

## STUDY REGULATIONS OF VILNIUS UNIVERSITY

### SECTION I GENERAL PROVISIONS

1. Study Regulations of Vilnius University (hereinafter – the Regulations) establish the procedure for studies at Vilnius University (hereinafter – the University) and specify students' rights, obligations, and legal relations with the University.

2. The procedure for the organization, implementation, and funding of doctoral and residency studies at the University shall be established by Regulations for Doctoral Studies at Vilnius University and Regulations for Residency Studies at Vilnius University.

3. Definitions used in the Regulations:

3.1. **Academic debt** shall mean a level of study achievements lower than the established threshold for a course unit (module) attained under the procedure established by the core academic unit (faculty) upon using one of the options provided by these Regulations: upon repeating a course unit (module), upon retaking a course unit (module) under an external procedure following an independent repetition, or upon substituting a course unit (module) with a different one.

3.2. **Second cycle (master's degree) studies** shall mean studies designed to prepare students for independent research (art) work or other work completion which requires a level of general and discipline competencies higher than the undergraduate study level and based on the most recent scientific knowledge, application thereof as well as analytical and professional abilities in a specific study field, awarding of a master's degree and (or) a qualification.

3.3. **General university course units (modules)** shall mean individual study course units (modules) introducing the topics of the study field and developing general erudition. The general university course units (modules) are provided in accordance with the legal acts of the University.

3.4. **Partial studies** shall mean student's learning at a different Lithuanian or foreign higher education institution in accordance with a part of the study programme or by selecting individual course units (modules). A student's achievements attained within the courses of partial studies shall be credited under the procedure established by the Rector or his (her) authorised person.

3.5. **External student** shall mean a student or unclassified student who studies individual course units (modules) independently and takes examinations (tests) of these course units (modules) under the procedure established by the core academic unit (faculty).

3.6. **Minor field studies** shall mean a part of the first cycle (bachelor's degree) study programme including compulsory course units (modules) defined by the developers of this part of the study programme and (or) course units (modules) selected by the student. Minor field studies may be integrated into the study programme or freely selected by the student if the descriptor of the study field allows it. The preparation and implementation of minor field studies are governed by the legal acts of the University.

3.7. **Individual studies** shall mean studies freely selected by a student enrolled in the first cycle (bachelor's degree) study programme or integrated study programme, which are an integrated part of the study programme, provided that this is not restricted by other legal acts of the Republic of Lithuania and (or) international legislation.

3.8. **Individual study plan** shall mean an arrangement established (and adjusted as needed) based on a student's request for a personal study timetable for studying course units (modules) and accounting for them during the semester as approved by the study programme committee. An individual study plan may also include new course units (modules) corresponding to the student's needs as substitutes for the course units (modules) indicated in the study programme.

An individual study plan may exceed the established duration of the study programme; however, it shall meet the conditions established in the General Requirements for the Provision of Studies approved by the Minister of Education and Science of the Republic of Lithuania. Individual study plans and adjustments thereof shall be approved by the head of a core academic unit (faculty).

3.9. **Joint study programme** shall mean a programme of the first and the second cycles, an integrated programme or a programme of pedagogical professional studies, which the University conducts jointly with other higher education institution(s) in Lithuania or abroad. The structure, content, admission and implementation requirements of a joint study programme shall be determined by the joint study programme agreement concluded between the University and the other higher education institution(s).

3.10. **Unclassified student** is a person who has concluded a study agreement with the University and studies particular course units (modules) from a study programme or an informal education study programme ensuring life-long learning opportunities and designed to meet a need to receive education, to improve qualification skills, and (or) to acquire additional competencies.

3.11. **Student's contact hours** shall mean University teacher-guided studies (lectures, seminars, laboratory work, practical training, consultations, etc.) of a student. Contact work may be carried out remotely as well.

3.12. **Module studies of teaching school discipline** shall mean courses units (modules) in a study field corresponding to a discipline or field of education that provides a student or practising teacher with the knowledge and skills in the discipline on the basis of which he (she) is entitled to teach the discipline at school.

3.13. **Distance studies** shall mean studies organized by using information communication technologies when the studied course units (modules) have been designed and adapted for use in accordance with the procedure established by the legal acts of the University.

3.14. **Course units (modules) of the major field studies** shall mean the course units (modules) of the major field study programme being studied by the student, which develop the competencies provided for in the study programme and necessary for independent activity.

3.15. **Degree studies** shall mean the first cycle (bachelor's degree) studies, the second cycle (master's degree) studies, the third cycle (doctoral degree) studies, and the integrated studies.

3.16. **Bridging studies** shall mean studies intended for persons whose level of academic achievements are insufficient for further studies of a preferred study field on a higher cycle or integrated studies. The requirements for implementation of bridging study programmes shall be approved by the Rector of the University (hereinafter referred to as the Rector) or his (her) authorised person.

3.17. **Pedagogical specialisation module** shall mean study course units in the field of pedagogical studies that provide a student or a practising educator with the knowledge and skills of pedagogical specialisation, which are the basis for the right to engage in a specialised pedagogical activity.

3.18. **First cycle (bachelor's degree) studies** designed to provide comprehensive general education and professional knowledge and skills awarding a bachelor's degree and (or) qualification.

