

**MINISTRY OF EDUCATION AND SCIENCE OF THE KYRGYZ REPUBLIC  
MINISTRY OF HEALTH OF THE KYRGYZ REPUBLIC  
"SALYMBEK UNIVERSITY" INSTITUTION**



**APPROVED**  
at the meeting of the Academic Council of  
"Salymbekov University" Institution  
Protocol No. \_\_\_\_\_ "\_\_\_\_" \_\_\_\_\_20\_\_\_\_

**APPROVED**  
Rector of the "Salymbekov University"  
Institution Zhumadilov E.Zh.  
Order No. \_\_\_\_\_ "\_\_\_\_" \_\_\_\_\_20\_\_\_\_

# **REGULATIONS ON THE ORGANIZATION OF THE ADDITIONAL SEMESTER**

**BISHKEK**

- 1. General regulations**

1.1. This Regulation has been developed with the aim of improving the quality of the educational process, forming a responsible attitude among students to all types of educational activities, more fully meeting the educational needs of citizens and preventing the accumulation of academic debts among students studying under the credit system.

1.2. The summer semester is organized on a paid basis to provide students with the opportunity to eliminate academic arrears, eliminate academic differences in curricula, meet the needs of accelerated and additional education, as well as for students wishing to improve their academic ranking.

1.3. In order to support students in exceptional cases (force majeure, difficult financial situation of the student, etc.), subject to the availability of the necessary funds and by the decision of the University governing bodies, the summer semester can be organized free of charge.

1.4. The summer semester is organized by the deans of the faculties of the University on the initiative of students for 2-7 weeks to eliminate academic arrears through intensive re-training using the method of immersion in one or two disciplines per week and passing an exam in accordance with the rules of study on the credit system.

1.5. In the summer semester, a student can master up to 15 credits, depending on the length of the summer semester set in the academic calendar. In exceptional cases, for example, under extraordinary circumstances (force majeure), which may negatively affect the academic performance of students, according to the decision of the Academic Council of the students may be able to eliminate the academic debt, in excess of 15 credits.

1.6. Academic debt at the end of the session is the grade "unsatisfactory" and the mark in the statement "did not appear" or "not admitted". To eliminate academic debt in the discipline, the student must, during the summer semester, re-attend all types of studies provided for by the working curriculum for this discipline, obtain admission and pass the exam.

1.7. A student who scored at the end of the academic year, taking into account the results of the summer semester, less than 45 credits, remains on a second course of study on a paid basis, including a student studying on a state educational grant / order, since left for a second course, he is deprived of the state educational grant / order for a further period of study.

1.8. A student left for a second course of study is trained according to the current curriculum in the corresponding year of study.

1.9. Students, including those studying on a grant basis, who have academic arrears (received an unsatisfactory mark), or who did not show up for the summer semester from course to course are not transferred and will be expelled. Students studying on a grant basis, in this case, are deprived of the state educational grant / order.

1.10. The decision to transfer students from course to course is made after the summer examination session and at the end of the summer semester. The transfer of a student from course to course is carried out subject to the complete elimination of academic debts by students for the previous year of study.

1.11. Students who have academic debts by results of examinations are not subject to expulsion, as according to personal application are eligible to participate in the summer semester is, or re- course e education.

1.12. Students studying on a grant basis are deprived of the state educational grant upon repeated training.

1.13. A student can be expelled from the university by order of the rector:

- of their own free will (without specifying specific reasons);
- in connection with the transfer to another university;
- due to illness (based on a certificate from a medical institution);
- due to family circumstances.

Dismissal on the initiative of the administration is carried out by order of the rector, upon presentation of a report by the dean of the faculty:

- for academic debt;

- for violation of academic discipline (failure to meet the schedule of the educational process, loss of connection with the university, absence from academic leave at the end of its term);
- for violation of internal regulations, rules of residence in a hostel;
- due to the failure to pass the state final certification;
- for committing illegal actions after the entry into legal force of a court verdict by which the student was sentenced to imprisonment, or to another punishment that excludes the possibility of continuing his studies;
- due to non-reimbursement (non-fulfillment of the terms of the contract) of training costs.

1.14. Registration for the summer semester for repeated study of disciplines is made at the end of the academic year within 1 week after the end of the examination session.

