

APPROVED  
by Vilnius University Senate  
Decision No S-2017-2-1  
as of 21 February 2017

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

**SECTION I**

**GENERAL PROVISIONS**

1. The Procedure of Admitting Foreign Nationals to First Cycle, Second Cycle Full-time Study Programmes (hereinafter, the Procedure) at Vilnius University (hereinafter, the University) stipulates the admission of foreign nationals to first cycle, second cycle and integrated full-time study programmes taking student places not financed by the state.
2. Nationals of the European Union and the European Economic Area, foreign nationals holding permanent residence permits in the Republic of Lithuania and other foreign nationals officially allowed to permanently reside in the Republic of Lithuania, applying for state-supported places shall be admitted following the procedure approved by Decree of the Minister of Education and Science No V-551 *On the Competition of Persons Educated in Foreign Institutions and in Programmes Launched by International Organisations for Admission in State-financed Places of Higher Education Institutions and on Approving the Procedure of Student Scholarships* and the terms and conditions stipulated by the Rules of Admission to Vilnius University Study Programmes.

**SECTION II**

**ORGANISING ADMISSION OF FOREIGN NATIONALS**

3. 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.
4. 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 a relevant core academic unit (hereinafter, Unit).
5. When the applicant meets the requirements specified in the Procedure, the admission of a foreign national to study programmes offered by the University shall follow these stages:
  - 5.1. submitting an application to participate in the admission competition through the online system of applications of foreign nationals (hereinafter, the System; <https://apply.vu.lt>) observing the terms stipulated in Annex 1 of the Procedure;
  - 5.2. paying the admission fee, as stipulated in Annex 1 of the Procedure;
  - 5.3. selecting applicants who conform to the requirements of the study programme, as stipulated in Annex 1 of the Procedure;
  - 5.4. drafting a Pre-Acceptance letter and sending it to the applicant;
  - 5.5. paying the tuition fee as stipulated by the University;
  - 5.6. drafting the following documents which certify the admission of a foreign national to the University:
    - 5.6.1. Acceptance Letter;
    - 5.6.2. Application for a multiple entry national visa (D);
    - 5.6.3. Study Agreement, which shall be accessible through the System; the applicant shall read the Agreement and accept its provisions online;

- 5.7. sending documents certifying the admission of the foreign national to the University to the student;
- 5.8. signing the Study Agreement with the University in relevant Units.

### **SECTION III**

#### **SUBMITTING APPLICATIONS BY FOREIGN NATIONALS**

6. 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 Annex 1 of the Procedure.
7. 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.
8. The application shall be considered completed (registered) when the registration form in the System has been completed and at least one option indicated.
9. If the data of the applicant are registered by another person, a power of attorney duly certified by a notary public shall be submitted.
10. 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.
11. A decision concerning the admission of a foreign national to the chosen study programme shall be made within 40 days after the deadline for submitting the documents.

### **SECTION IV**

#### **TUITION FEE**

12. The size of the tuition fee shall be approved by the University Council every year.
13. The size of the tuition fee applicable to the nationals of the European Union and of the European Economic Area shall be approved by the University after the tuition fees for state-financed student places are approved by the Minister of Education and Science of the Republic of Lithuania.
14. The tuition fee shall be payable in accordance with the Procedure of Paying, Repaying and Exacting Tuition Fees in Vilnius University.

### **SECTION V**

#### **REGISTRATION OF FOREIGN NATIONALS FOR STUDIES**

15. Foreign nationals shall arrive in Lithuania not later than 2 weeks before the beginning of the semester. In exceptional cases, having identified objective reasons the term may be extended.
16. Foreign nationals shall submit the original copies of their education within 30 days from the day of their arrival to study at the University. The term may be extended only if the applicant has submitted an application to extend the term and has identified the reasons.
17. In case of non-appearance of foreign nationals until the term specified in paragraph 15, 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**

18. Foreign nationals (except for the nationals of the European Union and the European Economic Area), after being admitted to the University, in accordance with the regulations, shall apply for a permit of short-term residence in the Republic of Lithuania or for a permit of a national of a member state of the European Communities to reside in the Republic of Lithuania or shall hold a permit of permanent residence in the Republic of Lithuania.