3.19. **Professional studies** shall mean studies intended for the acquisition of professional qualifications and preparation for independent practical activities. Professional studies shall include residency studies of medicine and dentistry as well as studies intended for the acquisition of teacher's qualification.

3.20. **Student's self-study hours** shall mean hours planned for carrying out independent work and tasks established in the description of the course unit (module).

3.21. **Debt** shall mean a level of attained study achievements lower than the established threshold for a course unit (module) upon retaking the final assessment.

3.22. **Student** shall mean a person who has concluded a study agreement with the University and studies under (a) study programme(s) of the first cycle (bachelor's degree), the second cycle (master's degree), integrated studies or professional studies as well as doctoral studies.

3.23. **Studying person** shall mean a student or unclassified student studying at the University.

3.24. **Study achievements** shall mean study outcomes individually achieved by a student determined by applying the methods indicated in the description of the course unit (module) in relation to the implementation of the objectives of the course unit (module) or the whole study programme.

3.25. **Course unit** shall mean the smallest part of a study programme with a defined objective and established study outcome.

3.26. **Study module** shall mean a part of a study programme structure consisting of a number of course units with a defined objective and established study outcome. The module consists of 5 study credits. Course units comprising a study module may not consist of 5 ECTS study credits.

3.27. **Study credit** shall mean a unit of the volume of a course unit (module) used for measuring a student's work hours needed to implement the objectives of a particular course unit (module). One study credit corresponds to 25–30 hours of a student's work hours, which includes contact and self-study hours.

3.28. **Study programme** shall mean the whole implementation of a study field (fields) at a higher education establishment and a description thereof identifying the following: the objective, study outcomes and the study content needed to achieve them, learning activities, methods, tools, human resources as well as other resources.

3.29. **Study timetable** shall mean a method for the organization of students' contact hours, implemented in accordance with the procedures laid down by the core academic unit (faculty).

3.30. **Interdisciplinary studies** shall mean a study programme or a single course unit (module) that integrates two or more study fields in its study objectives, teaching and assessment methods and expected learning outcomes, with the aim of achieving conceptual knowledge or application. Interdisciplinary studies are developed and implemented in accordance with the legal acts of the University.

3.31. **Third cycle (doctoral degree) studies** shall mean studies for a doctoral degree designed to prepare researchers, who are able to independently undertake scientific research and experimental (social, cultural) development work and to resolve scientific problems, awarding a doctoral degree.

3.32. **Integrated studies** shall mean studies combining both the first (bachelor's degree) and the second (master's degree) study cycles awarding a master's degree and (or) qualification.

## SECTION II UNIVERSITY STUDY SYSTEM

### CHAPTER ONE TYPES OF STUDY IMPLEMENTATION

4. The University offers degree studies, professional studies, minor studies, bridging studies (courses), and pedagogical specialization and module studies of teaching school discipline.

5. Based on the form, studies at the University are full-time and part-time. Full-time and part-time studies are carried out in accordance with the procedures laid down in the Law on Higher Education and Research of the Republic of Lithuania.

6. At the University, studies are organised according to study timetables in which course units (modules) are arranged during the semester in one of the following ways:

6.1. consistently;

6.2. periodically (by sessions).

7. The total volume of study programme shall be counted in study credits. The typical total volume of one year in case of full-time study form is 60 credits, but no less than 45 credits. The volume of one year in case of part-time study form may be less than 45 study credits, however, the

total duration thereof shall not exceed the duration of full-time study form by more than one and a half times, when a norm of 60 study credits is applied to full-time studies.

## **CHAPTER TWO STRUCTURE OF STUDY PROGRAMMES**

### **General Principles for the Structure of Study Programmes**

8. Study programmes are compiled in accordance with the study field groups and study fields approved by the Minister of Education, Science and Sport of the Republic of Lithuania. The first (bachelor's degree) and the second (master's degree) cycle study programmes may be as a single study field or interdisciplinary. Integrated study programmes can be an as single field. The first cycle (bachelor's degree) study programmes can also consist of two study fields.

9. A study programme consists of course units (modules):

9.1. Based on the nature of their obligation, course units (modules) are classified as:

9.1.1. compulsory course units (modules) included in the study programme;

9.1.2. alternative optional course units (modules) included in the study programme;

9.1.3. freely selected individual course units (modules) that are not specifically included in the study programme.

9.2. A course unit (module) must have a description of a course unit (module) prepared and approved by the study programme committee, which must be published in the Vilnius University Study Information System (hereinafter referred to as VUSIS) and publicly available on the internet website of the University and (or) core academic unit (faculty).

9.3. Students shall select course units (modules) of the volume specified in the Regulations for other study fields, general university studies and interdisciplinary studies from the general list of freely selected course units (modules) for all students of the University, which is intended for individual studies.

10. The first cycle (bachelor's degree) and integrated studies study programme include a part of the study programme intended for individual studies. Individual studies are implemented if the student selects:

10.1. course units (modules) of a major study field (programme);

10.2. interdisciplinary course units (modules);

10.3. course units (modules) in another study field;

10.4. general university course units (modules);

10.5. minor field studies;

10.6. course units (modules) in a foreign language (other than primary foreign language);

10.7. partial studies or individual course units (modules) according to the harmonised curriculum, studying them in other Lithuanian and (or) foreign higher education institutions

11. The availability of course units (modules) for individual studies is ensured in one of the following ways:

11.1. at least 30 credits of course units (modules) in each major field study of the first cycle (bachelor's degree) or integrated study programme shall be available for individual studies to all students of the University;

11.2. on the ground of each major field first cycle (bachelor's degree) and integrated studies study programme, minor field study programmes are being prepared, which are proposed to all University students as minor field study programmes or as separate course units (modules) from another study field.

