

APPROVED  
by Order No. R-447 of 18 July 2019  
of the Pro-Rector for Studies of Vilnius  
University

## **DESCRIPTION OF THE PROCEDURE FOR AWARDING *CUM LAUDE* AND *MAGNA CUM LAUDE* DIPLOMAS TO THE GRADUATES OF VILNIUS UNIVERSITY**

### **CHAPTER I GENERAL PROVISIONS**

1. The Description of the Procedure for Awarding *Cum Laude* and *Magna Cum Laude* Diplomas to the Graduates of Vilnius University (hereinafter the 'Description') shall provide for the procedure and terms for awarding *Cum Laude* and *Magna Cum Laude* diplomas to the graduates of first-cycle, second-cycle and integrated study programmes (hereinafter the 'graduates') of Vilnius University (hereinafter the 'University').

2. The Description was prepared in accordance with the Criteria for Awarding *Cum Laude* and *Magna Cum Laude* Diplomas at Vilnius University (hereinafter the 'Criteria'), approved by Resolution of the Senate of Vilnius University No. S-2015-9-2 of 24 November 2015 "On the Approval of the Criteria for Awarding *Cum Laude* and *Magna Cum Laude* Diplomas" (wording of Resolution No. S-2016-10-16 of 22 November 2016).

3. The organisation and coordination of awarding *Cum Laude* and *Magna Cum Laude* diplomas to the graduates who meet the requirements specified in the Criteria shall be carried out by the Study Administration Division of the Central Administration of the University (hereinafter the 'Division').

### **CHAPTER II PROCEDURE FOR AWARDING *CUM LAUDE* AND *MAGNA CUM LAUDE* DIPLOMAS**

4. In the Vilnius University Study Information System (hereinafter 'VUSIS'), the data on the expected autumn or spring semester graduates shall be generated starting from 1 October for the autumn semester or 1 March for the spring semester of that academic year (hereinafter the 'VUSIS data').

5. In VUSIS, based on the VUSIS data, a 10 per cent of graduates with the highest weighted average in each first-cycle study programme is automatically determined. Selected graduates who meet the requirements specified in the Criteria shall be awarded *Cum Laude* diplomas.

6. *Cum Laude* diplomas shall be awarded for graduates of second-cycle and integrated study programmes in accordance with the following requirements:

6.1. A core academic unit of the University (hereinafter the 'CAU'), wishing to group the related integrated and second-cycle study programmes (hereinafter the 'related programmes') implemented by this CAU, has to submit the proposal of related programmes' groups drawn up by the council of the CAU to the Division by 1 October of the autumn semester or 1 March of the spring semester of that academic year. On the basis of the submitted proposals from the councils of CAUs regarding groups of related programmes, the Division shall draw up a draft order on the approval of groups of related integrated and second-cycle study programmes and submit it for approval to the Pro-Rector for Studies of the University;

6.2. In VUSIS, based on the VUSIS data, a 10 per cent of graduates with the highest weighted average in integrated or second-cycle related study programmes' groups is automatically determined. Selected graduates who meet the requirements specified in the Criteria shall be awarded *Cum Laude* diplomas;

6.3. The order of the Pro-Rector for Studies of the University on the approval of groups of related study programmes shall be valid for an indefinite duration. A CAU who wishes to amend or

repeal the groups of related programmes approved by the Pro-Rector for Studies of the University must comply with the terms and conditions specified in Item 6(1) of the Description;

6.4. If a CAU does not group related second-cycle and integrated study programmes, a 10 per cent of graduates with the highest weighted average is automatically determined in VUSIS in each integrated or second-cycle related study programme.

7. *Magna Cum Laude* diplomas shall be awarded in accordance with the following requirements:

7.1. The head of CAU has to submit to the Division a list of graduates meeting the requirements set out in the Criteria until 15 November of the autumn semester or 15 April of the spring semester of that academic year (Annex 1 to the Criteria);

7.2. the Division, in accordance with the lists of proposed candidates submitted by the heads of CAUs, shall prepare a list of graduates meeting the requirements set out in the Criteria, draft proposal of the Rector of the University and draft resolution of the Senate on awarding *Magna Cum Laude* diplomas, and submit them to the Studies Affairs Committee of the Senate of the University by 1 December of the autumn semester or 1 May of the spring semester of that academic year for consideration;

7.3. the Studies Affairs Committee of the Senate of the University shall make a decision to select the candidates for *Magna Cum Laude* diplomas from the list submitted by the Division;

7.4. following the decision of the Studies Affairs Committee of the Senate of the University, the Division updates the draft resolutions of the Rector of the University and of the Senate on awarding *Magna Cum Laude* diplomas and submits them to the Senate of the University for consideration.

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