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REGULATIONS
ON EDUCATIONAL PROGRAMMES FOR HIGHER EDUCATION
SEEKERS OF KHMELNYTSKYI NATIONAL UNIVERSITY

brought into force by the Rector`s order of
Khmelnyskyi National University
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KHMELNYTSKYI

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Accepted conditional abbreviation

EDGT	-	elective disciplines of general training
EDPT	-	elective disciplines of professional training
ECTS	-	European credit transfer-accumulative system
GC	-	General competence
ISP	-	Individual study plan of a higher education seeker
COP	-	Component of educational programmes
Credit	-	Credit of European credit transfer -accumulative
ECTS		system
MES	-	Ministry of Education and Science of Ukraine
U		
CGT	-	Compulsory disciplines of general training
CPT	-	Compulsory disciplines of professional training
EP	-	Educational and scientific (educational and professional) programme
List- 2015	-	List of knowledge fields and specialties, which are carried out during training of higher education seekers - in force
SC	-	Special (professional, subject) competence
KhNU	-	Khmelnytskyi National University

1 General provisions

- 1.1 Regulations on educational programmes for higher education in Khmelnytskyi National University (further - The Regulations) are developed in accordance with the Laws of Ukraine «On Education» as of 05.09.2017 « 2145-VIII, «On higher education» as of 01.07.2014 № 1556-VII, «On the legal status of foreigners and stateless persons», Resolutions Cabinet Ministers of Ukraine as of 12/30/2015 № 1187 «On approval of licensing conditions for educational activities» (as amended) decrees CMU from 03/24/2021 № 365), orders of Ministry of Education and Science of Ukraine as of 07/11/2019 № 977 «On approval of the Regulations about accreditation of educational programmes, by which higher education seekers are trained, standards of higher education of a new generation, letters from the Ministry of Education and Science dated 28.04.2017 №1 / 9-239 and as of 05.06.2018 № 1 / 9-377, the Regulations on the organisation of the educational process at Khmelnytskyi National University (KhNU), the Statute and Rules of Procedure of KhNU and other applicable regulations.
- 1.2 The Regulations based on ambush defined such documents:
- National Qualifications Framework (Resolution of the Cabinet of Ministers of 23.11.2011 № 1341 as amended by the Resolution of the Cabinet of Ministers [of 25.06.2020 № 519](#));
 - The Qualifications Framework for the European Higher Education Area (FQ- EHEA);
 - European *Qualifications Framework for LifeLong Learning* (EQF-LLL);
 - There is a European classification of skills, competences, qualifications and professions ESCO (*European Skills, Competences, Qualifications and Occupations*);
 - Methodical recommendations on the development of standards of higher education (Order of the Ministry of Education and Science of 01.06.2017 № 600 (as amended by the order of the Ministry of Education and Science of 30.04.2020 № 584);
 - Directory user ECTS (ed. 2015);
 - National educational glossary: higher education (2011 p.);
 - Methodical recommendations for the development of educational programmes for the training of specialists of different levels of higher education at KhNU.
- 1.3 The Regulations regulate order and rules development educational programmes in Khmelnytskyi National University (further - university), their registration, examination, approval, monitoring and review. The provision applies to educational and professional training programmes for bachelors and masters and educational and scientific programmes training masters and doctors philosophy.
- 1.4 Educational-professional / educational-scientific programme of training of higher education seekers (hereinafter - the educational programme) is a normative document of the university, which regulates the content of general and professional training of applicants for various levels and degrees of higher education and forms of education (hereinafter - higher education seekers) according to a certain specialty / subject specialty / specialisation in accordance to «List-2015» and meets the requirements for the appropriate level of higher education, established by law and standards of higher education (hereinafter - the Standard).
- 1.5 **Educational and professional** programmes are developed for the first (bachelor 's) equal higher education and another (master's) equal (practical profile).
The educational-scientific programme is developed for the second (master's) level of higher education (academic profile) and for the third (scientific) level of higher education training of doctors of philosophy.
At the second (master's) level of higher education, interdisciplinary **educational and scientific** programmes in two specialties can be created, if it does not contradict the relevant standards of higher education.
- 1.6 The language of the educational process in educational programmes at the university is the state (Ukrainian) language. If necessary, one or more subjects may be taught in English or other official languages of the European Union.
Educational programmes for training **foreign** citizens and stateless persons who receive higher education at the university at the expense of individuals (legal entities), can provide teaching and evaluation results teaching applicants _ higher education in English language or other official languages Of the European Union. In this case, the educational programme should include the study of the state (Ukrainian) language as a separate discipline.
- 1.7 Educational programme used under time:
- accreditation educational programmes monitoring educational activities by a certain specialty;
 - development of the curriculum and individual curriculum of the applicant;
 - formation of the content of programmes of educational components - academic disciplines, practises, individual tasks, qualification works, etc .;
 - development of tools for diagnosing the quality of higher education and certification of higher education seekers,

etc.

