AGREED

By a decision of the Senate
Chairman
_____ B. Omarkulov
«31» 08 2026
Protocol No 10

APPROVED

By a decision of the Board
Chairman of the Board-Rector
_____ B. Kosherova
«02» 09 2026
Protocol No 12

ACADEMIC POLICY

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Academic policy

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2.General provisions

1. This Academic Policy (hereinafter referred to as the Policy) has been developed in accordance with the requirements of regulatory documents of the Ministry of Science and Higher Education of the Republic of Kazakhstan and the Ministry of Healthcare of the Republic of Kazakhstan, the goals and objectives of government programs in education, and internal regulations of the "Karaganda Medical University" NCJSC (hereinafter referred to as the University or "KMU" NCJSC).

2. The policy is determined by the strategic goals and mission of the University and represents a system of measures, rules, and guidelines for planning and managing educational activities and effectively organizing the learning process, designed to improve the quality of education and implementing student-centered learning.

3. The goal of the Policy is to achieve excellence at all levels of professional training that meets the requirements of the labor market, society, and the state, and corresponding to international best practices.

4. The University defines the following governing principles for academic work:

1) providing all students with equal opportunities to receive a quality and affordable education;

2) preventing discrimination against students with special needs, on racial, national origin, ethnic, religious, gender grounds, social standing, physical abilities, age, and other subjective criteria;

3) providing academic freedom to students in choosing individual learning paths and developing the necessary skills by selecting elective disciplines and tracking their own progress on the electronic educational portal;

4) training professionals who meet the requirements of the national healthcare system and international standards by introducing innovations in education, science, and practice;

5) observance of the principles of academic integrity and intolerance for any type of deception or fraud in scientific and educational activities;

6) ensuring transparency and information accessibility for interested parties.

5. The policy is designed for students, faculty members, heads and employees of the University's structural divisions, and other interested parties.

6. The policy may be revised in the event of changes to laws and regulations governing academic activities in the Republic of Kazakhstan, the University Charter and strategy, revision of educational program requirements, and within the framework of recommendations based on the results of international institutional or specialized accreditation.

3. Policy in quality assurance of the educational process

1. The policy in quality assurance of the educational process is aimed at implementing the university's mission, increasing competitiveness, and complying with international standards. An important guideline for quality assurance at the University is the requirements of the "Standards and Guidelines for Quality Assurance in the European Higher Education Area" (ESG).

2. The main principles of quality assurance are:

1) Student-centered learning. The University focuses on creating conditions for effective learning, ensuring the comprehensive professional and personal development of students. In accordance with the university's mission, the priority is to train specialists capable of responding to the current needs of society.

2) Competence of the teaching staff. The University creates conditions for the continuous professional development of the teaching staff, providing them with access to professional development programs.

3) Modern educational technologies. The University actively implements innovative technologies focused on the use of effective teaching methods.

4) Academic integrity and ethics. The University supports academic integrity and combats plagiarism and other dishonest practices.

5) Scientific research and integration of science into education. The University's mission includes the development of research skills in students and teachers, which contributes to the integration of scientific achievements into the learning process.

6) Infrastructure and educational environment. The University provides students and teachers with modern infrastructure and creates conditions for successful learning.

7) Quality assessment and control. The University regularly monitors and evaluates the quality of the educational process. Feedback mechanisms have been implemented that allow for the timely identification and correction of shortcomings in learning and teaching. To achieve high-quality standards, objective assessment tools are used, including internal and external audits, surveys of students, teachers, and other stakeholders.

8) Continuous improvement. The University strives for the continuous improvement of all aspects of the educational process by introducing modern methods, technologies, and approaches to learning. Regular analysis of evaluation results, feedback from students and teachers, as well as the results of external audits, allow for changes and improvements to be made to educational programs and administrative processes.

3. The objectives of the Policy in the field of ensuring the quality of the educational process of the NCJSC KMU are:

1) to create an environment for the university's students to develop professional and personal qualities, civic-mindedness and patriotism, and to realize their creative potential;

2) to integrate education, science, and practice in order to guarantee the quality of education;

3) to create an effective human resources policy;

4) to organize student-centered learning;

5) to ensure the principle of openness and transparency of the educational process, to promote the adoption and strengthening of measures aimed at effectively combating corruption and maintaining academic integrity;

6) to undergo external quality assurance.

4. The policy in quality assurance of the educational process defines the direction of the University’s Quality Policy, reflects the connection between research, teaching, and learning,

taking into account national and institutional contexts, the requirements of international standards and criteria, and aligns with the University's Mission.

5. Ways to implement the Policy in quality assurance of the educational process:

1) regular review of educational programs based on national and international standards;

2) continuous monitoring of the educational process, conducting surveys among students and faculty;

3) implementation of measures to prevent plagiarism and ethical violations;

4) organization of professional development programs for faculty and staff;

5) upgrading equipment, teaching, and informational resources;

6) active involvement of students, faculty, and employers in improving the process;

7) supporting innovative teaching methods and research projects;

8) establishing an effective and transparent student achievement assessment system;

9) ensuring adaptability of educational programs to new labor market challenges and demands;

10) using external quality assessment systems for educational programs: accreditation confirming compliance with international standards, participation in rankings.

6. Responsibility for implementing the provisions of this policy lies with the university administration, the Senate, faculties, as well as all teaching staff and students. The Quality Policy applies to all levels of the educational process and is subject to regular review and updates in accordance with the university's mission and ESG requirements.

4. Educational Program

1. General provisions

1. Educational Program is a unified set of core characteristics of education, which includes the goals, results, and content of learning, the organization of the educational process, the ways and methods of their implementation, and the criteria for assessing learning outcomes.
2. The educational programs developed by the NCJSC "Karaganda Medical University" (hereinafter referred to as NCJSC "KMU") cover the levels of technical and vocational education (TVE), higher and postgraduate education, as well as additional education in the field of healthcare.
3. The goal of an educational program is aligned with the mission and strategic objectives of the University.
4. The educational program complies with educational and professional standards, regulatory legal acts, and the National Qualifications Framework. The educational program is aimed at developing competencies, contributes to the personal development of students, develops independent learning skills, and prepares for professional growth in a dynamically changing environment.
5. The educational program is formed using a modular approach, which ensures interdisciplinarity and a logical sequence of content. It is also based on the principles of student-centeredness, innovation taking into account global and national trends, and practice-orientation through the involvement of employers and professional communities to meet the requirements of the labor market.
6. The process of managing an educational program at the University is carried out in accordance with the Regulation on the management of the educational program.
7. The educational program is developed by its Head and/or a working group, involving students, faculty, employers, and professional communities.
8. The structure of the educational program includes the goal, graduate competencies, learning outcomes, disciplines, and assessment methods.
9. When implementing an educational program, staffing, information resources, material and technical equipment, practical training bases, and informational and methodological support for the program's implementation are taken into account. The educational program is coordinated with the quality assurance committee, the School Council, and the Senate, and is approved by the university's Board of Directors.
10. The educational program is also placed in the Register of educational programs of the Unified Platform of Higher Education of the Ministry of Science and Higher Education of the Republic of Kazakhstan (UPHE).
11. The educational program is managed by its head and the school.
12. In order to ensure the relevance of the educational program and its compliance with educational and professional standards and the needs of society, regular monitoring and evaluation of the educational program are carried out.
13. The educational program is updated by the Head of the educational program and/or a working group based on an analysis of changes in the regulatory framework, educational and professional standards, scientific achievements, stakeholder requests, new educational technologies, and recommendations from accreditation agencies.
14. An educational program may be withdrawn from implementation in the absence of student enrollment, lack of demand in the labor market, limited resources, or changes in the university's strategic priorities.

Quality Assurance

15. Internal assessment of the educational program is ensured through self-assessment, evaluation of student and faculty satisfaction, and analysis of student academic achievements.

16. External assessment of the educational program is ensured through accreditation, expert review upon inclusion of the educational program in the UPHE, participation in rankings, analysis of graduate employment results, independent examinations, and assessment of the satisfaction level of employers and graduates.

Joint Educational Programs

17. A joint educational program is an educational program jointly developed and implemented by two or more universities.

18. Joint educational programs are aimed at increasing the competitiveness of NCJSC "KMU" graduates at the national and international levels.

19. At NCJSC "KMU", joint educational programs are implemented in the form of double-degree programs, joint development and/or implementation of programs with partner universities on the basis of agreements or memorandums.

Informing Stakeholders

20. The accessibility and openness of information about educational programs are achieved at the University by publishing up-to-date data on official information resources, which allows stakeholders to obtain information about the mission of the educational program, expected learning outcomes, and accreditation status.

21. Informing stakeholders about educational programs is also carried out by posting relevant information on the Unified Platform of Higher Education (UPHE).

22. The University provides advisory support to students and other stakeholders on issues of the content and implementation of the educational program.

5. Organization of the educational process

1. Training and teaching at the University are carried out based on the credit technology of training, following the choice of learning track (compiling an individual education plan) applying credit as standardized unit of volume of academic work of a student and instructor. The primary objectives of the organization of the educational process are unification/standardization of the content knowledge; enabling ultimate individualization of education; increasing the role and efficiency of students' individual work; determining academic achievements of students based on efficient and transparent procedure of their control.

2. Organization of the educational process within one academic year is carried out based on the academic calendar, which is approved by the Chairman of the Board – Rector of the "KMU" NCJSC in accordance with the charter and internal regulatory documents. The academic year consists of academic periods, periods of midterm assessment, holidays and practice/internship. Orientation week is included in the first year of the academic year, at the final year – the period of the final assessment, and for students of the military department – training period.

3. Lists of lecturers and examiners for the disciplines of educational programs shall be approved for the academic year by order of the Rector, upon submission by the School Dean/Head of Department, before the beginning of the academic year.

4. Participation of students in non-academic programs, including the Work and Travel program, shall not constitute grounds for postponing, changing, replacing, or exempting students from mandatory professional practice and the educational process, which are conducted strictly within the periods established by the curriculum and academic calendar in accordance with the legislation of the Republic of Kazakhstan; postponement thereof is not permitted.

6. Orientation week for 1st year students

1. The university holds an orientation week for first-year students of all educational programs, which aims to facilitate the successful social and psychological adaptation of first-year students and their integration into the new educational environment..

2. During the orientation week, first-year students are introduced to the rights and responsibilities of students at KMU, the history and traditions of the university, the principles of credit-based learning (including the procedure for enrolling in courses and selecting a professor), and the prospects for future professional activities, as well as the university's charter, academic policies, code of academic integrity, and internal regulations. They also meet with their advisors/curators.

3. The organization of the orientation week and the development of the program are entrusted to specialized schools. Objectives of the orientation week:

1) meeting of school deans with first-year students (introduction to the school principal, heads of educational programs, and advisors);

2) familiarization of students with the new educational environment (with other students, with the university's structural units (library, schools/deaneries, career development center, simulation and educational technology center, laboratories, security service, etc.);

3) presentation of the university's academic policies, including the code of academic integrity;

4) providing students with information about the university's information systems: corporate email, Platonus AIS, including the Platonus AIS mobile app, MOODLE, and Session AC;

5) meeting with representatives of the student government and the youth department;

6) appointment of group and stream leaders;

7) providing students with information on academic mobility and admission to military departments;

8) providing foreign students with the necessary information on immigration, medical insurance, and orientation in the city; assistance in solving various organizational issues, such as settling in a dormitory, filling out necessary migration documents, questionnaires, etc.

9) developing positive learning motives among first-year students;

10) preventing and alleviating psychological and physical discomfort among first-year students caused by the new educational environment.

4. The dates of the orientation week are reflected in the academic calendar.

7. Procedure for forming an educational pathway

1. The procedure for developing a student's individual learning plan is established in accordance with the Rules for organizing educational process on credit technology of training.
2. The Individual Learning Plan (thereinafter – ILP) determines the individual educational pathway of each student.
3. The ILP is set up by the student, whether independently or with the assistance of an adviser, based on the educational program, catalog of elective courses (for TVET, based on the working curriculum), and academic calendar for each academic year. First-year students set up the ILP after the issue of the order for admission.
4. The student portal is where schools post their elective course catalogs. Advisors inform students assigned to them on the volume of compulsory and elective courses to be mastered for the following (or current - for first-year students) academic year, organize and have consultations on the formation of ILP and the choice of educational pathway, guide students in the selection of current elective courses in accordance with the requirements of the educational program, and familiarize with the conditions of refusal of the selected course.
5. Advisors are responsible for providing qualified assistance in the selection of courses.
6. When selecting courses, a student additionally has the option of selecting an instructor. Schools create a list of academic teaching staff based on courses from the working curriculum and submit it to the Department of Academic Work's Registrar's Office for entering into "Platonus" AIS.
7. When determining an individualized course of study, the student in the framework of the university component and elective component chooses:
1) modules on the basic educational program (Major);
2) modules on an additional educational program (Minor), with credits for Minor modules are included in the volume of the main program.
8. Minor modules are chosen and mastered in order to gain additional skills in related or specialized EP, and additionally to fulfill the student's individual needs. The component of choice in basic and vocation-related subjects should be structured into several Minors. During the second year of bachelor's studies, the student selects only one Minor program.
9. The student selects modules based on the instructions presented on the portal. The student is responsible for creating the ILP and ensuring that the course of study meets the standards of the working curriculum of the specialty/educational program. The developed ILP, approved by the dean of the school/faculty, is available in the student's personal account in "Platonus" AIS.

8. Organization of enrollment to course units

1. The procedure for enrolling to course units for students of all years includes the following steps:

1) meeting with an advisor;
2) attending presentations by instructors and elective courses.
3) supervision with an advisor, selecting and discussing elective courses from the elective course catalog, and, if required, drawing up projects of personal curricula;
4) enrolment for course units as required;
5) re-registering after unprofitable courses have been closed.

2. The enrollment procedure for first-year students' course units takes place during orientation week.

3. The date and time of enrollment for elective courses are determined by the academic calendar.

4. Schools establish the minimum number of students required to study a course and the maximum number of students per batch for each instructor. If the number of students enrolled in a given course within the established time frame is less than the minimum required, the course will not be offered and will not be included in the working curriculum. Students who have enrolled in a closed course must re-register within the established time frame.

