

APPROVED BY

The decision of the Board of Directors of
NPJSC “Zhetysu University named after I.
Zhasugurov”

Protocol №



RULES OF ADMISSION
to study at the
NPJSC “Zhetysu University named after Ilyas Zhansugurov”

Taldykorgan, 2022

ADMISSION RULES FOR BACHELOR'S DEGREE PROGRAMS

1. General terms

1. Rules of admission to study at the NPJSC “Zhetysu University named after I. Zhansugurov” (hereinafter ZU named after I. Zhansugurov), designed on the basis of Model Regulations for admission to training in educational organizations, implementing educational programs of higher education for No. 600 dated 31 October, 2018 designed in accordance with subparagraph 11) of Article 5 of the Law of the Republic of Kazakhstan dated 27 July, 2007 “On Education” and subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan dated 15 April, 2013 “On State Services”, which determine the procedure for the admission of persons to bachelor's degree educational programs and the provision of state services “Acceptance of documents and enrollment in higher educational institutions for training in educational programs of higher education”.

2. Admission of persons entering the Zhetysu University named after I. Zhansugurov is carried out by placing the state educational order and an educational grant of higher education at the expense of the republican budget or the local budget, as well as tuition fees at the expense of the student's own funds and other sources. Number of students studying upon the educational programs is formed according to the Plan of admission to Zhetysu University named after I. Zhansugurov for the current academic year.

2. The procedure of admission

The procedure of admission to training in educational organizations implementing educational programs of postgraduate education is realized in accordance with the Model Regulations for admission to training in educational organizations implementing educational programs of postgraduate education for No. 600 dated 31 October, 2018

3. Persons with general secondary, technical and vocational, post-secondary, higher education *in the fields of education: “Pedagogical Sciences”, “Arts and Humanities”, “Social Sciences, journalism and information”, “Business, Management and Law”, “Natural Sciences, Mathematics and Statistics”, “Information and communication technologies”, “Engineering, manufacturing and construction industries”, “Agriculture and bioresources” and “Services”* are accepted to the Zhetysu University named after I. Zhansugurov for educational programs according to the **Appendix 1.**

4. In order to participate in the competition for the educational grant award of higher education at the expense of the republican budget or the local budget and (or) enrollment in paid training at the ZU named after I. Zhansugurov, persons with secondary, technical and vocational or post-secondary education are allowed, with the exception of those entering related areas of higher education training, providing the reduced training terms that have passed the UNT in accordance with the terms of the UNT specified in the “Rules of conducting a unified national testing and providing state services “Issuance of a certificate of passing a unified national testing” dated 2 May, 2017 No. 204 and gaining the following results in the fields of education: *“Arts and Humanities”, “Social Sciences, journalism and information”, “Business, Management and Law”, “Natural Sciences, mathematics and statistics”, “Information and communication technologies”, “Agriculture and bioresources”, “Engineering, manufacturing and construction industries” and “Services”* – at least 50 points, and in the fields of *“Pedagogical Sciences” and “Business, Management and Law” (training area 6B042- Law)* – at least 75 points.

At the same time, for each subject of the UNT and (or) the creative exam, it is necessary to score at least 5 points.

In order to participate in the competition for the educational grant award of higher education at the expense of the republican budget or the local budget for studying in related areas of higher education training, providing the reduced training terms, persons with technical and vocational, post-secondary education, who have passed the UNT and scored at least 25 points according to its results and in the field of education *“Pedagogical Sciences”* – at least 35 points, including at least 5 points for each UNT discipline and (or) creative exam are allowed.

Individuals, who have certificates of international standardized tests SAT, ACT, IB, participate in the competition for the educational grant award and (or) are enrolled in the ZU named after I. Zhansugurov for a paid department, in accordance with the scale of points transfer, according to **Appendix 2** to these Rules. Transfer of SAT scores to the UNT is carried out in case of the availability of SAT reasoning and SAT subject certificates. At the same time, certificate holders of:

- SAT reasoning pass UNT on the subject of “History of Kazakhstan” and by two profile subject;
- SAT reasoning and SAT subject pass UNT on the subject of “History of Kazakhstan”. Meanwhile SAT subject scores are converted into UNT points, on the condition that profile subjects match;
- ACT pass UNT on the subject of “History of Kazakhstan”;
- IB pass UNT on the subjects of “History of Kazakhstan” and “Reading literacy”.

In order to convert the points of international certificates into UNT points applicants must submit an application in online format and attach electronic certificates on the website of NTC app.testcenter.kz **before** May 27 of the current year. Then, the list of holders of international certificates for approval is sent to the Ministry of Education and Science of the Republic of Kazakhstan (in June 2022).

After the approval of the list by the Ministry of Education and Science of the Republic of Kazakhstan, the results of international standardized tests SAT, ACT, IB are converted into UNT points according to the scale of Model Regulations.

The UNT electronic certificate will be available for download in personal account on the website of app.testcenter.kz or by link <https://certificate.testcenter.kz/search>.

5. In accordance with subparagraph 6) of paragraph 2 of Article 43-1 of the Law of the Republic of Kazakhstan dated 27 July, 2007 “On Education”, individuals with secondary, technical and vocational or post-secondary education are enrolled to ZU named after I. Zhansugurov in accordance with the established passing threshold points, according to **Appendix 3** to these Rules.

6. Citizens of the Republic of Kazakhstan who have technical and vocational, post-secondary or higher education are accepted for training in educational programs of higher education that provide for reduced terms of study.

According to the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 31 October, 2018 No. 604 “On the approval of State mandatory standards of education for all levels of education” (with amendments and additions dated 5 May, 2020 No. 182), paragraph 31 applicants for training in second higher education programs must master additional academic credits, which are determined by taking into account the recognition of learning outcomes (transfer).

Accounting for the recognition of previously achieved results is determined by methodological recommendations on the compliance of related groups of educational programs of higher education and specialties of technical and vocational, post-secondary education (Order of the Minister of Education and Science of the Republic of Kazakhstan dated 1 April, 2019 No. 134), as well as the table of compliance of related educational programs for second higher education, according to **Appendix 4** to these Rules. The transfer of disciplines previously studied by students is carried out by the commission after the formation of the enrollment order.

If the direction of training of the first higher education does not correspond to the chosen educational program according to **Appendix 4** to these Rules, the student must additionally master academic credits in the amount determined by the educational program.

The cost of one academic credit is approved by the Academic Council of the University. An additional volume of disciplines is subject to study in the summer period.

Admission to the ZU named after I. Zhansugurov of persons with technical and professional or post-secondary education with the qualification of “mid-level specialist” or “applied bachelor” in related areas of higher education training, providing the reduced training terms on a paid basis is carried out according to the results of an interview.

Admission to the ZU named after I. Zhansugurov of individuals with higher education, in the group of educational programs providing for reduced terms of study on a paid basis is carried out according to the results of the interview.

The purpose of the interview is to assess the level of theoretical and practical preparedness of the applicant for a reduced educational program.

Interview questions are designed by departments and approved by the Academic Council.

In order to organize and conduct an interview, by order of the Chairman of the Board – Rector of ZU named after I. Zhansugurov or a person fulfilling his duties, an interview commission is created.

7. Admission of foreign citizens to study at the ZU named after I. Zhansugurov on a paid basis is carried out according to the results of an interview conducted by the admission committee of the ZU named after I. Zhansugurov during a calendar year. At the same time, the enrollment of foreign citizens is implemented in accordance with the academic calendar 5 (five) days before the start of the next academic period.

The procedure for admission of foreign citizens to training:

1. Submission of documents.
2. Interview.
3. Conclusion of a contract for training, tuition fees.
4. Providing the medical documentation.
5. Enrollment in a composition of students.
6. Migration registration.

Foreign citizens who have arrived to the Republic of Kazakhstan at the official invitation of the Ministry of Education and Science of the Republic of Kazakhstan, as well as independently – on a guest or tourist visa, are allowed to interview. Foreign citizens who arrived to the Republic of Kazakhstan on their own, in order to enter a university, are obliged to comply with the current Legislation, the rules of stay of foreign citizens in the Republic of Kazakhstan.

A foreign citizen entering the Bachelor's degree programs provides the following documents to the Zhetysay University named after I. Zhansugurov:

1. A state-issued document on secondary (full) general education or secondary vocational education, or a document of a foreign state on education recognized as equivalent in the Republic of Kazakhstan to a state-issued document on secondary (full) general education or secondary vocational education with an appendix (on the subjects studied, indicating the number of hours and grades for them);

2. 2 copies of the education document with a notarized translation to Kazakh or Russian language;

3. The original version of the identity document (passport) of the applicant and a notarized copy with translation into Kazakh and/or Russian;

4. 6 photos in size of 3x4 cm (matte);

5. Medical certificate in the form 075/y in electronic format, approved by order No. RK MoH – 175/2020).

The text of the translation must be certified by a Kazakh notary or the Consulate of the Republic of Kazakhstan in the country of issue of educational documents.

All translations must be made to the name and surname indicated on the entry visa.

If a foreign citizen provides information that does not correspond to the facts, ZU named after I. Zhansugurov has the right to return his/her documents and expel him from the number of students of ZU named after I. Zhansugurov.

8. Admission of persons entering the ZU named after I. Zhansugurov is carried out according to their applications on a competitive basis in accordance with the points of the electronic certificate of the established sample, in the form approved by the order of the Acting Minister of Education and Science of the Republic of Kazakhstan dated 23 October, 2007 No. 502 “On approval of the form of strict reporting documents used by educational organizations in educational activities” (registered in the Registry of State Registration of Regulatory Legal Acts under No. 4991), officially confirming

the results of the Unified National Testing (UNT) published on the website of the National Testing Center (hereinafter referred to – UNT certificate).

9. In ZU named after I. Zhansugurov by order of the Chairman of the Board–Rector or a person, fulfilling his duties, an admissions committee is created. The admissions committee consists of Rector, Vice-Rectors, heads of structural units and representatives of the teaching staff of ZU named after I. Zhansugurov. The quantitative composition of the admissions committee consists of an odd number of members. The Chairman of the Admissions Committee is the Chairman of the Board-Rector of the ZU named after I. Zhansugurov. The Executive Secretary of admission committee is appointed by the order of the Chairman of the Board-Rector of ZU named after I. Zhansugurov or the person fulfilling his duties.

3. The procedure of admission and an order of holding special and creative examinations

10. Admission to study in groups of educational programs of higher education that require special and creative training, including the fields of education in “Pedagogical Sciences” is realized by taking into account the results of special and creative examinations.

11. To organize and conduct special and creative examinations, by the order of the Chairman of the Board – Rector of the ZU named after I. Zhansugurov or the person fulfilling his duties, an examination committee is created for the period of conducting exams.

The committee consists of representatives of the ZU named after I. Zhansugurov from among the teaching staff, public organizations, and the media. The composition of the committee for creative examinations in the areas of training “Art” and “Training of teachers with a subject specialization of general development” also includes individuals with an appropriate education in the profile and recommended by the local authorized body in the field of culture and sports.

The examination committee does not include members of the Appeals Board.

The Commission consists of an odd number, and the Chairman of the commission is elected by a majority of votes from among the members of the committee. The decision of the commission is considered competent if at least two thirds of its members are present at the meeting. The decision of the committee is made by a majority vote of the number of those present at the exam. In case of equality of votes, the vote of the Chairman of the commission is decisive.

12. Holding special and creative examinations are carried out according to groups of educational programs, in accordance with the List of groups of educational programs, on which special and creative examinations are conducted in compliance with **Appendix 4** to these Rules.

Individuals applying to educational programs of higher education that require special and creative training, including in the field of education “Pedagogical Sciences”, submit the following documents to the admission committee of the ZU named after I. Zhansugurov for passing special and creative exams:

1) A document on general secondary or technical and vocational, post-secondary education (original);

2) 2 passport size measuring 3 x 4 centimeters;

3) A copy of the identity document;

4) UNT certificate (if applicable);

5) A copy of the document confirming the presence of one of the sports categories and (or) sports titles established by paragraph 1 of Article 35 of the Law of the Republic of Kazakhstan dated 3 July, 2014 “On Physical Culture and Sports” (if applicable).

