

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
Rivne State University of the Humanities

APPROVED

by the decision of the Academic Council
of Rivne State University of the Humanities
(Protocol No. 13 of 27.03. 2025)

Enacted by

Order No. 55-02/24 of 27.03. 2025

Acting Rector



Roman PAVELKIV

REGULATIONS
ON THE ADMISSION OF FOREIGN CITIZENS AND STATELESS PERSONS
FOR OBTAINING HIGHER EDUCATION
AT RIVNE STATE UNIVERSITY FOR THE HUMANITIES
IN 2025

I. General Provisions

1. Admission of foreign citizens and stateless persons to Rivne State University for the Humanities (hereinafter – the University) shall be carried out in accordance with the Laws of Ukraine “On Higher Education”, “On the Legal Status of Foreigners and Stateless Persons”, “On Foreign Ukrainians”, “On Refugees and Persons in Need of Additional or Temporary Protection”, “On Establishing Additional Legal and Social Guarantees for Citizens of the Republic of Poland Staying in the Territory of Ukraine”; Resolution of the Cabinet of Ministers of Ukraine No. 729 of 12 September 2018 “Issues of Obtaining Higher Education by Certain Categories of Persons”; the Procedure for Organizing Admission to Institutions of Professional (Vocational), Professional Pre-Higher, and Higher Education of Ukraine and Training (Internship) of Foreigners and Stateless Persons Using the Unified Interdepartmental Information System of Ukraine for Foreigners and Stateless Persons Who Intend to Study in Institutions of Professional (Vocational), Professional Pre-Higher, and Higher Education of Ukraine, approved by Resolution of the Cabinet of Ministers of Ukraine No. 758 of 28 June 2024; Order of the Ministry of Education and Science of Ukraine No. 1541 of 01 November 2013 “Certain Issues of Organization of Admission and Training (Internship) of Foreigners and Stateless Persons”, registered with the Ministry of Justice of Ukraine on 25 November 2013 under No. 2004/24536; Order of the Ministry of Education and Science of Ukraine No. 1498 of 02 December 2019 “On Approval of the Procedure for Establishing Quotas for Obtaining Higher Education by Foreigners and Stateless Persons within the Scope of State-Funded Places in Accordance with International Treaties of Ukraine”, registered with the Ministry of Justice of Ukraine on 10 February 2020 under No. 153/34436; and in accordance with the Admission Rules for Obtaining Higher Education at Rivne State University for the Humanities in 2025 (hereinafter – the Admission Rules).

Citizens of the Russian Federation, the Islamic Republic of Iran, the Republic of Belarus, and the Democratic People’s Republic of Korea who do not possess a permanent residence permit in Ukraine shall be admitted only upon individual permission granted by the Ministry of Education and Science of Ukraine.

2. Foreigners and stateless persons, including stateless persons who have applied for recognition as refugees, persons who have applied for protection in Ukraine and have provided a Certificate of Application for Protection in Ukraine (hereinafter – foreigners), may obtain higher education at the expense of individuals and/or legal entities unless otherwise provided by international treaties of Ukraine, the binding nature of which has been approved by the Verkhovna Rada of Ukraine, legislation, or agreements between higher education institutions on international academic mobility. Admission of other categories of foreigners to state-funded places shall be carried out within quotas established for foreigners. Admission of foreigners for obtaining higher education shall be conducted for accredited educational programs. Rivne State University for the Humanities may also admit foreigners to preparatory faculty (department) programs for studying the state language and/or the language of instruction, as well as for postgraduate education, advanced training, and internships.

3. Admission of foreigners may be conducted in on-site and/or distance formats. Recruitment of foreigners for study shall be carried out using the Unified Interdepartmental Information System of Ukraine for Foreigners and Stateless Persons Who Intend to Study in Institutions of Professional (Vocational), Professional Pre-Higher, and Higher Education of Ukraine (hereinafter – the Unified System). The validity period of an electronic invitation for study issued through the Unified System shall not exceed six months from the date of affixing the University’s qualified electronic seal or the qualified electronic signature of an authorized University representative. Invitations for study issued through the Automated System “Electronic Journal” of a state enterprise authorized by the Ministry of Education and Science of Ukraine shall remain valid until 01 April 2025 inclusive.

