

*APPROVED by
Resolution No. S--2017-7-14 of
the Senate of Vilnius University of
13 June 2017*

TEMPORARY DESCRIPTION OF THE PROCEDURE FOR THE ROTATION AND RANKING OF VILNIUS UNIVERSITY STUDENTS BASED ON THEIR LEARNING OUTCOMES

CHAPTER I GENERAL PROVISIONS

1. The Temporary Description of the Procedure for the Rotation and Ranking of Vilnius University (hereinafter – University) Students Based on their Learning Outcomes (hereinafter – Description) shall establish the principles for ranking students who completed the academic year, study semester, study programme or part of it with the best learning outcomes, and shall establish the ranking application rules.
2. Main terms used in this Description:
 - 2.1. **Final assessment of course unit (module) study achievements** – assessment of the course unit (module) learning outcome achievements after the completion of the course unit (module) studies.
 - 2.2. **Minor study programme** – part of the first cycle study programme comprised of mandatory course units (modules) of another field of study provided by the developers of the study programme and / or selected by the student, which comply with the minimum requirements of this field (branch) of study for a double qualification degree. The scope of the minor study programme is 60 credits;
 - 2.3. **Available state-funded place** – a study place that becomes available after a person who was studying in a state-funded place was expelled from the University or terminated his studies (excluding the case when a person whose studies are funded according to the procedures established by the Government of the Republic of Lithuania (hereinafter – Government) changes the study programme in the study group of the same field of study (students who were admitted to the University after 1 January 2017) or in the same area of study (students who were admitted to the University before 1 January 2017)), and when a student studying in a state-funded place loses the funding of the state for his studies in cases provided in Chapter III of this Description;
 - 2.4. **Passed course unit (module)** – course unit (module) for which a final grade was received;
 - 2.5. **Failed course unit (module)** – course unit (module) for which a negative final grade was received (1–4 points, not passed, and other non-assessment system marks) and / or failure to arrive to the final assessment of course unit (module) study achievements or failure to re-take the examination; failure to fulfil the partial study requirements until they are fulfilled. An exception is applied in the case when the date of the final assessment of the student's study achievements is postponed, but for no longer than until the end of the postponement period;
 - 2.6. **Major study programme** – part of the first cycle study programme comprised of course units (modules) of the main field of study which comply with the requirements of this field of study for a qualification degree, and course units (modules) of general university studies;
 - 2.7. **Rank** – rank of students with the highest final course unit (module) grades, formed in a descending order of the weighted average of learning outcomes by using the algorithm established in this Description;
 - 2.8. **Weighted average of learning outcomes** – the average of learning outcomes depending on the number of the studied course unit (module) credits and received grades; the grades of freely chosen course units are not considered when calculating the weighted average of learning outcomes;
 - 2.9. **State-funded place** – study place whose cost is covered by state budget funds;

- 2.10. **Non-state-funded place** – study place whose study cost is not covered by state budget funds, and a study place whose cost is paid in the form of targeted financing or by granting a study scholarship;
- 2.11. **Assessment period** – one academic year beginning from September 1 and ending on August 31;
- 2.12. Other terms, including the concept of academic debt, are used in the Description as they are defined in the Statute of Vilnius University, Study Regulations of Vilnius University and other legal acts of the University.
3. A rank is formed after each study semester according to the weighted average of the student's learning outcomes of the last semester at the University. The exact ranking date is determined and specified in Vilnius University Study Information System by a responsible member of staff of Student Academic Affairs Department of University's Central Administration. A rank is formed separately for each study form and each course of the study programme (or specialization, if the study programme is divided into specializations). Depending on what the rank is used for, it may be formed from the student's grades received during one, two or more study semesters.
4. A separate rank will not be formed for students who chose a minor study programme. They will continue to be included in the rank together with the major study programme course.
5. When forming a study semester rank for students studying the minor study programme, general university studies or modules of other fields of study, learning outcomes are calculated according to the number of course units (modules) actually selected by the student and the number of collected credits.
6. The following are not able to obtain an available state-funded place, or compensation of the cost of studies or part of it using state budget funds:
- 6.1. Persons who are re-enrolling in the programme of the same or lower study cycle, if more than half of the study programme credits were acquired with state budget funds;
- 6.2. Persons who are studying two or more degree study programmes of the same cycle at the same time, if they are granted state funding for another such study programme;
- 6.3. Foreigners, excluding persons specified in parts 7 and 8 of Article 82 of the Law on Science and Studies of the Republic of Lithuania, as well as citizens of European Union Member States and other European Economic Area countries and their family members, citizens of other countries and persons without citizenship who have a permanent residence permit in Lithuania, if the international treaties of the Republic of Lithuania or other legal acts do not provide otherwise.