13. Acceptance of applications for the creative exam is carried out from June 20 until July 7 of the calendar year.

The creative exam is held from July 8 to July 13 of the calendar year.

14. Persons entering the group of educational programs of higher education, those requiring creative training, who have documents on general secondary, technical and vocational or post-secondary education, take two creative exams.

Persons entering a group of higher education educational programs that require creative training in related areas of higher education training, providing the training terms, have documents on

technical and vocational or post-secondary education, pass one creative exam to participate in the grant competition.

The form of conducting special and creative examinations shall be established in accordance with **Appendix 5** to these Rules.

15. Acceptance of incoming documents and conducting a special examination for admission in the field of education “Pedagogical Sciences” are carried out from June 20 to August 20 of the calendar year.

16. Individuals entering the group of educational programs of higher education, requiring creative training, take creative exams in their chosen OHPE (Organization of the higher and postgraduate education).

For graduates of organizations of secondary or technical and vocational, post-secondary education, entering a group of educational programs of higher education that require creative training, scores in the History of Kazakhstan, Reading literacy (the language of instruction) are taken into account.

For graduates of organizations of technical and vocational, post-secondary education, entering a group of educational programs of higher education, requiring creative training in related areas of higher education training, providing the reduced training terms, points in a special discipline are taken into account.

17. Individuals applying to the ZU named after I. Zhansugurov in the field of education “Pedagogical sciences” pass one special exam conducted by the admission committee.

For persons applying to the ZU named after I. Zhansugurov in the field of education “Pedagogical sciences”, points in the History of Kazakhstan, mathematical literacy, reading literacy (the language of instruction), two profile subjects are considered.

For individuals entering the ZU named after I. Zhansugurov in the field of education “Pedagogical sciences”, in related areas of higher education training, providing the reduced training terms, points in general professional and special disciplines are taken into account.

For persons with technical and vocational or post-secondary education with the qualification of “mid-level specialist” or “applied bachelor”, applying to the ZU named after I. Zhansugurov in the field of education “Pedagogical sciences”, in related areas of higher education training, providing the reduced training terms on a paid basis, according to the results of the interview, a special exam is not required.

18. Programs for holding special and creative examinations are designed by higher schools supervising these educational programs and approved by the Chairman of admission committee of ZU named after I. Zhansugurov.

19. Schedule of special and creative exams (date, time and venue, consultations) approved by the Chairman of the admissions committee according to the form of the exam listed in **Appendix 5** and is brought to the attention of applicants before the start of receiving documents and published on the official Internet resource (zhetyssu.edu.kz) of ZU named after I. Zhansugurov.

20. Access to the auditorium (room) for conducting special and creative examinations is carried out upon presentation of an identity document.

At the same time, special and creative exams are held in auditoriums (rooms) equipped with video and audio recording.

21. Before the start of special and creative examinations, applicants are given examination material and the procedure for the design of title pages, as well as the time of the beginning and the end of special and creative examinations, the time and place of the announcement of the results and the procedure for filing an application for appeal are explained.

22. Creative exams for applicants who have documents on general secondary or technical and vocational, post-secondary education are evaluated according to a 45-point system.

The creative exam for applicants in related areas of higher education training, providing the reduced training terms, is evaluated according to a 20-point system.

A special exam for applicants in the fields of education “Pedagogical sciences” is evaluated in the form of “admission” or “non-admission”.

23. The results of the creative exam are issued with a statement of grades, the results of the special exam are issued with a statement of admission, the protocol of the commission in any form are transmitted to the executive secretary of the admissions committee (his deputy) for announcements of results. The protocol of the committee is signed by the Chairman and all the members of the committee present.

24. The results of special and creative examinations are announced on the day of the exam.

25. According to the results of special examinations in the field of education “Pedagogical sciences”, an extract from the admission statement is issued to the applicant for presentation to the OHPE (Organization of the higher and postgraduate education), regardless of the place of passing the special exam.

26. For the period of conducting the exams, in order to comply with the requirements for a special and creative exam, resolve disputes, protection of rights of persons taking the relevant examinations, by order of the Chairman of the Board-Rector of the ZU named after I. Zhansugurov or a person fulfilling his duties, an Appeals Board is created, the composition of which consists of an odd number of members, including its Chairman.

27. The application for appeal is submitted to the Chairman of the Appeal Board by person who has passed a special or creative examination is accepted before 13.00 pm. of the next day, after the announcement of the results of a special or creative exam and is considered by the Appeals Board within one day.

28. The decision of the Appeals Board is considered competent if at least two thirds of its members are present at the meeting. The decision on the appeal of disagreement with the results of a special or creative exam is made by a majority of votes from the number of present members of the Board. If the votes of the members of the Appeals Board are equal, the vote the Chairman is decisive. The work of the Appeals Board is formalized by a protocol signed by the Chairman and all members of the committee present.

29. ZU named after I. Zhansugurov, on the day of completion of the special and creative exam, transmits to the information system of the National Testing Center of the Ministry of Education and Science of the Republic of Kazakhstan the results of the special and creative examination of applicants for participation in the competition for the educational grant award of higher education at the expense of the republican budget and enrollment in ZU or other OHPE (Organization of the higher and postgraduate education) for paid training.

4. The procedure of enrollment in ZU

30. In order to enroll in ZU named after I. Zhansugurov, applicants submit to the admission committee, the IP of the university or through the “e-government” web portal www.egov.kz (hereinafter referred to as the portal) a set of documents provided in paragraph 8 of the Standard of the State Service “Acceptance of documents and enrollment in higher education institutions for training in educational programs of higher education” (hereinafter referred to as the Standard of the state service), in accordance with **Appendix 6** to these Rules.

The technical secretary of the admissions committee accepts a set of documents, registers them and issues of a receipt to applicant on the receiving a set of documents on the day of receiving the application, or in the case of providing an incomplete set of documents, refuses to accept the documents.

In the case of an application through the portal, the status of acceptance of a request for a public service, as well as a notification indicating the date and time of receiving of the result of the public service, is sent to the “personal account”.

The technical secretary of the admissions committee checks the completeness of the submitted documents from the moment of receipt of the application, in case of incompleteness, prepares a reasoned refusal to further consideration of the application, which is sent in the form of an electronic document to the applicant to the “personal account” on the portal.

If the applicants provide a full set of documents, the service provider is notified of the acceptance of documents for enrollment in the ZU named after I. Zhansugurov. After receiving the

notification, the applicant submits the original documents to the admissions committee within the period from August 10 to August 25 of the calendar year.

After receiving the documents, the Chairman of the Board-the Rector of the ZU named after I. Zhansugurov or a person fulfilling his duties issues an order to enroll the service recipient in the number of students.

The service provider refuses to provide public services on the grounds provided by paragraph 9 of the Standard of the state service.

30-1. The service provider ensures the entry of information on the stage of the provision of state services into the information system for monitoring the provision of state services in accordance with subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan dated 15 April, 2013 "On state services".

30-2. A complaint against the decision, actions (inaction) of the service provider on the provision of state services may be filed to the head of the service provider, to the authorized body for the assessment and control of the quality of state services, in accordance with Legislation of the Republic of Kazakhstan.

The complaint of the service recipient received by the service provider, in accordance with paragraph 2 of Article 25 of the Law is subject to review within 5 (five) working days from the date of its registration.

The complaint of the service recipient received by the authorized body for the assessment and control of the quality of state services is subject to consideration within 15 (fifteen) working days from the date of its registration.

In cases of disagreement with the results of the provision of state services, the service recipient appeals to the court in accordance with the procedure established by the Legislation of the Republic of Kazakhstan.

30-3. Enrollment of applicants to the number of students of the ZU named after I. Zhansugurov is carried out by the admission committee from August 10 to 25 of the calendar year for training in Kazakh, Russian or in English, by order of the Chairman of the Board-Rector of the ZU named after I. Zhansugurov or a person fulfilling his duties.

31. Individuals with secondary, technical and vocational or post-secondary education, with the exception of those entering related areas of higher education training, providing the reduced training terms, who have not scored the threshold score, set in paragraph 4 of these Rules (according to the results of the UNT), with UNT results with inappropriate combinations of specialized subjects, canceled results of the UNT are enrolled in the ZU named after I. Zhansugurov full-time on a paid basis.

Upon completion of the academic period of study at the ZU named after I. Zhansugurov, these individuals repeatedly pass the UNT within a year and established time frame, in compliance with the Rules of conducting unified national testing approved by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 2 May, 2017 No. 204 (registered in the Registry of State Registration of Regulatory Legal Acts under No. 15173) (hereinafter – Order No. 204).

32. Enrollment of foreign citizens is carried out in accordance with the academic calendar 5 (five) days before the beginning of the next academic period.

33. Persons who have received an electronic certificate of awarding an educational grant of higher education at the expense of the republican budget or the local budget to the ZU named after I. Zhansugurov, submit an application for admission to the admission committee of the ZU named after I. Zhansugurov and are enrolled in the composition of students by order of the Chairman of the Board-Rector of the ZU named after I. Zhansugurov or a person fulfilling his duties.

Holders of an educational grant of higher education in groups of educational programs requiring creative training are enrolled in the ZU named after I. Zhansugurov, only if passing creative exams in ZU named after I. Zhansugurov.

Citizens of the Republic of Kazakhstan, who enroll on the basis of a state grant, conclude a contract on working out at least 3 (three) years in accordance with the procedure established by the Resolution of the Government of the Republic of Kazakhstan dated 30 March, 2012 No. 390 "On

approval of the Rules for sending a specialist to work, granting the right to self-employment, exemption from the obligation or termination of the obligation to work by citizens, students trained on the basis of the state educational order, amendments and additions to the Resolution of the Government of the Republic of Kazakhstan dated 23 January, 2008 No. 58 “On approval of the Rules for awarding an educational grant”.

34. Graduates of organizations of secondary or technical and vocational, post-secondary education of the current year, who passed the UNT on time in accordance with Order No. 204 and those who have scored the threshold score set out in paragraph 4 of these Rules, submit an application addressed to Chairman of the Board – Rector of the ZU named after I. Zhansugurov or a person performing his duties to enroll in the ZU named after I. Zhansugurov on a paid basis until receiving a document on general secondary or technical and vocational, post-secondary education.

At the same time, students of the final 11 (12) grades of secondary education organizations in the period from February 1 to August 25 of the calendar year submit an application addressed to the Chairman of the Board – Rector of the ZU named after I. Zhansugurov or a person performing his duties on enrollment in ZU named after I. Zhansugurov on a paid basis until receiving a document on general secondary education.

After receiving a document on general secondary or technical and vocational, post-secondary education, applicants submit documents according to the list specified in paragraph 30 of these Rules.

35. Individuals who have scored the threshold score established in paragraph 4 of these Rules, according to the results of the UNT provided for in paragraph 5 of these Rules, submit an application addressed to the Chairman of the Board-Rector of the ZU named after I. Zhansugurov or a person fulfilling his duties to enroll in the ZU named after I. Zhansugurov on a paid basis.

The UNT certificate, a copy of the transcript signed by an authorized person and sealed are attached to the application.

When providing an incomplete list of documents specified in paragraphs 12, 30, 34, 35 of these Model Regulations, the admissions committee does not accept documents from applicants.

36. Enrollment in the ZU named after I. Zhansugurov is carried out separately according to educational programs of higher education and language departments.

Enrollment in educational programs of higher education, for which creative exams are established, is implemented taking into account the scores on these exams, with the exception of those entering in related areas of higher education training, which provide the reduced training terms.

Enrollment in the field of education “Pedagogical sciences” is carried out taking into account the results of a special exam.

37. In case of registration of an educational loan issued by second-tier banks, the applicant is enrolled in the number of students of the ZU named after I. Zhansugurov when presenting a relevant certificate from the bank about the presence of documents under consideration.

At the same time, he/she is granted a deferral on payment of the amount specified in the educational services contract and payable before the enrollment of a citizen, for the period of registration of an educational loan, but no more than 4 (four) weeks from the date of receipt of a certificate from the bank.