9. Organization of student's independent work

1. To foster responsibility for learning and to develop independent and critical thinking, the University provides for students' independent work, carried out both as extracurricular work (SIW) and in contact with the teacher (SIWT).
2. The University organizes independent work based on the expected learning outcomes and the students' readiness for autonomous learning. As students' progress through the educational program, the role of independent work increases. The forms and methods of such work, as well as the criteria for its assessment, are determined by the University.
3. All independent work assignments, assessment criteria and submission deadlines are specified in the course syllabus. The teacher provides timely feedback during their completion.
4. The procedure for organizing SIWT is regulated by the Regulation on the Organization of Students' Independent Work under the Guidance of a Teacher (SIWT).

10. Rules of rating system for evaluating the academic performance of students

1. Comprehensive assessment of academic achievements of students of the University is regulated by the "Rules of rating system for evaluating the academic performance of students", compliance with which is compulsory for all students and structural divisions of the University – participants of the educational process.

2. Academic achievements (knowledge, skills, abilities and competencies) of students are graded in points on a 100-point scale, corresponding to the internationally accepted letter system of assessment with a numeric equivalent (positive grades, in descending order, from A to D, and "unsatisfactory" – FX, F) and grades in the traditional system.

Letter-based assessment system for students' academic achievements

Assessment according to the letter system	Digital equivalent of the assessment	Percentage of the assessment	Assessment according to the traditional system	Description of the assessment criteria
A	4	95-100	Excellent	The student has knowledge of the subject in the full scope of the curriculum, understands the discipline deeply enough; shows a high level of knowledge exceeding the scope provided by the syllabus, gives an exhaustive answer
A-	3,67	90-94		The student has knowledge of the subject in the full scope of the curriculum, understands the discipline deeply enough; gives an exhaustive answer
B+	3,33	85-89	Good	The student shows complete, well-founded knowledge of the subject; however, the answers did not always highlight the main thing, rational calculation methods were not always used; the answers were mostly short and not always clear.
B	3,0	80-84		
B-	2,67	75-79		
C+	2,33	70-74		
C	2,0	65-69	Satisfactory	The student demonstrates sufficient knowledge of the subject, but without proper depth and justification, the answers are vague and without proper logical sequence
C-	1,67	60-64		
D+	1,33	55-59		
D	1,0	50-54		
FX	0,5	25-49	Unsatisfactory	The student demonstrates insufficient knowledge of the subject, and some questions are not answered positively.
F	0	0-24		The student demonstrates a very low level of knowledge of the subject

3. Students are required to attend all forms of classes – lectures, practical and seminar classes, laboratory work, and to complete all assignments, including SIWT and SIW.

4. Technical and professional education students work off the classes for a valid and insufficient reason.

5. Students of other levels of education complete practical exercises and laboratory work, missed only for a valid reason within two weeks after receiving admission, but no later than the last week of the semester. Classes that are missed for a disrespectful reason are not fulfilled. If the number of hours missed for a disrespectful reason is 50% or more of the total number of hours allocated for practical exercises and lectures related to this assignment, the student is not allowed to submit the assignment and a "0" is placed in the electronic journal.

6. To take admittance to practice classes, a student submits an application in the personal account of Platonus no later than the next business day after receiving a document confirming a valid reason for missing classes.

7. Certification of students' attendance is carried out by schools according to the data of Platonus monthly by the 25th day of the month.

8. The rules for taking admittance to missed practice classes are determined by the policy reflected in the syllabus.

9. If a student missed classes in the last two weeks of the term for a valid reason, the Dean of the School/Faculty allows the student to work off classes and, if necessary, exams on an individual schedule. The Dean's order is provided to the chief specialist of the Student Service Center on the same day.

10. If more than 1/3 of the total number of semester days are missed due to illness, the student has the right to apply to the medical institution at the place of attachment to obtain the conclusion of the medical advisory commission – the grounds for granting academic leave.

11. Ongoing academic performance, SIWT and IWS in a discipline are monitored by the instructor conducting classes for the group. The policy for grading assignments, including their components, content, assessment criteria and deadlines for assignments in disciplines, is defined in the syllabus. Assignment control questions also include questions based on lecture materials.

12. The teacher is required to evaluate any work of the student in an unbiased manner according to predetermined criteria indicated in the syllabus of the discipline. The teacher is not authorized to evaluate any additional criteria not specified in the syllabus. Assessment criteria cannot include social, community, religious, ethnic and gender status of a student. When evaluating the academic achievements, the teacher does not consider the opinions and requests of outside parties, including the student, other teachers and the university administration.

13. The student is required to request the teacher to make an assessment using all of the above-mentioned principles.

14. The teacher is personally responsible for the timeliness and correctness of filling in the electronic logs. Filling of grades in the electronic logs is done weekly, according to the policy of assessment of disciplines by level of training of students. It is not allowed to transfer the responsibilities of filling in the electronic log to another person.

15. The instructor enters grades in the electronic gradebook of the discipline/module for each completed assignment, including an integrated assignment that may cover several topics of the discipline curriculum.

For disciplines studied at the bachelor's level, two assignments per credit shall be completed and, accordingly, two current grades shall be awarded: one for an assignment on practical class topics and one for an assignment on student independent work topics (SIWT and IWS).

Students' academic achievements in languages (Kazakh, Russian, foreign language) are assessed in accordance with the level-based model of language learning.

16. A student's Academic Rating (SAR) (ARS) consists of the access rating (AR), which is determined by calculating the simple average of all current grades, and the exam's rating (ER) or final control rating (FCR):

SAR = AR*0.6 + ER*0.4.

17. The access rating for the discipline must be at least 50%.

18. Current assessments are not assigned for training and production, work practices, pedagogical and research practices.

19. For all kinds of practices, the SAR is equal to the FCR. When two practice supervisors are appointed, the final grade is assigned taking into account the assessment of the practice supervisor from the base of practice, the share of which is 40% of the final grade, and the assessment of the practice supervisor from the University, based on the defense of the submitted report, the share of which is 60% of the final grade.

20. All forms of written papers of students are tested for plagiarism. In case of plagiarism in the work, the results of such work will be canceled.

21. Academic achievements are available in the student's personal account in Platonus. All academic disciplines and (or) modules studied by a student with the indication of the final grade, including grades FX and F, are recorded in the transcript.

22. The relevance of the teacher's assessment of the student's academic achievements is conducted by the bell curve of distribution of the grades assigned by the teacher in accordance with a normal distribution according to the approved criteria for evaluating students' learning outcomes based on the general principles of the Academic Integrity League (https://adaldyq.kz/documents).

Letter system assessment	**A, A-**	**B+, B, B-**	**C+, C, C-**	**D+, D**	**FX, F**
Percentage of students who usually receive an assessment	10	25	30	25	10

23. Bell curve of distribution is based on the level of a student in a particular assessment and is used to analyze their performance in the discipline with reference to other students.

24. Within a week after the end of the academic period, the SQAC conducts an assessment quality analysis using a normal distribution diagram. If the number of excellent grades exceeds 15%, the Senate Academic Committee conducts a critical analysis and makes recommendations to interested departments.

11. Conducting intermediate certification

1. Organization and conduct of interim assessment. Interim assessment of students is conducted in accordance with the Regulation on the Organization and Conduct of Interim Assessment, the academic calendar, working curricula and discipline syllabi. Each academic period concludes with an interim assessment period.

2. Organization of the Assessment of Knowledge and Skills of 3rd-Year Students and 2nd-Year Students in the Accelerated Program.

Upon completion of the cycle of basic disciplines and the interim assessment period at the end of the third year and the second year of the accelerated program, students of integrated medical education programs (Medicine, Pediatrics, Dentistry, Medical and Preventive Care) shall undergo an assessment of knowledge and skills.

3. Admission to the assessment of knowledge and skills of 3rd-year students and 2nd-year students in the accelerated program requires completion of the cycle of basic disciplines and a self-assessment result of at least 70% at each assessment stage. Students who score below 70% at any stage of the self-assessment shall not be admitted to the knowledge and skills assessment and shall be expelled for academic failure.

Students who have not completed the cycle of basic disciplines with a deficit of no more than 12 credits shall not be admitted to the knowledge and skills assessment and shall be referred to repeat the disciplines during the summer semester.

Students who have not completed the cycle of basic disciplines with a deficit exceeding 12 credits shall not be admitted to the knowledge and skills assessment and shall be expelled for academic failure.Students who successfully complete the cycle of basic disciplines during the summer semester shall be admitted to the knowledge and skills assessment.

Admission to the assessment of knowledge and skills of 3rd-year and 2nd-year students of the shortened form of study is the mastery of a cycle of basic disciplines and the result of a self-assessment of at least 70% at each stage of the assessment. Students who fail to score 70% on each stage of the self-assessment are not allowed to assess knowledge and skills and are expelled for academic failure.

Students who have not mastered a cycle of basic disciplines in the amount of no more than 12 credits are not allowed to assess knowledge and skills and are sent to retake the disciplines in the summer semester. Students who have not completed the cycle of basic disciplines in an amount exceeding 12 credits are not allowed to take the assessment of knowledge and skills and are expelled for academic failure.

Students who have successfully completed the cycle of basic disciplines in the summer semester are allowed to take the assessment of knowledge and skills.

4. Intermediate certification of students is conducted in the form of final control of disciplines and reports on professional practice, and serves as a form of verification of learning outcomes of students for the academic period of the educational program, including joint educational programs. The form of the final control is determined by the working curriculum.

5. The final control may consist of one or several stages. The weight of each stage of the final control is specified in the syllabus.

6. The acceptable forms of final assessment or its stage are:

1) testing;
2) project defense;
3) coursework defense;
4) written exam (WE);
5) OSCE (Objective Structured Clinical Examination) (GOSCE (Group Objective Structured Clinical Examination)) / OSPE (Objective Structured Practical Examination);
6) assessment of practical/clinical skills (PNS/OCS) using a standardized checklist;
7) clinical/mini-clinical exam;
8) portfolio defense.
9) academic assessment;
10) practice report;
11) passing the standards;
12) self-assessment by the student of the mastered practical skills.

7. Two weeks before the start of the interim assessment, the instructor responsible for the subject/module coordinator uploads separate samples of control and measuring means and the specification of the final assessment to the student portal in the section of the respective subject to prepare students.

8. Access of students to the intermediate certification or approval of an individual procedure for final control due to valid reasons (e.g., academic difference, academic debt, illness, business trips, participation in international student exchange programs, etc.) is carried out by the school/faculty responsible for the educational program. Access or the decision on an individual procedure is formalized by an order of the Dean. The Dean's order is submitted the same day to the Chief Specialist of the Registrar's office.

9. Students are not admitted to the intermediate certification if they have tuition fee arrears, academic debts in prerequisites, are on academic leave, or on long-term medical leave.

10. In the case of receiving a grade of "Unsatisfactory" corresponding to the mark FX (percentage range 25–49%) in the final assessment, a student of higher or postgraduate education programs is entitled to retake the final assessment once without re-taking the program of the academic discipline/module/practice.

11. In the case of receiving a grade of "Unsatisfactory" corresponding to the mark F, a student of higher or postgraduate education programs is required to re-register through the personal account of Platonus for the given academic discipline/ module/ practice, attends all types of classes, performs all types of educational work according to the program, passes all types of current control and, if there is an appropriate access rating, passes the final control again.

12. For students of TVE, who have no more than one "satisfactory" grade according to the results of the intermediate certification, retake is allowed in order to increase the grade on the basis of a student's application in any form addressed to the Chairman of the Board – Rector. Repeated retake of the exam (test) is issued by the order of the Chairman of the Board – Rector.

13. The deadline for retaking the exam (credit) upon receipt of the "unsatisfactory" grade is determined by the schedule of the intermediate certification of the TVE.

14. A student who has more than three "unsatisfactory" grades according to the results of the

intermediate certification is expelled for academic failure with the issuance of a transcript to him (her).

15. All final grades of the student, including positive results of re-examinations, are recorded in the transcript.

16. In case of absence at the final control, "absent" is recorded in the examination sheet against the student's name.

17. If a valid reason is documented, an individual exam schedule is established by the Dean's order. The Dean's order is submitted the same day to the Chief Specialist of the Registrar's office.

18. If no valid reason is provided, absence from the exam is equated to an "unsatisfactory" grade equivalent to F (percentage range 0%).

19. To ensure compliance with uniform requirements and resolve disputes in assessment of exam papers, during the interim assessment period the Dean establishes an Appeals committee consisting of faculty whose qualifications correspond to the appealed disciplines.

20. The Appeals committee:

1) accepts and considers student appeals;
2) verifies the compliance of assigned grades with assessment requirements;
3) makes a reasoned decision to reject or uphold the appeal;
4) records the decision in minutes, informs the applicant, and submits a copy to the Registrar's Office Block on the same day.

21. Depending on the form of the final assessment, a student who disagrees with the examination results may submit an appeal either through their personal account in AIS "Platonus", through their personal account in AS "Session", or to the relevant school by 1 PM on the day following the publication of the examination results. Applications submitted after the specified time will not be accepted.

22. Appeals are allowed in the following cases:

1) exam tasks or questions contain technical errors (missing questions, missing images, unreadable symbols, etc.);
2) tasks lack a correct answer;
3) tasks contain multiple correct answers while requiring a single choice;
4) tasks or exam content go beyond the scope of the syllabus.

23. When conducting the final control in the form of OSCE/GOSKE/OSPE, the student submits an appeal in the following cases:

1) power outage occurs in the CSET for an indefinite time;
2) technical malfunction of simulators.

24. An application for appeal is considered by the Appeals Commission without the participation of the applicant within one working day from the date of submission. When reviewing the appeal, the Appeals Commission makes one of the following decisions:

1) to reject the appeal and uphold the result of the interim assessment if the information stated in the application is not confirmed
2) to uphold the appeal if the information stated in the application is confirmed.

