

The change is approved

by the Rector's Order №501 of October 02.2024
(The effective date of the order: October 03. 2024.)

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Rules for the Conformity of Educational Programs and the Recognition of Credits

Article 1. Scope of Regulation

This rule has been developed in accordance with the Law of Georgia "On Higher Education," the Order of the Minister of Education and Science of Georgia No. 10/n dated February 4, 2010, and Order No. 98/n dated October 1, 2010. It regulates the principles for establishing the compatibility of learning outcomes achieved at other educational institutions with the educational programs of University Geomed LLC (hereinafter referred to as the "University"), as well as the recognition of relevant credits. Additionally, it outlines the conditions and procedures for recognizing education obtained from licensed higher educational institutions, both domestically and abroad.

Article 2. Compliance of Educational Programs and Recognition of Education Obtained During the Study Period

1. For the purpose of recognizing credits, the relevant faculty of the university shall determine the compatibility of the learning outcomes achieved by an individual wishing to transfer to another educational program with the programs offered by the university, and shall decide on the recognition of the relevant credits.
2. Credits obtained through the educational program of the institution where enrollment and training occurred in accordance with the procedures established by law shall be subject to recognition.
3. Through a thorough evaluation of the educational courses outlined in the educational programs, it is possible to ascertain the equivalence of the courses taken by the student and those specified in the educational program of the relevant faculty, regardless of differences in course titles.
4. In the context of free credits, recognition of a course not included in the university's educational program is permissible.

5. The university is authorized to recognize the learning outcomes achieved by an individual within an educational program of the corresponding level of academic higher education for the purpose of granting the relevant qualification upon completion of another educational program at the same level.
6. If the name and credit value of the course taken by the student match those of a course offered at the university, the course will be recognized automatically. If there is a difference of more than 2 credits, recognition will be based on a review of the course syllabus content. In the credit recognition process, the learning objectives and outcomes specified in the syllabus are considered, allowing for the determination of compliance or non-compliance.
7. Based on the determination of the alignment of the educational program and the number of recognized credits, it will be established from which semester of the educational program the student will continue their studies.
8. If the institution where the student wishing to transfer is enrolled uses a credit system different from the European Credit Transfer System (ECTS), the student is required to present an official document issued by the institution. This document must describe the credit system adopted at the higher education institution and indicate its alignment with the ECTS.

The university is authorized, in accordance with established legal procedures, to calculate the student's credit load for educational programs that do not comply with the European Credit Transfer System. Credits for study courses are assigned conditionally; the course volume (contact hours) is combined with the hours of independent work, and the resulting total is divided by 25 and rounded to the nearest integer.
9. **Compatibility of Different Grading Systems:** The conditional conversion of a 5-point grade to a 100-point grading system is conducted according to the following principles:
 - Grade 5 (Excellent) is conditionally considered equivalent to an A (91) (Excellent).
 - Grade 4 (Good) is conditionally considered equivalent to a C (71) (Good).
 - Grade 3 (Satisfactory) is conditionally considered equivalent to a D (61) (Satisfactory).
 - A "pass" is regarded as the minimum positive grade, E (51) (Sufficient).
10. The faculty shall prepare a conclusion regarding the conformity of educational programs and the recognition of credits. This conclusion will indicate the alignment of the educational program completed by the student with that of the receiving faculty, as well as the number of recognized credits.

Article 3. Recognition of Education Obtained at a Licensed Higher Educational Institution

1. State recognition of higher education obtained by individuals enrolled in a licensed higher educational institution (hereinafter referred to as "recognition of higher education") involves determining the compatibility of the learning outcomes achieved by an individual whose period of study is not fully or partially recognized by the state with the learning outcomes specified in the components of the relevant educational program that has been recognized by the state.

2. To facilitate the recognition of higher education, the application submitted by the interested individual to the LEPL-National Center for Education Quality Enhancement (hereinafter referred to as "the Center") must be accompanied by the following documents: a relevant certificate or official document from a licensed higher education institution (or a notarized copy thereof) regarding the individual's enrollment, expulsion, or completion of studies at that institution, as well as a list of subjects completed during the study period, including their respective credits and/or grades.
3. A prerequisite for the recognition of higher education is the individual's enrollment in a higher educational institution, in accordance with the procedures established by Georgian legislation.
4. Upon receiving the application from the interested individual, the Center forwards the documentation attached to the application to the relevant educational institution for the purpose of recognizing the higher education associated with the applicant's desired educational program.
5. The Center, in collaboration with the relevant educational institution, conducts an examination on the components of the educational program to determine whether the individual possesses the competencies outlined in the specific component of the relevant educational program. Based on the conclusion received from the university, the Center will make one of the following decisions: a) recognizes the higher education attained by the individual enrolled in a licensed higher educational institution; b) refuses to recognize the higher education attained by the individual enrolled in a licensed higher educational institution.
6. The procedure for conducting the examination and the examination topics for those seeking recognition of education, taking into account the university's position, shall be approved by an individual administrative-legal act of the Director of the Center.
7. The interested party shall be notified of the examination at least two weeks prior to its occurrence, unless the party requests that the examination be conducted in a shorter timeframe.
8. The decision on the recognition of education shall specify which portion of the education has been deemed recognized. Based on the number of recognized credits, the student shall be recommended to continue their studies from the corresponding semester.

Article 4: Recognition of Education Obtained Abroad

1. Recognition of a qualification obtained from a foreign higher education institution, or education acquired during studies at such an institution, shall be granted if its equivalence with the relevant qualification awarded by Georgian higher education institutions is established. Equivalence may be determined based on the study results and the qualification awarded, regardless of differences in the duration of study.
2. A student who has obtained education from a foreign higher education institution shall submit an application for the recognition of their study results and credits to the rector of the university. The application must be accompanied by copies of documents confirming the studies undertaken abroad, along with their notarized translations.

3. The relevant faculty of the university shall assess the compatibility of the learning outcomes achieved by an individual during their studies abroad with the educational programs it offers and shall prepare a conclusion regarding the recognition of the relevant credits.
4. Qualifications obtained from a foreign higher education institution, or education acquired during studies at such an institution, shall be recognized by the LEPL National Center for Education Quality Enhancement in accordance with Georgia's international treaties and the rules established by the Ministry of Education, Science, Culture, and Sports of Georgia.
5. The university shall make a decision on the enrollment of an applicant or student with a foreign educational document in accordance with the rules established by Georgian legislation, based on the recognition document issued by the LEPL National Center for Education Quality Enhancement.

Article 5: Final Provisions

1. These Rules are approved by the Rector of the University, based on a resolution from the Academic Council, and shall enter into force upon approval.
2. Amendments to these Rules shall be made in accordance with an order issued by the Rector, based on a resolution from the Academic Council.