38. Documents in a foreign language are provided with a notarized translation into Kazakh or Russian.

Documents on education issued by foreign educational organizations undergo the procedure for the recognition of educational documents in accordance with the procedure established by Law of the Republic of Kazakhstan after the enrollment of persons during the 1st (first) academic period of study.

39. Upon admission to study on a paid basis, a citizen is obliged to conclude a contract on the provision of educational services with the ZU named after I. Zhansugurov. If a citizen has not reached the age of 18, then at the conclusion of a contract on the provision of educational services, the presence of his legal representative or guarantor is necessary. The applicant's representative

must have with him the original and a copy of the identity card, as well as documents confirming his rights as a legal representative or guarantor.

40. Within 10 (ten) calendar days after the completion of enrollment, the ZU named after I. Zhansugurov submits to the DHPE (Department of Higher and Postgraduate Education) of the Ministry of Education and Science of the Republic of Kazakhstan the final report on enrollment of students in the ZU named after I. Zhansugurov.

Appendix 1

To the RULES OF ADMISSION to study at
the NPJSC “Zhetysu University named after
I. Zhansugurov”

Code and classification of the field of education	Code and classification of training areas	Code and name of educational program groups	Code and cipher educational programs	For school graduates	
				Profile subject 1	Profile subject 2
HIGHER SCHOOL OF PEDAGOGY AND PSYCHOLOGY					
6B01 Pedagogical sciences	6B011 Pedagogy and psychology	B001 Pedagogy and psychology	6B01101 Pedagogy and psychology	Biology	Geography
	6B012 Pedagogy of early childhood education and teaching	B002 Pre-school education and upbringing	6B01201 Pre-school education and upbringing		
	6B013 Training for teachers without subject specialization	B003 Pedagogy and primary education methodology	6B01301 Primary education pedagogy and methodology		
	6B019 Special pedagogy	B020 Special pedagogy	6B01902 Special pedagogy		
HIGHER SCHOOL OF PHYSICAL CULTURE AND ART					
6B01 Pedagogical sciences	6B014 Training for teachers with subject specialization of general development	B004 Teacher training in basic military training	6B01408 Basic military training and physical education	Creative exam	Creative exam
		B005 Teacher training in physical education	6B01402 Physical education and Sport		
		B006 Teacher training in music	6B01403 Music education		
		B007 Teacher training in artistic production and technical drawing	6B01406 Artistic production, graphics and designing		

6B02 Arts and humanity sciences	6B021 Arts	B031 Fashion, design	6B02101 Design	Creative exam	Creative exam
HIGHER SCHOOL OF NATURAL SCIENCES					
6B01 Pedagogical sciences	6B015 Training for teachers on natural science subjects	B009 Teacher training in mathematics	6B01501 Mathematics	Maths / Physics	Physics / Maths
			6B01502 Mathematics- Informatics		
		B010 Teacher training in physics	6B01503 Physics		
		B011 Teacher training in informatics	6B01505 Informatics	Maths	Informatics
		B012 Teacher training in chemistry	6B01506 Chemistry	Chemistry / Biology	Biology / Chemistry
		B013 Teacher training in biology	6B01508 Biology		
		B014 Teacher training in geography	6B01509 Geography	Geography	The World History
HIGHER SCHOOL OF THE HUMANITIES					
6B01 Pedagogical sciences	6B016 Training for teachers on humanity subjects	B015 Teacher training in humanitarian subjects	6B01601 History	The World History	Geography
	6B017 Training for teachers on languages and literature	B016 Teacher training in Kazakh language and literature	6B01701 Kazakh language and literature	Kazakh language	Kazakh literature
		B017 Teacher training in Russian language and literature	6B01703 Russian language and Literature	Russian language	Russian literature
			6B01704 Russian language and literature in Schools with non-Russian language of		

			instruction		
		B018 Teacher training in foreign language	6B01705 Foreign language: two foreign languages	Foreign language	The World History
6B02 Arts and humanity sciences	6B023 Languages and literature	B037 Philology	6B02301 Translation studies	Foreign language	The World History
		B037 Филология	6B02302 Philology	Kazakh language	Kazakh literature
			6B02303 Philology: kazakh language and literature (Joint educational program)		
6B03 Social sciences, Newsmaking and information	6B032 Newsmaking and information	B042 Journalism and reportorial major	6B03201 Journalism	Creative exam	Creative exam
			6B03202 Public Relations		
HIGHER SCHOOL OF LAW AND ECONOMICS					
6B04 Бизнес, управление и право	6B041 Business and management	B044 Management and administration	6B04102 State and local governance	Maths	Geography
			6B04103 Management		
		B046 Finance, economy, banking and insurance	6B04108 Finance and accounting		
			6B04109 Economics and Management		
	6B042 Law	B049 Law	6B04201 Jurisprudence	The World History	Law basics

			6B04202 Law enforcement		
			6B04203 International law		
6B11 Services	6B111 Service sector	B091 Tourism	6B11103 Tourism and hotel business	Geography	Foreign language
HIGHER SCHOOL OF TECHNICAL SCIENCES					
6B05 Natural Sciences, mathematics and statistics	6B052 Environment	B051 Environment	6B05201 Ecology	Biology	Geography
6B06 Information and communication technologies	6B061 Information and communication technologies	B057 Information technologies	6B06102 Information systems	Maths	Informatics
			6B06103 The architecture of information systems		
			6B06104 Designing SMART systems		
6B07 Engineering, processing and construction industries	6B075 Standardization, certification and metrology (by branches)	B076 Standardization, certification and metrology (by branches)	6B07502 Standardization, certification and metrology (by branches)	Maths	Physics
6B08 Agriculture and bioresources	6B081 Agronomics	B077 Crop production	6B08101 Agronomics	Biology	Chemistry
6B11 Services	6B112 Hygiene and industrial health safety	B094 Sanitary measure	6B11201 Life safety and environment protection	Maths	Physics

Appendix 2

To the RULES OF ADMISSION to study at the NPJSC “Zhetysu University named after I. Zhansugurov”

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Scale for the conversion of SAT (AST - SAT), ACT, IB points to UNT points

Scale of conversion of points of the international certificate of the standardized test SAT into UNT points

International Standardized SAT Test		UNT	
Test types	Points	Test types	Points
SAT reasoning (SAT reasoning)	Not less than 1,050 points	1 block (compulsory disciplines)	60
SAT subject (SAT subject)	not less than 650 points in each of 2 major subjects *	2 block (2 major subjects)	80

* for the major subject "English" the results of IELTS shall be taken into account.

Note: Transfer of SAT points to UNT shall be carried out only if SAT subject and SAT reasoning certificates are available at the same time. The translation of the SAT subject results into UNT points shall be made only if the core subjects coincide.

Scale of conversion of points of the international certificate of the standardized test ACT into UNT points

International Standardized ACT Test		UNT	
Test sections	Points	Test types	Points
English Mathematic Reading	not less than 18 points for each section	1 block (compulsory disciplines)	60
Science (biology, geography, chemistry, physics)	not less than 18 points *	2 block (2 major subjects)	80

* for the profile subject "English" the IELTS results shall be taken into account

Scale for converting IB program points to UNT points

No.	Items/grades	IB						
		1	2	3	4	5	6	7
1	Kazakh language (reading literacy)	6	9	12	15	17	19	20
2	Kazakh language (profile subject)	12	18	24	30	34	38	40
3	Russian language (reading literacy)	6	9	12	15	17	19	20
4	Russian language (profile subject)	12	18	24	30	34	38	40
5	History of Kazakhstan	6	9	12	15	17	19	20
6	Mathematics (mathematical literacy)	6	9	12	15	17	19	20
7	Mathematics (profile subject)	12	18	24	30	34	38	40
8	Profile subjects	12	18	24	30	34	38	40

Appendix 3
To the RULES OF ADMISSION
to study at the NPJSC “Zhetysu
University named after I. Zhansugurov”

**Passing UNT threshold score for enrollment in paid education
at Zhetysu University. I. Zhansugurova**

Code and classification of training areas	Code and name of educational program groups	Code and cipher educational programs	score
6B011 Pedagogy and psychology	B001 Pedagogy and psychology	6B01101 Pedagogy and psychology	75
6B012 Pedagogy of early childhood education and teaching	B002 Pre-school education and upbringing	6B01201 Pre-school education and upbringing	75
6B013 Training for teachers without subject specialization	B003 Pedagogy and primary education methodology	6B01301 Primary education pedagogy and methodology	75
6B014 Training for teachers with subject specialization of general development	B004 Teacher training in basic military training	6B01408 Basic military training and physical education	75
	B005 Teacher training in physical education	6B01402 Physical education and Sport	75
	B006 Teacher training in music	6B01403 Music education	75
	B007 Teacher training in artistic production and technical drawing	6B01406 Artistic production, graphics and designing	75
6B015 Training for teachers on natural science subjects	B009 Teacher training in mathematics	6B01501 Mathematics	75
		6B01502 Mathematics-Informatics	
	B010 Teacher training in physics	6B01503 Physics	75
	B011 Teacher training in informatics	6B01505 Informatics	75
	B012 Teacher training in chemistry	6B01506 Chemistry	75
	B013 Teacher training in biology	6B01508 Biology	75
	B014 Teacher training in geography	6B01509 Geography	75
6B016 Training for teachers on humanity subjects	B015 Teacher training in humanitarian subjects	6B01601 History	75
6B017 Training for teachers on languages and literature	B016 Teacher training in Kazakh language and literature	6B01701 Kazakh language and literature	75
	B017 Teacher training in	6B01703 Russian language and	75

	Russian language and literature	Literature	
		6B01704 Russian language and literature in Schools with non-Russian language of instruction	
	B018 Teacher training in foreign language	6B01705 Foreign language: two foreign languages	75
6B019 Special pedagogy	B020 Special pedagogy	6B01902 Special pedagogy	75
6B021 Arts	B031 Fashion, design	6B02101 Design	50
6B023 Languages and literature	B037 Philology	6B02301 Translation studies	50
	B037 - Филология	6B02302 Philology	50
		6B02303 Philology: kazakh language and literature (Joint educational program)	50
6B032 Newsmaking and information	B042 Journalism and reportorial major	6B03201 Journalism	50
		6B03202 Public Relations	50
6B041 Business and management	B044 Management and administration	6B04102 State and local governance	50
		6B04103 Management	50
	B046 Finance, economy, banking and insurance	6B04108 Finance and accounting	50
		6B04109 Economics and Management	50
6B042 Law	B049 Law	6B04201 Jurisprudence	75
		6B04202 Law enforcement	75
		6B04203 International law	75
6B052 Environment	B051 Environment	6B05201 Ecology	50
6B061 Information and communication technologies	B057 Information technologies	6B06102 Information systems	50
		6B06103 The architecture of information systems	
		6B06104 Designing SMART systems	
6B075 Standardization, certification and metrology (by branches)	B076 Standardization, certification and metrology (by branches)	6B07502 Standardization, certification and metrology (by branches)	50
6B081 Agronomics	B077 Crop production	6B08101 Agronomics	50
6B111 Service sector	B091 Tourism	6B11103 Tourism and hotel business	50
6B112 Hygiene and industrial health safety	B094 Sanitary measure	6B11201 Life safety and environment protection	50

Appendix 4

To the RULES OF ADMISSION
to study at the NPJSC “Zhetysu
University named after I. Zhansugurov”

The list of groups of educational programs for which special and (or) creative examinations shall be held

Number of educational program group	Name of groups of educational programs
Group of educational programs requiring special training	
B001	Pedagogy and psychology
B002	Preschool education and upbringing
B003	Pedagogy and methodology of primary education
B009	Math teacher training
B010	Physics teacher training
B011	Training for informatics teachers
B012	Chemistry teacher training
B013	Biology teacher training
B014	Geography teacher training
B015	Training of teachers in humanitarian subjects
B016	Training of teachers of the Kazakh language and literature
B017	Training of teachers of Russian language and literature
B018	Foreign language teacher training
B020	Special pedagogy
Group of educational programs requiring creative preparation	
B004	Basic military teacher training
B005	Physical education teacher training
B006	Music teacher training
B007	Training of teachers of arts and crafts
B031	Fashion, design
B042	Journalism and reporting