12. Organization of summer term

1. According to the Rules of the organization of the educational process on credit technology of education at the University summer term is organized to meet the needs for additional education, providing students with the opportunity to eliminate academic debts or the difference in the curriculum, the study of disciplines to increase the grade point average (GPA), mastering a related or additional educational program, including within the framework of double-degree education, on a paid basis.

2. For graduate students and residents, in connection to the peculiarities of the organization of the educational process, the summer term is not organized.

3. The duration of the summer term depends on the academic calendar.

4. During the summer semester, a student may study disciplines totaling 12 ECTS credits. Completion of the disciplines is fee-based both
for students studying under a state educational grant/order and for students studying on a tuition-paying basis. The cost of one credit for a discipline is determined by the price list of paid services approved by the University for the current academic year.

5. Monitoring the summer term is the responsibility of the School/Faculty.

6. Students are allowed to enroll in the summer term disciplines:

1) not admitted to the examination session according to the term rating results;

2) who received an unsatisfactory evaluation in the final control during the intermediate certification period;

3) who has an academic difference upon reinstatement, transfer or after the academic leave;

4) students who have expressed their wish to improve their academic rating (students who have completed the course program completely and want to increase their GPA);

5) who study under international programs, double degree programs;

6) students transferred from one specialty/educational program to another;

7) mastering of the disciplines of the additional educational program (Minor);

8) students who have expressed their wish to undergo additional education.

7. The student submits an application for the summer term to the dean in the Platonus AIS, and attaches a payment receipt to the application. The student attends all types of classes within the prescribed period, passes all types of current control of summer semester disciplines, and, if there is an appropriate access rating, passes the final control.

8. If a student has not completed the summer semester disciplines within the specified period due to absence from classes for a valid reason (student illness), the deadline for completing the summer semester disciplines may be extended by order of the Dean, but no later than August 15.

9. At the end of the summer term, upon the recommendation of the dean, an order is issued to transfer the student from course to course or an order to expel him for academic failure.

13. Rules for repassing disciplines, elimination of academic differences

1. Repassing disciplines

1. Rules for repassing disciplines at the University have been developed in accordance with the Rules of organization of the educational process on credit technology education.

2. Repassing disciplines is carried out on a paid basis as for students on the state educational grant/ order, and for students on a fee basis. The cost of the one credit of discipline is defined by the price list of the paid services, approved at the University for the academic year.

3. Repassing the discipline is allowed no more than once.

4. In the event of academic debt (receiving a grade of "F, unsatisfactory" or an admission rating below 50% in a discipline/module) totaling no more than 12 credits, the student re-enrolls in the relevant discipline/module through the personal account in the Platonus AIS, attends all types of classes, completes all types of academic work in accordance with the syllabus, completes all forms of ongoing assessment and, subject to an appropriate admission rating, retakes the final assessment. If, during the repeated completion of a discipline/module, the student receives a result below 50% in the final assessment, the student shall be expelled from the University for academic failure

5. The dean of the school/ faculty, based on the requirements for the maximum academic workload of students, sets a deadline for submitting applications for the elimination of academic debt, which is approved by the order of the dean of the school/ faculty. The dean's order is submitted to the chief specialist of the SSC on the same day.

6. Academic debt in a discipline-prerequisite from the winter intermediate certification must be eliminated in the spring semester, prior to the beginning of the summer intermediate certification. If the discipline of academic debt from the winter interim assessment is not a prerequisite, the given discipline may be re-passed until the end of the current academic year, including the summer term.

7. Academic debt from the summer intermediate certification shall be eliminated by the student during the summer term, and the student may be transferred to the next year of study only after its elimination.

8. A student who has not started the procedure for eliminating academic debt within the specified period is expelled from the university for academic failure.

2. Elimination of academic difference

9. Academic difference in the disciplines in curriculum is determined when transferring or reinstating students, as well as after from academic leave. The procedure and terms of elimination of academic difference are approved by the order of the Dean of the School/Faculty. The dean's order is submitted to the chief specialist of the SSC on the same day.

10. Elimination of academic difference is carried out on a paid basis as for students on the state educational grant/ order, and for students on a fee basis. The cost of the one credit of discipline is defined by the price list of the paid services, approved at the University for the academic year

11. The academic difference is determined by the comparing academic results, passed by the students at the previous stage, with the results of the declared educational program, based on the submitted documents and, if necessary, interviews to determine the level of learning, skills and abilities.

12. The deadline for the elimination of academic differences in the disciplines of "Kazakh/The Russian language" and "History of Kazakhstan" when transferring or reinstating a student from a foreign educational organization can be determined by the duration of up to two courses, including taking into account the summer term.

13. Individual curriculum is formed for a student taking into account the discipline of the academic difference and transfer of formal and non-formal education outcomes.

14. To eliminate the academic difference in the disciplines of the working curriculum, a student enrolls in this academic discipline/module in the personal account of Platonus, attends all types of classes, passes all types of current control on time and, with the corresponding access rating, passes the final control.

15. Academic difference in the disciplines of the working curriculum, not eliminated on time, is further considered as an academic debt.

14. Regulations on preparation of diploma works

1. Regulations on preparation of diploma works define the procedure for preparation of graduation works of students studying in educational programs of higher education of the NCJSC “KMU”.

1. Preparation of a diploma work

2. Diploma work is a graduation work, which is a summary of the results of the student's self-study of the topical issue corresponding to the specialization of the educational program; thesis/diploma project is the student's graduation work, which is an independent solution of applied problems corresponding to the specialization of the educational program, completed with the use of project approaches and (or) in the form of preparation of business projects, models, as well as creative projects and other projects.

3. The preparation of the final thesis should be carried out by the student independently during the final period of theoretical training, under the guidance of a qualified supervisor – a teacher of the appropriate profile and (or) a specialist engaged in professional activity in the field of training with at least 10 years of work experience. The supervisor and the topics of the thesis (project) are approved at a meeting of the graduating department/school during the first two months of the final course.

4. The graduation work must contain the share of originality within the limits regulated by the Rules and Procedure for the verification of papers for the degree of originality of the NCJSC “KMU”.

5. Diploma work shows the graduate's level of mastery of theoretical knowledge and practical skills in the educational program, the level of development of students' independent work skills, the level of mastery of scientific analysis and research methods, and their application in solving specific tasks corresponding to the profile of the OP, the ability to make theoretical generalizations, informed judgments and practical conclusions in the field under study, and also allows you to establish the level of his professional competencies and his readiness for independent work in modern conditions. Materials from coursework, research papers, research in student scientific circles, reports at scientific conferences, as well as materials collected during industrial and postgraduate practice can be used for preparation.

6. The graduation work must:

1) to present the results of their own scientific research, to be creative, using general theoretical provisions, relevant statistical data and current regulatory legal acts;

2) have a practical orientation in accordance with the profile of the educational program;

3) meet the requirements of a logical and clear presentation of the material, evidence and reliability of facts, consistent presentation of information, internal unity;

4) reflect the student's ability to use rational methods of searching, selecting, processing and systematizing information, and the ability to work with regulatory legal acts;

5) reflect the relevance of the chosen topic: theoretical and practical significance, its sufficient elaboration;

6) contain a set of reasoned statements and conclusions;

7) be properly designed (clear structure, logical completeness, correct design of bibliographic references, references, accuracy of execution) in accordance with the requirements for works sent to the press.

7. The student and his scientific adviser are responsible for the accuracy of the data presented in the final graduation work.

2. Preparation of master's thesis (project)

8. The preparation of master's theses is carried out in accordance with the Regulations on the Master's Degree (Section 4 "Procedure for preparing a Master's thesis/project").

3. Preparation of doctoral dissertation

9. Doctoral dissertations are prepared in accordance with the Regulations on Doctoral Studies.

15. Organizing and conducting the State Examination on the discipline “History of Kazakhstan” and the final assessment of students

1. Procedure for conducting the State Examination on the discipline “History of Kazakhstan”

1. Students of all higher education programs take the state examination in the discipline “History of Kazakhstan” upon completion of the discipline in the same academic period. Admission of students to the state examination in the discipline “History of Kazakhstan” is arranged by the relevant School in accordance with the Dean’s order. The Dean’s order is submitted on the same day to the chief specialist of the Registrar Office unit.

2. To administer the state examination in the discipline “History of Kazakhstan,” upon submission by the Department of History of Kazakhstan and Socio-Political Disciplines (hereinafter – the Department), an order of the Chairman of the Management Board–Rector approving the chair and composition of the State Examination Commission (hereinafter – SEC) shall be issued annually, no later than December 1.

3. The organization of the state examination is held by the department conducting classes on the discipline “History of Kazakhstan” (hereinafter – the department) together with schools and the Registrar’s Office Block.

4. The form of the state examination on the discipline “History of Kazakhstan” is determined by the approved working curriculum.

5. To take the state examination on the discipline “History of Kazakhstan” on the submission of the department annually issued an order of the Chairman of the Board-Rector on the approval of the chairman and members of the State examination commission (hereinafter – SEC). The SEC meeting should not last more than six academic hours per day.

6. The Registrar’s Office Block prepares the schedule of SEC meetings in accordance with the academic calendar, which is approved by the Chairman of the Board-Rector no later than two weeks before the beginning of the state examination. To conduct an appeal, the Chairman of the Board-Rector appoints an Appeals commission for the discipline “History of Kazakhstan” from among experienced teachers in the discipline.

7. A student who disagrees with the outcome of the state examination may file an appeal no later than the day after the examination is conducted by the SEC. A student who disagrees with the result of the state exam submits an application for appeal (depending on the form of the final control: in the personal account of Platonus or Session, or to the appropriate school) before 13:00 hours the next day after the publication of the exam results. The appeal in the discipline "History of Kazakhstan" is conducted in the same way as the appeal in the disciplines of intermediate certification.

8. After the end of the state examination, the chairman of the SEC prepares a report on the SEC's work, which is discussed and approved at the Senate meeting

2. Procedure for final assessment of students

9. Final assessment is a procedure used to evaluate the learning outcomes and key competencies obtained upon completion of the educational program's study, as well as to evaluate graduates' professional preparedness in accordance with the state compulsory standard of the corresponding level of education.

10. The final certification of graduates of the TVE, bachelor's degree ("Nursing", "Public

Health", "Pharmacy"), internship and residency is carried out in accordance with the Rules for assessing knowledge and skills.

11. For the conduct of final attestation, an attestation commission is established for educational programs or groups of educational programs; its composition is approved no later than December 01 by order of the Chairman of the Management Board–Rector on the basis of a Senate decision and remains valid during the current academic year. For the conduct of final attestation, an attestation commission is established for educational programs or groups of educational programs; its composition is approved no later than December 01 by order of the Chairman of the Management Board–Rector on the basis of a Senate decision and remains valid during the current academic year. The chairman of the final attestation commission is appointed by a person who has an academic degree, or an academic title, or an academic degree corresponding to the profile of the graduates, and who does not work at the NCJSC KMU. The commission includes an odd number of members, but not less than five. The composition of the attestation commission is formed from among persons with an academic degree, or an academic title, or an academic degree corresponding to the profile of graduates, including representatives of organizations that employ graduates and qualified practitioners corresponding to the profile of graduates. In addition, the attestation commission for medical education programs should include representatives of organizations that evaluate the knowledge and skills of students accredited by the authorized body in the field of healthcare.

12. The certification commission’s responsibilities include: verifying the level of compliance of the theoretical and practical training of graduates with the established requirements of the educational programmes; assigning a qualification to a graduate and (or) awarding a degree to a graduate under the relevant educational programme; and developing proposals aimed at further improving the quality of graduates’ training.

13. All meetings of the certification commission are documented in minutes. The minutes of the certification commission meetings are drawn up individually for each student or for the entire academic cohort. The minutes of the certification commission meetings are stored in the university archive in accordance with the requirements.

14. Upon completion of the final attestation, the chairman of the attestation commission draws up a report, which is discussed and approved at a meeting of the Senate within one month from the date of completion of the work of the attestation commission.

15. Based on the results of the final certification, an order is issued by the Chairman of the Board-Rector on the graduation of specialists who have completed their studies in the relevant specialty /educational program and have successfully passed the final certification.

16. The list of graduates who have completed educational programs of secondary vocational, higher or postgraduate education, indicating their surnames, first name, patronymic (if any), educational programs and diploma numbers, is posted in the information system of the authorized body in the field of science and higher education.

17. Repeated assessment of knowledge and (or) skills, retaking a comprehensive exam, repeated defense of a thesis / master's thesis (project) in order to increase a positive assessment to a higher one is not allowed.

18. The retake of the comprehensive exam, as well as the re-defense of the thesis (project), master's thesis to persons who have received a grade of "unsatisfactory" is not allowed during this period of final certification.

19. A student enrolled in a TPO program or a bachelor’s/internship/residency program who has completed the educational process in accordance with the requirements of the

working curriculum and scored less than 60% or 80%, respectively, in the self-assessment component of the independent examination is not allowed to take the final assessment and is expelled for academic failure.

20. A person who has not passed the final attestation in the next academic year, no later than one month before the start of the final attestation, writes an application addressed to the Chairman of the Board-Rector for admission to the repeated final attestation. Admission to the re-final certification is issued by the order of the Chairman of the Board-Rector. Repeated final certification is carried out on a fee basis, payment is made in accordance with the number of credits of the final certification according to the work curriculum. The cost of one credit of the final certification is determined by the price list of paid services approved by the university for the current academic year. The repeated final attestation of the student is carried out only according to those forms in which he received an unsatisfactory assessment in the previous final attestation.

21. A graduate who receives a negative result ("unsatisfactory") upon re-passing the final certification, in accordance with paragraph 6 of Article 39 of the Law "On Education", is issued a certificate of the established sample (transcript).

22. Graduate students who have not fulfilled the requirements of the work curriculum and educational programs remain for a second course of study on a fee-based basis without completing the summer term.

23. Upon completion of the final assessment, the chairman of the certification commission prepares a report that must reflect:

TPO: the level of theoretical and practical training of students in the given specialty; the actual level of knowledge, skills, and practical abilities of students in vocational training, general professional and special disciplines, and (or) professional modules, and their compliance with the requirements of the curricula and qualification characteristics for the specialties; shortcomings in students’ training in certain areas of the disciplines and (or) modules; recommendations for further improving the training of qualified personnel in technical and vocational education specialties.

