

Approved by the Academic Council on June 14, 2013, by Protocol No. 29-13.

Changes made By Rector Council of 22th January, 2024 ,3/24 Minute

## **Provision on the Compatibility of Learning Outcomes Achieved within Another Educational Program and the Recognition of Corresponding Credits**

### **Article 1. Commission for the Recognition of Education and Credits**

1. The determination of the compatibility of learning outcomes achieved within another educational program and the recognition of corresponding credits is ensured by the Commission for the Recognition of Credits Earned in Other Educational Institutions (hereinafter referred to as the Commission).
2. The Commission exercises its authority in accordance with this provision, the university's internal normative acts, and the rules established by the Ministry of Education and Science of Georgia.
3. The Commission is chaired by the head of the Quality Assurance Service. The composition of the Commission includes the director of the school, and in the case of the DSP (Doctoral Study Program), the academic dean and the manager of educational process administration.
4. The Commission reviews each application individually and determines the compatibility of learning outcomes achieved within another educational program and makes a decision regarding the recognition of the corresponding credits. For this, depending on the individual approach of the application, it forms a group of persons who determine the compatibility of the learning outcomes.
5. The applicant for learning outcome compatibility submits an application through MY UG. The manager of the Educational Process Administration Service administers the applications and, together with the head of the Quality Assurance Service, initiates the formation of the Commission.
6. The process of determining the composition of the Learning Outcome Compatibility Commission is defined by the specifics, complexity, and significance of the issue.

### **Article 2. European Credit Transfer System (ECTS)**

1. The credit system is used to evaluate students' activities—a unit that expresses the volume of work a student must perform to master a subject, expressed in time units (hours).
2. The Commission, in accordance with the legislation, calculates the student's workload in credits in the case of an educational program that does not adhere to the European Credit Transfer System (ECTS).
3. If the higher educational institution from which the student is transferring uses a credit system different from ECTS, the Commission is entitled to request an official document from the student that explains the correspondence of this system to the ECTS or provides information about the volume of each educational course calculated in time units (week, hour).

### **Article 3. Procedure for Determining the Compatibility of Learning Outcomes Achieved within Another Educational Program and the Recognition of Corresponding Credits**

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1. The recognition of educational documents issued abroad is regulated in accordance with the Law of Georgia on Higher Education.
2. Credits obtained within the framework of an educational program at a higher educational institution, where admission and teaching were conducted in accordance with the law, are subject to recognition.
3. The Commission also reviews applications based on which it is possible to recognize learning outcomes achieved within one qualification for the purposes of another qualification.
4. The compatibility of learning outcomes achieved within another educational program is determined based on the analysis of syllabi of the components completed by the student (learning goals and outcomes corresponding to specific and general competencies) and/or through examinations.
5. The term "syllabus" refers to syllabi composed in accordance with the logic of the normative regulations in the field of higher education or such a document that confirms the content of a specific program component, which can be studied and evaluated by the Commission for comparison.
6. The Commission is entitled to request the student to pass an exam if the analysis of the syllabus does not establish the compatibility of learning outcomes.
7. An exam is scheduled if it is impossible to present a syllabus or its equivalent document. The Commission, based on the individual approach to each application and considering its specificity, determines the exam format, the group of examiners, and the criteria, while the exam topics are determined by the school to which the respective subject belongs (in the case of DSP, by the academic dean).
8. The exam period should not exceed one week.
9. The decision of the Commission may be appealed once to the Rector in accordance with the legislation.

**Article 4. Transitional Provisions** The provision on the compatibility of learning outcomes achieved within another educational program and the recognition of corresponding credits, approved by the Academic Council on June 25, 2012, by Protocol No. 23/12, is hereby declared invalid.