4. Foreigners who have received an electronic invitation for study, obtained a package of informational and consultative support services (if the invitation was issued through the Automated System “Electronic Journal”), and completed the legalization procedure of educational documents in the country of issuance may participate in distance admission. Legalization includes legalization by the Ministry of Foreign Affairs of the country that issued the educational document and legalization at the consular department of a diplomatic mission of Ukraine abroad (consular legalization or apostille).

For organizing distance recruitment of foreigners for higher education and for study at preparatory departments, postgraduate education, advanced training, or internships, the University shall conduct identity verification and entrance examinations in a remote format with mandatory video recording (including screen recording of the applicant’s device). The video recording of the entrance examination shall be stored at the educational institution for five years, and a link to this recording shall be entered into the Unified Database. In case of distance admission, the foreign applicant shall send legalized or notarized copies of educational documents by postal mail to the University. Upon the first crossing of the state border of Ukraine and arrival at the University, the foreign applicant shall submit the original documents in person.

For the purpose of organizing distance admission of foreign citizens for obtaining higher education, the University may conclude an agreement with a partner organization that is a resident of the country of origin of applicants. The subject of such an agreement shall be the provision of services for identity verification, verification of original documents of applicants, organization of electronic submission of applications, provision of premises and technical facilities for consultations and entrance examinations conducted by the higher education institution in a remote format.

Agreements may be concluded only with organizations that meet the following requirements:

- compliance of premises used for distance document submission, consultations and entrance examinations with quarantine regulations established in the country where recruitment is conducted;
- provision of personal protective equipment to applicants;
- ensuring applicant identification procedures using facial recognition technologies, including verification of personal data (surname, name, patronymic (if any)), biometric data and their authentication;
- ensuring control over compliance with academic integrity requirements during entrance examinations for foreigners;
- provision of storage facilities for mobile phones, tablets and other electronic devices of applicants during entrance examinations;
- provision of cellular and internet signal suppression devices;
- ensuring perimeter video surveillance in the examination room by installing no fewer than two video cameras;
- provision of technical equipment for real-time video communication with the University’s examination board (computer, video camera, microphone, television or projector with screen);
- presence of at least two staff members in the examination room to monitor academic integrity compliance and provide technical support during entrance examinations;
- provision of individual computers for all applicants connected to the University’s online platform for conducting entrance examinations;
- organization of consultations and training sessions prior to entrance examinations to familiarize

applicants with remote examination rules and the online platform;

- ensuring video recording of entrance examinations, transfer of video materials to the University via the online platform, and storage of informational and video materials for five years within the partner organization.

List of Partner Organizations with which Agreements Have Been Concluded:

1. OSTVVIND LLC, Republic of Azerbaijan;
2. Henan Peisho Educational Consulting Co., Ltd., Wenfeng District, Wanda SOHO Center, Building A, 7th Floor, No. 29, Anyang City, Henan Province, People's Republic of China; represented by Director Ma Yin, tel. +86 18710890111, +86 18537293220;
3. International Educational Corporation "Bo De", Shenzhen, Pingshan District, Kangzi Street, Xiuxin Town, Jinxiuzhong Street 14, Shenfu Square, Baoxian Dai Guangxue; Tel/Fax: +8615109823333, +380632152306; Legal representative: Zhang Chenchen;
4. Private Enterprise "Optima Forma", State Registration Certificate No. 10043240082 dated 26.03.2009, represented by Director Androsov Oleksii Volodymyrovych; Ukraine, 61125, Kharkiv, Tractorobudivnykiv Avenue 138A, apt. 87; tel. +38 067-913-80-63, mobile +38 050-636-11-63; bank account 26007052312467, PJSC CB "PrivatBank"; EDRPOU Code 36371354;
5. Hebei Weizheng Studying Agency Service Co., Ltd., Xinhua District, Cangzhou City, Hebei Province; +8615733737107, +3800631314888; E-mail: work@wzedu.ltd; represented by Director Guo Yiming;
6. Sole Proprietor Korotkov Viacheslav Anatoliiovych, State Registration Certificate No. 20650000000032573; Ukraine, Kyiv, Bratsva Tarasivtsiv Street 5B, apt. 196; +380980315465;
7. Sole Proprietor Alidjanov Nasib, Entrepreneurial Registration Certificate No. 3601478002; Azerbaijan, Agstafa District, Agstafa City, Jafara Jabbarli Street 67; +994513206025.