Bachelor’s degree/internship: the level of training of specialists in this educational programme; a description of the knowledge of students as revealed in comprehensive exams; shortcomings in the training of specialists in individual disciplines; the quality of graduation papers (projects); the relevance of the topics of graduation papers to the current state of science, technology, culture, and the needs of the industry; an analysis of the quality of training and specific recommendations for further improving the training of specialists.

master's degree: the level of master's degree training in this specialty; the quality of master's theses (projects); compliance of the topics of master's theses (projects) with the current state of science, technology, culture and production requirements; analysis of the quality of master's degree training in this specialty; shortcomings in the preparation of masters; compliance of the conclusion of the department, the review of the supervisor, the review of the level of protection of the master's thesis dissertation (project); specific recommendations for further improvement of master's degree training;

Residency: the level of training of residents in relation to educational programs, the соответствие of the level of theoretical and practical training of graduates to the requirements of the State Standard of Education of the Republic of Kazakhstan, the characteristics of residents’ knowledge identified during the comprehensive exam; shortcomings in the training of residents regarding specific issues in disciplines and (or) modules; recommendations for further improving

the training of qualified personnel under residency educational programs: for updating examination materials, situational tasks, checklists of practical skills, for strengthening practical training at clinical bases, for interaction with medical organizations, for improving the qualifications of teaching staff of departments, etc.

The report is discussed and approved at a Senate meeting within a month after the work of the Certification Commission is completed.

2.1. Procedure for final assessment of TVE's students

24. Conducting the final assessment of TVE students is carried out in accordance by the Standard Rules. The final assessment of students enrolled in TPO is organized by the respective school.

25. TVET students who have no academic debt, have fully completed their educational programs in accordance with the requirements of the State Compulsory Education Standard for TVET, and have a self-assessment result within the independent examination of at least 60% are admitted to final attestation. Admission to final attestation is formalized by an order of the Chairman of the Management Board–Rector.

2.2. Procedure for final assessment of students of higher education

26. Final attestation (including appeal) of bachelor's graduates (educational programs "Nursing," "Public Health," "Medical and Preventive Care," "Pharmacy") and internship graduates, i.e. graduates of educational programs in healthcare, is conducted in accordance with the Rules for Assessment of Knowledge and Skills.

Bachelor's and internship students who have completed the required volume of theoretical study and professional practice in accordance with the requirements of the working curriculum and have a self-assessment result within the independent examination of at least 80% are admitted to final attestation.

27.The final assessment for the remaining bachelor's degree programmes is conducted in the form approved by the working curriculum and the working programme for the final assessment, which was developed by the head of the educational programme based on the study programmes for the disciplines and approved by a decision of the School Council.

28. The final assessment for higher education students is organized by the registrar's office unit together with the relevant school.

29. Students' admission to the final assessment is formalized on the last day of the interim assessment by an order issued by the school dean, in the form of a list indicating the educational programs, as well as the students' surnames, first names, and patronymics (if available).

30. On the first day of the school's/faculty's certification commission's work, the following are presented to the chairperson: the final certification programme; the order authorizing students to take the final certification; and the students' transcripts with their GPA for the entire period of study.

31.No later than five working days before the start of the thesis (project) defense, the following must be submitted to the chairman of the certification commission:

1) a review by the thesis (project) supervisor, which provides a reasoned conclusion stating "allowed for defense" or "not allowed for defense";

2) a review of the thesis (project), which provides a comprehensive assessment of the

thesis (project) submitted for defense and a reasoned conclusion indicating the grade according to the point-rating letter-based system for assessing knowledge and the possibility of awarding the "bachelor's" degree or assigning a qualification in the relevant specialty.

3) the decision of the issuing department to recommend the work for defense (an extract from the department's meeting minutes);

4) a certificate (in any form) confirming that the thesis (project) has been checked for plagiarism.

32.If necessary, the certification commission will be provided with materials that characterize the scientific and practical value of the completed thesis (project), unofficial reviews, written conclusions from organizations engaged in practical activities related to the field of the thesis (project), certificates or documents confirming the implementation of the results of the scientific research, models, samples of materials, products, agricultural products, mineral collections, and herbariums.

33. The student defends the thesis (project) provided there is a positive review from the academic supervisor and one review from a specialist whose field of expertise matches the subject of the thesis (project). If the academic supervisor issues a negative conclusion stating "not allowed to defend," the student is not allowed to defend the thesis (project) and is expelled for academic failure. The student is allowed to defend the thesis (project) regardless of whether the reviewer's conclusion is positive or negative.

34. Decisions regarding the grades for the thesis (project), as well as regarding the awarding of a degree and/or the assignment of a qualification, are made at a closed meeting by open voting, with a simple majority of the votes of the members of the certification commission who participated in the meeting. The certification commission's decision is considered valid if at least two-thirds of its members are present at the meeting. In the event of a tie, the chairman's vote is decisive. The results of the comprehensive exams and the defense of the thesis (project) are announced on the day they are held, after the minutes of the certification commission's meeting have been signed.

35. To conduct an appeal regarding educational programs for which the assessment of students' knowledge and skills is not carried out as part of an independent examination, an appeal commission is established by order of the Chairman of the Board-Rector, based on the recommendations of the deans of the schools/faculties. The commission consists of experienced teachers whose qualifications match the profile of the educational program. Students who disagree with the results of the final assessment may submit an appeal (depending on the form of the final control: AIS "Platonus", or AS "Session", or to the relevant school) by 13:00 on the next day after the results of the final assessment are published.

36. Students enrolled in educational programs for which an assessment of students' knowledge and skills is provided by an organization responsible for evaluating the professional preparedness of graduates of educational programs in the field of healthcare, and who did not attend the final assessment for a valid reason, will take it in accordance with the Rules for Assessing Knowledge and Skills.

37. Students enrolled in other educational programs who did not attend the final assessment for a valid reason must submit an application in an unspecified form addressed to the chairman of the assessment commission, provide a document confirming the valid reason, and, with his permission, take the exam or defend their thesis (project) on another day during the assessment commission's meeting.

38. Documents regarding health status submitted to the certification commission

after receiving an unsatisfactory grade will not be considered.

2.3. Procedure for the final assessment of the postgraduate education students

Magistracy

39. Master’s students who have completed the educational process in accordance with the requirements of the working curriculum and educational programs, and who have a positive review from their academic supervisor, are eligible for the final assessment.

Admission to the final assessment for master’s students is formalized on the last day of the interim assessment by an order issued by the chairman of the board-rector, based on a recommendation from the school dean, in the form of a list indicating the educational programs, surnames, first names, and patronymics (if available) of the students.

40. The final assessment of master’s students is organized by the registrar’s office unit together with the relevant school.

41. A master's student submits a master's thesis (thesis/project) for a preliminary defense at a meeting of the graduating school/department no later than 1 month before the expected defense date. The results of the preliminary defense are formalized by the minutes of the meeting of the graduating school / department, an extract of the protocol is submitted to the attestation commission. If the comments made during the preliminary defense are not eliminated within the prescribed period and (or) a negative review is received from the supervisor, the graduate student is not allowed to defend and is expelled for academic failure.

42. If the final assessment results in a negative outcome (“unsatisfactory”), the graduate is eligible for a single repeat final assessment in the current academic year, subject to the decision of the final assessment commission, after the identified shortcomings have been addressed, within a timeframe determined by the final assessment commission.

Residency program

43. The final assessment (including the appeal) of residency graduates is carried out in accordance with the Rules for Assessing Knowledge and Skills.

Residents who have completed the educational process in accordance with the requirements of the working curriculum and educational programs, and who have achieved a self-assessment score of at least 80 % in the independent examination, are eligible for the final assessment.

Admission to the final assessment for residents is formalized on the last day of the interim assessment by an order issued by the school dean, in the form of a list indicating the educational programs, surnames, first names, and patronymics (if available) of the students.

44. The final assessment of residency students is organized by the registrar’s office unit together with the relevant school.

45. Residents who did not attend the final assessment for a valid reason must take it in accordance with the Rules for Assessing Knowledge and Skills.

Doctoral studies

46. The procedure for awarding the Doctor of Philosophy (PhD) degree to individuals who have completed a doctoral studies program and defended their doctoral dissertation is determined by the Rules for Awarding Degrees.

For persons who have completed their doctoral studies at NJSC “KMU”

47. Students who have completed the required volume of theoretical coursework and professional practice in accordance with the requirements of the working curriculum, and who have a positive review from their academic supervisor, are eligible to take the final assessment. For bachelor’s programme graduates, the final assessment takes the form of defending a thesis project.

48. Upon completion of the final attestation, the Chairman of the Attestation commission draws up a report reflecting: compliance with the level of theoretical and practical training of students in this specialty; the actual level of knowledge, skills and practical skills of students in industrial training, general professional and special disciplines and (or) professional modules, their compliance with the requirements of curricula and qualification characteristics in the specialties; deficiencies in the training of students on certain issues of disciplines and (or) modules; recommendations for further improvement of the training of qualified personnel in the fields of technical and vocational education. Within one month of the Attestation commission's completion of its work, the report is discussed and approved at the Senate meeting.

For individuals who have completed doctoral studies at other higher education institutions.

49. A doctoral student of another higher and postgraduate education institution who has completed the full theoretical component of the doctoral educational program and completed the research work, but has not defended the doctoral dissertation, is provided an opportunity to defend the dissertation before the Dissertation Council of NJSC “KMU” on a fee-paying basis in a volume of at least 4 academic credits.

16. Policy on student representation and participation in the development, management and evaluation of educational programs

1. The University supports representation of students from all levels of education (vocational education and training, bachelor's degree, master's degree, residency, doctoral studies) in advisory bodies for their participation in determining the Mission of the university, development, management and evaluation of educational programs, and other issues affecting the interests of students.

2. The University supports development of student self-government, including through the organization of student unions and clubs. Student self- government contributes to the building of conscious, responsible attitude of students to the opportunities and prospects of their professional, cultural and moral self-organization. The structure and functions of student self-government are regulated by the Provisions.

3. Student self-government bodies participate in drawing up proposals to improve the quality of the educational process, and their activities are focused on consolidating the student community to carry out the Mission of the University, to achieve high quality training of students on the principles of academic integrity and social responsibility of students.

4. Based on the University's educational activity plan, the Youth Affairs Department, along with the student community and structural divisions of the University, sets the key areas of activity for the students' professional, civil, and creative growth:

1) building and developing social activism, new Kazakhstani patriotism, social responsibility, high spiritual-moral and legal awareness among students;

2) building anti-corruption culture and compliance with the principles of academic integrity;

3) building professional competences ensuring sustainable personal enhancement in a competitive environment;

4) development of aesthetic and moral qualities of a prospective specialist's personality, teamwork skills;

5) building communicative and corporate culture;

6) skill development of healthy lifestyle, developing personal qualities contributing to the exercise of professional duty;

7) development of socio-political qualities to stand against the ideas of terrorism and extremism;

8) development of volunteering;

9) development of scientific and innovative capabilities of students;

10) environmental education, and etc.

17. Rules of admission, students' progress, certification

1. Rules of admission

1. Rules of admission to the NCJSC "KMU" are regulated by the Admission Policy of students to the NCJSC "Karaganda Medical University".

2. Students' progress

2. The main types of monitoring related to the educational process are monitoring the quality of admission, monitoring the current academic performance of students, monitoring the residual knowledge of students, progressive training of students, monitoring the quality of graduation of students, monitoring the quality of the organization of the educational process, monitoring the quality of teaching disciplines, monitoring student satisfaction with the quality of services provided, employers – the level of graduate training, teachers – the management system and working conditions.

3. **Monitoring of the quality of admission** involves the assessment of the preparedness of applicants admitted to the educational program. Monitoring of the quality of admission is carried out within the framework of analyzing the results of entrance tests of applicants. The analysis should include an assessment of the quality of mastering the examination material, dynamics in the context of previous years of admission. The results of the analysis are the source for assessing the academic progress of students of a particular admission.

4. **Monitoring of current academic performance** is carried out in the framework of analyzing the results of exams and practical skills of students. The analysis should contain an assessment of the academic progress of exams, including the dynamics of growth of absolute performance and quality of knowledge of students in the context of educational programs, examination disciplines.

5. **Monitoring the achievements of the students of learning outcomes** involves the effectiveness evaluation of current monitoring of the achievements of the students. Analysis of the achievement of learning outcomes is carried out through progressive testing and involves the assessment of academic progress of students, who in the process of training should confirm the theoretical knowledge obtained. The analysis should contain a comparative assessment of the results of progressive testing and the results of independent examination, critical performance gaps and identify typical reasons for the decrease or insufficient growth of the student's mastery of some learning outcomes.

6. **Graduation quality monitoring** involves the evaluation of the effectiveness of monitoring the progress of students at different stages of their studies at the university. Graduation quality monitoring is carried out within the framework of analyzing the results of final examinations and defense of graduation papers. The analysis should include the assessment of the general academic picture of the academic performance of the students in the final year and the level of theoretical training of potential specialists.

7. **Progressive testing of students** is a mechanism for assessing the degree of assimilation of the educational program and individual development of students throughout the entire period of study. This methodology is used annually for undergraduate students starting from the second year and up to the end of their studies, including 150 questions covering knowledge and competencies in general education, basic and specialized disciplines of each program. The test results are analyzed and further discussed at school board meetings in order to

comprehensively assess the effectiveness and quality of students' learning programs. The established minimum thresholds for passing progressive testing at various stages of undergraduate studies (25% in the second year and 60% in the final year) reflect the requirements for a satisfactory level of development of the educational program. These criteria assume that the student's progress should be evenly distributed throughout the entire period of study, ensuring a gradual and systematic deepening of knowledge and skills.

3.Certification of students (rules for issuing documents on education).

8. The basis for issuing a document of education to students of secondary vocational, higher and postgraduate education (master's degree, residency) who have passed the final certification is the decision of the attestation commission.