12. The standard volume of course units (modules) of individual studies is 5 credits.

13. Programmes and their course units for the first cycle (bachelor's degree), second cycle (master's degree), integrated, pedagogical professional, bridge and minor field studies are developed and approved in accordance with the procedures established by the legal acts of the University.

14. First cycle and integrated studies study programmes must develop:

14.1. First foreign language competencies – the level of proficiency in the first foreign language to be attained and the implementation of the education shall be determined by the legal acts of the University;

14.2. Graduate attributes – the graduate attributes and their implementation is defined by the legal acts of the University.

### **Structure of a Study Programme in the First Cycle**

15. The total volume of a study programme in the first cycle (bachelor's degree) may correspond to 180, 210, or 240 study credits.

15.1. In the first cycle (bachelor's degree) study programme, which has a total volume of 180 study credits:

15.1.1. awarding a bachelor's qualification degree or a bachelor's qualification degree and a qualification in a single study field:

15.1.1.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.1.1.2. no less than 30 study credits shall be allocated for individual studies.

15.1.2. awarding a bachelor's degree or bachelor's degree and qualification in a single study field and having integrated minor study field studies within its structure:

15.1.2.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.1.2.2. for integrated minor study field studies within the study programme shall be allocated no less than 30 credits and no more than 60 study credits;

15.1.2.3. no more than 30 study credits shall be allocated for individual studies.

15.2. In the first cycle (bachelor's degree) study programme, which has a total volume of 210 study credits:

15.2.1. awarding a bachelor's qualification degree or a bachelor's qualification degree and a qualification in a single study field:

15.2.1.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.2.1.2. no less than 45 study credits shall be allocated for individual studies.

15.2.2. awarding a bachelor's degree or a qualification in a single study field and a degree and qualification, with integrated minor study field studies within its structure:

15.2.2.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.2.2.2. for integrated minor study field studies within the study programme shall be allocated no less than 30 study credits and no more than 60 study credits;

15.2.2.3. no less than 30 study credits shall be allocated for individual studies.

15.3. In the first cycle (bachelor's degree) study programme, which has a total volume of 240 study credits:

15.3.1. awarding bachelor's qualification degree or a bachelor's qualification degree and qualification in a single study field:

15.3.1.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.3.1.2. no less than 60 study credits shall be allocated for individual studies.

15.3.2. awarding a bachelor's qualification degree or a bachelor's qualification degree and a qualification in a bachelor's qualification degree and qualification, with integrated minor study field studies within the study programme:

15.3.2.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.3.2.2. for integrated minor study field studies within the study programme shall be allocated no less than 30 study credits and no more than 60 study credits;

15.3.2.3. no less than 30 study credits shall be allocated for individual studies.

15.3.3. awarding a bachelor's qualification degree in two study fields:

15.3.3.1. 225 study credits shall be allocated to achieve the expected study outcomes of the study field;

15.3.3.2. 15 study credits shall be allocated for individual studies.

15.4. In the first cycle (bachelor's degree) interdisciplinary study programme, which has a total volume of 240 study credits, awarding a bachelor's qualification degree or a bachelor's qualification degree and a qualification in one (major) field:

15.4.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field, of which no less than 80 study credits shall be allocated to course units (modules) that are integrated with the outcomes of other study fields;

15.4.2. no less than 60 study credits shall be allocated for individual studies.

16. A study programme, which consists of two study fields, must meet the requirements of the descriptions of both study fields.

17. In the first cycle (bachelor's degree) study programmes, out of the study credits allocated for the achievement of the expected outcome of the study field, no less than 15 study credits (in pedagogical study programmes – no less than 30 study credits) shall be allocated for practice and no less than 15 study credits shall be allocated for the final thesis (project), or for the final thesis (project) and the final examinations (if it is required by the description of the study field).

18. In the first cycle (bachelor's degree) study programmes, the amount of student contact work (including remote work) must be at least 20 per cent, and at least 10 per cent in the case of direct participation of the University teachers and students (not remote work). The student's self-study workload must be at least 30 per cent unless otherwise specified in the description of the study field.

19. No less than 50 per cent of the first cycle (bachelor's degree) study programme shall be taught by researchers.

### **Structure of the Second Cycle Study Programmes**

20. The total volume of a study programme in the second cycle (master's degree) may correspond to 60, 90 or 120 study credits:

20.1. In the second cycle (master's degree) study programme, which awards a Master of Laws (LL.M) or Master of Business Administration (MBA) qualification, no less than 45 study credits shall be allocated to achieve the expected study outcomes of the study field;

20.2. In the second cycle (master's degree) study programme, which awards a master's qualification degree or a master's qualification degree and qualification, 90 study credits shall be allocated to achieve the expected study outcomes of the study field;

20.3. In the second cycle (master's degree) study programme, which awards a master's qualification degree or a master's qualification degree and a qualification:

20.3.1. no less than 90 study credits shall be allocated to achieve the expected study outcomes of the study field;

20.3.2. no more than 30 study credits shall be allocated to the student's optional studies, additional practice, other course units (modules) from another study field, research or other skills development.