Appendix 5
To the RULES OF ADMISSION
to study at the NPJSC “Zhetysu
University named after I. Zhansugurov”

Form of conducting special and (or) creative examinations

Group of education programs, requiring special training

Number of educational program group	Name of groups of educational programs	Form of conducting special and (or) creative examinations
B001	Pedagogy and psychology	Solution of pedagogical
B002	Preschool education and upbringing	Solution of pedagogical
B003	Pedagogy and methodology of primary education	Solution of pedagogical
B009	Math teacher training	Solution of pedagogical
B010	Physics teacher training	Solution of pedagogical
B011	Training for informatics teachers	Solution of pedagogical
B012	Chemistry teacher training	Solution of pedagogical
B013	Biology teacher training	Solution of pedagogical
B014	Geography teacher training	Solution of pedagogical
B015	Training of teachers in humanitarian subjects	Solution of pedagogical
B016	Training of teachers of the Kazakh language and literature	Solution of pedagogical
B017	Training of teachers of Russian language and literature	Solution of pedagogical
B018	Foreign language teacher training	Solution of pedagogical
B020	Special pedagogy	Solution of pedagogical

Group of education programs, requiring creative preparation

Номер группы образовательной программы	Наименование групп образовательных программ	Форма проведения 1-го творческого экзамена*	Форма проведения 2-го творческого экзамена
B004	Basic military teacher training	Sports standards	Sports games
B005	Physical education teacher training	Specialization standards	General physical fitness standards
B006	Music teacher training	Performing art	Demonstration of general musical abilities
B007	Training of teachers of arts and crafts	Drawing (drawing of a mask of a person's face made of plaster)	Painting (still life)
B031	Fashion, design	Drawing, painting 2	Composition 2 or drawing
B042	Journalism and reporting	Composition	Competency assessment interview

* in related areas of training higher education professionals, providing for reduced training terms, excepting the group of educational programs “B029 - Audiovisual means and media production”.

Appendix 6

To the RULES OF ADMISSION
to study at the NPJSC “Zhetysu
University named after I. Zhansugurov”

Standard of the state service "Acceptance of documents and enrollment in organizations of higher and (or) postgraduate education for training in educational programs of higher education"		
1.	Name of the service provider	The public service is provided by organizations of higher and postgraduate education (OHPE) (hereinafter -the service provider).
2.	Ways of the public service rendering	Acceptance of an application and issuance of the rendered public service result are carried out through: 1) a service provider; 2) the web portal of "electronic government" www.egov.kz (hereinafter -the portal).
3.	The term of the public service rendering	From the moment the package of documents is delivered to the service provider, as well as when applying to the portal 1 business day.
4.	Form of the service rendering	Electronic (partially automated), paper
5.	Result of the rendered public service	The result of the rendered public service is issuance of a receipt on acceptance of documents in the form approved by Order No. 39 and the order on admission to the OHPE. The form of providing the result of the rendered public service: electronic or paper. When contacting the service provider for the result of the rendered public service on paper, the result is drawn up on paper. When applying through the portal to the "personal account" of the service recipient, a notification is received about enrollment in the educational organization in the form of an electronic document signed by an electronic digital signature (hereinafter -EDS) of the service provider's authorized person.
6.	The fee charged from the service recipient at the public service rendering, and ways of collecting it in cases provided for by the legislation of the Republic of Kazakhstan	The provided public service is free of charge.
7.	Working hours	of the service provider: Monday to Saturday inclusive, excluding weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan, in accordance with the established work schedule of the service provider from 9.00 to 18.30, with a lunch break from 13.00 to 14.30. of the portal: around the clock, except for technical breaks due to repair work. If the service recipient contacts after the end of

		<p>working hours, on weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan, acceptance of applications and issuance of the provided public service results is carried out on the next business day.</p> <p>Addresses of public service provision places can be found on:</p> <p>1) Internet resource of the Ministry: www.edu.gov.kz;</p> <p>2) portal: www.egov.kz.</p>
8.	The list of documents required for the public service rendering	<p>when contacting the service provider:</p> <p>1) application addressed to the head of the OHPE in any form;</p> <p>2) a document on general secondary, technical and vocational, post-secondary or higher education (original);</p> <p>3) identity document (required for personal identification);</p> <p>4) 6 photographs 3 x 4 cm;</p> <p>5) health certificate of 075 / y form in electronic format, approved by order of the Acting Minister of Healthcare of the Republic of Kazakhstan dated October 30, 2020 No. KP DSM-175/2020 "On approval of the forms of accounting documentation in the field of healthcare" (registered in the Register of State Registration of Regulatory legal acts under No. 21579) (hereinafter - Order No. KR DSM-175/2020).</p> <p>In cases of restrictive measures, state of emergency, the occurrence of social, natural and man-made emergency situations in a certain territory, a medical certificate is provided directly to the educational organization as these measures are lifted;</p> <p>6) UNT certificate;</p> <p>7) transcript of records (for applicants for educational programs of higher education that require special and (or) creative training, including in "Pedagogical Sciences" and "Health Care" education areas);</p> <p>8) an electronic certificate of awarding an educational grant.</p> <p>Service recipients - citizens from among the disabled of groups I, II, disabled from childhood, disabled children, persons equated in benefits and guarantees to participants and disabled veterans of the Great Patriotic War, Kazakhs who are not nationals of the Republic of Kazakhstan, orphans and children, those left without parental care, as well as citizens of the Republic of Kazakhstan from among young people who have lost or remained without parental care until the age of majority, additionally submit documents confirming the granted prerogative right and a quota.</p> <p>Persons with documents on technical and vocational, post-secondary education, who have confirmed their</p>

		<p>qualifications and have work experience in their specialty for at least one year, additionally submit one of the documents provided for in Article 35 of the Labor Code of the Republic of Kazakhstan.</p> <p>The document listed in subparagraph 1) is provided in the original and a copy, after verification of which the original is returned to the service recipient.</p> <p>when accessing through the portal:</p> <ol style="list-style-type: none"> 1) an application in the form of an electronic document signed by the EDS of the service recipient; 2) an electronic copy of documents on general secondary (secondary general), technical and vocational (primary and secondary vocational, post-secondary) or higher education (in the absence of information in information systems); 3) 3x4 digital photo; 4) health certificate of 075 / y form in electronic format, approved by order No. ҚР ДСМ-175/2020). <p>In cases of restrictive measures a state of emergency, occurrence of social, natural and man-made emergency situations in a certain territory, a medical certificate is provided directly to the educational organization as these measures are lifted;</p> <ol style="list-style-type: none"> 5) UNT certificate; 6) an electronic certificate of awarding an educational grant (if available). <p>Information about an identity document, about general secondary (secondary general), technical and vocational (primary and secondary vocational, post-secondary) education, medical certificate, UNT electronic certificate and an electronic certificate of educational grant award (if available in information systems), are retrieved by service provider through the information system from the relevant state information systems via the e-government gateway.</p> <p>After the service recipient receives in the “personal account” on the portal a notice of acceptance of documents for enrollment in the OHPE, the service recipient submits the original documents to the service provider within the period from August 10 to August 25 of the calendar year.</p>
9.	<p>Grounds for rejecting the public service, established by the legislation of the Republic of Kazakhstan</p>	<p>The service provider rejects a public service on the following grounds:</p> <ol style="list-style-type: none"> 1) established inaccuracy of the documents submitted by the service recipient for the receipt of the public service, and (or) the data (information) contained in them; 2) incomplete package of documents submitted by the service recipient to obtain the public service; 3) the service recipient missed the established deadline for providing the package of documents.

10.	Other requirements, given specifics of the public service rendering, including in electronic form	<p>1) the maximum allowable delay time for the delivery of a package of documents by the service recipient is 15 minutes;</p> <p>2) the maximum allowable service time for the service recipient is 15 minutes (taking into account practice).</p> <p>The service recipient obtains the public service in electronic form through the portal, subject to availability of EDS.</p> <p>The service recipient has the opportunity to receive information on the procedure and status of the public service provision in the remote access mode through the service provider's inquiry services on the provision of public services, the Unified Contact Center.</p> <p>Contact numbers of the service provider's inquiry services on the provision of public services are posted on the Internet resource of the Ministry: www.edu.gov.kz and the Unified Contact Center: 8-800-080-7777, 1414.</p> <p>Single contact center "1414", 8-800-080-7777.</p>
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ADMISSION RULES FOR EDUCATIONAL PROGRAMS OF POSTGRADUATE EDUCATION

General terms

1. Rules of admission to study at the NPJSC “Zhetysu University named after I. Zhansugurov” (hereinafter – ZU named after I. Zhansugurov), designed on the basis of Model Regulations for admission to training in educational organizations, implementing educational programs of postgraduate education for No. 600 dated 31 October, 2018 designed in accordance with subparagraph 11) of Article 5 of the Law of the Republic of Kazakhstan dated 27 July, 2007 “On Education” (hereinafter – Law) and subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan dated 15 April, 2013 “On State Services”, which determines the procedure for admission to training in educational organizations that implement educational programs of postgraduate education and the provision of public services “Acceptance of documents and enrollment in higher educational institutions for training in educational programs of postgraduate education”.

2. Admission of master's degree students, doctoral students of organizations of higher and postgraduate education (hereinafter – OHPE) is carried out by placing a state educational order for training in scientific-pedagogical and profile areas, as well as tuition fees at the expense of students' own funds and other sources.

2. The procedure for admission to training in educational organizations that implement educational programs of postgraduate education

The procedure of admission to training in educational organizations implementing educational programs of higher and postgraduate education is realized in accordance with the Model Regulations for admission to training in educational organizations implementing educational programs of postgraduate education for No. 600 dated 31 October, 2018

3. Admission of persons to the master's degree program of the ZU named after I. Zhansugurov, including targeted training, is carried out on a competitive basis by the results of comprehensive testing (hereinafter - CT). Admission of persons to the doctoral program of the ZU named after I. Zhansugurov on the basis of entrance exams.

Admission of foreigners to master's and doctoral studies is realized on a paid basis. The receipt by foreigners on a competitive basis in accordance with the state educational order is determined by international agreements of the Republic of Kazakhstan, with the exception of the scholarship program for master's degree programs.

4. Admission of foreign citizens to study at the ZU named after I. Zhansugurov on a paid basis is carried out according to the results of an interview conducted by the admission committee of the ZU named after I. Zhansugurov during a calendar year. Enrollment of foreign citizens is implemented in accordance with the academic calendar 5 (five) days before the beginning of the next academic period.

5. Documents on education issued by foreign educational organizations are recognized in accordance with the procedure established by Legislation.

Documents in a foreign language are provided with a notarized translation into Kazakh or Russian.

Documents on education issued by foreign educational organizations undergo the procedure of recognition of educational documents in accordance with the procedure established by the Legislation of the Republic of Kazakhstan after enrollment of persons during the 1st (first) academic period of study.

6. In order to receive documents and organize entrance examinations at the ZU named after I. Zhansugurov, an admission committee is created. The Chairman of the admission committee is the Chairman of the Board – Rector of the ZU named after I. Zhansugurov or a person performing his duties.

The composition and functions of the admission committee are approved by the order of the Chairman of the Board - Rector of the ZU named after I. Zhansugurov or a person performing his duties.

For applicants to doctoral studies, the admission committee carries out:

1) consulting applicants on the issues of the selected group of educational programs of

postgraduate education, familiarization with the procedure of the entrance exam;

2) organization of acceptance and verification of entrants' documents;

3) Organization of an entrance examination by groups of educational programs.

For applicants to master's degree program, the admission committee carries out:

1) consulting applicants on the issues of the selected group of educational programs of postgraduate education, familiarization with the CT procedure.

7. Acceptance of applications to the Master's degree program is carried out through the information system of the National Testing Center (hereinafter - NTC) in the following terms:

1) from June 1 to July 15 of the calendar year;

2) from November 5-18 of the calendar year.