**Annex 1**

**REQUIREMENTS FOR APPLICANTS, PROCEDURE AND TERMS OF SELECTION**

1. Requirements for admission to first cycle and integrated study programmes with the language of instruction other than Lithuanian

No.	Title of study programme	Language of instruction	Length in years	Prerequisites
1.	English and Russian	English	4	Secondary education Level of English: B2; level of Russian: A2, both according to the <i>European Framework of Reference for Languages</i> approved by the European Council
2.	Medicine	English	6	Secondary education (grades in biology, chemistry) SAT examination in biology
3.	Odontology	English	5	Secondary education (grades in biology, chemistry) SAT examination in biology
4.	Light technology*	English	4	Secondary education (grades in physics, mathematics)
5.	International business	English	3.5	Secondary education
6.	Management and business administration	English	4	Secondary education

\*Admission shall start only after the study programme is registered in the Register of Study, Teaching Programmes and Qualifications

2. Requirements for admission to second cycle study programmes with the language of instruction other than Lithuanian

No.	Title of study programme	Language of instruction	Length in years	Prerequisites
1.	English studies	English	2	A university bachelor's degree in the humanities (branch of philology) Level of English: • IELTS: 6.5 • TOEFL: 560 (paper based) or 90 (iBT internet-based test) • CAE certificate (Cambridge Certificate in Advanced English) • CPE certificate (Cambridge Certificate of Proficiency)
2.	Econometrics	English	1.5	A university bachelor's degree in any branch of mathematics or in social sciences (branch of economics)
3.	Finance	English	1.5 – 2	A university bachelor's degree in any branch of study with no less than 30 ECTS credits earned in the branches of economics, management business administration or social sciences
4.	Financial and insurance mathematics	English	1.5	A university bachelor's degree in mathematics or social sciences (branch of economics)
5.	Geology	English	2	A university bachelor's degree in physical, technological, life sciences, any branch of social sciences, history and archaeology
6.	Cartography	English	2 m.	A university bachelor's degree in physical sciences, mathematics, engineering or informatics
7.	Quality management	English	1,5 m.	A university bachelor's degree in any branch of studies with no less than 30 ECTS credits earned in economics, management and business administration or social sciences
8.	Computer simulation	English	1,5 m.	A university bachelor's degree in informatics or mathematics with no less than 30 ECTS credits earned in mathematics or informatics. Entrance examination
9.	Media linguistics	English/ Russian	2.	A university bachelor's degree in the humanities (branch of philology)

No.	Title of study programme	Language of instruction	Length in years	Prerequisites
				Level of English/Russian: B2 according to the <i>European Framework of Reference for Languages</i> approved by the European Council
10.	Semiconductor science and technology	English	1.5	A university bachelor's degree in physical (branch of physics) or in technological sciences
11.	Art management	English	1.5	A university bachelor's degree in any branch of studies with at least 15 ECTS credits earned in management or marketing
12.	Chemistry of nanomaterials	English	2	A university bachelor's degree in physical sciences (branch of chemistry), life sciences (branch of biochemistry) or in engineering sciences (branch of chemical engineering)
13.	Marketing and integrated communication	English	1.5	A university bachelor's degree in in any branch of studies with no less than 30 ECTS credits earned in economics, management and business administration or social sciences
14.	Eastern European and Russian Studies	English	1.5	A university bachelor's degree in social sciences or the humanities
15.	Russian studies	Russian	2	A university bachelor's degree in the humanities (branch of philology) or social sciences Bachelors of social sciences shall take an entrance examination Level of Russian: C1 according to the <i>European Framework of Reference for Languages</i> approved by the European Council
16.	Systems biology *	English	2	A university bachelor's degree in informatics, physical or life sciences
17.	International and EU law	English / Russian	1.5	A university bachelor's degree in law
18.	International communication	English	1.5	A university bachelor's degree in any branch of study
19.	International project management	English	1.5	A university bachelor's degree in business and public administration or social sciences (branch of economics)
20.	International business economics and management	English	1.5	A university bachelor's degree in any branch of study with no less than 30 credits earned in economics or management and business administration
21.	Business informatics	English	2s	A university bachelor's degree in mathematics (branch of mathematics), informatics (branch of informatics) or social sciences (branch of economics)