9. The basis for issuing a doctor of philosophy (PhD) diploma is the order of the chairman of the committee for quality assurance in the field of science and higher education of the ministry of science and higher education of the Republic of Kazakhstan on awarding the degree of doctor of philosophy (PhD. Information on the award of the degree is posted on the Internet resources of the committee for quality assurance in science and higher education of the MSHE of the Republic of Kazakhstan within three working days from the date of the decision.

10. Students who have passed final attestation and confirmed completion of the relevant educational program are, by decision of the attestation commission, awarded a degree or assigned a qualification under the relevant educational program and, in accordance with the Rules for Issuance for TVET or the Rules for Issuance for Higher and Postgraduate Education, are issued free of charge education document(s) of the established format:

1) for TVE – a diploma of technical and vocational education with an appendix;

2) for bachelor – a diploma of higher education with the award of a bachelor's degree, with an appendix;

3) for intern – a diploma of higher education with the award of qualifications, with an appendix, and a certificate of completion of the internship;

4) for master – diploma of postgraduate education with the award of a master's degree, with an appendix;

5) for residency – a certificate of completion of residency.

11. The diploma supplement (transcript) indicates the latest grades according to the letter system of grades in all academic disciplines, completed coursework (projects), research or experimental research, types of professional practices, final attestation, indicating their volume in academic credits.

12. A graduate of an educational program of higher education who passed examinations with grades A, A- "excellent", B-, B, B+, C+ "good" and has an average grade point average (GPA) not lower than 3.5 (excluding grades on additional types of training), as well as who passed a comprehensive exam or defended a thesis (project) with grades A, A- "excellent" is awarded a diploma with honors. If there is a retake or re-passing the final control during the entire period of study, the diploma with honors is not issued.

13. In case if the number of diplomas with honors exceeds 5%, the Academic committee of the Senate will conduct a critical analysis with a report to the Senate meeting.

14. The University issues a common European supplement to diploma to the graduate in english, on request, free of charge. The supplement to diploma provides the data on the holder of the diploma, the qualification obtained, the qualification level, the content of the curriculum, the results, the functional purpose of the qualification, as well as information about the national

education system.

15. Applications for the diploma supplement are accepted by the student service center. The deadline for completing the diploma supplement is 20 business days from the date of application. If you apply for a diploma supplement no later than one month before the expected date of issue of the higher education diploma, it can be issued simultaneously with the diploma.

18. Rules for the recognition of formal and informal learning outcomes

1. The University shall independently conduct the recognition of outcomes of formal and non-formal education, in accordance with the Procedures for the recognition of learning outcomes and the Procedures for the recognition of learning outcomes attained by healthcare professionals.

2. The learning outcomes of formal and non-formal education subject to recognition shall be understood as the validated knowledge, skills, and abilities acquired and demonstrated by the learner, as well as the values and attitudes developed.

3. Recognition procedures for outcomes of formal and non-formal education shall be applied in cases of enrolment, transfer from other higher education institutions or healthcare education organizations, transfer to another study program, reinstatement, as well as upon the completion of studies within academic mobility schemes.

4. The student has the right to refuse to recognize the results of his previous education and (or) recertification of disciplines. In this case, he (she) must perform all types of current and final control in all disciplines provided for by the relevant educational program.

1. Rules for the recognition of formal learning outcomes

5. The documents confirming the achieved results of formal education are documents issued by TVE, organizations of higher and (or) postgraduate education and organizations included in the list of recognized organizations providing formal education.

6. The University recognizes previously mastered learning outcomes in the academic disciplines of the GES cycle to persons studying in abbreviated educational programs based on technical and vocational, post-secondary or higher education. At the same time, students enrolled in abbreviated educational programs based on technical and vocational, post-secondary education study the discipline "History of Kazakhstan".

7. When enrolling on the basis of educational programs of technical and vocational, post-secondary, or higher education, and in cases where the profile and/or relatedness of the higher education program corresponds to the higher, technical and vocational, or post-secondary education program, the learning outcomes of the previous level of formal education are automatically recognized, with a reduction in the number of academic credits to be completed and the duration of study.

2. Rules for the recognition of non-formal learning outcomes

8. The documents confirming the learning outcomes of non-formal education include: a certificate of professional training with a supplement, certificates of international foreign language proficiency assessment systems, and certificates of massive open online courses (MOOCs) offered by leading universities worldwide.

9. For the recognition of non-formal learning outcomes, the Regulations on the activities of the Commission for the recognition of non-formal learning outcomes (hereinafter – the Commission) and its composition are approved by order of the Chair of the Board-Rector.

10. The Commission shall consist of an odd number of members, not exceeding seven, and shall include representatives of academic and administrative staff, as well as faculty

members. The chair and deputy chair of the Commission are elected at the first meeting of the Commission from among its members by open majority vote. The chair of the Commission provides overall leadership of the Commission's activities and presides over its meetings. In the absence of the chair, his or her functions are performed by the deputy chair. The functions of the secretary of the Commission are carried out by a staff member of the educational organization who is not a member of the Commission.

11. For the recognition of non-formal learning outcomes, the student shall submit the following documents to the Commission no later than ten working days before the beginning of the academic period:

1) an application for the recognition of non-formal learning outcomes, in free form, addressed to the chair of the Commission;

2) a copy of an identity document;

3) a document certifying the non-formal learning outcome(s).

12. The responsibilities of the Commission include the procedure for verifying the authenticity of the submitted documents: checking for security features (watermarks, ultraviolet protection), verifying the receipt of an online course certificate through the learner's personal account, and direct verification with the issuing institutions (for example, IELTS IDP: IELTS Australia or the British Council).

13. The documents received are forwarded by the Commission within three working days to an expert group for examination (expert opinion). The composition of the expert group is approved by order of the Chair of the Board–Rector and includes experienced faculty members and practitioners from professional fields relevant to the profile of the educational program. The expert group reviews the documents within five working days to assess the correspondence of the non-formal learning outcomes with the learning outcomes of the educational program of the institution. Based on the review, an expert opinion is prepared in free form, with a mandatory evaluation of the alignment of the non-formal learning outcomes with the learning outcomes of the student's educational program, the program's objectives, scope, and assessment. The expert opinion is then submitted to the Commission for consideration and decision-making.

14. A decision of the commission is adopted by a majority vote of the total number of commission members participating in the meeting and is documented in minutes in any form. The commission recognizes learning outcomes acquired through non-formal education and assigns a grade according to the letter grading system for students' academic achievements. If the final assessment grade in the transcript is indicated as "pass," its percentage equivalent is determined in accordance with the table:

Grade under the traditional system	Percentage value	Mean value
Excellent	100 – 90	95
Good	89 – 70	80
Satisfactory	69 – 54	62
Pass		70
Pass (for a diploma with honors)		95

IELTS certificate scores are converted into grades as follows:

CEFR Level	Overall Band Score	Letter grade	Grade point equivalent	Grade percentage	Grade in the traditional system

C1	8.0	A	4	100%	Excellent
	7.5	A	4	95%	Excellent
	7.0	A-	3,67	90%	Excellent
B2	6.5	A	4	100%	Excellent
	6.0	A	4	95%	Excellent
	5.5	A-	3,67	90%	Excellent
B1	5.0	A	4	100%	Excellent
	4.5	A	4	95%	Excellent
	4.0	A-	3,67	90%	Excellent

15. An IELTS certificate is accepted for recognition provided that its validity period at the time of document submission does not exceed two years. Certificates with an Overall Band Score from 6.0 to 9.0 inclusive are eligible for recognition. If a valid IELTS certificate with the specified result is available, the student is awarded a final grade of A, 4, 100% (excellent) in the transcript.

16. The extract from the minutes of the Commission meeting is submitted by the secretary of the Commission within three days after the meeting to the Registrar's Office Block for entering information on the completed academic disciplines (modules) and programs, indicating their titles, volume in academic credits and/or hours, grades, as well as the transfer of non-formal learning outcomes into the student's transcript.

17. The student is exempted from studying the re-credited academic disciplines (modules) in subsequent academic periods.

19. Rules for transfer, reinstatement and expulsion of students

1. Rules for transfer and reinstatement of students of technical and professional education are carried out in accordance with the Rules of provision of public services in the field of technical and professional, post-secondary education.

1.Rules for transfer and reinstatement of students of students of higher and postgraduate education

2. These rules for transfer and reinstatement of students have been developed in accordance with the regulatory legal acts of the Republic of Kazakhstan and determine the procedure for transfer, reinstatement and expulsion for educational programs of higher and postgraduate education, including joint educational programs.

3. Transfer and reinstatement of students is carried out from one form of education to another, from one educational organization to another, from one educational program to another, from one language to another, from course to course. Transfer and reinstatement of students is carried out during summer and winter holidays.

4. The student is transferred, or the candidate is reinstated after expulsion, if they have fully completed the one academic period.

5. The candidate is reinstated to any educational organization, regardless of the time of expulsion, while those who were expelled for academic failure can be reinstated to the educational programs of the NCJSC «KMU» no more than twice.

Foreign citizens are not allowed to transfer or be reinstated at the university if there is a documented violation of the migration legislation of the Republic of Kazakhstan during their previous stay.

6. An educational grant student can transfer to another educational organization while retaining the educational grant. Transfer to a national university is subject to additional payment by students of the difference in the cost of an educational grant.

7. Transfer of students in residency to another educational organization, or to a scientific center, or a research institute is carried out in accordance with the Rules for training of medical personnel in residency.

8. The acceptance of documents for transfer and reinstatement at the university is carried out by the student service center during the winter holidays - within five working days before the start of the next academic period according to the academic calendar, and during the summer holidays: for residents – from August 1 to 10 of the current year, for citizens from countries with a visa regime – from July 15 to August 15 of the current year for other students – from July 25 to August 5 of the current year.

9. The decision on the transfer or restoration is made within 2 business days after the completion of the receipt of documents.

10. The list of documents submitted by applicants to the student service center during transfer or reinstatement:

1) an identity document (a copy, for foreign citizens – with a notarized translation, the original is required for identification);

2) a document on education (the original is for foreign educational organizations; a copy is for domestic educational institutions);

3) certificate of recognition of an educational document issued by a foreign educational organization (original);

4) transcript (original – for foreign educational organizations, copy – for domestic educational institutions);

5) the result of the entrance exam (the original is for foreign educational organizations, a copy of the UNT certificate is for domestic vocational schools);

6) the result of a special exam (for educational programs "Medicine/General medicine", "Dentistry", "Nursing", "Pediatrics", "Preventive medicine");

7) Portfolio (for educational residency programs);

8) copies of the scholarship award orders based on the results of the winter and summer intermediate attestation of the current academic year (for students under the grant).

11. If not all documents from the list and/or expired documents are provided, the Student Service Center refuses to accept the documents.

12. Reinstatement of students on a fee-based basis who were expelled during the semester for violating the terms of the educational services agreement (for non-payment of tuition fees) is carried out only after full repayment of the debt no later than 10 working days after the day of expulsion, with timely repayment of arrears, the university issues an order for reinstatement within three working days.

13. When transferring from other educational programs to the educational program "Medicine/General Medicine", "Dentistry", "Nursing", "Pediatrics" or "Preventive medicine" requires the result of a special exam (extract from the admission statement).

14. Transfer or reinstatement of students to the educational programs “Medicine,” “Pediatrics” or “Dentistry”:

1) transfer of applicants from equivalent educational programs at other higher and postgraduate education institutions is permitted provided they have a Unified National Testing certificate with a result ≥ the threshold score established by the Model Rules and the required GPA (language of instruction – Kazakh, Russian: GPA 3.0; language of instruction – English: GPA 2.5);

2) for reinstatement to equivalent educational programs, GPA shall be ≥ 2.5; this requirement does not apply to applicants admitted before 2022;

3) transfer from another educational program of NJSC “KMU” or from another higher and postgraduate education institution is permitted provided the applicant has a Unified National Testing certificate with a result ≥ the minimum passing score based on the competition results for the relevant year of admission and the required GPA (language of instruction – Kazakh, Russian: GPA not lower than 2.75 (from another educational program of NJSC “KMU”), GPA not lower than 3.0 (from another higher and postgraduate education institution); language of instruction – English: GPA not lower than 2.5).

For applicants to other educational programs, the UNT result shall not be below the threshold score established by the Model Rules;

4) transfer to the joint educational program 6B10117 – Medicine (dual-degree educational program, partner university – Federal State Budgetary Educational Institution of Higher Education “Kazan State Medical University” of the Ministry of Health of the Russian Federation), as well as transfer from this program to other educational programs, shall be carried out in compliance with the requirements of the regulatory legal acts of the Russian Federation, the transfer and reinstatement rules of the partner higher and postgraduate education institution, as well as requirements for academic performance and learning outcomes: after successful

completion of the cycle of basic disciplines, upon completion of the interim assessment period at the end of the third year.

The same conditions apply to reinstatement of persons previously expelled for failing to achieve the UNT threshold level before the end of the academic year.

15. When foreign citizens or citizens of Kazakhstan transfer or are reinstated from higher and postgraduate education institutions of neighboring countries to the educational programs “Medicine,” “Pediatrics” or “Dentistry,” the average grade of the school certificate/diploma shall be at least 4.5 and the GPA shall be at least 3.0.

16. When transferring or reinstatement citizens of the near abroad in educational programs "Medicine", "Pediatrics" or "Dentistry", the average score of the certificate/diploma should not be less than 4.5.

17. When transferring and reinstatement, the school takes into account the direction of study and the profile of the educational program, the number of vacancies, the language of education, the student's academic achievements (GPA for the entire period of study), cases of violations of academic integrity by students, as well as the presence of academic difference.

18. Preferential rights are granted to persons permanently residing in the regions assigned to NCJSC «KMU» for training personnel with higher and postgraduate medical education: Karaganda, Kostanay, Ulytau and Kyzylorda regions.

19. The number of vacant places in a school/faculty/institute is determined based on the personnel and material and technical resources, and the number of students. Information on the number of places for transfer and reinstatement is posted on the university website before July 10 and a week before the start of the winter holidays.