CHAPTER II FORMATION OF THE WEIGHTED AVERAGE OF STUDENT LEARNING OUTCOMES AND RANKING

7. The rank is formed and student progress is assessed based on the final assessment results of course units (modules) studied by students.
8. Calculation of the weighted average of learning outcomes includes course units (modules), the assessment of which is scored from 1 to 10. If the student fails to pass a course unit (module), its grade shall be zero. The weighted average of learning outcomes is calculated by dividing the total amount of credits of each passed course unit (module) and products of received grades from the amount of passed course unit (module) credits based on a formula (where: k_i – number of course unit (module) credits, p_i – course unit (module) assessment in marks, n – number of passed course units (modules); number of passed course units n is equal to the number of all the course units assessed with marks during that semester, regardless of the assessment of their study achievements):

$$\frac{\sum_{i=1}^n k_i p_i}{\sum_{i=1}^n k_i}$$

9. After calculating the weighted averages of learning outcomes of students, a rank is formed in a descending order of the weighted average of learning outcomes, and arranged in the following sequence:
- 9.1. Students who passed all the studied course units (modules) during the final assessment of learning outcomes, including cases when the final assessment of the learning outcomes of one or several course units (modules) was postponed;
 - 9.2. Students who passed all the course units (modules) after the final deadline of re-assessment of the course unit (module) learning outcomes;
 - 9.3. Other well performing students;
 - 9.4. Students with academic debts, depending on the number of credits of course units (modules) for which the student has academic debts.
10. If, during the study semester, a student went away for partial studies abroad, the weighted average of the learning outcomes of the last study semester passed at the University shall be used when forming the rank. If the student went away for partial studies during the first semester, the weighted average of the learning outcomes shall not be calculated and the student shall not be ranked.
11. If the weighted average of learning outcomes is equal among several students, a student whose weighted averages of learning outcomes were higher in previous study semesters shall be ranked higher. If this indicator is equal, a student whose acceptance score is higher shall also be ranked higher.
12. Students returning after an academic leave or after suspension of studies shall be included in the rank according to the weighted average of learning outcomes of their last study semester passed at the University.

CHAPTER III LOSS OF STATE FUNDING

13. The provisions of this chapter shall define the procedures for the calculation of the weighted average of learning outcomes of University students whose first cycle or integrated studies are funded by the state (hereinafter – state-funded students), and the procedures for the loss of state funding.
14. Learning outcomes achieved by the student after the completion of a course unit (module) shall be assessed by assigning them to the study achievement level according to the ten-point assessment system used at the University. It is considered that a student has achieved:
- 14.1. An excellent level of study achievement, if his grade in the ten-point system is equal to or higher than 8;
 - 14.2. A typical level of study achievement, if his grade in the ten-point system is higher than 5, but lower than 8;
 - 14.3. A threshold level of study achievement, if his grade in the ten-point system is equal to or lower than 5, but higher than 4.
15. The level of study achievements of the assessed period is determined based on the value of the weighted average of learning outcomes of the assessed period:
- 15.1. It is considered that a student has achieved an excellent level of study achievement if he has no academic debts and his weighted average of learning outcomes of the assessed period is equal to or higher than 8;

- 15.2. It is considered that a student has achieved a typical level of study achievement if he has no academic debts and his weighted average of learning outcomes of the assessed period is higher than 5, but does not reach an excellent level of study achievement;
- 15.3. It is considered that a student has achieved a threshold level of study achievement if he has no academic debts and his weighted average of learning outcomes of the assessed period is higher than 4, but does not reach a typical level of study achievement.
16. The level of study achievements of the state-funded student of the assessed period is determined until September 30 of the current year.
17. A student is considered to be well performing if he has no academic debts, has fulfilled all the requirements of the study programme during the assessed period, and achieved an excellent or typical level of study achievement.
18. State funding after the assessment period shall remain for state-funded first cycle or integrated study programme students, if it complies with the criteria of good performance specified in paragraph 17 of the Description. If a student does not comply with the criteria of good performance, he shall lose state funding, excluding the case specified in paragraph 27 of this Description.
19. If the weighted average of the student's learning outcomes was calculated incorrectly (if there was a technical error, if the final assessment of the student's course unit (module) learning outcomes was postponed due to justifiable reasons, etc.), decision regarding the loss of state funding shall be made by the head of a core academic unit of the University (hereinafter – core academic unit) in accordance with the provisions established in the Description.
20. A student who loses state funding shall be provided with the opportunity to study in a non-state-funded place by modifying the study agreement and paying the cost set for the study programme during the year of admission. If the student refuses to modify the study agreement, it shall be considered that the student discontinued his studies voluntarily.
21. After a student is transferred from a state-funded place to a non-state-funded place, the study agreement shall also be modified accordingly.
22. For students who were accepted to the University until 2009, the study, funding, crediting and other conditions that were valid during the time of their admission shall be applied during their study period.