20.4. In the second cycle (master's degree) study programmes, the amount of student contact work (including remote work) must be at least 10 per cent, and at least 5 per cent in the case of direct participation of the University teachers and students (not remote work). The student's self-study workload must be at least 50 per cent unless otherwise specified in the description of the study field.

21. In the second cycle (master's degree) study programmes, out of the study credits allocated for the achievement of the expected outcome of the study field, no less than 30 study credits shall be allocated for the final thesis (project), or for the final thesis (project) and the final examinations (if it is required by the description of the study field), except for the Master of Laws (LL.M.) or the Master of Business Administration (MBA), in which case the final thesis (project) shall be optional or the total volume of the final thesis (project) may be lower than 30 study credits.

22. No less than 80 per cent of the first cycle (bachelor's degree) study programme shall be taught by University teachers, who hold a scientific degree. Other lecturers may be practitioners with at least 3 years of professional experience in the last 7 years relevant to the applied disciplines being taught. No less than 20 per cent of the course units (modules) in the study field must be taught by professors.

### **Structure of Integrated Study Programmes**

23. The total volume of an integrated studies study programme may correspond to 300 or 360 study credits:

23.1. integrated study programmes, awarding a master's qualification or a master's qualification degree and qualification:

23.1.1. in a part corresponding to the first cycle (bachelor's degree) studies:

23.1.1.1. no less than 120 study credits shall be allocated to achieve the expected study outcomes of the study field;

23.1.1.2. no less than 30 study credits shall be allocated for individual studies.

23.1.2. in a part corresponding to the second cycle (master's degree) shall be allocated no less than 90 study credits to achieve the expected study outcomes of the study field.

24. In integrated studies study programmes, no less than 20 study credits are allocated to practice and no less than 30 study credits are allocated to the final thesis (project) or to the final thesis (project) and the final examinations (if it is required by the description of the study field), unless the description of the study field specifies otherwise.

25. In the part of the integrated studies study programme, corresponding to the first cycle (bachelor's degree) studies, the total amount of student contact work (including remote work) must be at least 20 per cent, and at least 10 per cent in the case of direct participation of the University teachers and students (not remote work). The student's self-study workload must be at least 30 per cent unless otherwise specified in the description of the study field. In the remaining part of an integrated study programme, the total amount of student contact work (including remote work) must be at least 10 per cent, and at least 5 per cent in the case of direct participation of the University teachers and students (not remote work). The student's self-study workload must be at least 50 per cent unless otherwise specified in the description of the study field.

26. In the part of the integrated studies study programme, corresponding to the first cycle (bachelor's degree) studies, no less than 80 per cent of the course units (modules) must be taught by researchers. In the remaining part of the integrated studies study programme, no less than 80 per cent of University teachers must have a scientific degree. Others may be practitioners with at least 3 years of professional experience in the last 7 years relevant to the applied disciplines being taught. In this part, no less than 20 per cent of the course units (modules) in the study field must be taught by professors.

### **Structure of Bridging Study Programmes**

27. The total volume of the bridging study programmes may correspond to no less than 30 study credits and no more than 60 study credits.

### **Structure of Minor Field Study Programmes**

28. The total volume of the minor field study programmes may correspond to no less than 30 study credits and no more than 60 study credits.

29. The minor field study programme shall consist of the first cycle (bachelor's degree) or integrated studies study programme of the relevant major study field, or of the course units (modules) taught at the University (if there is no major field study programme in that field).

### **Structure of Pedagogical Professional Studies, Pedagogical Specialisation Modules and Module Studies of Teaching School Disciplines**

30. The total volume of the pedagogical professional studies may correspond to 60 study credits. No more than 30 study credits shall be allocated to the course units (modules) required to acquire a teacher's qualification.

31. The total volume of the pedagogical specialisation modules and module studies of teaching school disciplines.

32. No less than 30 study credits shall be allocated to professional teaching practice in the pedagogical professional studies, pedagogical specialisation modules and module studies of teaching school disciplines.

## **SECTION III STUDY PROCESS**

### **CHAPTER ONE ADMISSION TO UNIVERSITY**

33. Students shall be admitted to study programmes by the Rector. The procedure for admission and the number of students eligible for admission shall be determined by the Senate of the University. Admission of students shall be organised and carried out by a commission for admission to studies established by the Rector or his (her) authorised person.

34. Persons with at least secondary education may be admitted to the first cycle (bachelor's degree) and integrated study programmes under the procedure of competition. Persons having completed the first cycle (bachelor's degree) university studies, the first cycle (bachelor's degree) university studies and bridging courses (study programme), the first cycle (bachelor's degree) university studies and having experience in professional activities or having acquired higher non-university (college) education and completed bridging courses (study programme) and (or) having experience in professional activities may be admitted to the second cycle (master's degree) study programmes under the procedure of competition.

35. In accordance with the procedure established by the Law on Higher Education and Research of the Republic of Lithuania and other legal acts, students of other Lithuanian and foreign higher education institutions may be admitted to the University if they change their study programme to a study programme taught at the University.