CT is conducted in the following terms:

1) from July 20 to August 10 of the calendar year;

2) from November 18 to December 11 of the calendar year.

Applications for doctoral studies are accepted through the information system of the NTC in the following terms:

1) from July 3 to August 3 of the calendar year;

2) from November 5-18 of the calendar year.

Entrance exams by groups of educational programs for doctoral studies are held in the following terms:

1) from August 4-20 of the calendar year;

2) from November 19 to December 11 of the calendar year.

When submitting documents, the applicant indicates one OHPE and one group of educational programs.

Individuals entering the doctoral program submit the following set of documents:

1) an application in an arbitrary form;

2) document on education (original, when submitting documents to the admission committee);

3) identity document (required for identity identification);

4) certificate confirming proficiency in a foreign language:

English language: IELTS Academic (International English Language Testing System Academic) threshold score – no less than 5,5;

TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score – no less than 46;

TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score – no less than 453;

TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program), threshold score – no less than 460;

German language: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau B2/B2 level), TestDaF-Prüfung (Niveau B2/B2 level);

French language: TFI (Test de Français International™) – not less than the B2 level in the reading and listening sections), DELF (Diplôme d'Études en Langue française) – B2 level, DALF (Diplôme Approfondi de Langue française) – B2 level, TCF (Test de connaissance du français) – no less than 50 points;

5) medical certificate in the form 075/y in electronic format, approved by order No. RK MoH – 175/2020).

In cases of implementation of restrictive measures, the imposition of a state of emergency, the occurrence of social, natural, and technogenic emergencies in a certain territory, a medical certificate is provided directly to the educational organization as these measures are withdrawn;

6) 6 photos in size of 3x4 cm;

7) personal list of personnel records or other document confirming employment, certified by the personnel service at the place of work;

8) list of scientific and scientific-methodological works (scientific publications, research plan, essays, and other documents) for the last 3 calendar years;

9) the results of the preliminary selection (in the field of education “Healthcare”).

The documents listed in sub-paragraphs 4) and 7) are provided in originals and copies, after verification of which the originals are returned to the applicant.

Individuals with a certificate (TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program) take additional testing for English language proficiency before the start of the entrance exam for doctoral studies.

The number of test tasks for additional English language proficiency testing is 100 questions. The maximum number of points is 100 points.

Additional English proficiency testing is evaluated in the form of “admission” or “non-admission”. In order to get the “admission” score, you need to score at least 75 points.

Additional English language proficiency testing is conducted by the NTC in organizations designated by the authorized body in the field of education.

The date, time and place of the additional English language proficiency test are brought to the attention of applicants through their personal account.

When providing an incomplete list of documents specified in this paragraph, the admissions committee does not accept documents from applicants

Admission to master's and doctoral studies is carried out in the following terms:

- 1) from August 15-28 of the calendar year;
- 2) from December 26 to January 10 of the calendar year.

7-1 ZU named after I.Zhansugurov trains managers of higher and middle management levels in the educational programs of EMBA

Term of EMBA – 1 year, without disrupting their employment.

Form of education: full-time

EMBA programs fully comply with state requirements, as well as international educational standards.

Requirements for persons entering EMBA programs

- EMBA programs accept citizens of the Republic of Kazakhstan and foreign citizens who have mastered professional training programs of higher/postgraduate education.
- for EMBA programs, the applicant should have at least 3 years of experience.
- diploma of higher education or Bachelor's degree (or its equivalent).
- persons who have received documents on education in foreign educational institutions, in accordance with the level of education received and the profile of training, must undergo the procedure of recognition or nostrification of educational documents.

List of required documents:

- 1) an application addressed to the rector of the established sample;
- 2) a notarized copy of the document on higher education with appendices;
- 3) personal list of personnel records, certified by the seal of the organization or a certificate from the place of work confirming the length of employment;
- 4) 2 photos in the size 3x4 cm;
- 5) a copy of the identity card or passport;
- 6) a list of scientific and scientific-methodological works (if available).

Together with copies of the documents specified in this paragraph, their originals should be provided for verification. After verification, the originals will be returned.

Individuals entering the EMBA programs take 2 entrance exams:

- 1) foreign language exam
- 2) examination by specialty

Retake of entrance exams is not allowed.

An applicant who does not agree with the result of the entrance exam may submit a written statement of appeal on the content of the examination materials and /or for technical reasons addressed to the Chairman of the Appeal Board before 1.00 pm. of the next day after the announcement of the results of the entrance exam.

The passing score is at least 150 points, including at least 75 points for the first exam and at least

75 points for the second exam.

Persons who have completed their studies under the EMBA program are awarded a diploma with the award of a qualification and a Master of Business Administration degree.

Applications for EMBA programs are accepted twice a year: from August 1 to August 13; from December 2 to December 15.

Exams are held from 15 to 20 August, and from 19 to 24 December of the calendar year. Enrollment under the EMBA programs until August 25, until December 30 of the calendar year.

3. Admission and enrollment to the Master's degree program

8. According to *Appendix 7*, individuals who have mastered educational programs of higher education are accepted to groups of master's degree programs

9. Persons entering the master's degree program in the period from August 25 to August 28 of the calendar year provide the service provider (through the admission committee of the ZU named after I. Zhansugurov) (hereinafter - service provider) or through the e-government web portal www.egov.kz (hereinafter -portal) a set of documents provided for in paragraph 8 of the State Service Standard "Acceptance of documents and enrollment in higher educational institutions for training in educational programs of postgraduate education" (hereinafter - Standard of state services), in accordance with *Appendix 8* to these Rules.

The list of main requirements for the provision of state services, including the characteristics of the process, form, content, and result of the provision of services, as well as other information, taking into account the specifics of the provision of state services, is given in the Standard of state services.

Information about identity documents, a document of higher education, a medical certificate, and a certificate of completion of an internship are provided to the service provider from the relevant state information systems through the gateway of the "electronic government".

The technical secretary of the service provider accepts a set of documents, registers them, and issues a receipt to the service recipient for accepting a set of documents on the day of receiving the application, or in case the service recipient provides an incomplete set of documents, refuses to accept documents.

In case of contacting the service recipient through the portal, the status of acceptance of a request for a state service is sent to the "personal account", as well as a notification indicating the date and time of receipt of the result of the state service.

The service provider checks the completeness of the submitted documents from the moment they are received, in case of non-completeness, prepares a reasoned refusal to further consideration of the application, which is sent in the form of an electronic document to the applicant in the "personal account" on the portal.

If the service recipient provides a full set of documents, the service provider is notified of the acceptance of documents for enrollment in the ZU named after I. Zhansugurov, after receiving the notification, the service recipient submits the original documents to the service provider by August 28 of the calendar year.

After receiving the documents, the Rector of the ZU named after I. Zhansugurov issues an order to enroll the service recipient in the composition of master students of the ZU named after I. Zhansugurov.

The service provider refuses to provide state services on the grounds provided for in paragraph 9 of the Standard of state services.

9-1. The service provider ensures the entry of information on the stage of the provision of state services into the information system for monitoring the provision of state services in accordance with subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan dated 15 April 2013 "On State Services".

9-2. A complaint against the decision, actions (inaction) of the service provider on the provision of state services may be filed addressed to the head of the service provider, to the authorized body for the assessment and control of the quality of state services, in accordance with the Legislation of the Republic of Kazakhstan.

The complaint of the service recipient received by the service provider, in accordance with

paragraph 2 of Article 25 of the Law, is subject to consideration within 5 (five) working days from the date of its registration.

The complaint of the service recipient received by the authorized body for the assessment and control of the quality of state services is subject to consideration within 15 (fifteen) working days from the date of its registration.

In cases of disagreement with the results of the provision of state services, the service recipient applies to the court in accordance with the procedure established by the Legislation of the Republic of Kazakhstan.

10. Persons entering the master's degree program in the scientific and pedagogical direction take a CT, including a test in a foreign language (English, German, French), a test on the profile of groups of educational programs, a test to determine readiness to study, by the choice in Kazakh or Russian.

Individuals applying to the master's degree program in the profile direction with Kazakh or Russian as the language of instruction, take a CT, which includes a test on the profile of groups of educational programs and a test to determine readiness to study, by the choice in Kazakh or Russian.

Persons entering the master's degree program in the profile direction with English as the language of instruction, take a CT, which includes a test on the profile of groups of educational programs in English and a test to determine readiness to study, by the choice in Kazakh, Russian or English.

11. CT is carried out in accordance with the Rules of comprehensive testing approved by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated May 8, 2019 No. 190 (registered in the Registry of State Registration of Normative Legal Acts under No. 18657).

CT is conducted by the National Testing Center of the Ministry of Education and Science of the Republic of Kazakhstan at the points of CT determined by the Ministry of Education and Science of the Republic of Kazakhstan (hereinafter - the MES RK).

According to the CT results, an electronic certificate is issued, which is confirmed on the website of the National Testing Center of the MES RK.

Retake of entrance exams and CT in the year of their passing is not allowed.

12. Persons who have one of the international certificates confirming foreign language proficiency in accordance with the pan-European competencies (standards) of foreign language proficiency are exempt from the foreign language CT test for the Master's degree in the following languages:

English language: IELTS / International English Language Tests System (English language: IELTS Academic (International English Language Testing System Academic), threshold score – no less than 6,0;

TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score – no less than 60;

TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score – no less than 498;

German language: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau C1/C1 level), TestDaF-Prüfung (Niveau C1/C1 level);

French language: TFI (Test de Français International™) – not less than the B1 level in the reading and listening sections, DELF (Diplôme d'Études en Langue française) – B2 level, DALF (Diplôme Approfondi de Langue française) – C1 level, TCF (Test de connaissance du français) – no less than 50 points.

Individuals applying to the Master's degree program in the groups of educational programs in the fields of education “Pedagogical sciences”, “Natural sciences, mathematics and statistics”, “Business and management” are exempt from CT to the master's degree program with Kazakh or Russian languages of instruction **in the presence of an international certificate of passing the standardized test Graduate Record Examinations (GRE)** with points according to *Appendix 9* to these Rules.

Persons entering the Master's degree program in the groups of educational programs in the fields of education “Pedagogical sciences”, “Natural sciences, mathematics and statistics”, “Business and management” are exempt from CT to the master's degree program with the English language of

instruction in the presence of an international certificate of passing the standardized test Graduate Record Examinations (GRE) with points according to **Appendix 10** to these Rules.

Individuals applying to the Master's degree program to groups of educational programs in the direction of training "Business and management" are exempt from CT to the master's degree program with Kazakh, Russian, or English languages of instruction in the presence of an international certificate of passing the standardized Graduate Management Admission Test (GMAT) with scores according to **Appendix 11** to these Rules.

The authenticity and validity of the submitted certificates are checked by the admission committee of the ZU named after I. Zhansugurov together with the Center of professional development and complementary education.

50 points are counted for individuals who have one of the certificates of passing the test in a foreign language (English, French, German) specified in this paragraph when applying for participation in the competition for the educational grant award at the expense of the republican budget or the local budget, as well as when enrolling in the ZU named after I. Zhansugurov on a paid basis.

Persons who have completed foreign OHPE in countries whose state or official language is English and who have specialized accreditation of foreign accreditation bodies included in the registers and (or) associations of accreditation bodies of the member states of the Organization for Economic Cooperation and Development (OECD) are exempt from the "Foreign Language" (English) testing block for 5 years CT to the master's degree program with Kazakh or Russian language of instruction.

4. Admission and conduction of entrance examinations to doctoral studies

13. Persons with a master's degree and work experience at least 9 (nine) months are accepted for doctoral studies.

14. Persons entering doctoral studies, in the period from August 22 to August 28 of the calendar year, provide the service provider (through the admission committee of the ZU named after I. Zhansugurov) and (or) through the portal a set of documents provided for in paragraph 8 of the State Service Standard, according to **Appendix 9** to these Rules.

The list of main requirements for the provision of state services, including the characteristics of the process, form, content and result of the provision of services, as well as other information, taking into account the specifics of the provision of state services, is given in the Standard of state services.