Distance admission of foreigners may also be conducted without involvement of a partner company in accordance with the Admission Rules for foreign citizens.

5. All categories of foreigners admitted to study shall be enrolled at the University on the basis of enrollment orders. Confirmation of the fact of study may be provided by a certificate generated in the Unified State Electronic Database on Education (USEDE).

6. The normative content and duration of study of foreigners in all educational programs (specialties) and educational levels shall be determined by the Higher Education Standards of Ukraine (or, in their absence, by educational programs) and by the Admission Rules of the University.

7. Deadlines for submission, review and evaluation of documents, entrance examinations and enrollment of foreigners shall be established by the Admission Rules.

8. Expulsion, interruption of studies, reinstatement and transfer of foreigners and stateless persons shall be carried out in accordance with the procedure established by the legislation of Ukraine on the basis of the Rector's order.

II. Requirements for the Educational Level of Applicants

1. The following persons shall be admitted for obtaining higher education:

foreigners who have completed full general secondary education or obtained the educational and qualification level of Junior Specialist, the professional degree of Professional Junior Bachelor, or the educational degree of Junior Bachelor – for obtaining the Bachelor's degree;

foreigners who have obtained the Bachelor's degree or Master's degree (Specialist qualification level) – for obtaining the Master's degree.

2. Foreigners and stateless persons who previously obtained the same or a higher degree (level) of higher education, or who are currently pursuing such degree at the University or another higher education institution for not less than one year and fully comply with the individual curriculum, may also be admitted for obtaining higher education in another specialty. Admission for simultaneous study in another specialty shall require fulfillment of admission requirements analogous to those for applicants to the respective educational programs. These requirements may be fulfilled during the first year of study.

3. Foreign applicants may be admitted to the first (or higher) year(s) with a normative term of study or to the first year with a shortened term of study. Admission to the first year shall be conducted for accredited educational programs. Admission to the second and subsequent years shall be carried out within available licensed capacity places for accredited educational programs.

4. Foreigners who obtained the Junior Specialist qualification level, Professional Junior Bachelor degree, or Junior Bachelor degree may have ECTS credits recognized by the University in an amount determined by the Bachelor's Higher Education Standard (or, in its absence, not exceeding 60 ECTS credits).

5. Foreigners arriving in Ukraine under academic mobility programs or under agreed educational programs between the University and foreign higher education institutions shall be admitted taking into account relevant contractual obligations.

6. Foreign Ukrainians legally residing in Ukraine and holding a Foreign Ukrainian Certificate shall enjoy the same rights to education as citizens of Ukraine, except as otherwise provided by the Constitution and legislation of Ukraine.

7. Foreigners who do not possess proficiency in the Ukrainian language or the language of instruction shall be admitted to the preparatory department for studying the state language and/or the language of instruction. Upon successful completion, they shall receive a Certificate of Completion of the Preparatory Department for Foreigners and Stateless Persons.

8. Certificates shall be issued in accordance with the form approved by the relevant regulatory act of the Ministry of Education and Science of Ukraine. Records of issued certificates shall be maintained in a registration book, which shall be bound, numbered and sealed by the University.

9. Certificates are issued by the University in accordance with the template provided in the appendix to the current Certain Issues of Organizing the Recruitment and Training (Internship) of Foreigners and Stateless Persons (<https://zakon.rada.gov.ua/laws/show/z2004-13#Text>).

10. Certificates issued are recorded in a bound register, the pages of which are numbered and stamped with the University seal.

The following data shall be recorded in the register: serial registration number;
surname, first name, and patronymic (if any) of the person to whom the document was issued;
document number and series;
date of issue of the document;
signature of the person who issued the document.