36. Unclassified students shall be admitted by the Rector under the procedure established by the Senate. Admission of unclassified students shall be organised and carried out by the heads of core academic units (faculties).

37. Persons admitted as students or unclassified students shall conclude a study agreement with the University in the form approved by the Rector or his (her) authorised person. The study agreement shall establish the main study conditions at the University and the obligations of both parties.

### **CHAPTER TWO STUDY PROCESS ORGANISATION**



38. The main teaching language at the University shall be Lithuanian. Some or all course units (modules) of a study programme may be taught in another language.

39. The academic year starts on the 1 September and ends on the 31 August. The academic year consists of two semesters: Autumn and Spring. Studies in the Autumn semester start on the 1 September and continue until 26 January; studies in the Spring semester start on the 4 February and continue until 30 June. Students are given a Christmas holiday (from the 24 December to the 1 January) and an Easter holiday (for one week during the Spring semester) during the academic year. Students are granted at least 1 month of continuous vacation in the summer period.

40. Studies at the University may be organised on the basis of study modules the duration of which may be shorter or longer than one study semester.

41. In cases established in the study programme, students' practical training may be organised outside the course of a semester under the procedure established by the core academic unit (faculty).

42. The study timetables for the Autumn semester shall be published by 1 May of the current year, and the study timetables for the Spring semester shall be published by 1 December. Students must be notified about all subsequent study timetable adjustments on the website of the core academic unit (faculty) and VUSIS no later than one week before a respective change comes into force in cases when adjustment to the study timetable is relevant to the whole subsequent studies of a course unit (module).

43. The timetables for the final assessment of course unit (module) learning outcomes (excluding general university and interdisciplinary course units (modules)) shall be drawn up in accordance with a mutual agreement of the University teacher and students, approved by the administration of the core academic unit (faculty) and published on the website of the core academic unit (faculty) and (or) the VUSIS. A different time for the final assessment of course unit (module) learning outcomes other than the one indicated on the timetable may be determined based on the student's grounded application, upon making arrangements with the University teacher, who would be carrying out the final assessment of course unit (module) learning outcomes and upon obtaining approval of the head of the core academic unit (faculty).

44. At the end of a semester, students must enrol for the next semester's optional course units (modules), and other individual studies activities. Registration deadlines are set by the Rector or his (her) authorised person.

45. Students have a right to withdraw from selected course units (modules) and to select other course units (modules) no later than within the first two weeks of the semester.

46. In the case of students with a disability or a temporary health impairment, upon submission of documents proving this, some aspects of the study process (the study environment, study material, etc.) shall be adapted to individual needs resulting from disability or temporary health disorder. The procedure for adaptation of the study process to individual needs shall be established by the Rector or his (her) authorised person.

### **CHAPTER THREE ASSESSMENT OF LEARNING OUTCOMES**

47. The assessment of learning outcomes shall be carried out in accordance with the principles set out in the Code of Academic Ethics of Vilnius University (hereinafter referred to as the Code of Academic Ethics). If a student behaves dishonestly during the assessment of his (her) learning outcomes in violation of the principles of academic ethics set out in the Code of Academic Ethics, his (her) learning outcomes in the particular course unit (module) shall not be assessed. If a case of academic dishonesty is detected during the assessment of learning outcomes, the University teacher or a member of the assessment board, responsible for conducting the assessment of learning outcomes of the course unit (module), must inform the head of the core academic unit (faculty) of the case of dishonesty detected during the assessment of learning outcomes. The head of the core academic unit (faculty) shall, after consulting the information contained in the official report and

assessing the explanation given by the student, impose on the student the penalty provided for in Paragraph 98 of these Regulations.

48. Students study by adhering to the requirements established in the descriptions of the course units (modules) being studied. The University teacher shall introduce the students to the description of the course unit (module) during the first lecture of course unit (module) by specifying the methods, procedure, assessment criteria, and requirements applicable to the assessment of learning outcomes within the course unit (module) and during the final assessment. The methods, procedure, assessment criteria and requirements applicable to the assessment of learning outcomes within the course unit (module) and during the final assessment established in the descriptions of the course units (modules) and introduced during the first lecture shall not be changed.

49. Permanent, interim, and final assessment of learning in a course unit (module) may be carried out at the University. Studies of a course unit (module) shall be finished with a final assessment of learning: an examination or assessment of independent work (project) done by the student. Final assessment of learning outcomes in a course unit (module) may be a cumulative grade, calculated in accordance with the proportions established in the description of the course unit (module). The initial parts of a continuous course unit (module) may be assessed in the form of a credit. Final theses are assessed in accordance with the description of the course unit (module) and the Regulations for the Preparation, Defence and Storage of Research Papers of Students Studying at Vilnius University, in accordance with the procedure established by the core academic units (faculties). The assessment of the final learning outcomes (final examinations) of the study programmes (if any) shall be carried out in accordance with the descriptions of the procedures for the final examinations as approved by the councils of the core academic units (faculties). These descriptions must be made publicly available to students at least three months before the start of these final examinations.

50. Assessment of learning outcomes may be conducted either in writing or verbally and in writing. The assessment of learning outcomes may be carried out by using a computer or other electronic means.

51. In case of students with a disability or temporary health impairment, flexible forms of assessment of learning outcomes shall be applied by adapting them to the individual needs associated with the disability or temporary health impairment and the student's possibilities ensuring proper assessment of learning outcomes. Application of flexible forms of assessment of learning outcomes has been established in the Procedure for Assessment of Learning Outcomes at Vilnius University.