1.8 Educational programmes are developed by project teams of relevant departments on basis National frames qualifications and standards higher education certain specialties, taking into account the mission of the university and the needs of the labour market and society, are considered by departments and academic councils of relevant faculties, undergo public consultation with stakeholders (stakeholder representatives), approved by the Academic Council of the University and implemented by order of the Rector. In the absence of an approved Standard, the educational programme is developed on the basis of a *draft of* this Standard or on the basis of the National Qualifications Framework. After approval and implementation of the Standard, the educational programme is subject to review and approval by the Academic Council of the University in the prescribed manner.

Read more process development all components educational programmes set out in Methodical recommendations to development educational programmes training different specialists levels higher education in KhNU, posted on site university on web page of the educational-methodical department Access mode: (<http://nmv.khnu.km.ua/>) and in the Modular learning environment.

1.9 Standard determines such requirements to educational programmes:

- 1) amount loans ECTS, necessary for acquisition appropriate degree higher education;
- 2) requirements to equal education persons which can to start teaching by this programme, and the results of their training;
- 3) list required competencies graduate;
normative content of training of higher education seekers, formulated in terms of learning outcomes;
- 4) forms certification higher education seekers;
- 5) requirements for the creation of interdisciplinary educational and scientific programmes (in the standards of master and doctor of philosophy);
- 6) requirements professional standards (by their availability).

1.10 Successful implementation of the educational programme is the basis for awarding the applicant with a certain degree of higher education and assigning the appropriate Qualification Standard.

2 Terms and definition

IN this Provisions deadlines are used in such meaning:

accreditation educational programmes - evaluation quality educational programme and / or educational activities of the institution of higher education under this programme on the subject compliance with the standard of higher education, ability to meet the requirements of the standard, and also achievement declared in programme results training according to established criteria evaluation quality. Accreditation educational programmes conducted by the National Agency for Quality Assurance in Higher Education of Ukraine in accordance with the «Regulations on the accreditation of educational programmes under which preparation _ higher education seekers », approved by order MONU from 07/11/2019 № 977; **certification** - establishing the conformity of learning outcomes (scientific or creative works) higher education seekers requirements educational (scientific, educational and creative) programmes and / or requirements programmes the only one state qualifying exam. Certification of persons on the first (bachelor's) and / or second (master's degree to whom) levels higher education maybe comprise only state qualifying exam by specialties and in order defined Cabinet Ministers Ukraine;

attestation exam - final control of the results of higher education of the applicant, which he must demonstrate to confirm the acquired competencies, defined standard higher education and educational programme;

field of knowledge - a broad subject area of education and science harmonised with the International Standard Classification of Education, which includes a group of related specialties;

guarantor of educational programmes (further - Guarantor) - scientific and pedagogical (scientific) employee of the university, for which the university is the main place of work, appointed by order of the rector responsible for the quality and implementation of the educational programme, who has a degree in the relevant or related to the educational programme specialty, less than 10 years for the educational and scientific degree of Doctor of Philosophy and Master's degree and 5 years - for a bachelor's degree. Can act as a Guarantor of only one educational programme;

specialty support group - a group of pedagogical, scientific-pedagogical and / or scientific workers for whom the university is the main place of work and who are responsible for the implementation of educational programmes in the specialty at certain levels of higher and postgraduate education for persons with higher education. in the educational process and meet the qualification requirements specified in the Licence Terms, and which are not included in any other group of support in the current semester, including in other institutions of higher education;

general competencies - universal competencies that do not depend on the subject area, but are important for successful further professional and social activities applicant in different areas for him personal development;

individual educational trajectory is a personal way of realising the personal potential of a higher education seeker, which is formed taking into account his abilities, interests, needs, motivation, opportunities and experience, based on his choice of types, forms and pace of education, subjects of educational activity and their proposed educational programmes, disciplines and the level of their complexity, methods and means of teaching;

integral competence - generalised description qualification level, which expresses the main competence characteristics of the level for training and / or professional activity;