III. Sources of Funding for Higher Education of Foreigners

1. Financing of higher education training for foreign applicants shall be carried out:

at the expense of the State Budget of Ukraine under international treaties, national programs, and other international obligations of Ukraine;

at the expense of individuals and/or legal entities (on a contractual basis).

2. Admission of foreigners for study under international treaties of Ukraine and state programs shall be carried out on the basis of referrals issued by the Ministry of Education and Science of Ukraine in accordance with the procedures established by such treaties and programs.

3. Foreigners granted state scholarships under international treaties, national programs, and other international obligations of Ukraine shall be admitted within the established quotas allocated to the University on the basis of referrals from the Ministry of Education and Science of Ukraine.

4. The tuition fee for foreign citizens and stateless persons who legally participate in competitive selection for higher education at the University shall not be lower than that established for citizens of Ukraine, unless otherwise provided by international treaties, national programs, or other international obligations of Ukraine.

5. Payment for educational services provided by the University to foreigners and stateless persons shall be made on the basis of contracts concluded with individuals or legal entities, unless otherwise provided by international treaties of Ukraine or agreements between higher education institutions on international academic mobility.

6. If minor foreign citizens or stateless persons are admitted, the contracts shall be concluded by their parents or legal representatives.

7. Foreign Ukrainians whose status is confirmed by a Foreign Ukrainian Certificate (except those permanently residing in Ukraine) may be admitted to state-funded places within quotas established for foreigners based on an interview in subjects specified in the Admission Rules.

IV. Deadlines for Submission of Applications and Documents, Competitive Selection and Enrollment of Foreigners

1. Admission of foreigners for obtaining higher education at the University shall be carried out:

— twice a year before the beginning of the academic semester (until October 30) for obtaining Bachelor's and Master's degrees. The University shall calculate the applicant's grades/scores based on the document confirming the previously obtained level of education and shall establish the minimum required score for admission in general education subjects for which the entrance examination for foreigners is conducted. Enrollment shall be carried out based on the document confirming the previously obtained level of education, results of the entrance examination for foreigners in specified subjects and the language of instruction, and academic rights for continuation of education granted by the document issued in the country of origin, taking into account academic performance scores that provide the right to continue studies at the next level of higher education in accordance with the legislation of the country that issued the document;

— throughout the year for studying the state language and/or language of instruction programs, postgraduate education, advanced training, internships, transfer and reinstatement, on the basis of a decision of the Admissions Committee after reviewing the submitted documents;

— throughout the year for academic mobility programs in accordance with the Regulation on the Procedure for Exercising the Right to Academic Mobility approved by Resolution of the Cabinet of Ministers of Ukraine No. 579 of 12 August 2015.

2. Enrollment in preparatory faculty programs shall be carried out provided that applicants possess full general secondary education obtained outside Ukraine.

3. Enrollment of foreigners shall be conducted as follows:

during the general admission campaign – within the timeframes established for citizens of Ukraine in Section V of the Admission Rules;

after completion of the general admission campaign – within five days from successful completion of entrance examinations, but no later than October 30, 2025.

4. Deadlines for fulfilling enrollment conditions for foreigners admitted within established quotas or under contracts concluded by the University shall be determined by the Admissions Committee in accordance with the Admission Rules.

V. Procedure for Issuing Invitations to Foreigners for Study (Internship)

1. Invitations shall be issued to foreigners for whom the University provides an educational offer generated in the Unified System for obtaining the respective higher or postgraduate degree (advanced training, internship), participation in academic mobility programs, or studying the state language and/or language of instruction.

The University shall issue invitations:

to foreigners invited for programs lasting 90 days or more;

to foreigners invited for short-term programs lasting up to 90 days, as well as to part-time foreign students for participation in examination sessions.

2. An educational offer shall be generated in the Unified System – an electronic document created in free form and signed with a qualified electronic signature by an authorized University representative.

3. The educational offer shall contain information on admission conditions, validity period of the accreditation certificate of the educational program, form of study, admission basis, duration of study, types of entrance examinations, tuition fee, licensed capacity, and date of commencement of studies.

The educational offer shall be generated on the basis of an electronic application submitted with scanned copies of:

a passport document of the foreign applicant;

a document confirming the previously obtained level of education with grades or an academic transcript.