52. Upon completion of a course unit (module), study outcomes achieved by a student shall be assessed under the procedure established by the University by assigning them to an excellent, typical, or threshold level of study achievements.

53. A student, who is unable to come to the final assessment of learning outcomes in a course unit (module) at a time indicated on the timetable due to an illness or other relevant reasons, may submit an application to the head of a core academic unit (faculty) for permission to organise the final assessment of learning outcomes at another time, but no later than within one month since the beginning of a new semester.

54. A student, who is unable to come to an interim assessment of learning outcomes at a time indicated on the timetable due to an illness or other relevant reasons, upon making arrangements with the University teacher coordinating the course unit (module), may account for it at a different time agreed with the coordinating University teacher.

55. A student shall notify of the cause of failure to come to the final or interim assessment of learning outcomes to the administration of the core academic unit (faculty) and submit documentary evidence for the excused absence within 3 (three) working days since the date set for the final or interim assessment of learning outcomes, set on the timetable, and if the student is unable to do so due to objective reasons, he (she) shall inform about the cause of failure to come at the first chance as soon as it becomes possible.

56. The final assessment of learning outcomes (grade) shall be entered by the lecturer in VUSIS no later than 10 (ten) business days after the date of the final assessment of learning outcomes, but no later than 5 (five) business days after the end of the semester. The student's academic achievements are published anonymously and are not disclosed to third parties.

57. If the level of study achievements attained by a student during the final assessment of learning outcomes in a course unit (module) is lower than the threshold level, he (she) may retake the final assessment of learning outcomes once within the first two weeks of a new semester, and in case of a student for whom the final assessment of learning outcomes was postponed, this may be done no later than within two weeks counting from the end of the postponed period at a time set by the University teacher teaching course unit (module). Timetables for retaking assessments shall be published on the internet website of the core academic unit (faculty) and the VUSIS prior to the beginning of the new semester.

58. Interim and final written assessment tasks and students' answers and (or) written assignments, as well as audio and (or) video recordings of the final assessment of the learning outcomes in oral form shall be stored at the core academic unit (faculty) for 6 (six) months from the date of the entry of final grade of learning outcomes into the VUSIS electronic register, with the exception of final thesis and other written assignments, the procedure of storing of which shall be determined by other legal acts of the University.

59. Every student has the right to access the study achievements of his (her) course unit (module) and to receive feedback on the assessment of the study achievements. A student, who does not agree with the final assessment of a course unit (module) (except for assessments of the final examinations and defence of the final thesis) has a right to submit a grounded written appeal to the Dispute Resolution Commission of the core academic unit (faculty) no later than within 7 (seven) calendar days following publication of the final assessment (grade) of learning outcomes, and in case of procedural violations of interim or the final assessment of learning outcomes, the final examinations and defence of the final thesis – no later than within 3 (three) working days following the date of interim or the final assessment of learning outcomes, the final examinations and defence of the final thesis. The procedure for submission of appeals has been established in the Regulations of the Dispute Resolution Commission of Core Academic Units of Vilnius University, approved by the Senate.

60. No decisions of the administration of the core academic unit (faculty) in respect of a student related to learning outcomes in question shall be passed and implementation of the decisions shall be suspended until the Dispute Resolution Commission of the core academic unit or the Central Dispute Resolution Commission submits its decision.

61. Upon expiry of the time limit set for the final retaking of the assessment of learning outcomes, a student whose debts and (or) academic debts have not exceeded 15 study credits and who intends to continue his (her) studies, shall submit an application to the head of a core academic unit (faculty) requesting to allow him (her) to repeat studies of a particular course unit (module) or to allow him (her), as an external student, to retake assessment upon individual repetition thereof, or to substitute the course unit (module) with a different one and to continue implementation of the study programme.

62. The study programme committee shall determine course units (modules) which may not be studied before assessing for other course units (modules) obligatory for studies of such course units (modules), and course units (modules) which may be substituted with other course units (modules).

63. Upon expiry of the time limit set for retaking the final assessment of learning outcomes of the next-to-last study semester and (or) the time limit set for the final assessment of learning outcomes of the last study semester, students of the final course, whose debts and (or) academic debts have not exceeded the total volume of 15 study credits, may be provided with an opportunity to retake assessments of particular course units (modules) once again prior to the start of defence of the final thesis (taking of the final examinations).

64. Study records at the University shall be kept on the VUSIS. The main document of study records shall be an Official Record of Assessment.

65. Study records shall be kept by the core academic units (faculties). Documents of study records shall be filled in by the University teacher, assessing learning outcomes (chairperson of the assessment committee).

66. Defence of the final thesis or (and) taking of the final examination(s) shall be allowed only upon implementation of all other requirements established in the study programme and the obligations foreseen in the study agreement.

67. Final theses shall be defended (final examinations shall be taken) at a time set by the legal order of the head of the core academic unit (faculty), based on the articles issued by the head of the core academic unit (faculty) in front of a commission approved by the Rector or his (her) authorised person. Postponing taking of the final examination shall not be allowed. Defence of the final thesis may be postponed based on the decision of the head of the core academic unit (faculty), only in exceptional cases, when the final thesis has been prepared and submitted at a time and under the procedure established by legal acts of the University, however, the student has no objective possibilities to participate in defence of the final thesis.