Information about identity documents, a document of higher education, a certificate of completion of an internship are provided to the service provider from the relevant state information systems through the gateway of the "electronic government".

The technical secretary of the service provider accepts a set of documents, registers them and issues a receipt to the service recipient on the receiving of a set of documents on day of receipt of the application, or in case the service recipient provides an incomplete set of documents, refuses to accept the document.

In case of contacting the service recipient through the portal, the status of acceptance of a request for a state service is sent to the "personal account", as well as a notification indicating the date and time of receipt of the result of the state service.

The service provider checks the completeness of the submitted documents from the moment they are received, in case of non-completeness, prepares a reasoned refusal to further consideration of the application, which is sent in the form of an electronic document to the applicant in the "personal account" on the portal.

If the service recipient provides a full package of documents, the service provider is notified of the acceptance of documents for enrollment in the ZU named after I. Zhansugurov, after receiving the notification, the service recipient submits the original documents to the service provider by August 28 of the calendar year.

After receiving the documents, the Chairman of the Board-Rector of the ZU named after I. Zhansugurov issues an order on enrolling the service recipient in the composition of doctoral students of the ZU named after I. Zhansugurov.

The service provider refuses to provide a state service on the grounds provided for in paragraph 9 of the Standard of state service.

14-1. The service provider ensures that information on the stage of rendering state services is entered into the information system for monitoring the provision of state services in accordance with subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan dated 15 April, 2013 "On State Services".

14-2. A complaint against the decision, actions (inaction) of the service provider on the provision of state services may be filed to the head of the service provider, to the authorized body for evaluation and quality control of the provision of state services, in accordance with the Legislation of the Republic of Kazakhstan.

The complaint of the service recipient received by the service provider, in accordance with paragraph 2 of Article 25 of the Law, is subject to consideration within 5 (five) working days from the date of its registration.

The complaint of the service recipient received by the authorized body for the assessment and control of the quality of state services is subject to consideration within 15 (fifteen) working days from the date of its registration.

In cases of disagreement with the results of the provision of state services, the service recipient applies to the court in accordance with the procedure established by the Legislation of the Republic of Kazakhstan.

15. Acceptance of applications (in any form) for persons applying for training on the state educational order within the framework of targeted training for groups of educational programs of doctoral studies is carried out in the admission committee of the ZU named after I. Zhansugurov.

16. Applicants for doctoral studies provide international certificates confirming foreign language proficiency in accordance with the pan-European competencies (standards) of foreign language proficiency:

English language: IELTS Academic (International English Language Testing System Academic) threshold score – no less than 5,5;

TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score – no less than 46;

TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score – no less than 453;

TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program), threshold score – no less than 460;

German language: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau B2/B2 level), TestDaF-Prüfung (Niveau B2/B2 level);

French language: TFI (Test de Français International™) – not less than the B2 level in the reading and listening sections), DELF (Diplôme d'Études en Langue française) – B2 level, DALF (Diplôme Approfondi de Langue française) – B2 level, TCF (Test de connaissance du français) – no less than 50 points.

Individuals with a certificate (TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program) take additional testing for English language proficiency before the start of the entrance exam for doctoral studies.

The number of test tasks for additional English language proficiency testing is 100 questions. The maximum number of points is 100 points.

Additional English proficiency testing is evaluated in the form of “admission” or “non-admission”. In order to get the “admission” score, you need to score at least 75 points.

Additional English language proficiency testing is conducted by the NTC in organizations designated by the authorized body in the field of education.

The date, time, and place of the additional English language proficiency test are brought to the attention of applicants through their personal accounts.

The authenticity and validity of the submitted certificates are checked by the admission committee of the ZU together with the Center of professional development and complementary

education.

Persons who have completed foreign OHPE in countries whose state or official language is English and who have specialized accreditation of foreign accreditation bodies included in the registers and (or) associations of accreditation bodies of the member states of the Organization for Economic Cooperation and Development (OECD) do not provide international certificates confirming foreign language proficiency in accordance with the pan-European competencies (standards) of foreign language proficiency specified in this paragraph.

17. The entrance exam to the doctoral program is conducted in paper or computer format.

The entrance exam in paper format by groups of educational programs of doctoral studies according to **Appendix 12** is conducted independently by the ZU named after I. Zhansugurov. At the same time, the applicant passes the entrance exam by the group of educational programs of doctoral studies only ZU named after I. Zhansugurov.

The entrance exam in computer format by groups of educational programs of doctoral studies according to **Appendix 13** is conducted in organizations designated by the authorized body in the field of education.

The date, time, and place of the entrance exams are brought to the attention of applicants through their personal accounts.

17-1. The entrance exam to the doctoral program in a computer format consists of:

- 1) writing an essay;
- 2) the test of readiness for doctoral studies;
- 3) answers to examination questions on the profile of the group of the educational program.

The final assessment is a set of points obtained by summing up the results of the assessment of the essay, the test for readiness to study in doctoral studies, and the answer to exam questions on the profile of the group of the educational program in accordance with **Appendix 13**.

4 hours (240 minutes) are allotted for the entrance exam to the doctoral program, of which:

- for a test to determine readiness for doctoral studies – 50 minutes;
- for writing essays and answers to exam questions on the profile of the group of the educational program – 190 minutes (3 hours 10 minutes).

Herewith, individuals with visual, hearing, functions of the musculoskeletal system disabilities, upon presentation of a document on the establishment of disability, approved by Order No. 44 of the Minister of Health and Social Development of the Republic of Kazakhstan dated 30 January, 2015 “On Approval of the Rules for conducting medical and Social expertise” (registered in the Registry of State Registration of Normative Legal Acts under No. 10589) additional time up to 60 minutes is provided.

The results of the entrance exam are announced the day after the entrance exams.

According to the results of the entrance exam and (or) consideration of the statement of appeal (in case of filing a statement of appeal), an electronic certificate is issued to the applicant, which is published on the website of the NTC and sent to the personal account of the applicant.

The electronic certificate of the entrance exam can be confirmed on the website of the NTC.

The certificate of the entrance exam held in the period from August 4 to August 20 is valid until December 1 of the current calendar year;

The certificate of the entrance exam held in the period from November 18 to December 11 is valid until March 1 of the next calendar year.

17-2. The essay topics and questions on the profile of the group of the educational program are approved by the Academic Council of the ZU named after I. Zhansugurov two months before the start of the entrance exams and are posted on the official website of the ZU named after I. Zhansugurov - zhetysu.edu.kz.

18. For the period of the entrance examinations to the doctoral program – in the ZU named after I. Zhansugurov, examination commissions are created by groups of educational programs. It is allowed to create one examination commission in related areas of training.

19. Examination commissions by groups of educational programs are formed from among the teaching staff of ZU named after I. Zhansugurov, employees of ZU named after I. Zhansugurov, who have an academic degree of doctor or candidate of sciences, or a degree of Doctor of Philosophy (PhD)

in the corresponding profile.

The examination commission does not include members of the Appeal Board.

The composition of the examination commissions with the indication of their Chairmen is approved by the Order of the Chairman of the Board - Rector of the ZU named after I. Zhansugurov and sent to the authorized body in the field of education.

The examination commission of the ZU named after I. Zhansugurov checks the papers according to the individual code of the applicant and sends the results of the examination through the information system to the NTC for further publication of the results.

Persons entering the groups of educational programs in the fields of education “Pedagogical Sciences”, “Natural sciences, mathematics and statistics”, “Business and management” are exempt from the entrance exams to doctoral studies in the presence of an international certificate of passing the standardized test Graduate Record Examinations (GRE) with points according to Appendix 14 to these Rules.

The authenticity and validity of the submitted certificates are checked by the admission committee of the ZU named after I. Zhansugurov.

5. The procedure of work of the Appeals Boards

20. Twenty calendar days before the entrance exams ZU named after I. Zhansugurov direct to the Ministry of Education and Science of the Republic of Kazakhstan the schedule of entrance exams by groups of educational programs of doctoral studies.

21. Appeals Boards are created to consider applications of persons who disagree with the results of the entrance exams at the ZU named after I. Zhansugurov. The Chairmen and the composition of the appeal commissions are approved by the order of the Chairman of the admission committee.

The Republican Appeals Board under the Ministry of Education and Science of the Republic of Kazakhstan is created to consider the applications of individuals who disagree with the results of the CT. The Chairman and the composition of the Republican Appeal Board are approved by the order of the Ministry of Education and Science of the Republic of Kazakhstan.

When conducting CT in paper format, appeals boards are created at each CT point. The Chairmen of the appeals boards are approved by the order of the Ministry of Education and Science of the Republic of Kazakhstan.

22. The Appeals Board accepts and considers applications from individuals applying for doctoral studies on the content of examination materials and technical reasons.

The Republican Appeals Board considers applications from persons applying for the master's degree program on the content of test tasks and technical reasons.

The Appeal Board and (or) the Republican appeal board decide on the application of the person appealing the results of the entrance (creative) exam or CT by groups of educational programs of postgraduate education.

23. An application for an appeal from persons entering doctoral studies, and master's degrees are submitted to the Chairman of the Appeal board by the applicant personally or through the information system of the NCT.

Applications are accepted until 1.00 pm. of the next day after the announcement of the results of the entrance exam for doctoral studies, CT, and are considered by the appeals board of the ZU named after I. Zhansugurov within one day from the date of application.

An appeal from individuals entering doctoral studies on the content of test tasks and technical reasons of the test block to determine readiness for doctoral studies is considered by the Republican Appeals Board.

An application for an appeal on the block of the test to determine readiness for doctoral studies for technical reasons is submitted by the applicant during the entrance exam.

An appeal for a technical reason is considered in the absence of a fragment of the test task condition (texts, diagrams, figures, tables) as a result of which it is impossible to determine the correct answer.

The specific facts set out in the application for appeal are subject to consideration.

40 minutes are allocated for the appeal of the entrance exam to the doctoral program in a computer format according to the content, of which:

- 1) according to the block of the test to determine readiness for doctoral studies – 10 minutes;
- 2) on the block of writing essays and answers to exam questions on the profile of the group of the educational program – 30 minutes.

An appeal on the content of test tasks is considered in the following cases:

- 1) the correct answer does not match the code of the correct answer (the correct answer option is indicated);
- 2) there is no correct answer;
- 3) there is more than one correct answer in the test tasks with the choice of one correct answer from all the proposed ones (all variants of correct answers are indicated);
- 4) incorrectly compiled test task.

When applying the content for the revision of test tasks, the applicant indicates a reasoned justification (full explanation).

Applications for an appeal on the revision of all test tasks without specifying a reasoned reason (full explanation, step-by-step solution of tasks) are not subject to consideration.

An appeal based on the results of writing an essay and answers to exam questions on the profile of the group of the educational program is conducted by the appeal boards of the OHPE.

The application for the appeal of the entrance exam to the doctoral program in a computer format is accepted the next day from 1:00 pm. to 1:40 pm. after the announcement of the results, based on the organization determined by the authorized body in the field of education.

24. When considering an application by the appeals board, the person who filed the appeal provides an identity document.

25. Decisions of the appeals boards are made by a majority vote of the total number of members of the commission. In the case of equality of votes, the vote of the Chairman of the commission is decisive. The work of the appeals boards is formalized by a protocol signed by the Chairman and all members of the commission.

26. To comply with the procedure during the entrance examinations and CT, representatives of the Ministry of Education and Science of the Republic of Kazakhstan are sent to the CT and OHPE points.

6. The procedure of enrollment for training in educational organizations implementing educational programs of postgraduate education

27. Enrollment of individuals to the master's degree programs of scientific and pedagogical direction with Kazakh or Russian language of instruction on a fee-based basis is carried out according to the results of CT in accordance with the Scale of the 150-point assessment system for CT for the master's degree programs with Kazakh or Russian language of instruction in accordance with **Appendix 15** to these Rules (hereinafter - Appendix 16): no less than 75 points, herewith in a foreign language – no less than 25 points, by the profile of a group of educational programs: with the choice of one correct answer – no less than 7 points, with the choice of one or more correct answers – no more than 7 points, on the test to determine readiness for training – no less than 7 points.

