

APPROVED

by Vilnius University Senate Decision No. SPN-56
as of 22 October 2019

**PROCEDURE OF ADMITTING FOREIGN NATIONALS TO FIRST CYCLE, SECOND
CYCLE AND INTEGRATED STUDY PROGRAMMES
AT VILNIUS UNIVERSITY**

**SECTION I
GENERAL PROVISIONS**

1. The Procedure of Admitting Foreign Nationals to First Cycle, Second Cycle Study Programmes (hereinafter – the Procedure) at Vilnius University (hereinafter – the University) stipulates the admission of foreign nationals to first cycle, second cycle and integrated study programmes taking student places not funded by the state.

2. Nationals of the European Union and the European Free Trade Association (EFTA) employed and/or holding permanent residence permits in the Republic of Lithuania, their family members, and persons without citizenship applying for state-funded places shall be admitted following the procedure approved by Decree of the Minister of Education and Science of the Republic of Lithuania No. V-9 of 4 January 2017 “On the Competition of Persons Educated in Foreign Institutions and in Programmes Launched by International Organisations for Admission in State-funded Places of Higher Education Institutions” and the terms and conditions stipulated by the Rules of Admission to Vilnius University Study Programmes approved by Vilnius University Senate.

3. Lithuanian nationals who have obtained education in Lithuanian education institutions shall be admitted following the terms and conditions stipulated by the Rules of Admission to Vilnius University Study Programmes.

**SECTION II
ORGANISING THE ADMISSION OF FOREIGN NATIONALS**

4. Foreign nationals may be admitted to all first cycle, second cycle and integrated study full-time study programmes offered by the University if their education is of adequate level and if they meet eligibility requirements of the chosen study programme.

5. In all cases, decisions on the applicant’s eligibility to study his/her chosen study programme shall be made by the University Rector (hereinafter – the Rector) on the basis of a proposal submitted by the head of a relevant core academic unit (hereinafter – Unit) or a person authorised by the head.

6. The admission of a foreign national to study programmes offered by the University shall follow these stages:

6.1. submitting an application to participate in the admission competition through the Online System of Applications of Foreign Nationals (hereinafter – System; <https://apply.vu.lt>) observing the terms and conditions stipulated in the Requirements, Selection Procedure and Terms for Foreign Applicants to First Cycle, Second Cycle and Integrated Study Programmes (hereinafter – Requirements);

6.2. paying the admission fee, as stipulated in the Requirements;

6.3. selecting applicants who conform to the requirements of the study programme, as stipulated in the Requirements;

6.4. drafting a Pre-Acceptance letter and sending it to the applicant;

6.5. paying the tuition fee as stipulated by the University;

6.6. drafting the following documents which certify the admission of a foreign national to the University:

6.6.1. Acceptance Letter;

- 6.6.2. Application for a multiple entry national visa (D);
 - 6.6.3. Study Agreement, which shall be accessible through the System; the applicant shall read the Agreement and accept its provisions online;
 - 6.7. sending documents certifying the admission of the foreign national to the University to the student;
 - 6.8. signing the Study Agreement with the University in a relevant unit no later than 30 calendar days after the beginning of the first study semester.
7. A person shall be considered admitted for studies at the University if there is a Rector's order to admit that person for studies at the University and the person has concluded a Study Agreement with the University.

SECTION III SUBMITTING APPLICATIONS BY FOREIGN NATIONALS

8. A person may participate in the competition for a student place not financed by the state after registering through the System and after submitting all relevant documents, as stipulated in the Requirements.
9. All documents shall be submitted in one of the following languages: Lithuanian, English or Russian. The certified copies of the documents and the translation thereof shall be duly bound by a notary public or the institution which has issued the documents in accordance with the regulations.
10. The application shall be considered completed (registered) when the registration form in the System has been completed and at least one option indicated.
11. If the data of the applicant are registered by another person, a power of attorney duly certified by a notary public shall be submitted.
12. In case a person fails to submit all or part of the fully completed documents, his/her application shall not be considered and the admission fee shall not be repaid.
13. A decision concerning the admission of a foreign national to the chosen study programme shall be made within 30 working days after the submission of all required documents.

SECTION IV TUITION FEE

14. The size of the tuition fee shall be approved by the University Senate every year.
15. The size of the tuition fee applicable to the nationals of the European Union and of the European Free Trade Association (EFTA) employed and/or holding permanent residence permits in the Republic of Lithuania, their family members, and persons without citizenship shall be approved by the University after the tuition fees for state-financed student places are approved by the Minister of Education, Science and Sport of the Republic of Lithuania.
16. The tuition fee shall be payable in accordance with the Procedure of Payment, Reimbursement, and Recovery of Tuition Fees at Vilnius University.

SECTION V REGISTRATION OF FOREIGN NATIONALS FOR STUDIES

17. Foreign nationals shall arrive in Lithuania within 30 calendar days from the beginning of the first study semester. The term may be extended only if the foreign national has submitted a justified application to extend the term.
18. Foreign nationals shall submit the original copies of their education certificates within 30 calendar days from the beginning of the first study semester. The term may be extended only if the foreign national has submitted a justified application to extend the term.
19. If a foreign national fails to fulfil his/her obligations under Paragraph 18 of the Procedure without justifiable grounds, the University shall have a right to unilaterally terminate the Study

Agreement having issued a written notice to the foreign national at least 10 calendar days prior to the termination date.

20. In case of non-appearance of foreign nationals until the term specified in Paragraph 17, all documents issued to foreign nationals for their studies at the University shall be declared null and void. All relevant institutions and foreign nationals concerned shall be informed thereof.

SECTION VI FINAL PROVISIONS

21. Foreign nationals after being admitted to the University, in accordance with the regulations of the Republic of Lithuania, shall obtain a permit of short-term residence in the Republic of Lithuania or a certificate of a right of short-term of permanent residence in the Republic of Lithuania.