#### **CHAPTER FOUR CHANGING STUDY PROGRAMME**

68. A student of the first study cycle (bachelor's degree), the second study cycle (master's degree) or integrated studies may change the study form of his (her) study programme (from full-time to part-time studies and *vice versa*) and the study timetable if the forms and timetables of such study programmes are available at the University.

69. A student of the first study cycle (bachelor's degree), the second study cycle (master's degree), integrated and professional studies (except for residency studies) in a state-funded place may change the selected study programme under the procedure established by legislations if he (she) has finished the first semester of the first study year and has essentially implemented the requirements applicable to the first semester of the preferred study programme and if the quality of the implemented studies may be ensured at the core academic unit (faculty) running the preferred study programme.

70. The requirements of a respective part of the programme shall be deemed as essentially implemented if the volume of the course units (modules) not studied (failed examinations or tests) does not exceed 15 study credits. Such programme differences may be eliminated within one year. These differences shall not be regarded as debts or academic debts.

71. Subject to the decision of the head of the core academic unit (faculty) running the preferred study programme, a student of the first study cycle (bachelor's degree), the second study cycle (master's degree), integrated and professional studies (except for residency studies) in a non-state funded place may change the selected study programme to another one if the quality of the implemented studies may be ensured at the core academic unit (faculty) running the preferred study programme.

#### **CHAPTER FIVE SUSPENSION, TERMINATION AND RESUMPTION OF STUDIES**

72. Studies at the University shall be terminated in the cases and according to the procedure set out in the study agreement.

73. A student, who is temporarily unable to continue studies due to an illness, based on the recommendation of a physician or a medical consultation board, due to pregnancy, child care, and having submitted documents proving this, as well as due to personal reasons, may be allowed to take an academic leave of absence. Academic leave shall be granted by the decision of the head of the

core academic unit (faculty) and shall be calculated from the date of the application. Academic leave of absence may be granted:

73.1. due to an illness, based on the recommendation of a physician or a medical consultation board – up to 2 (two) years;

73.2. due to pregnancy, labour, and child care – for a period established by the national laws, but for no longer than 3 (three) years;

73.3. due to personal reasons – for a period not exceeding 1 (one) year.

74. The head of the core academic unit (faculty) may authorise the suspension of studies for a student who is temporarily unable to continue his (her) studies for no longer than 1 (one) year.

75. In the case of suspension or academic leave in the major field study programme, the student's studies are also suspended or placed on academic leave in the minor field study programme as well.

76. A student shall be expelled from the University:

76.1. for academic failures (when the volume of debts and (or) academic debts exceeds 15 study credits);

76.2. for unfair practices within the activities of course unit (module) or assessments of learning outcomes (cheating, plagiarism, etc);

76.3. for failure to implement financial obligations assumed in respect of the University;

76.4. for failure to enrol (register) for the studies (after an academic leave of absence and in other cases established by legal acts of the University);

76.5. for two reprimands received in one year;

76.6. for failure to defend (or not defend) the final thesis and (or) failure to pass (or not pass) the final examination (if the final examination is included in the study programme);

76.7. in the event of a violation of the student's obligations under the study agreement.

77. A decision regarding the expulsion of a student from the University shall be made by the Rector based on the articles submitted by the head of the core academic unit (faculty). A student shall be informed about a decision regarding expulsion from the University under the procedure established in the study agreement.

78. Studies may be resumed if the differences between the study programme previously studied by the student and the one intended to be studied correspond to no more than 15 study credits. The procedure for the renewal of studies shall be implemented in accordance with the legal acts of the University

## **CHAPTER SIX COMPLETING STUDIES**

79. A person who has implemented all requirements of a selected degree or professional study programme shall be deemed to be a graduate of the University.

### **Awarding a Qualification, Degree and (or) Qualification, Diploma and Other Documents Validating Education**

80. Graduates having completed the first cycle (bachelor's degree) studies are conferred a bachelor's qualification degree or a bachelor's qualification degree and qualification or a bachelor's qualification degree in two study field groups (acquired upon completion of two study fields programme) as well as a bachelor's diploma and a diploma supplement validating it.

81. Graduates having completed the second cycle (master's degree) studies are conferred a master's qualification degree or a master's qualification degree and a qualification as well as a master's diploma and a diploma supplement validating it.

82. Graduates having completed the third cycle (doctoral degree) studies and defended a dissertation are conferred a doctorate degree and a diploma and a diploma supplement validating it.

83. Persons having completed integrated studies are conferred a master's qualification degree or a master's qualification degree and a qualification as well as a diploma and a diploma supplement validating it.

84. Graduates having completed professional studies are conferred a professional qualification and a certificate validating it.

85. Persons having completed bridging courses (study programme) shall be issued a certificate validating completion of bridging courses and a transcript of records.

86. Persons having completed a pedagogical specialisation module or module studies of teaching school discipline are issued with a certificate validating the acquired competencies and a transcript of records.

87. First cycle (bachelor's degree) and integrated studies study programmes students having completed a major field study programme together with a minor field study programme shall have the information about the minor field study programme completed included in their diploma validating their qualification degree.