CHAPTER IV TRANSFER TO STATE-FUNDED PLACES

23. The provisions of this Chapter shall define the transfer of University students from a non-state-funded place to a state-funded place.
24. A free state-funded place becomes available after a state-funded student studying in the same field of study, the same form and the same course is expelled from the University, discontinues his studies or loses state funding in accordance with the procedures established in Chapter III of this Description, excluding cases when a state-funded student changes the study programme in the study group of the same field of study (students who were accepted at the University after 1 January 2017) or in the same field of study (students who were accepted before 1 January 2017).
25. The administration of a core academic unit must provide information on available state-funded places on the unit's website no later than within 5 working days after such a place becomes available, as well as on Vilnius University Study Information System by sending notifications to non-state-funded students.
26. Available state-funded places are proposed to the best (based on rank) non-state-funded students studying in the same study form, the same field of study and the same course, who comply with the criteria of good performance.
27. If there are no non-state-funded students studying in the first cycle and integrated study programme in a course of appropriate field of study and study form who comply with the criteria of good

performance, state funding shall continue to be granted for state-funded students who have no academic debts, even though their level of study achievements is threshold during the assessment period.

28. Students who have academic debts cannot claim an available state-funded place.

29. A student who wishes to claim an available state-funded place must submit a request to the head of a core academic unit no later than 3 working days until the date of an appropriate study semester established in paragraph 30 of the Description.

30. Available state-funded places are filled no later than:

30.1. Until March 1 – by transferring students after the autumn semester of the last academic year to state-funded places that became available until February 25 of the current year;

30.2. Until September 1 – by transferring students after the spring semester of the last academic year to state-funded places that became available until 31 August of the current year;

30.3. Until 15 October – by transferring students to state-funded places that became available after the assessment period, when certain students lost state funding in cases provided in Chapter III of this Description.

31. Available state-funded places are filled according to a rank formed from the data available at that time. When the final assessment of a student's study achievements is postponed for longer than until the deadlines established in paragraph 30 of the Description, available state-funded places shall be filled according to the data available at that time.

32. If a student who was transferred to an available state-funded place already paid for the studies of an appropriate semester, he may submit an application to the head of the core academic unit regarding a refund. The application revised by the head of the core academic unit shall be transferred to the Finance Department of the University which will refund the paid amount without any deductions.

CHAPTER V COMPENSATION FOR THE COST PAID FOR STUDIES

33. Based on the procedures established by the Government, the cost of studies or part of it which is not higher than the standard cost of studies and which was actually paid during the first two years of study (for the first half of the study programme in the case of part-time studies) and / or from the third year of study until the completion of the first cycle or integrated studies (for the second half of the study programme in the case of part-time studies) may be compensated from the state budget for persons who completed an appropriate study programme with the best results, and who studied during the entire study period or part of the period in non-state-funded places of first cycle or integrated studies.

34. The paid cost of studies or part of it shall be compensated according to the procedures established by the Government based on the ranking sequence indicated in Chapter II of this Description, by forming a rank for each field of study. This rank shall only include students who have no academic debts and paid for their studies or part of them during an appropriate study period when studying in a non-state-funded place of that study programme.

CHAPTER VI GRANTING OF INCENTIVE SCHOLARSHIPS

35. Granting of scholarships for students is regulated by Vilnius University Scholarship Regulations.

36. An incentive scholarship rank is formed after each study semester according to the weighted average of the student's learning outcomes of the last semester at the University. A rank is formed separately for each study form and each course of each study programme (or specialization, if the study programme is divided into specializations). Only well performing students are included in the rank.

37. The rank specified in paragraph 36 of the Description shall be formed according to the ranking sequence indicated in Chapter II of the Description.

CHAPTER VII
FINAL PROVISIONS

38. This Description shall come into force after it is approved according to the procedures established by the legal acts of the University.

39. The first rotation of students shall be carried out for the 2017–2018 academic year assessment period according to the provisions of Chapter III of this Description.
