



PROJECT

AGREED BY

Šiaulių Valstybinė Kolegija / Higher Education Institution

Academic Council on 22 November 2023

Resolution No. ATP-7

**YEAR 2024 ADMISSION RULES
OF ŠIAULIŲ VALSTYBINĖ KOLEGIJA / HIGHER EDUCATION INSTITUTION
FOR FOREIGN STUDENTS**

Paid Professional Bachelor Studies in Foreign Language

Šiauliai, 2023

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1. Admission requirements

1.1. The citizens of foreign countries are admitted to the Šiaulių Valstybinė Kolegija / Higher Education Institution (hereinafter – the *Institution*) for studies in a foreign language in accordance with the procedure laid down in these rules.

1.2. Persons are admitted with senior secondary education.

1.3. There are no entrance exams.

1.4. The competitive score for entrants is calculated in accordance with the principles specified in Chapter 3. Entrants are subject to a **minimal competitive score** set by *Institution's* Academic Council. The minimal competitive score is not applied to persons who have been exempted from the secondary education examination.

1.5. The Applicants have to know the foreign language in which the studies will be carried out, at no lesser than B1 level (according to the European language levels). Advantage – certificate of International Foreign language exam (IELTS not less than 5,0 or equivalent).

1.6. The study programme may be pursued in full-time mode of study (duration of studies 3 years, *General Practice Nursing* – 3,5 years) or in part-time mode of study (duration of studies 4 years).

1.7. Minimum number of students in an academic group – 6. If there is a smaller number of students, individual studies are organized.

1.8. There is a tuition fee. The tuition free for foreign students is defined in the *Institution* Council's Resolution (see Section 7).

2. Study programmes

<i>Group of Study Fields</i>	<i>Study Programmes State code</i>	<i>Study Programme*</i>	<i>Language of instruction</i>		<i>Qualification degree awarded and professional qualification</i>
Faculty of Business and Technologies					
Business and Public Administration	6531LX082	International Business	English	Russian	Professional Bachelor of Business Management
Computing	6531BX021	Information Systems Technology	English	–	Professional Bachelor of Computing
Engineering Sciences	6533EX002	Automation and Electrical Engineering	English	–	Professional Bachelor of Engineering Sciences
	6531EX050	Construction	–	Russian	
Faculty of Health Care					
Health Sciences	6531GX030	General Practice Nursing	English	–	Professional Bachelor of Health Sciences, General Practice Nurse

* The descriptions of study programmes – see [Institution website](#). The list of study programmes may be changed by a decision of the *Institution* Directorate meeting minutes.

3. Competitive score

3.1. The competitive score is compiled by evaluations of four subjects recorded in the senior secondary education document (the most favourable option for the Applicant is considered). The transfer of grades is carried out at the *Institution* in accordance with the recommendations of the Centre for Quality Assessment in Higher Education (CQAHE).

3.2. The evaluation of the first (main) subject is 40%, the remainder - 20% of the competitive score.

3.3. An additional 1 point may be added to the competitive score for the evaluation of motivation for studies.

<i>Group of study fields</i>	<i>First (main) subject</i>	<i>Second subject</i>	<i>Third subject</i>	<i>Fourth subject</i>
Business and Public Administration	mathematics	history or information technologies, or geography, or foreign language	any subject	native language
Computing		information technologies or physics, or biology, or chemistry, or geography		
Engineering Sciences				
Health Sciences	biology	chemistry or mathematics, or information technologies, or physics		

4. Required documents

Documents must be submitted in either Lithuanian, English or Russian to the *Institution's* Admission Office (hereinafter – the *Admission Office*). If the documents are in another language, they have to be officially translated into Lithuanian, English or Russian. Copies of the documents have to be submitted to the *Admission Office* via email. Originals have to be shown at upon the arrival to formalize admission to the *Institution* (see Subsection 5.2.10).

Required documents:

4.1. Application to study (filled online www.applyonline.svako.lt);

4.2. Motivation letter (with application filled online www.applyonline.svako.lt);

4.3. Copy of passport;

4.4. Notarised copy of the senior secondary education document and its supplements; *Institution* has the right to ask for original secondary education documents if this is required by the CQAHE (https://www.skvc.lt/default/en/60/apply/country_specific);

4.5. A copy of the document verifying that the last name was changed (in case there is a different last name in any of the documents).

5. Admission procedure

5.1. Each year the beginning of the study year is 1 September (Autumn semester). For important reasons, studies can be started later. Applications to study and required documents must be submitted to the *Admission Office* no later than 2 months before the beginning of studies. In the spring semester (from 1 February) only applicants with previous study experience in the same study field may be accepted by the Faculty decision, with study subjects recognition.