20. The GPA for the entire period of study should be:

Educational programme	Medicine/General Medicine, Pediatrics, Dentistry	Another bachelor's EP	Residencies EP
For applicants from the NCJSC “KMU”	2,75	2,75	-
For applicants from another university (Language of education – Kazakh, Russian)	3,0	2,75	3,33
For applicants from another university (Language of education – English)	2,5	-	-

21. Transfer of bachelor’s, master’s and doctoral students to the next year of study is carried out provided they have fully met the requirements of the individual study plan.

In addition, a mandatory condition for transfer to the 4th year and the 3rd year of the accelerated program in the educational programs “Medicine,” “Pediatrics,” “Dentistry” or “Medical and Preventive Care” is an assessment result equal to or above the threshold level for the knowledge and skills assessment of 3rd-year students and 2nd-year students in the accelerated program.Transfer/reinstatement of students to the 4th year and the 3rd year of the accelerated program in the educational programs “Medicine,” “Pediatrics,” “Dentistry” or “Medical and Preventive Care” is carried out after submission of a protocol from the assessment organization confirming a result equal to or above the threshold level. Transfer of bachelor's, master's, and doctoral students to the next course is subject to their full compliance with the requirements of the individual curriculum.

22. Persons with bachelor's degrees in the educational programs "General Medicine", "Dentistry", "Pediatrics" are transferred to the internship.

23. Transfer of a student from the paid basis of education to education on the state educational grant is carried out in accordance approved under with the Rules of awarding educational grants to cover higher or postgraduate education with the award of the degree of “bachelor” or “master”, the Rules of awarding vacant educational grants of the Academic Policy of the NCJSC “KMU”.

24. The academic difference is determined by the school by comparing and contrasting the learning outcomes, acquired competencies and the scope of disciplines previously studied by the applicant, and the disciplines of the declared educational program. When comparing the volume of programs, 30 academic hours are assumed for the initial labor intensity of one academic credit of an educational program. Assessment of the conformity of the content and results of training in the disciplines of the component of choice is not carried out and the applicant is credited with the number of credits mastered.

25. In the event of transfer or reinstatement, two options are available for forming the student’s individual study plan:

1) for transfer/reinstatement during the summer vacation, the total number of credits in the individual study plan, including academic differences, for the academic year shall be at least 25 credits and no more than 82 credits; in residency, no more than 80 credits;

2) for transfer/reinstatement during the winter vacation, the total number of credits in the individual study plan, including academic differences, in the second semester shall be at least 13 credits and no more than 47 credits.

26. In case of the transfer of the student to another educational organization or from one educational program to another, the individual contract on provision of educational services with the educational organization should be changed or terminated.

2.Rules for expulsion of students

27. A student may be expelled from the University in the following cases:

1) for academic failure:

−academic debt in prerequisite disciplines, i.e. failure to meet the requirements of the individual study plan taking into account the results of the summer semester;

−academic debt exceeding 12 credits in bachelor’s studies, internship, master’s studies or doctoral studies based on the results of winter or summer interim assessment;

−academic debt in the graduating year of bachelor’s studies, internship, master’s studies or doctoral studies based on the results of summer interim assessment;

−academic debt in residency based on the results of summer interim assessment;

−a negative conclusion by the academic supervisor stating “not admitted to defense of the diploma thesis (project)”;

−failure to address, within the established period, comments issued to a master’s student during the preliminary defense and/or a negative review by the academic supervisor;

- a result below the threshold level after two subsequent repeat assessments of the knowledge and skills of 3rd-year students and 2nd-year students in the accelerated program;

− a self-assessment result within the independent examination below 70% for 3rd-year students and 2nd-year students in the accelerated program;

- a self-assessment result within the independent examination of graduates below 60% for

TVET students and below 80% for bachelor’s, internship and residency students.

−an unsatisfactory grade at final attestation

20. Procedure for granting academic leave to students

1. The procedure for granting academic leave to students have been developed in accordance with the regulations of the Republic of Kazakhstan: The Law of the Republic of Kazakhstan "On Education", The Law of the Republic of Kazakhstan "On State Services", Standard rules of activity of organizations of higher and postgraduate education, Procedure for granting academic leave to students of the vocational education and training, post-secondary education organizations, Code pf Labor (internal) Conduct of the "KMU" NCJSC and determines the procedure for granting academic leave to students.

1.Procedure for granting academic leave to students of the vocational education and training program

2. Academic leave for students of vocational education and training program is granted in accordance with the Procedure for granting academic leave to students in technical and vocational, post-secondary education:

a) the report/conclusion of the medical consultative board at an outpatient clinic ranging from 6 to 12 months due to illness, in accordance with the form No. 026/y of accounts and records in healthcare approved by the order of the Ministry of Healthcare of the Republic of Kazakhstan;

b) the decision of the Central Medical Consultative Board of the antitubercular organization in case of tuberculosis lasting no more than 36 months in accordance with the form No. ТБ 014/y, approved by the order of the Ministry of Healthcare of the Republic of Kazakhstan;

c) calling-up notice for military service in the event of conscription for military service in the form according to Annex 4 of the Rules for Military Registration of People Subject to Conscription and Recruits;

d) birth certificate(s) of the child (children) before they reach the age of three in the form according to Annex 5 to the order of the Ministry of Justice of the Republic of Kazakhstan.

3. To receive the state service "Granting academic leave to students enrolled in technical and vocational, post-secondary education organizations," the student or his/her legal guardian submits the following documents to the Student Service Center or the "State Corporation "Government for Citizens" non-profit joint-stock company:

a) an application in the form;
b) the relevant document depending on the grounds;
c) ID document (required for identification).

4. If students submit an incomplete package of documents and/or documents with an expired validity period, or if the documents are found to be inaccurate or do not meet the requirements prescribed in the Rules, a specialist at the Student Service Center will issue a note stating the refusal to accept documents.

5. When accepting documents, a specialist at the Student Service Center issues a note confirming receipt of the application and relevant documents.

6. If the decision is favorable based on the documents presented, an order granting the student academic leave is issued within two working days, stating the beginning and completion dates, a copy of the order is provided to the student or his/her legal guardian under signed receipt, or sent by post to their postal/mailing address, or, at the student's written request, to his/her email address.

7. After returning from academic leave, the student (or his/her legal guardian) submits:

a) an application addressed to the Chairman of the Board – Rector in the form;
b) ID document:
c) a document confirming the possibility of continuing education in this specialty (a certificate from the Medical Consultative Board / Central Medical Consultative Board on the medical condition from a healthcare organization in the form No. 026/y, approved by the Order of the Ministry of Healthcare of the Republic of Kazakhstan, or a military ID card in the form in accordance with the Rules for Military Registration of People Subject to Conscription and Recruits, or a birth certificate of the child (children) in the form).

8. Based on the documents presented, within two working days from the date of submission, an order is issued for the student on return from academic leave, indicating the specialty, course, and group.

2.Procedure for granting academic leave to students of the higher education and postgraduate education

9. Academic leave is granted to students on grounds of the report/conclusion from a medical consultative board at an outpatient clinic ranging from 6 to 12 months due to illness, calling-up notice for military service, or the birth of a child until the child reaches the age of three.

10. To apply for academic leave, the student (or his/her legal guardian) must submit the following to the Student Service Center or upload them to their personal account on the AIS Platonus:

1) an application addressed to the Chairman of the Board – Rector;
2) the relevant document depending on the grounds (the original if applying in person, or a scan if submitting via the personal account on AIS Platonus);
3) ID document (if applying in person).

11. If the student submits an incomplete package of documents and/or documents with an expired validity period, or if the documents are found to be inaccurate, a specialist at the Student Service Center declines to accept documents.

12. Upon submission of a complete package of valid documents, after the application has been signed by the Chairman of the Board – Rector, an order granting the student academic leave is issued within three working days, stating the beginning and completion dates.

13. Upon returning from academic leave, the student (or his/her legal guardian) submits the following to the Student Service Center or submits via their personal account on the AIS Platonus:

1) an application addressed to the Chairman of the Board – Rector;
2) a document confirming the possibility of continuing education in this specialty (the original if applying in person, or a scan if submitting via the personal account on AIS Platonus: certificate from the Medical Consultative Board on the medical condition from a healthcare organization in the form No. 026/y, approved by the Order of the Ministry of Healthcare of the Republic of Kazakhstan, or a military ID card in the form in accordance with the Rules for Military Registration of People Subject to Conscription and Recruits, or a birth certificate of the child (children) in the form).
3) ID document (if applying in person).

14. Based on the documents presented, within three working days from the date of submission, an order is issued for the student on return from academic leave, indicating educational program, course, and group.

15. The Department of Economics and Finance sends a copy of the order on the return

from academic leave of a student training within state educational grant/order to the authorized agency by the 5th day of the following month for adjustment to the relevant amount and terms of financing for this program.

16. For students training within a state educational grant/order who have returned from academic leave, awarding and payment of state scholarships is carried out in the prescribed order in accordance with the Rules.

Procedure for continuing education after returning from academic leave for students enrolled in vocational education and training, higher education, or postgraduate education

17. Upon returning from academic leave, the student continues his/her studies from the course (and academic period) from which he/she took the leave.

18. In the absence of a corresponding group for courses and specialties, it is possible for a student to continue his/her training at another vocational education and training organization.

19. The dean of the relevant school/faculty determines the missed credits, and if there have been changes in the content of the educational program during the academic leave, the student, in cooperation with the advisor and/or dean/vice-dean of the school/faculty, draws up an individual curriculum in such a way that it allows the student to resume their studies from the academic period that was interrupted by the academic leave. The student's individual curriculum, indicating the subjects of the missed credits, is approved by the dean of the relevant school/faculty in coordination with the registrar's office of the Department of Academic Work.

20. If the date of return from academic leave does not coincide with the start of the academic period, the student, simultaneously with the current sessions, completes assignments according to an individual schedule, passes all types of continuous assessment provided for by the individual curriculum, and gets admission to the midterm assessment in the given academic period; or enroll in summer term courses to make up for missed credits.

21. If a student on academic leave for health reasons continues to be ill but the period of academic leave granted is coming to an end, he/she must submit an application for an extension of academic leave due to illness. In this regard, the student (or his/her legal guardian) submits an application addressed to the Chairman of the Board – Rector and a new report from the Medical Consultative Board to the Student Service Center or submit it on his/her personal account in the AIS Platonus.

22. If a student who has returned from academic leave becomes ill again or experiences a disease recurrence that was the ground for the academic leave, he/she must be examined again and provide a report/conclusion from the Medical Consultative Board / Central Medical Consultative Board on the need for retreatment and the new demand for academic leave.

23. Students who did not return from academic leave after its completion are subject to expulsion within three working days from the date of completion of academic leave.

21. Academic advising of students

1. The implementation and provision of academic, pedagogical and psychological support of students at the University is carried out through the system of academic advising (adviser service, supervision, tutorship and mentoring), the activities of which are regulated by this Academic Policy of the University.

2. Academic advisors (advisers, supervisors, mentors) are appointed by the Dean of the School/Faculty for each academic year from among faculty members with professional experience and teaching experience at the University.

3. Academic advising is carried out during the entire period of study in the context of implementation of individually focused educational process and is one of the main forms of support for students in mastering the relevant educational programs.

4. Academic advisor:

1) represents the academic interests of students, participates in the preparation of necessary information materials on organizing the educational, upbringing, clinical process;

2) provides students with information materials on professional educational programs implemented at the University, on the organization of individually focused educational process;

3) assists in the forming an individual educational path by assisting in the preparation and adjustment of individual curricula;

4) monitors the preparation and availability of all methodological materials necessary for studying in this field of study, participates in the preparation of working curricula for the academic year;

5) advises students on the formation and implementation of individual curricula, supervising future career issues, determining areas of research, choosing a scientific adviser, the topic of graduation work, determining the framework of professional practice, which provides for academic advising on a regular basis during the academic year;

6) takes part in the work of various commissions that consider issues of students' academic achievement and academic status;

7) takes part in the development of regulatory and institutional materials regulating the activities of students.

5. Information about the work of the academic advisor is open and published on the student portal in the Academic advising section.

22. Planning and providing educational resources

1. General terms

1. To ensure the quality of the educational process, the NCJSC “KMU” has sufficient and relevant resources for each implemented educational program. The provision of the university with logistical, information and communication resources, resources for clinical training and scientific research is a prerequisite for the implementation of educational activities. When planning and designing educational programs, educational resources are constantly audited and monitored. Students have access to all material learning resources, which include: library, laboratories, classrooms, research and testing laboratories, technical training facilities, sports facilities and other resources used in the educational process.

2. The library fund is an integral part of information resources. The NCJSC “KMU” provides students with free access to library funds, information databases, including international sources, posted in e-libraries.

3. High-tech information and educational environment, including a website, information and educational portal, automated system to ensure credit technology of education, a set of information and educational resources are formed and are constantly being improved in the NCJSC “KMU”.

4. To ensure practical training of students, the NCJSC “KMU” has clinical bases, including its own.

5. To ensure the mobility of students and faculty members within the framework of educational programs, the university has strong well-established partnerships with scientific organizations and educational organizations, including foreign ones.

6. For the implementation of postgraduate education programs, as a prerequisite, the NCJSC “KMU” has relevant research programs and projects in accordance with the scientific priorities in the study area.

7. Procedures of planning, provision of educational resources are determined by the university independently, based on the analysis of the needs of educational programs.

2. Planning and recording the activity of the faculty members (planning of study load, calculation of hours, monitoring of study load fulfillment)

8. The following types of academic work are established at the University:

1) lectures;
2) seminars
3) practical classes;
4) laboratory works;
5) student’s independent work;
6) student’s independent work under the teacher's supervision;
7) practice/internship (educational, introductory, pedagogical, field, professional, work, pre-diploma and etc.);
8) master’s thesis;
9) doctoral thesis;
10) monitoring activities (intermediate, academic and final certification, including advising).

9. Time standards by types of academic work are developed by the NCJSC “KMU”

independently and are revised annually.