## **2. Procedure for organizing the summer semester**

2.1. During the summer semester, the opportunity to eliminate academic debt / academic difference is provided to the following categories of students:

- those who did not complete the course program in full, who received less than 60 credits per academic year;
- having an academic difference associated with the transfer from one direction to another, or to another form of study;
- those wishing to study additional courses and collect additional credits.

2.2. During the summer semester, a full study of unaccounted disciplines is carried out in the amount approved by the working curriculum of the direction.

2.3. The selection of teachers for teaching students in the additional summer semester is made on the basis of personal applications. At the same time, it is not allowed to conduct classes by teachers who conducted the discipline with the debtor during theoretical training (autumn / spring semester). In exceptional cases (absence of teachers in this discipline, due to illness, etc.), it is allowed to conduct classes by teachers who conducted the discipline with the debtor during theoretical training (autumn / spring semester).

2.4. The cost of 1 credit in the summer semester is determined for each academic year based on the current amount of tuition fees. 1/3 of the cost of one discipline credit is subject to payment.

$$1 \text{ credit} = \text{contract amount per year} / \text{total number of credits per year}$$

2.5. Training and the system of monitoring students' knowledge during the summer semester are identical to the system of organizing the educational process in the academic period.

2.6. Classes for students of the summer semester are held depending on the total number of credits, with the calculation of 20 hours for 2 credits of discipline training. There are 2 disciplines for each week. Within 4 weeks, classes are held in 8 disciplines and exams are also taken in them. Exams are held in each of the Saturdays of additional (summer) semester after the end of the course. Retaking exams for additional (summer) semester disciplines is not allowed.

2.7. A week before the start of the summer semester, a student with academic debt or wishing to study additional courses, submits an application to the rector of intent and participate in the summer semester. Then the student pays the tuition fees 3 working days before the start of the summer semester in accordance with clause 2.4. of this Regulation.

2.8. The dean's office draws up an individual curriculum for the student and, after the student pays for tuition in the summer semester, approves it with the rector.

2.9. Heads of departments a week before the start of the summer semester submit to the dean's office, educational methodical department a list of candidates for teaching disciplines in the summer semester.

2.10. About payment of labor of teachers in the summer semester is done according to the standard approved by the time the decision of the Academic Council.

2.11. According to the personal application of the students and the contract with the teachers, the dean of the faculty submits a report, on the basis of which an order is drawn up to conduct the summer semester.

2.12. Based on the list of summer semester disciplines, taking into account the teachers who have entered into a contract, a schedule of summer semester classes is drawn up in the volumes established by the working curricula. The control over the course of classes in this semester rests with the deans of the faculties.

2.13. Students who have academic debt for the state exam "History of Kyrgyzstan" / " Geography of Kyrgyzstan" / " Kyrgyz language and literature" re-study this discipline in the summer additional (summer) semester (4 weeks), but the exam is passed during the work of the State Examination Commission.

### **3. Final regulations**

3.1. In exceptional cases, for example, in case of emergency or due to illness of a student, the summer semester can be organized in parallel with the theoretical study of the next semester / course. In such cases, if there is payment for the next semester, the student may receive permission to attend the classes of the next semester / course without the right to take the current and semi-annual attestation until the academic debt for the previous semester / course is paid in full.

3.2. At the end of the summer semester, subject to the elimination of the debt within the established timeframe and according to the proposal of the dean of the faculty, the student can be transferred to the next semester / course or admitted to the examination session.

3.3. With a low transfer score, unsatisfactory results of the summer semester, the student is given the right to re-study. Repeated training is carried out on a paid basis.

3.4. The student can refuse to re-study by expelling at his own request. In this case, the student writes an application addressed to the rector of the University about his expulsion of his own free will.

3.5. A person expelled from the University is issued an academic certificate issued to citizens who have not completed their education in the prescribed form.

3.6. Payment for the summer semester is made by credits, according to the price list approved for the current academic year and determined in accordance with clause 2.4. of this Regulation.

## APPROVAL AND RECOGNITION SHEET

"\_\_" \_\_\_\_\_ 20\_\_

Rector of "Salymbekov University"

Institution

Zhumadilov E.Zh.

Dean of the Faculty

Kasymalieva K.K

Head of department NH

Kasymalieva K.K.

Department of accountant on financial and  
economic issues

Stalbekova T.S.

Head of Educational-methodical department

Akmatova A.T.

Lawyer

## Registration of changes

[illegible]