entitled to admit vocational students also on the basis of the grade received by the applicant in the relevant subject at the Unified National Examinations, in accordance with the "Regulation on Conducting the Unified National Examinations" approved in accordance with the legislation of Georgia (hereinafter – the Regulation on Conducting the Unified National Examinations).

2. For the purposes of paragraph 1 of this Article, a person is considered an applicant if they register for the Unified National Examination in accordance with the procedure established by the Regulation on Conducting the Unified National Examinations and, at registration, choose a program provided for by paragraph 1 of this Article.

3. For the purpose of announcing admission in the manner provided for by paragraph 1 of this Article, the University, in the manner determined by legislation and within the established deadlines, ensures that the number of vocational student places available for admission is determined and that the questionnaire is completed electronically in the form approved by an individual administrative-legal act of the head of the Management System.

4. For enrollment in a program provided for by paragraph 1 of this Article, the subject/subjects to be taken at the Unified National Examinations, according to the relevant vocational qualifications, are approved by an individual administrative-legal act of the Minister, which, together with the information entered in the questionnaire, is reflected in the special electronic database provided for by the Regulation on Conducting the Unified National Examinations.

5. For the purpose of enrollment in a program provided for by paragraph 1 of this Article, the compilation of the ranking document, as well as the enrollment of persons with special educational needs in the program provided for by that paragraph in the manner it provides, is carried out in accordance with the Regulation on Conducting the Unified National Examinations and the requirements determined by Article 25 of the rule approved by Order No. 42/N of 2 July 2021 of the Minister of Education and Science of Georgia "On Approving the Rule and Conditions of Enrollment in Vocational Education Programs."

6. The Management System ensures the availability of the ranking document to the University, according to the program provided for by paragraph 1 of this Article, within 2 working days of receiving the information in the Management System.

7. After the Center publishes the final results, within the period determined by order of the University Rector, the applicant ensures, for enrollment in the program provided for by paragraph 1 of this Article, the submission of the relevant documents in the manner provided for by paragraph 3 of Article 13 of this Rule.

8. The enrollment of an applicant in the program provided for by paragraph 1 of this Article is carried out in accordance with the ranking, on the basis of the applicant's written expression of will.

9. For persons enrolled within the admission provided for by paragraph 1 of this Article, the start date of studies is determined by order of the University Rector, no later than 1 October 2026.

*(Resolution No. 01-05-04/50 of the Academic Council (Senate) of 29 April 2026)*