10. Planning of teaching load of faculty members is made for the academic year. Study load is calculated for each discipline, with a split by types of classes (lectures, practical classes, SIWT, laboratory works, etc.), as well as for all types of work - scientific advising of diploma projects (works), practices, etc. Lectures are scheduled for professors, associate professors and assistant professors. The University may involve experienced professionals, practitioners of the relevant field of activity to give lectures. Seminars, practical classes and laboratory works can be conducted by professors and assistants. When calculating the load, it is based on the estimated planned number of students, the occupancy of batches for each type of classes and the draft schedule at the time of calculating the load. The planned calculation of teaching load of faculty members for the next academic year is made in May of each year. By August 25, the correction is performed, taking into account the enrollment of the 1st year students of all educational programs, as well as possible changes in other parameters. The calculation of the academic load of the faculty members is approved by the Vice Rector for Academic and Social Work in August of each year. On the basis of the planned volume of academic load, the approved number of the faculty members and time norms of the annual academic load, heads of departments and heads of schools, in coordination with the Vice Rector for Academic and Social Work, determine the specific amount of the academic load for each teacher for the coming year, taking into account the level of qualification and specialization of the teacher.

11. The teachers fill out an individual plan in Platonus. The order of filling is regulated by the "Regulation on the individual work plan of the teacher”.

23. Regulations on distance learning

1. Organization of the educational process through distance learning technologies (DLT) at the NJSC "Karaganda Medical University" is carried out in accordance with the Law of the Republic of Kazakhstan "On Education", Standard rules of activity of organizations of higher and postgraduate education and the Rules of organization of the educational process in distance learning.

2. Distance learning in medical and pharmaceutical fields shall not be permitted, except in cases stipulated by paragraph 2 of Article 37-2 of the Law of the Republic of Kazakhstan "On Education".

3. The University provides distance learning:

1) students who have an opinion of the medical advisory commission on their state of health;

2) participants of international, national training camps, sports competitions, intellectual and creative contests and festivals for the period of participation;

3) students in the areas of training "Biological and related sciences" and "Manufacturing and processing industries" no more than fifty percent of the total number of disciplines for the entire period of study. At the same time, the list of disciplines and (or) modules allowed for distance learning is determined by schools independently and approved by the order of the Chairman of the Board-Rector.

4. Students from the category of persons who may be subject to DLT, and who have expressed a desire to study using DLT, submit an application in any form addressed to the Chairman of the Board-Rector for permission to study using DLT, on the basis of which an order is issued. The University provides the student with an individual curriculum and a schedule for mastering the EP, developed on the basis of a working curriculum.

5. When implementing educational programs or their components through DLT, the University shall establish conditions for the functioning of an educational Internet portal within the information and educational environment, ensuring that learners can fully master the educational programs or their components regardless of their location; determine the procedure for providing academic and methodological support for the educational process, including individual consultations conducted remotely using information and telecommunication technologies; define the ratio between classes conducted through direct interaction between the instructor and the learner, and those delivered via DLT; ensure learners' access to the information system containing all educational, reference, and methodological materials, as well as testing systems, electronic resources, and sources; make managerial decisions in the event of circumstances beyond the control of the participants in the educational process.

6. The structural unit responsible for organizing the educational process through DLT is the school implementing the corresponding educational program. The preparation of digital educational resources shall be carried out by their developers in accordance with the educational program and shall include digital learning materials and electronic educational platforms. When studying courses delivered through distance learning, classes shall be conducted primarily in a synchronous learning format, except for those courses intended to be mastered using Massive Open Online Courses (MOOCs).

7. In the education of learners with special educational needs using DLT, the transmission and reception of information shall be carried out in forms accessible to them.

24. Rules for organizing professional practice

1. Professional practice is conducted at practice sites corresponding to the profile of the educational program, including healthcare organizations, pharmaceutical organizations, scientific and educational organizations, industrial enterprises, information technology organizations, biomedical and other organizations that ensure achievement of learning outcomes, formation of professional competencies, and acquisition by students of practical experience in the relevant field of professional activity.

2.The procedure for organizing and conducting professional practice is determined by the "Regulation on the Organization and Conduct of Professional Practice of Students".

25. Rules and procedure for originality check of papers

1. The verification of papers for originality is carried out using the licensed anti-plagiarism system installed at the university.

2. Diploma works/diploma theses of graduates, dissertations/thesis works (projects), term papers/coursework (projects), educational and methodical publications submitted for preliminary examination to the School Council, monographs, articles submitted by students, faculty members for publication in scientific-methodical and scientific editions; scientific works of students, articles submitted to student research competitions are subject to mandatory check for plagiarism/improper borrowings from published sources.

3. The library checks diploma works/diploma theses of the graduates, dissertations/thesis works (projects) for originality, electronic versions of diploma works/diploma theses to be checked for originality are submitted as text files in doc, docx, rtf format.

4. The student is responsible for the timely submission of the diploma thesis/master's thesis for verification.

5. Deadlines for submitting papers for checking:

1) diploma theses (projects) – no later than 10 working days before the defense date;

2) dissertation works/thesis works (projects) – no later than 20 working days before the defense date;

3) updated works (projects) – no later than 5 days before the defense date;

4) scientific works – no later than 10 days before the deadline for accepting the publications.

6. The paper is considered to have been verified with a positive result if it meets the following criteria:

1) term papers/coursework (projects) – no less than 60% of the original text;

2) diploma works/diploma theses – no less than 65% of the original text;

3) dissertation works/thesis works (projects) – no less than 75% of the original text;

4) scientific works submitted to student work contests – no less than 70% of the original text;

5) scientific works submitted for publication in scientific editions – no less than 85% of the original text;

6) educational and methodical publications – no less than 60% of the original text.

7. For some final qualifying papers, involving the analysis of regulatory and legal documentation, methodological problems of science by the decision of the School Council can be positive decisions on admission to the defense with a smaller percentage (deviation – no more than 5%) of the original text from the established permissible. The decision to admit such work to defense is justified by the head/supervisor in his/her feedback of the work of the student and recorded in the protocol of the meeting of the School Council.

8. In case of disagreement with a negative conclusion on the verification of the work, the author submits an application to the head of his department, who appoints a commission to review the work for plagiarism. The final decision on the admission of a work for protection (publication, preliminary examination) is made at a meeting of the department based on the expert opinion.

9. The protocol of originality check (if there is an expert review – the expert opinion), together with the feedback of the supervisor (review) is attached to the paper.

10. In the submitted qualifying, dissertation/thesis, research works, the amount of legitimate borrowing implies the use in the text of the names of institutions, public authorities

and local government; references to regulatory legal acts; texts of the laws; lists of references; repetitions, including frequently repeated set expressions and legal terms; citation of text, extracts from the documents for their analysis, as well as self-citation, etc. The authors of the submitted works should explain in their comments that the borrowings are legitimate.

11. If the final paper does not meet the requirements for the uniqueness of the text, the paper is returned once to the student for revision. If the paper is not corrected or does not meet the established requirements after correction, the paper is not allowed to be defended and the student is subject to expulsion from the University for violating the principles of academic integrity.

12. The secretary of the attestation commission accepts graduation papers that have been checked for originality and places them in the cloud storage of the university.

13. When submitting educational and methodical publications for consideration at a School Council meeting, the process for material originality check must be included. If an educational and methodical publication does not meet the volume of original text requirements of these Regulations, the work is not considered at the School Council meeting and the materials are returned to the author for revision.

14. The authors of papers that have failed the originality check are allowed to revise them and recheck them within the deadlines set by the organizers of the publication, the conference organizers. If a negative conclusion is received during the re-examination, the work is not allowed to be defended (the article is accepted for participation in the competition, for publication).

26. Regulations on the organization of academic mobility

1. Students, faculty members and employees of the NCJSC “KMU” are eligible to participate in academic mobility programs in accordance with the current legislation and Regulatory Legal Acts of the Republic of Kazakhstan.

2. The academic mobility program's goal is to provide students with high-quality educational services by establishing competitive educational and research programs.

3. Academic mobility aims to address the following tasks:

1) improving the quality of mobility of students, teachers, administrative and management staff, researchers; increasing the efficiency of scientific research, improving the management system;

2) professional and personal growth of the program participants;

3) increasing the competitiveness of the NCJSC “KMU” alumni in the Kazakhstan and international labor markets;

4) improvement of professional competences by studying and learning the experience of leading Kazakhstani and foreign educational organizations;

5) attracting the intellectual potential;

6) establishment of external and internal integration ties;

7) implementation of the strategic plan, mission and development program of the NCJSC “KMU”;

8) development of international cooperation in accordance with the mission of the NCJSC “KMU”.

4. Academic mobility is carried out within the framework of memorandums, agreements, or cooperation agreements signed by the educational organization with Kazakhstani and foreign educational and scientific organizations, based on personal invitations received from educational and scientific organizations, as well as participants' own initiative.

5. The international cooperation department, in collaboration with the schools, is in charge of conducting academic mobility and providing information support at the NCJSC “KMU.” The international cooperation department and schools/faculty inform departments and other University divisions about the current state of academic mobility by posting relevant information on the University's official website.

6. Agreements and contracts with partner universities, international and national organizations regulate the implementation of specific forms and types of academic mobility.

7. The partner university and its educational programs must be accredited in accordance with the educational standards of the relevant country and recorded in the Register of accredited educational organizations and accredited educational programs.

8. Sending applicants to participate in the academic mobility program to partner universities is implemented according to the Academic Mobility Plan.

9. The regulation on the organization of academic mobility applies to undergraduate, internship, master's, doctoral, residency students, full-time teachers, employees of the NCJSC "KMU" and students of bachelor's, internship, master's, doctoral, residency, teachers and staff of partner universities.

10. Academic mobility is in the form of:

1) studying in the partner university during one academic period (term or year);

2) studying the discipline chosen by the student during the period specified in the schedule of the educational organization or on the individual curriculum;

3) professional practice/internship (training and production, work practice) according to

the requirements of the NCJSC “KMU” and the educational organization;

4) studying in winter/summer schools based on the invitation;

5) conducting lectures and seminars;

6) training in apprenticeships within the framework of credit mobility programs for teachers and employees of educational organizations under international grant programs;

7) conducting joint studiesю

11. Participants in academic mobility programs are chosen through an open competitive process that adheres to the principles of equality of opportunity, merit, ability, and social activity.

27. Rules for awarding state scholarships, awarding scholarships established by the President of the Republic of Kazakhstan, awarding the scholarship of the Chairman of the Board-Rector

1. The procedure for awarding and paying government scholarships, as well as their amounts, for students, interns, master's students, residents, and doctoral students studying under the state educational order, including those transferred to study under the state educational order, is determined in accordance with the resolution of the government of the Republic of Kazakhstan.

2. The procedure for awarding and paying the scholarships established by the President of the Republic of Kazakhstan for students is defined by the rules for awarding the scholarships established by the President of the Republic of Kazakhstan.

3. The scholarship of the Chairman of the Board-Rector of NCJSC "KMU" is not a state scholarship. The conditions, procedure for granting and paying the scholarship of the Chairman of the Board-Rector (hereinafter referred to as the Scholarship) to undergraduate students of NCJSC "KMU" are determined by the Regulations on the procedure for awarding Scholarships.

4. The scholarship may be awarded repeatedly to the same student by a decision of the Senate if his academic performance and extracurricular activities meet the criteria of the Regulations on the procedure for awarding the Scholarship. The numbers and amount of the Scholarship is set by the Board of the NCJSC "KMU". The scholarship competition is held twice a year, after the end of the winter and summer holidays.

5. The scholarship is awarded for one academic period.

6. Students of 2-7 courses can participate in the Scholarship competition who do not receive a scholarship, successfully master educational programs (subject to a GPA of at least 3.0 for the entire period of study and who do not have disciplinary penalties for the entire period of study), engaged in research, innovation, entrepreneurial, sports, cultural, creative and social activities.

7. Applicants are selected according to a point system according to the criteria of the Regulations on the procedure for awarding Scholarships.

8. If the scores are equal, students belonging to preferential categories have a preferential right. If candidates do not belong to preferential categories, preference is given to students with more achievements.

9. Based on a decision of the Senate, the AWD Student Enrollment Unit issues an order from the Chairman of the Board-Rector on the appointment of a Scholarship within three working days.

28. Rules for awarding vacant educational grants released in the training process

1. Bachelor's and master's degree programs

1. These Rules for Awarding Vacant Educational Grants Released in the Process of Higher and Postgraduate Education are developed in accordance with the Rules for Awarding Educational Grants.

2. Vacant educational grants, released in the process of higher and postgraduate education, are awarded on a competitive basis to students studying on a fee basis in the framework of groups of educational programs and period of study, with the issue of a certificate on awarding an educational grant.

3. The open competition announcement is posted on the website, along with the number of vacant educational grants by educational program group and course.

4. Citizens of the Republic of Kazakhstan or persons without citizenship permanently residing in the Republic of Kazakhstan, who receive higher education for the first time, have the right to participate in the competition for the award of vacant educational grants, released in the process of higher education.

5. Citizens of the Republic of Kazakhstan have the right to participate in the competition for awarding vacant educational grants released in the process of postgraduate education, if they pursue education of this level for the first time.

6. The competition is held during the winter and summer holidays based on the results of midterm assessment based on the average GPA for the entire period of study.

7. For the same indicators of GPA, students with grades of only A, A- ("excellent") are given preference, followed by grades from A, A- ("excellent") to B+, B, B-, C+ ("good"), then mixed grades for the entire period of study.

8. In the event of the same indicators of GPA and mixed grades for the entire period of study, the following persons have the priority: orphans and children left without parental care, disabled persons of I and II degrees, persons equated in terms of benefits and guarantees to participants and disabled persons of the Great Patriotic War, persons with disabilities from childhood, disabled children, persons having documents on previous education with honors.

9. In the case of identical GPA indicators and mixed grades, and the absence of a basis for preferential treatment, the average score of the applicants' certificate/diploma is taken into account, followed by the sum of the points scored in the UNT core subjects.

10. Applicants' documents are submitted to the Ministry of Science and Higher Education by January 25 and August 5 of the current academic year, respectively.