Documents and their Ukrainian translations shall be analyzed for compliance with admission requirements and undergo validation.

Validation shall be conducted by the institution performing the functions of the National Academic Mobility Information Center or by the University's Admissions Committee. Validation includes verification of the correctness of document execution and confirmation that the foreign applicant has the right to enroll in a higher education program in the country of origin of the document.

Documents shall be considered successfully validated if:

they are not issued by unrecognized states or territories with limited recognition;

they are not based on periods of study completed in unrecognized states or territories;

they confirm the level of education sufficient for enrollment;

they comply with official document standards of the issuing country;

transcripts contain information about specialty, educational program, list of subjects (including specialized subjects), and hours/credits;

they contain required signatures, seals, or electronic authentication;

they do not contain unqualified corrections or damage;

they do not indicate negative results of mandatory examinations;

they are legalized or apostilled where required.

A validation conclusion shall be entered into the Unified System.

4. An electronic invitation for study (internship) shall be an electronic document generated by the Unified System and signed with a qualified electronic signature or seal by an authorized University representative.

5. After central executive authorities approve entry to Ukraine, the system automatically generates the invitation document, which must then be signed with a qualified electronic signature and becomes available in the applicant's personal account.

VI. Procedure for Submission of Applications and Documents by Foreigners

1. Foreigners applying for study at the University in full-time (on-site) form must obtain an entry visa issued by Ukrainian embassies in the relevant countries. The basis for obtaining an entry visa to Ukraine for study purposes is an electronic invitation for study generated in the University's Unified System account and displayed in the applicant's personal account.

2. Foreigners who apply for admission while staying outside Ukraine during the document submission period shall provide the following documents required for admission to the chosen educational level, specialty, and form of study:

- a) an educational offer from the University;
- b) the original* and a certified copy of the document confirming the previously obtained educational (educational-qualification) level on the basis of which admission is carried out;
- c) the original* and a certified copy of the transcript/appendix to the document confirming the previously obtained educational (educational-qualification) level (if available);
- d) in the case of transfer or reinstatement starting from the second year of study – an academic transcript issued by a foreign or Ukrainian educational institution;
- e) for obtaining a Master's degree or postgraduate education – the original* and a copy of a document containing information about the content of the previous educational program, obtained credits, duration of study, and academic performance (if such information is not included in the diploma supplement), where the absence of such information makes recognition impossible;
- f) a copy (with presentation of the original) of a passport document of the foreigner or an identity document of a stateless person, translated into Ukrainian with notarized certification;
- g) four photographs sized 30 × 40 mm;
- h) a copy of the Foreign Ukrainian Certificate (if available).

Documents specified in subparagraphs b)–e) must:

- be certified in the country of issuance in a manner officially applied in that country;
- be legalized by the relevant diplomatic institution of Ukraine abroad, unless otherwise provided by international treaties of Ukraine;
- be translated into Ukrainian with notarized certification of the translation.

*In the case of distance admission, a foreign applicant shall send legalized and notarized copies of educational documents to the University by postal mail. Upon first crossing the state border of Ukraine and arrival at the University, the foreign applicant shall submit the original documents in person.

3. Foreigners and stateless persons shall be enrolled at the relevant educational level on the basis of enrollment orders issued by the Rector upon decision of the Admissions Committee. Confirmation of study may be provided by a certificate generated in the Unified State Electronic Database on Education (USEDE). Periods of study shall be determined by a separate order of the University, taking into account the duration of educational programs and including time required for admission procedures and residence permit processing.

4. Foreigners admitted under academic mobility programs shall submit documents required by the relevant international programs or agreements.

5. Admission of foreigners under international treaties and state programs shall be carried out on the basis of referrals from the Ministry of Education and Science of Ukraine.

6. Reinstatement and transfer of foreigners shall be permitted only after completion of the first year of study and full fulfillment of the first-year curriculum requirements, under the same procedure as for citizens of Ukraine, on the basis of the Rector's order.

7. Applications and documents shall be stored in the personal file of foreign applicants (and, after enrollment, higher education students) throughout the entire period of study.