5.2. Admission procedures:

5.2.1. Applicant fills application to study and motivation letter on the Online Application System www.applyonline.svako.lt and submits to the *Admission Office* via email admission@svako.lt

5.2.2. Applicant sends copies of documents (see Section 4) to the *Admission Office* via email admission@svako.lt

5.2.3. Upon receipt of confirmation from the *Admission Office* that the admission to the selected study programme is being carried out, Applicant pays to the *Institution* the Application fee (100 EUR) and provides proof of payment to the *Admission Office* via email admission@svako.lt

5.2.4. Upon receipt of copies of documents of the Applicant and payment of the Application fee, the *Admission Office* carries out the initial selection of the Applicants.

5.2.5. In accordance with the procedures set out in the Regulations on the Recognition of Education and Qualifications Acquired Abroad, *Institution* carries out the academic recognition of an Applicant's secondary education, in accordance with the *CQAHE*'s general recommendations or an individual recommendation from the *CQAHE*, within one month from the date of submission of all the necessary documents.

5.2.6. The *Admission Office* decides on the Applicant's admission on the basis of the conclusion of the academic recognition and informs the Applicant of its decision by e-mail.

5.2.7. Acceptance to the *Institution* is formalized by the Director's order.

5.2.8. *Institution* submits (if needed) a mediation letter regarding the issuance of a temporary residence permit in the Republic of Lithuania (hereinafter referred to as *TRP*) to the Applicant in the Lithuanian Migration Department's information system MIGRIS. The *Institution* reserves the right to require the Applicant to pay the tuition fee for the first one year of study before the Applicant applies for *TRP*, if he / she is a citizen of a country with an increased risk of illegal migration.

5.2.9. The applicant applies for a *TRP* (if needed) in the information system MIGRIS. Document requirements <https://www.migracija.lt/esu-studentas1>

5.2.10. Upon receipt of a *TRP* (if it is needed) the Applicant arrives to the *Institution* at the specified date. The student has to bring to the *Institution* and show the originals of the required documents to the *Admission Office* (if not previously sent).

5.2.11. Applicant pays to the *Institution* the tuition fee for the first one year of study (Annual tuition fee – see Section 7) before signing the study Agreement (if not previously paid).

5.2.12. The admission is formalized and the study Agreement is signed, one copy is given to the Applicant.

5.2.13. Applicants with professional qualifications may submit an additional request and additional documents regarding the acceptance of study results and creation of an individual plan of studies.

5.2.14. For Applicant, who submits an official visa refusal letter from the Migration Department, the *Institution* will fully refund tuition fee for the first one year of study, with the exception of the bank transfer fee.

5.2.15. In case the Applicant who received the *TRP* does not arrive to the *Institution* and does not sign the study Agreement within the specified date, the invitation to study is cancelled, the *TRP* is annulled, the Migration Department is informed of the foreigner's absence and the contributions paid are not refunded.

6. Bank details

Beneficiary	Šiaulių Valstybinė Kolegija / Higher Education Institution
Registration business number	111968241
Bank account	LT19 7300 0100 9466 3081
Bank	„Swedbank“, AB
Bank address	Konstitucijos pr. 20A, LT-03502 Vilnius, Lietuva
Bank code	73000
SWIFT code	HABALT22

Payments descriptions:

- Application fee (100 EUR);
- payment for the first one year of study.

Payer – write the Applicant's first name and last name (surname), personal code (if the applicant has it). If the payment is made by another person it is necessary to specify for which Applicant the payment was made.

The payer has to cover the bank expenses.

Applicant submits proof of payment documents to the *Admission Office*.

Application fee is non-refundable.

7. Annual Tuition Fee

Annual Tuition Fee is defined by *Institution* Academic Council's decision. The tuition fee for the first year of studies is paid following Subsection 5.2.11. The fees for the next study years are paid according to the deadlines indicated in the study agreement.

8. Contacts

Adressee	Address	Telephone	Email	Website
Šiaulių valstybinė kolegija / Higher Education Institution Admission Office	Aušros al. 40-211, LT-76241 Šiauliai, Lithuania	(+370 41) 52 37 69 +370 615 97 114	admission@svako.lt	www.svako.lt
Šiaulių valstybinė kolegija / Higher Education Institution Administration	Aušros al. 40, LT-76241 Šiauliai, Lithuania	(+370 41) 52 37 68	administracija@svako.lt	
Centre for Quality Assessment in Higher Education (CQAHE)	Goštauto str.12, LT-01108 Vilnius, Lithuania	(+370 5) 210 47 72	recognition@skvc.lt	www.skvc.lt

More information about National educational system can be found on National Information Center (ENIC-NARIC) website www.enic-naric.net