\*Admission shall start only after the study programme is registered in the Register of Study, Teaching Programmes and Qualifications.

3. Foreign nationals applying to study programmes where the language of instruction is Lithuanian shall complete an application form provided in Annex 2 of this Procedure and submit documents specified therein as well as a document certifying the level of Lithuanian either by post, in person or by another person authorised by the applicant:
  - 3.1. When admitted to the chosen first-cycle, second-cycle and integrated full-time study programme, foreign nationals who fail to demonstrate an adequate level of Lithuanian no later than one year before their studies shall enrol in a course in Lithuanian arranged by the Department of Lithuanian Studies of the University according to the programme of a required proficiency level. Foreign nationals, having completed the course and received a grade, shall continue their studies in their chosen study programme.
  - 3.2. Foreign nationals, having passed a test in Lithuanian of a required proficiency level as unclassified students, shall be eligible for admission to the chosen study programme.
4. Foreign nationals applying to study programmes with a foreign language of instruction shall have to prove their language proficiency level required by the study programme. The requirement to prove the language proficiency level shall not be applicable if the language of instruction in the chosen study programme is the applicant's native language or he/she has previously completed a study programme with the same language of instruction.
5. Stages of selecting eligible applicants:
  - 5.1. Applications selected by the Admissions Group shall be forwarded for evaluation at the Units;

- 5.2. After the evaluation, the Units shall within 5 working days from the day of receiving the applications from the Admissions Group indicate in the System that the applicants are eligible to study in the chosen study programme. The mark in the System shall be equivalent to the Unit Dean's proposal to admit/not to admit the applicant to studies.
- 5.3. The applicant shall be informed about his/her eligibility/ non-eligibility for studies at the University.
6. Application deadlines:
  - 6.1. For the autumn semester (starting September 1):
    - 6.1.1. June 1: foreign nationals who are not required to hold a visa to enter the Republic of Lithuania and foreign nationals who are required to hold a visa to enter the Republic of Lithuania and the Embassy of the Republic of Lithuania is located in their country of origin;
    - 6.1.2. May 1: foreign nationals who are required to hold a visa to enter the Republic of Lithuania and the Embassy of the Republic of Lithuania is not located in their country of origin;
    - 6.1.3. the deadlines for submitting documents and for selecting applicants to joint degree study programmes shall be decided by a separate agreement between the partners of the study programme.
  - 6.2. For the spring semester (starting February 1) application deadlines are fixed in accordance with the Unit's preferences expressed until December 1.
7. In the online application system the following document copies shall be uploaded:
  - 7.1. Copies of a document certifying the applicant's education (school leaving certificate, graduation diploma or similar) and its supplement(s). If a higher education institution of the applicant is unable to issue documents certifying the applicant's completed education within the deadlines specified in this Procedure, the higher education institution may issue a transcript of records duly signed by the head of the institution or another authorised person; however, the diploma and its supplement(s) shall be submitted until September 1. The deadline may be extended only upon the applicant's written application where he/she should identify the causes.
  - 7.2. A document certifying the level of language proficiency:
    - 7.2.1. if the language of instruction in the chosen study programme is English, a copy of TOEFL IBT certificate where the total score is 65 or more or a copy of IELTS certificate where the band score is not lower than 5.5;
    - 7.2.2. if the language of instruction in the chosen study programme is Russian, a document issued by a competent institution (higher education institution, testing centre, etc.) certifying the proficiency level in Russian provided in the requirements of the study programme.
  - 7.3. a copy of the person's identification document;
  - 7.4. reference letter(s): one letter for applicants to the first-cycle and integrated study programmes and two letters for applicants to the second-cycle study programmes;
  - 7.5. a receipt which is proof of payment of the admission fee in the amount of EUR 100. The fee shall be payable to the following bank account of the University: SEB bankas, LT207044 060006728725, SWIFT/BIC CBVI LT 2X, code of payment 200678001.