11. By the order of the Ministry of Science and Higher Education of the Republic of Kazakhstan on awarding a vacant educational grant of higher or postgraduate education and the issued certificate on awarding educational grant of Bachelor's/Master's degree, the unit for enrollment of students of the Department of Academic Work issues within three working days an order of the Chairman of the Board – Rector for further training on an educational grant.

12. The local executive authority commission awards vacant educational grants issued in the process of higher and (or) postgraduate education during the winter and summer holidays on a competitive basis.

13. Based on the minutes of the local executive authority commission on awarding a vacant educational grant of higher or postgraduate education and the issued certificate on awarding an educational grant, the unit for enrollment of students of the Department of

Academic Work issues an order of the Chairman of the Board – Rector for further training under the educational grant at the expense of the local executive authority funds within three working days.

2. Residency

14. Transfer of a medical resident from a paid basis to training under the state educational order for a vacant place is carried out in accordance with the Rules of training medical staff in residency.

15. Citizens of the Republic of Kazakhstan have the right to participate in the competition for transfer to training under the state educational order for a vacant place, who receive education of this level for the first time.

16. Transfer of a medical resident from paid basis to training under the state educational order to a vacant place for the remaining training period is carried out during the holiday period by the decision of the Senate.

17. By the decision of the Senate on the transfer of a medical resident from a paid basis to training under the state educational order to a vacant place for the training period, the unit for enrollment of students of the Department of Academic Work issues an order of the Chairman of the Board-Rector for further training under the state educational order within three working days.

18. Transfer of a medical resident from paid basis to training under the state educational order at the expense of the funds of the local executive authority for the remaining period of training is carried out by the commission of the local executive authority during the summer holiday to the available vacant places on a competitive basis.

19. Based on the minutes of the local executive authority commission on the transfer of a medical resident from the paid basis to training under the state educational order, the unit for enrollment of students of the Department of Academic Work issues an order of the Chairman of the Board – Rector for further training under the educational grant at the expense of the funds of the local executive authority within three working days.

29. Regulations on dual education

1. This regulation on dual education defines the procedure for the organization of dual education at all levels of education in accordance with the Rules for the organization of dual education and the Rules for the organization of dual education in in organizations of higher or postgraduate education.

2. The purpose of the introduction of dual education, or its elements, is the qualitative development by students of the required competencies of educational programs, including practical skills in the professional field, the formation of responsibility, for the subsequent successful adaptation of graduates in the workforce.

3. The following basic concepts are used in the Regulation:

1) dual training is a form of personnel training that combines training at the NCJSC "KMU" with mandatory periods of industrial training and professional practice in a medical organization or enterprise corresponding to the training profile, while the NCJSC "KMU" and the medical organization/enterprise are independent partners in relation to each other;

2) a joint activity agreement is a written agreement between a university and a medical organization/enterprise that regulates the terms of joint activities for the development and implementation of joint projects and programs that meet the interests, goals and strategic objectives of the parties.;

3) a dual training agreement is a written agreement between a student, an enterprise (organization) providing a workplace for on–the-job training and professional practice, and a university regulating the conditions and procedure for on-the-job training and (or) professional practice.;

4) a medical organization/enterprise (hereinafter referred to as the enterprise) is a legal entity or individual entrepreneur, regardless of the form of ownership, participating in dual training in accordance with these Regulations.;

5) industrial training – training aimed at the acquisition of theoretical knowledge and practical skills by students at the university and (or) enterprise;

6) mentor is a qualified employee of an enterprise who manages industrial training and (or) professional practice.

4. The participants of the dual training are the teaching staff of the NCJSC "KMU", mentors or managers of industrial training/professional practice of the enterprise and students.

5. For the implementation of dual education, the university and the enterprise conclude an agreement on dual education and/or joint activities.

6. The University creates the necessary conditions for the educational process: prepares, in agreement with the company, a syllabus; develops a syllabus-based dual training program, taking into account the specifics of the company's production activities; prepares, in agreement with the company, a schedule of lectures and practical exercises, a schedule of training sessions, indicating the place of classes; monitors the training at the enterprise; provides students with educational and methodological materials.

7. The company provides training facilities and/or a training production center equipped for the implementation of training and practice; appoints mentors; assigns mentors to students to manage industrial training; introduces them to the material and technical base, working conditions, regulatory legal acts regulating this area, occupational safety and health conditions; conducts all types of training. instructions provided by the legislation on labor protection, safety, and local documents of the company; provides students with personal protective equipment (according to the instructions of the enterprise) and tools necessary for training, taking into account the requirements of the enterprise; ensures the organization of classes and

practices in accordance with educational programs; monitors the passage of industrial training and professional practice of students at the enterprise; promptly informs the university of all cases of students violating labor discipline and internal regulations businesses.

8. The mentor distributes students to study places; teaches practical techniques and ways to perform high-quality job duties and assignments; gives assignments according to the syllabus thematic plan; assists students in familiarizing themselves with production activities, corporate culture and subsequent professional development, securing it in the workplace; monitors the execution of assignments given to students; requires students to perform instructions on issues related to production activities; identifies and helps eliminate mistakes made by students, provides assistance in eliminating existing deficiencies; monitors the preparation of accounting documents for students; confirms the fulfillment of students' obligations during training and internship with grades in checklists; provides characteristics of students' work.

9. The student gets acquainted with the conditions of the enterprise, regulatory legal acts regulating this area, safety and labor protection conditions; adheres to academic and industrial discipline, internal labor regulations, labor protection and safety requirements; attends classes and practices according to the schedule; strictly adheres to and fulfills the requirements of the training program; keeps a diary report on after completing industrial training and professional practice, prepares other accounting documents in accordance with the requirements of the EP and syllabuses.

10. Intermediate and final attestation is conducted by the university, while mentors may be involved as examiners in agreement with the company.

11. Students' work experience can be provided with a salary at the discretion of the company.

30. Information management policy

1. The University defines procedures for collecting, analyzing and using relevant information for effective management of educational programs and other areas of its activities.

2. The University ensures measurability, reliability, accuracy, timeliness and completeness of information.

3. To evaluate the quality assurance system, the University organizes the collection and analysis of information by the following methods:

1) defining the requirements of stakeholders to the performance;
2) assessment of satisfaction of stakeholders with the University's educational services;
3) analyzing the external and internal environment of the University.

4. Global analysis of the University's external and internal environment is carried out as part of the development and updating of the University's strategic documents and includes the analysis of educational development and external challenges, research of the main groups of customers and competitors, determining the characteristics of the labor market and educational services, analysis of the current state of the University, its strong and weak point, internal and external risks.

5. The Registrar’s office the student enrollment conducts the collection, monitoring, analysis, and sharing of information, as well as the statistics and reference reporting on student enrollment and the development of orders on the movement of student enrollment.

6. The formation of consolidated examination sheets, a list of students with academic debt, and an electronic archive of session reports is carried out by the Registrar's office and is used by schools and SQAC to analyze the results of sessions and make decisions on improving the educational process.

7. The analysis and monitoring of the employment process, as well as the formation of a database on employment and career growth of graduates is carried out by the Career development center.

8. The requirements and expectations of the stakeholders are determined by analyzing external regulatory documentation in education, the results of feedback from joint activities (practices, seminars, meetings, joint projects, etc.), survey results. The main sources for determining the requirements and expectations of the stakeholders should be in the strategic documents of the University.

9. Sociological methods are used in the consumer monitoring process to enable reliable measurement of expected quality and existing satisfaction: document analysis, interviews with educational process participants, mass and expert surveys, questionnaires.

10. The University assures the use of relevant information exchange methods between different levels of management, structural divisions, faculty members, and students on issues related to ensuring educational quality. Maintenance of the website and its information systems, functioning of corporate e-mail, and reporting during meetings/sessions are examples of such processes.

11. The structure and volume of information, sources, frequency, time interval, responsible persons for reliability and timeliness are determined by internal regulatory documentation.

12. Information security is ensured by definite distribution of roles and functions in the information systems used, antivirus programs, system administration of servers, backup system on servers, restriction of access of individuals to the premises with servers, technical equipment of premises with servers to ensure the job security.

13. In order to prevent unauthorized access to the online resources of the University, periodic monitoring of the state of services responsible for the efficiency of service, restrictions

for user access to the resource and to the network OS are introduced.

14. All students, employees and faculty members of the University, according to the current legislation of the Republic of Kazakhstan, including in accordance with the Law of the Republic of Kazakhstan "On personal data and their protection", draw up agreements for the processing of their personal data.

31. Public awareness

1. NCJSC “KMU” posts information on its activities, including the implementation of educational programs. The information provided to the public is clear, accurate, objective, relevant and accessible. It is provided promptly and completely.

2. Information policy of the University is implemented by the public relations service ((hereinafter - Service) through interaction with all structural divisions of the University. For these priorities for information policy are determined, plans are created for its implementation using all available information sources, to cover all categories of students, applicants, graduates, employees and teachers.

3. Information is provided on the activities of the University, proposed programs and admission criteria, expected learning outcomes of these programs, qualifications, teaching, studying, assessment procedures with the indication of the passing scores, learning opportunities offered to students, and information on the employment of graduates

4. The Service provides public information on their activities through the media, official web-site, official accounts of the NCJSC “KMU” on social media, in accordance with the Rules of informed content of internet resources of the NCJSC “KMU”.

5. The Service monitors publications, comments on social media, regional and republican media to form a unified information policy of the University and providing credible information regarding the University's activities.

32. Policy on the Use of Artificial Intelligence in the Educational Process

1. This Policy defines the basic principles and rules for the use of artificial intelligence technologies (hereinafter – AI), including generative artificial intelligence (GenAI), in the educational and research activities of NJSC "Karaganda Medical University" (hereinafter – the University). The use of AI is aimed at improving the quality of education and developing AI literacy, critical thinking and professional competencies of students while observing the principles of academic integrity, ethics and data protection.

2.The basic principles for the use of AI at the University are: 1) human-centeredness – AI is an auxiliary tool and does not replace independent thinking, professional judgment or human responsibility; 2) pedagogical appropriateness – the use of AI shall correspond to learning outcomes and shall not reduce the quality of educational program completion; 3) transparency and academic integrity – the fact and nature of substantial use of GenAI in assessed academic and research work shall be declared; 4) security and confidentiality – when using AI, the requirements of the legislation of the Republic of Kazakhstan on personal data, information security, intellectual property and confidentiality shall be observed; 5) reliability and critical evaluation – AI outputs shall be verified by the user, taking into account the risk of factual errors, "hallucinations," bias and other limitations of AI systems; 6) human oversight – responsibility for educational, assessment and management decisions remains with the authorized person of the University.

3. Students may use GenAI as an auxiliary tool for searching and systematizing information, generating and developing ideas, language practice, analyzing and structuring materials, preparing drafts and other educational tasks within the limits established by the instructor. Direct submission of GenAI outputs as one's own work without critical revision and declaration constitutes a violation of academic integrity.

4. For each discipline, the syllabus shall define permissible zones for the use of AI: permitted, restricted and prohibited scenarios for the use of GenAI, requirements for declaring its use, and consequences of violating the established rules. The use of AI during control activities and final assessment is prohibited unless otherwise expressly provided by the conditions of the relevant assessment activity.

5. When reviewing a written work, the following may be considered indicators suggesting possible use of generative artificial intelligence and grounds for additional verification:

1) a structure, style or level of presentation of the response that is uncharacteristic of the assignment content;

2) the presence of factual errors, unreliable or fabricated information, sources or references;

3) formulaic or excessively generalized wording that does not address the content of the specific assignment;

4) internal logical contradictions or inconsistency between individual parts of the response or conclusions;

5) inclusion of information unrelated to the assignment, or non-compliance of the response with the established conditions and assessment format;

6) other objectively identifiable indicators giving rise to reasonable doubt as to the independent completion of the work.

The presence of one or more of the above indicators does not, by itself, constitute sufficient evidence of AI use and serves as grounds for additional verification.

6. Where there are reasonable doubts as to whether a written work was completed independently, the instructor (examiner) may initiate additional verification.

Additional verification is conducted in the form of an oral interview (defense) on the content of the submitted work, with clarifying questions aimed at assessing the student's understanding of the stated provisions, terminology used, reasoning logic, arguments, sources and conclusions. Where necessary, the process of preparing the work, draft materials, sources used and other information confirming the student's independent contribution may also be analyzed.

The result of the additional verification is recorded by the instructor (examiner) or commission and taken into account when making the decision. The student shall be ensured the right to appeal.

7. When using AI, it is prohibited to transmit to publicly accessible AI systems personal data of students, employees or other persons, medical or other confidential information, examination materials, official documents, unpublished research results and other protected data, unless such processing is authorized by the University and the legislation of the Republic of Kazakhstan.

8. AI may be used by instructors to develop and adapt educational materials, learning cases, assignments, interactive resources, personalize learning, conduct educational analytics and perform other pedagogically justified tasks. At the same time, the instructor is responsible for the accuracy, quality, ethical appropriateness and alignment of the materials used with learning outcomes.

9. When assessing academic achievements, priority is given to the student's ability to understand and apply knowledge, justify decisions, demonstrate the reasoning process, critically evaluate AI outputs and confirm independent contribution. Cases, projects, portfolios, practical assignments, oral defenses and other forms of assessment may be used for this purpose. AI-detector results may not be the sole sufficient basis for finding a violation of academic integrity and require additional review. Decisions affecting a student's grade, academic status, admission, scholarship, appeal or disciplinary liability shall not be made automatically by AI without human review.

10. The University ensures the development of AI literacy among students, faculty and staff, including skills in the responsible and ethical use of AI, critical evaluation of outputs, prompt engineering, data protection and application of AI in professional fields. Educational programs are adapted taking into account the "AI + X" model and the specifics of the relevant field of training. The University organizes phased professional development of faculty in the field of AI.

11. The University monitors the use of AI in the educational process, maintains a list of recommended AI tools and periodically evaluates the systems used for reliability, security, bias, accuracy of results and compliance with data protection requirements. Responsibility for implementation of this Policy is assigned to the University management, Schools, structural units, faculty and students within the scope of their authority.