Enrollment of individuals to the master's degree programs of profile direction with Kazakh or Russian language of instruction on a paid basis is carried out in compliance with the results of CT in accordance with the Scale of the 100-point assessment system for CT for the master's degree programs of the profile direction with Kazakh or Russian language of instruction according to **Appendix 16** to these Rules (hereinafter - Appendix 17): no less than 50 points, herewith by the profile of the group of educational programs: with the choice of one correct answer – no less than 7 points, with the choice of one or more correct answers – no less than 7 points, on the test to determine readiness for training – no less than 7 points.

To the master's degree program of the ZU named after I. Zhansugurov of scientific-pedagogical and profile direction with Kazakh or Russian language of instruction on a paid basis and on the state educational order, individuals enroll in compliance with established passing threshold scores of complex

testing, according to **Appendix 17** to these Rules.

Admission of individuals to doctoral studies on a paid basis is carried out on the basis of an international certificate confirming proficiency in a foreign language in accordance with the pan-European competencies (standards) of foreign language proficiency and based on the results of the entrance exam by the profile of the group of educational programs of doctoral studies and scores no less than 75 points out of a possible 100 points.

28. Individuals who have scored the highest points on CT or entrance exam are enrolled for training on the state educational order on a competitive basis:

1) for scientific and pedagogical master's degree program with Kazakh or Russian language of instruction - no less than 75 points in accordance with Appendix 16.

2) for a profile master's degree program with Kazakh or Russian language of instruction – no less than 50 points in accordance with Appendix 17;

Individuals who have scored at least 75 points on the entrance exam are enrolled for doctoral studies on the state educational order on a competitive basis.

29. In the case of identical indicators of competitive scores, the individuals who have the highest score on the entrance exam by the profile of the group of the educational program receive the preferential right to enroll in doctoral studies. Then points for essays, points for a test of readiness for learning, and scientific achievements corresponding to the profile of the educational program are taken into account: scientific publications, including in rating scientific publications included in the 1st, and 2nd quartile according to the Journal Citation Reports of the Clarivate Analytics Web of Science database for the last 3 calendar years; certificates of scientific research; certificates of awarding scientific scholarships, grants; certificates/diplomas for participation in scientific conferences and competitions.

30. Undeveloped places on the state educational order for doctoral studies, including targeted ones, are returned to the DHPE of the Ministry of Education and Science of the Republic of Kazakhstan in the form of an application for further redistribution in the context of groups of educational programs of postgraduate education until September 5 of the calendar year.

31. ZU named after I.Zhansugurov submits to the authorized bodies in the field of education within 10 calendar days a final report on the organization and conduct of admission, as well as copies of orders for admission to master's and doctoral studies on the state educational order.

7. Admission to training in educational organizations that implement educational programs of postgraduate education at the expense of the local budget

32. In order to participate in the competition for the state educational order at the expense of the local budget, applicants submit to the ZU named after I.Zhansugurov until August 25 of the calendar year:

1) application (in any form);

2) document on higher education (original);

3) CT certificate and a copy of the certificate of passing the test for the programs specified in paragraph 14 of these Rules (if any) (for master's degree program);

4) a certificate confirming proficiency in a foreign language in accordance with the pan-European competencies (standards) of proficiency in a foreign language and an extract on passing the entrance exam by groups of educational programs with indicating points (for doctoral studies);

5) a copy of the employment record (if available);

6) a copy of the identity document.

33. The state educational order competition is held in accordance with the CT scores and/or the entrance exam by groups of educational programs.

Appendix 7

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

EDUCATIONAL PROGRAMS OF MASTER’S DEGREE

Code and name of educational program groups	Code and cipher educational programs	Profile subject 1	Profile subject 2
M001 Pedagogy and psychology	7M01101 Pedagogy and psychology(2 year)	Pedagogy	Psychology
M002 Pre-school education and upbringing	7M01201 Pre-school education and upbringing (2 year)	Preschool Pedagogy	Methodology for the development of speech of preschool children
	7M01202 Preschool education and child psychology (2 year)	Preschool Pedagogy	Methodology for the development of speech of preschool children
M003 Teacher Training without subject specialization	7M01301 Primary education pedagogy and methodology (2 year)	Pedagogy (for elementary school)	Methods of teaching mathematics
M005 Teacher training in physical education	7M01401 Physical education and Sport (2 year)	Pedagogy	Theory and methods of physical culture
M006 Teacher training in music	7M01402 Music education(2 year)	Pedagogy	Music teaching methodology
M007 Teacher training in arts graphics and design	7M01404 Artistic production, graphics and designing (2 year)	Pedagogy	Methods of artistic work, graphics and design
M010 Teacher training in mathematics	7M01501 Mathematics (2 year)	Mathematics	Methods of teaching mathematics
M011 Teacher training in physics	7M01502 Physics (2 year)	General physics	Methods of teaching physics
	7M01508 Physics (Joint educational program) (2 year)	General physics	Methods of teaching physics
M012 Teacher training in informatics	7M01503 Informatics (2 year)	Programming	Methods of teaching informatics
M013 Teacher training in chemistry	7M01507 Chemistry (2 year)	Chemistry	Methods of teaching chemistry
M014 Teacher training in biology	7M01505 Biology (2 year)	Biology	Methods of teaching biology
M015 Teacher training in geography	7M01506 Geography (2 year)	Geography	Methods of teaching geography
	7M01509 Geoinformation technologies (2 year)		
M016 Teacher training in history	7M01601 History (2 year)	History of Kazakhstan	History Teaching Methodology

M017 Teacher training in Kazakh language and literature	7M01701 Kazakh Language and the Literature (2 year)	Pedagogy	Methods of teaching the Kazakh language
M018 Teacher training in Russian language and literature	7M01702 Russian Language and Literature (2 year)	Pedagogy	Methods of teaching the Russian language
M021 Special pedagogy	7M01902 Special pedagogy (2 year)	Inclusive education	Special Pedagogy
M070 Economics	7M04101 Economics (1 year) 7M04101 Economics (2 year)	Economic theory	Macroeconomics
M071 State and local government	7M04102 State and local governance (1 year) 7M04102 State and local governance (2 year)	Theory of public administration	State regulation of the economy
M072 Management and administration	7M04103 Management (1 year) 7M04103 Management (2 year)	Management	Business organization
	7M04109 Strategic management(1 year)	Foreign language exam	Экзамен по менеджменту
	7M04110 Management in Health Care (1 year)		Экзамен по трем блокам дисциплин: 1. Экономическая теория 2. Менеджмент 3. Управление персоналом
M073 Audit and taxation	7M04104 Accounting and Audit (1 year) 7M04104 Accounting and Audit (2 year)	Fundamentals of Accounting	Audit
M074 Finance, banking and insurance	7M04106 Finance (1 year) 7M04106 Finance (2 year)	Economic theory	Macroeconomics
M078 Law	7M04201 Jurisprudence (1 year) 7M04201 Jurisprudence (2 year)	Theory of Government and Rights	Situational case (complete legal analysis of a specific practical situation based on the application of the norms of the legislation of the Republic of Kazakhstan and / or international law
	7M04202 Competition Law (1 year)		
	7M04203 Jurisprudence: criminal-law direction (2 year)		
M087 Environmental protection technology	7M05201 Ecology (1 year) 7M05201 Ecology (2 year)	Geoecology	Environmental monitoring
	7M05202 Environmental management and environmental safety (2 year)		

Appendix 8

To the RULES OF ADMISSION to study at the NPJSC “Zhetysu University named after I. Zhansugurov”

Standard of the state service "Acceptance of documents and enrollment in organizations of higher and (or) postgraduate education for training in educational programs of post-graduate education"

1.	Name of the service provider	The public service is provided by organizations of higher and (or) postgraduate education (OHPE) (hereinafter -the service provider).
2.	Ways of the public service rendering	Acceptance of an application and issuance of the provided public service result are carried out through: 1) a service provider; 2) the web portal of "electronic government" www.egov.kz (hereinafter -the portal).
3.	The term of the public service rendering	From the moment the package of documents is delivered to the service provider for service recipients enrolling in educational programs of postgraduate education: 1) from 15 to 28 August of the calendar year; 2) from December 26 to January 10 of the calendar year.
4.	Form of the service rendering	Electronic (partially automated), (or) paper
5.	Result of the rendered public service	<p>The result of the rendered public service is issuance of a receipt on acceptance of documents in the form approved by Order No. 39 and the order on admission to the OHPE of those who passed the competitive selection on the admission exams results before August 28 of the calendar year.</p> <p>The form of the rendered public service result: electronic or paper. When contacting the service provider for the result of the rendered public service on paper, the result is drawn up on paper.</p> <p>When applying through the portal to the "personal account" of the service recipient, a notification is received about enrollment in the educational organization in the form of an electronic document signed by an electronic digital signature (hereinafter - EDS) of the service provider's authorized person.</p>
6.	The fee charged from the service recipient at the public service rendering, and ways of collecting it in cases provided for by the legislation of the Republic of Kazakhstan	The provided public service is free of charge.
7.	Working hours	of the service provider: Monday to Saturday inclusive, excluding weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan, in

		<p>accordance with the established work schedule of the service provider from 9.00 to 18.30, with a lunch break from 13.00 to 14.30.</p> <p>of the portal: around the clock, except for technical breaks due to repair work.</p> <p>If the service recipient contacts after the end of working hours, on weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan, acceptance of applications and issuance of the provided public service results is carried out on the next business day.</p> <p>Addresses of public service provision places can be found on:</p> <p>1) Internet resource of the Ministry: www.edu.gov.kz;</p> <p>2) portal: www.egov.kz.</p>
8.	The list of documents required for the public service	<p>1. Persons enrolling the magistracy or residency: when applying to OHPE:</p> <p>1) an application addressed to the head of the OHPE in any form;</p> <p>2) document on higher education (original);</p> <p>3) certificate of completion of internship (for admission to residency);</p> <p>4) identity document (required for personal identification);</p> <p>5) six 3x4 cm photographs;</p> <p>6) health certificate of 075 / y form in electronic format, approved by order No.ҚР ДСМ-175/2020;</p> <p>In cases of restrictive measures, state of emergency, the occurrence of social, natural and man-made emergency situations in a certain territory, a medical certificate is provided directly to the educational organization as these measures are lifted;</p> <p>7) a certificate confirming foreign language proficiency :</p> <p>English: IELTS Academic (International English Language Testing System Academic), threshold score - at least 6.0;</p> <p>TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score - at least 60;</p> <p>TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score - at least 498;</p> <p>German: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau C1/level C1), TestDaF-Prüfung (NiveauC1/level C1);</p> <p>French: TFI (Test de Français International™) - not lower than level B1 in reading and listening sections, DELF (Diplome d'Etudes en Langue française) - level B2, DALF (Diplome Approfondi de Langue française) - level C1, TCF (Test de connaissance du français) - at least 50 points (if any);</p>