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## APPLICATION FORM FOR ADMISSION TO DEGREE STUDIES WITH LITHUANIAN AS LANGUAGE OF INSTRUCTION

### Application Deadlines:

**1 June:** for non-EU students coming from countries with a Lithuanian embassy or if they are not required to hold a visa to come to Lithuania.

**1 May:** for non-EU students coming from countries with no Lithuanian embassy.

### Application Fee:

€ 100

Admissions Office  
Universiteto g. 3  
LT-01513 Vilnius  
LITHUANIA  
Tel. +370 5 2687183  
Fax. +370 5 2687069  
e-mail: admissions@cr.vu.lt

*Recent photo*

### 1. PERSONAL INFORMATION

Surname	Name(s)
Date of birth (dd-mm-yyyy)	Place of birth
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Citizenship
Marital status: <input type="checkbox"/> Single <input type="checkbox"/> Married	Passport No
E-mail:	
Name and telephone number of a contact person in case of emergency:	

### 2. CORRESPONDENCE ADDRESS

Address	
Postal code	City
Country	
Telephone (include country and area code)	

### 3. QUALIFICATIONS

Please list all schools, colleges, universities you attended or expected to graduate.

No.	Name of Institution	Country, City	Attended from/to	Certificate/Diploma/Degree
1.				
2.				
3.				

### 4. LANGUAGE PROFICIENCY

Your native language is	
<b>Main language of instruction.</b> Please indicate the main languages of instruction at secondary school / university you attended. Please note that the teaching language refers to the language of instruction, not to the foreign language included in the curriculum.	
Secondary Education	University Education

### 5. REFEREES

*Please indicate one (two) persons (academic, employer) who could act as your referees (name, surname, position, e-mail, phone number). Make sure that you ask their permission to act as your referees.*

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### 6. FIRST OR SECOND CYCLE STUDY PROGRAMMES WITH LITHUANIAN AS LANGUAGE OF INSTRUCTION

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### 7. REQUIRED ENCLOSURES

Please ensure that the application is complete and that it includes the following:

- duly certified copy of a document proving previous education (a school leaving certificate for bachelor studies and a bachelor's diploma (or equivalent) for master studies) including grades;
- letter of motivation;



- certified copy of your passport or another identification document;
- one recent passport size photo (3 cm×4 cm);
- copy of a document proving the payment of the application fee;
- reference letter(s):
  - one letter for applicants to bachelor studies;
  - two letters for applicants to master studies.

## 8. LEGALIZATION OF DOCUMENTS PROVING ADEQUATE LEVEL OF EDUCATION

All documents issued in languages other than English, Russian or Lithuanian shall be supplemented with an official translation into English. The translation shall be held official when it is duly bound by a notary public with his/her **certified copy** of the document in the original language and is attested by the translator's signature. Documents issued in Lithuanian shall be notary **certified copies** and shall not require a translation.

## 9. SIGNATURE

I hereby certify that I understand and agree to all of the above information and that the information given in this application is complete and accurate to the best of my knowledge.	
Date (dd.mm.yyyy)	Place
Signature of applicant	

*Note: Only complete applications shall be accepted (with required enclosures).*

*All documents submitted by applicants to complete a file for admission become the property of Vilnius University. The submitted documents shall not be returned.*

Admissions Office Vilnius University Universiteto g. 3 Vilnius LT-01513 LITHUANIA
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