VII. Organization and Conduct of Competitive Selection and Enrollment of Foreigners

1. Foreigners applying for higher education at the University shall participate in competitive selection based on the results of the entrance examination for foreigners and on academic rights for continuation of education granted by the document confirming the previously obtained level of education in the country of origin.

Admission of foreign applicants at the expense of individuals and/or legal entities shall be carried out:

on the basis of full general secondary education – for obtaining the Bachelor's degree;

on the basis of National Qualifications Framework Level 5 (NQF5) – for obtaining the Bachelor's degree;

on the basis of NQF6 or NQF7 – for obtaining the Master's degree;

on the basis of NQF6 – for obtaining the Bachelor's degree;

on the basis of NQF7 – for obtaining the Doctor of Philosophy degree.

The applicant's scores shall be calculated by the University's Admissions Committee based on the document confirming the previously obtained level of education and the minimum required score shall be established for admission.

2. Entrance examinations for foreigners applying for the first year of the Bachelor's degree (based on full general secondary education or NQF5) shall be conducted in the form of an entrance examination for foreigners – an assessment of knowledge, skills, and competencies in one or more subjects or specialties. Foreigners taking this examination shall not take any other entrance tests.

The content of the entrance examination shall be determined by:

the program of the entrance examination in the language of instruction;

programs of entrance examinations in competitive subjects;

creative competition programs (for specialties 017 Physical Culture and Sports, 023 Fine Arts, Decorative Arts, Restoration, 024 Choreography, 025 Musical Art, 026 Performing Arts).

Examination results shall be assessed on a scale from 100 to 200 points.

Competitive Score Calculation for Bachelor's Degree

Competitive Score (CS) = P1 + P2

where:

P1 – score of the entrance examination in the language of instruction (100–200 points);

P2 – score of the entrance examination in the specialized subject (100–200 points).

An applicant shall be admitted to competitive selection if each examination score is at least 100 points.

Admission to Shortened Bachelor's Programs

For shortened programs, foreigners shall take:

an entrance examination in the language of instruction;

a specialized entrance examination.

Competitive Score (CS) = P1 + PP

where:

P1 – score in the language of instruction (100–200);
PP – score in the specialized subject (100–200).

Admission to Master's Degree Programs

Foreign applicants shall take:

an entrance examination in the language of instruction;

a professional (specialized) entrance examination.

Competitive Score (CS) = P1 + F

where:

P1 – score in the language of instruction (100–200);

F – score in the professional entrance examination (100–200).

Applicants shall be eligible for competitive selection if each examination score is at least 100 points.

If a foreign applicant submits a Certificate of Completion of the Preparatory Department and applies to a program with the same language of instruction, the Admissions Committee may exempt the applicant from the language examination and transfer the certificate grade to the 100–200 scale.

Foreigners holding a preparatory department certificate with attestation in a профиль subject may be admitted to Bachelor's programs without entrance examinations.

4. Based on entrance examination results, the Admissions Committee shall decide on recommendation for enrollment, which shall be recorded in the official minutes.

5. Enrollment orders shall be issued by the Rector based on the Admissions Committee decision and entered into the Unified State Electronic Database on Education.

Foreigners admitted at the expense of individuals and/or legal entities must conclude a contract for paid educational services within 14 calendar days from the date of the enrollment order. The contract may be concluded remotely. Failure to conclude the contract within 14 days shall result in cancellation of the enrollment order in the relevant part.

Payment for tuition shall be made in accordance with the concluded contract.

6. Full-time foreign students shall be issued a state-standard student card.

7. The University shall ensure timely submission of documents to the territorial bodies of the State Migration Service of Ukraine for issuance of temporary residence permits for the period of study.

VIII. Final Provisions

1. These Regulations shall be subject to annual review and approval by the Academic Council of the University after approval of the Admission Rules and shall constitute an annex thereto.

2. All matters related to clarification, deletion, or addition of provisions shall be submitted by the Admissions Committee, in coordination with the Center for Work with Foreign Students and International Relations, for consideration and approval by the Academic Council no later than the beginning of the admission campaign.

Amendments may be introduced in case of changes in legislation or force majeure circumstances.

3. Upon approval of a new version of these Regulations, the previous version shall lose legal force.