88. Students who have implemented the first study cycle (bachelor's degree), the second study cycle (master's degree), or integrated study programmes exceptionally well shall be awarded a diploma *Cum Laude*.

89. Students who have implemented the first study cycle (bachelor's degree), the second study cycle (master's degree), or integrated study programmes exceptionally well and have distinguished themselves in their research field shall be awarded a diploma *Magna Cum Laude*.

90. Diplomas *Cum Laude* and *Magna Cum Laude* shall be issued by referring to the Criteria for Awarding *Cum Laude* and *Magna Cum Laude* Diplomas as established by the Senate.

91. Students who have studied particular course units (modules) at the University but have failed to implement the entire study programme (including minor field study programmes) may be issued an academic certificate to confirm this under the procedure established by the Rector or his (her) authorised person.

### **Withdrawal of a Qualification, Degree and (or) Diploma**

92. In the event of doubts as to the validity of a qualification, degree and (or) qualification conferred to a graduate, and in the event of circumstances indicating that a qualification, degree and (or) qualification conferred to a graduate has been obtained illegally, the Rector, with the consent of the Senate, may revoke the qualification, degree and (or) qualification and the diploma conferred to a graduate.

## **SECTION IV RIGHTS, INCENTIVES AND OBLIGATIONS OF STUDENTS**

### **CHAPTER ONE RIGHTS AND OBLIGATIONS OF STUDENTS**

93. Students have a right:

93.1. to receive education under the study programme as indicated in the study agreement corresponding to the volume and quality standards determined by these Regulations, the Statute of Vilnius University (hereinafter referred to as the Statute), and the legislation of the Republic of Lithuania;

93.2. to study programmes according to individual study plans, to participate in academic exchange, to terminate and resume studies, to change a study field, programme, its form or study timetable under the established procedure in accordance with the procedure established by the Regulations;

93.3. to use methodological and scientific literature as well as material and informational resources needed for implementation of the study programme and available at the University as well

as libraries, scientific equipment, and cultural, sports and recreational facilities of the University needed for studies, cultural life, health care, and recreational activities;

93.4. to account for work by taking advantage of flexible forms of assessment of learning outcomes if they have disabilities or temporary health disorders preventing them from accounting under the established procedure;

93.5. to freely express their academic ideas and attitudes towards all scientific, social, and cultural issues to the extent compatible with the laws of the Republic of Lithuania and legal acts of the University;

93.6. to receive information associated with their studies, to rate study programmes, the study process, and University teachers' work under the procedure established by legal acts of the University;

93.7. to appeal against the final study assessments (except for assessments of the final examinations and defence of the final thesis) and the decisions of the employees of the University to respective Dispute Resolution Commission under the procedure established by the Regulations and legal acts of the University;

93.8. to join the Students' Representation and to form other student associations, to be elected to their management bodies, also to take part in the activities of other social, cultural, and political organizations the objectives of which are compatible with the laws of the Republic of Lithuania and the Statute;

93.9. to participate in the management of the University and management of the core academic units (faculties) under the procedure established by legal acts of the University;

93.10. to exercise other rights established by the legal acts of the Republic of Lithuania and the legal acts of the University.

94. Unclassified students shall have all rights listed in Paragraphs 91.3–91.8 and 91.10 of these Regulations.

95. Students must:

95.1. fulfil the requirements of the study agreement and the selected study programme, course unit (module);

95.2. observe the Regulations, the Statute, other legal acts of the University and the legal acts of the Republic of Lithuania;

95.3. carry out the decisions of the administration of the University and the core academic units (faculties);

95.4. upon graduation, implement all his (her) obligations to the Library, other units, and the Students' Representation under the procedure established by legal acts of the University;

95.5. observe the principles of moral and academic ethics;

95.6. implement other obligations established by the legal acts of the Republic of Lithuania and the legal acts of the University.

## **CHAPTER TWO INCENTIVES AND PENALTIES APPLICABLE TO STUDENTS**

96. Students who have distinguished themselves in the academic, creative, social, and sports life of the University may, in accordance with the procedures established by the legal acts of the University, be awarded the following incentives by decision of the heads of the core academic units (faculties) or the Rector:

96.1. commendation;

96.2. letter of acknowledgement;

96.3. diploma attesting academic, creative, or sports achievements;

96.4. scholarship;

96.5. other incentives established by the legal acts of the Republic of Lithuania and the legal acts of the University.

97. Incentives listed in the Regulations may be awarded to unclassified students, except for scholarships.

98. Reprimand or expulsion from the University may be imposed on students having violated the Regulations or other legal acts of the University.

99. Students shall be expelled from the University under the procedure established in the Regulations. Reprimands shall be imposed by the heads of core academic units (faculties) or the Rector under the procedure established by legal acts of the University.

100. If a student does not agree with the penalties imposed or incentives awarded, he (she) has the right to submit an application challenging the grounds for imposition of the penalty or awarding the incentive to the Dispute Resolution Commission of the core academic unit (faculty) in writing under the procedure established in the Regulations of the Dispute Resolution Commission of Core Academic Units of Vilnius University, approved by the Senate. No decisions of the core academic unit (faculty) in respect of the penalty imposed or incentive awarded shall be passed, while implementation of the decisions passed beforehand shall be suspended until the dispute handling commission of the core academic unit (faculty) awards its decision.

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