		<p>8) a document confirming labor activity (for persons with work experience);</p> <p>9) a list of scientific and scientific-methodological works (if any). The documents listed in subparagraphs 3), 7) and 8) are provided in originals and copies, after verification of which the originals are returned to the service recipient.</p> <p>If an incomplete list of documents specified in this paragraph is provided, the OHPE selection committee does not accept documents from applicants. When contacting through the portal:</p> <p>1) a request in the form of an electronic document signed by the EDS of the service recipient;</p> <p>2) an electronic document on higher education;</p> <p>3) an electronic certificate of completion of the internship (for admission to residency);</p> <p>4) an electronic certificate confirming foreign language proficiency:</p> <p>English: IELTS Academic (International English Language Testing System Academic), threshold score - at least 6.0;</p> <p>TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score - at least 60;</p> <p>TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score - at least 498;</p> <p>German: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau C1/level C1), TestDaF-Prüfung (Niveau C1/level C1);</p> <p>French: TFI (Test de Français International™) - not lower than level B1 in reading and listening sections, DELF (Diplome d'Etudes en Langue française) - level B2, DALF (Diplome Approfondi de Langue française) - level C1, TCF (Test de connaissance du français) - at least 50 points (if any);</p> <p>5) an electronic document confirming labor activity (for persons with work experience);</p> <p>6) digital photo 3x4 cm;</p> <p>7) health certificate of 075 / y form in electronic format, approved by order No.КР ДСМ-175/2020;</p> <p>In cases of restrictive measures, state of emergency, occurrence of social, natural and man-made emergency situations in a certain territory, a medical certificate is provided directly to the educational organization as these measures are lifted;</p> <p>8) a list of scientific and scientific-methodological works (if any).</p> <p>Information about identity documents, a document of higher education, a medical certificate, a certificate of completion of an internship is provided to the service provider from the relevant state information systems through the e-government gateway.</p>
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		<p>When contacting the service recipient through the portal, a notification is sent to the "personal account" about the acceptance of the request for the public service in the form of an electronic document certified by an EDS.</p> <p>The service recipient is issued a receipt on acceptance of documents.</p> <p>2. Persons enrolling in doctoral studies submit the following package of documents: when applying to OHPE:</p> <ol style="list-style-type: none"> 1) an application addressed to the head of the OHPE (in any form); 2) a document on education (original, when submitting documents to the selection committee); 3) identity document (required for personal identification); 4) a certificate confirming a foreign language proficiency: <ul style="list-style-type: none"> English: IELTS Academic (International English Language Testing System Academic) threshold score - at least 5.5; TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score - at least 46; TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score - at least 453; TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program), threshold score - at least 460; German: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau B2/level B2), TestDaF-Prüfung (Niveau B2/level B2); French: TFI (Test de Français International™) - not lower than B2 level in reading and listening sections), DELF (Diplome d'Etudes en Langue française) - level B2, DALF (Diplome Approfondi de Langue française) - level B2, TCF (Test de connaissance du français) - at least 50 points; 5) health certificate of 075 / y form in electronic format, approved by order No. KR DSM-175/2020). <p>In cases of restrictive measures, state of emergency, occurrence of social, natural and man-made emergency situations in a certain territory, a medical certificate is provided directly to the educational organization as these measures are lifted;</p> <ol style="list-style-type: none"> 6) six 3x4 cm photographs 7) personal sheet on employment records or other document confirming labor activity, certified by the HR department at the place of work; 8) a list of scientific and research-methodological works (scientific publications, research plan, essays and other documents) over the last 3 calendar years; 9) the results of preliminary selection (for "Healthcare")
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		<p>education field.</p> <p>Documents listed in subparagraphs 4) and 7) are provided in originals and copies, after verification of which the originals are returned to the applicant.</p> <p>If an incomplete list of documents specified in this paragraph is provided, the OHPE selection committee does not accept documents from applicants.</p> <p>When contacting through the portal:</p> <ol style="list-style-type: none"> 1) a request in the form of an electronic document signed by the EDS of the service recipient; 2) electronic substantiation of the planned dissertation research, agreed with the prospective domestic or foreign scientific consultant; 3) an electronic document on education; 4) an electronic certificate of foreign language proficiency: <p>English: IELTS Academic (International English Language Testing System Academic) threshold score - at least 5.5;</p> <p>TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score - at least 46;</p> <p>TOEFL PBT (Test of English as a Foreign Language Paper-based test), threshold score - at least 453;</p> <p>TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program), threshold score - at least 460;</p> <p>German: Deutsche Sprachprüfung fuer den Hochschulzugang (DSH, Niveau B2/level B2), TestDaF-Prüfung (Niveau B2/level B2);</p> <p>French: TFI (Test de Français International™) - not lower than B2 level in reading and listening sections), DELF (Diplome d'Etudes en Langue française) - level B2, DALF (Diplome Approfondi de Langue française) - level B2, TCF (Test de connaissance du français) - at least 50 points;</p> <ol style="list-style-type: none"> 5) digital photo 3x4 cm; 6) health certificate of 075 / y form in electronic format, approved by order No.ҚР ДСМ-175/2020; <p>In cases of restrictive measures, state of emergency, occurrence of social, natural and man-made emergency situations in a certain territory, a medical certificate is provided directly to the educational organization as these measures are lifted;</p> <ol style="list-style-type: none"> 7) an electronic document confirming labor activity (for persons with seniority); 8) a list of scientific and research-methodological works (scientific publications, research plan, essays and other documents) over the last 3 calendar years. <p>Information about identity documents, a document of higher education, a medical certificate, a certificate of completion of an internship is provided to the service</p>
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		<p>provider from the relevant state information systems through the e-government gateway.</p> <p>When contacting the service recipient through the portal, a notification is sent to the "personal account" about acceptance of the request for the provision of public service in the form of an electronic document certified by an EDS.</p> <p>The service recipient is issued a receipt on acceptance of documents.</p>
9.	Grounds for rejecting the public service, established by the legislation of the Republic of Kazakhstan	<p>The service provider rejects a public service on the following grounds:</p> <ol style="list-style-type: none"> 1) established inaccuracy of the documents submitted by the service recipient for the receipt of the public service, and (or) the data (information) contained in them; 2) incomplete package of documents submitted by the service recipient to obtain the public service; 3) the service recipient missed the established deadline for providing the package of documents.
10.	Other requirements, given specifics of the public service rendering, including in electronic form	<ol style="list-style-type: none"> 1) the maximum allowable delay time for the delivery of a package of documents by the service recipient is 15 minutes; 2) the maximum allowable service time for the service recipient is 15 minutes (taking into account practice). <p>The service recipient obtains the public service in electronic form through the portal, subject to availability of EDS.</p> <p>The service recipient has the opportunity to receive information on the procedure and status of the public service provision in the remote access mode through the service provider's inquiry services on the provision of public services, the Unified Contact Center.</p> <p>Contact numbers of the service provider's inquiry services on the provision of public service are posted on the Internet resource of the Ministry: www.edu.gov.kz and the Unified Contact Center: 8-800-080-7777, 1414.</p>

Appendix 9

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

**The scale for converting the scores of the international certificate of the standardized test GRE
into CT scores for a magistracy with Kazakh or Russian language of training**

International standardized test GRE			Comprehensive testing	
Test sections	Points for the areas of education "Pedagogical Sciences", areas of training "Humanities", "Social Sciences"	Points for the areas of education "Natural Sciences, Mathematics and Statistics", "Information and Communication Technologies", "Engineering, Manufacturing and Construction Industries", areas of training "Business and Management"	Test types	Points
Quantitative Reasoning	Not less than 155 points	Not less than 160 points	Test to determine readiness for training	30
			Test for the profile of a group of educational programs	70
Verbal Reasoning	Not less than 145 points	Not less than 140 points	Foreign language test	50
Analytical Writing	Not less than 3 points	Not less than 2 points		

Appendix 10

To the RULES OF ADMISSION to study at the NPJSC “Zhetysu University named after I. Zhansugurov”

The scale for converting the scores of the international certificate of the standardized test GRE into CT scores for a master's program with English as the language of training

International standardized test GRE			Comprehensive testing	
Test sections	Points for the areas of education of training "Pedagogical Sciences", areas of training "Humanities", "Social Sciences"	Points for the areas of education "Natural Sciences, Mathematics and Statistics", "Information and Communication Technologies", "Engineering, Manufacturing and Construction Industries", areas of training "Business and Management"	Test types	Points
Quantitative Reasoning	Not less than 155 points	Not less than 160 points	Test to determine readiness for training	30
			Test for the profile of a group of educational programs	70

Appendix 11

To the RULES OF ADMISSION to study at the NPJSC “Zhetysu University named after I. Zhansugurov”

The scale for converting points of the international certificate of the standardized GMAT test into CT scores for a magistracy with Kazakh or Russian language of training

International Standardized GMAT Test		Comprehensive testing	
Test sections	Points for the direction of training "Business and Management"	Test types	Points
Quantitative Reasoning	Not less than 40 points	Test to determine readiness for training	30
Integrated reasoning	Not less than 4 points	Test for the profile of a group of educational programs	70
Verbal reasoning	Not less than 20 points	Foreign language test	50
Analytical Writing	Not less than 3 points		

Appendix 12

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

List of groups of educational programs of doctoral studies

Code of the educational program group	Name of groups of educational programs of doctoral studies
D001	Pedagogy and psychology
D003	Teacher Training without subject specialization
D010	Teacher training in mathematics
D011	Teacher training in physics
D012	Teacher training in informatics
D014	Teacher training in biology
D015	Teacher training in geography
D017	Teacher training in Kazakh language and literature
D070	Economics
D078	Law

Appendix 13

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

Scale of 100-point grading system for admission to doctoral program

Types of test	Points
Essay	20
Doctoral study preparedness test	30
Exam on the profile of educational program group	50
total	100

Appendix 14

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

The scale for converting the scores of the international standardized test GRE certificate to the scores of the entrance examination for doctoral studies

International standardized test GRE			Entry examinations	
Test sections	Points for the areas of education "Pedagogical Sciences", areas of training "Humanities", "Social Sciences"	Points for the areas of education "Natural Sciences, Mathematics and Statistics", "Information and Communication Technologies", "Engineering, Manufacturing and Construction Industries", areas of training "Business and Management"		Points
Quantitative Reasoning	Not less than 159 points	Not less than 164 points	Entrance examination for the profile of the group of educational programs	100
Verbal Reasoning	Not less than 149 points	Not less than 145 points	International certificate confirming proficiency in a foreign language in accordance with the common European competences (standards) of proficiency in a foreign language.	100
Analytical Writing	Not less than 3 points	Not less than 2 points		

Appendix 15

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

**The scale of a 150-point grading system for comprehensive testing for master's degree programs
with Kazakh or Russian as the language of training**

Test types	Form of tasks	Test language	Number of tests	Points
Foreign language test *	Listening Lexical and grammatical test Reading	English/German/French	50	50
Test to determine readiness for training	with a choice of one correct answer	Kazakh/Russian	30	30
Test for the profile of a group of educational programs **	with a choice of one correct answer	Kazakh/Russian	30	30
	with a choice of one or more correct answers	Kazakh/Russian	20	40
Total			130	150

* for admission to the magistracy in groups of educational programs that require knowledge of the Arabic language, an entrance examination in the Arabic language shall be taken.

** for admission to the magistracy in groups of educational programs requiring creative preparation, creative examinations shall be taken.

Appendix 16

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

**100-point grading system scale for CT in master's programs with English as the language of
training**

Test types	Form of tasks	Test language	Number of tests	Points
Test to determine readiness for training	with a choice of one correct answer	Kazakh/Russian/English	30	30
Test for the profile of a group of educational programs	with a choice of one correct answer	English	30	30
	with a choice of one or more correct answers	English	20	40
Total			80	100

Appendix 17

To the RULES OF ADMISSION to
study at the NPJSC “Zhetysu University
named after I. Zhansugurov”

Проходной пороговый балл КТ для зачисления на обучение в магистратуре научно-педагогического и профильного направления с казахским или русским языком обучения на платной основе и по государственному образовательному заказу в Жетысуском университете им. И. Жансугурова

Шифр	ГОП	Научно-педагогическая	Профильная
M001	Pedagogy and psychology	75	-
M002	Pre-school education and upbringing	75	-
M003	Teacher Training without subject specialization	75	-
M005	Teacher training in physical education	75	-
M006	Teacher training in music	75	-
M007	Teacher training in arts graphics and design	75	-
M010	Teacher training in mathematics	75	-
M011	Teacher training in physics	75	-
M012	Teacher training in informatics	75	-
M013	Teacher training in chemistry	75	-
M014	Teacher training in biology	75	-
M015	Teacher training in geography	75	-
M016	Teacher training in history	75	-
M017	Teacher training in Kazakh language and literature	75	-
M018	Teacher training in Russian language and literature	75	-
M021	Special pedagogy	75	-
M070	Economics	75	50
M071	State and local government	75	50
M072	Management and administration	75	50
	7M04109 Strategic management(1 year)	-	150
	7M04110 Management in Health Care (1 year)	-	150
M073	Audit and taxation	75	50
M074	Finance, banking and insurance	75	50
M078	Law	75	50
M087	Environmental protection technology	75	50