qualification work - a form of certification that can be provided at the final stage of obtaining a certain level of higher education to establish compliance acquired applicants education results teaching (competencies) requirements of the Standards and the National Qualifications Framework. Types of qualifying work can be: diploma project, diploma work, dissertation research, a set of scientific articles, a combination of forms mentioned above, etc .;

head design groups - scientific and pedagogical (scientific) employee, which works by basic place work at the University, has a qualification in accordance to the specialty, scientific degree and experience of scientific-pedagogical and / or scientific work not less than 10 years for the educational-scientific degree of Doctor of Philosophy and master's degree and 5 years for the bachelor's degree. The project team leader cannot manage other project teams at the same time in the current academic year, except for the management of project teams at different levels. higher education in within one specialty university;

competence - ability individuals successfully socialise, learn, to conduct professional activity that arises on the basis of dynamic combinations knowledge, skills, skills ways thinking, views values, others personal qualities;

components of the educational programme - academic disciplines, course projects (works), practises, qualifying work (diploma project, diploma work, dissertation work) etc;

European Credit Transfer and Accumulation System Credit (hereinafter referred to as the ECTS Credit) is a unit of measurement of the amount of study load of a higher education seeker required to achieve certain (expected) learning outcomes. The volume of one ECTS credit is 30 hours. Load training year by daytime form teaching is, as rule, 60 ECTS credits. ECTS loans are mainly expressed in integers;

licensing - the procedure of recognizing the ability of a legal entity to conduct educational activities in accordance with the licensing conditions of educational activities;

The National Qualifications Framework is a systematic and competency-based description of qualification levels. Regulatory document intended for use in the development, identification, correlation, recognition, planning and development of qualifications;

normative duration of study - the standard number of academic (academic) years during which the applicant must complete the educational programme;

educational programme - a single set of educational components (disciplines, individual tasks, practises, tests, etc.), aimed at on achievement defined results teaching, what gives right on obtaining a certain educational or educational and professional qualification (s) (**without specialisations** within the educational programme);

educational qualification - recognized by an educational institution or other authorised subject of educational activity and certified by the relevant document on education set or established by the standard of education and personal learning outcomes (competencies). P is drawn by the institution of higher education on the results of successful educational performance programmes with higher education and consists of information on the person's degree of higher education, specialty and specialisation (if any). Degrees of higher education are: junior bachelor, bachelor, master, doctor of philosophy / doctor of arts, doctor of sciences;

appointment loans ECTS - it process appointment of the appropriate the number of credits to qualifications, degree programmes or individual educational components, including academic disciplines, sections of courses, course projects, internships, dissertations (dissertations), etc. according to the calculated load required to achieve certain learning outcomes of each component;

The assignment of ECTS credits is the formal receipt by higher education seekers of credits established by qualifications and / or their components, subject to the achievement of their defined teaching results. Loans are assigned to each applicant for higher education after completing the mandatory types of educational activities and achievement defined results teaching, which confirmed appropriate evaluation. If higher education seekers achieve training in other formal, informal (informal) forms, loans can be awarded to them through the evaluation and recognition of these learning outcomes.

programme learning outcomes - a set of statements that the applicant should know, understand and be able to perform after successful completion of the educational programme;

project group of the specialty - a group of scientific-pedagogical and / or scientific workers working at the main place of work, determined by the order of the rector, are responsible for **initiating** educational activities in the

specialty at a certain level of higher education and in the field of postgraduate education for persons with higher education, and are qualified according to the specialty. Changes in members of the project group are held by order of the rector of the university;

professional qualification - recognized by a qualification centre, a subject of educational activity (in particular, a higher education institution) by another authorised subject and certified by a relevant document standardised set of acquired competencies (learning outcomes) that allow to perform a certain type of work or carry out professional activities;

profession for which additional regulation has been introduced - a type of professional activity, access to which, in addition to education of the appropriate level and specialty, is determined by law or international agreement;

profile of the educational programme is an integral part of the description of the programme, which is designed to present in the established form of basic information about the educational programme. It allows exactly to position educational programmes among others correlated with the topic of research, which facilitates its understanding by all major stakeholders (stakeholders) - higher education seekers, employers, researchers, teachers, quality assurance agencies, etc. Defines the subject area to which the educational programme belongs, its educational level and specific features that distinguish it from other similar programmes;

Education outcomes - knowledge, skills skills ways thinking, attitudes, values, other personal qualities that are acquired in the process of learning, education and development that can be identified, planned, evaluated and measured and that a person is able to demonstrate after completing the educational programme or individual educational components;

level of education - completed stage of education, characterised by the level of complexity of the educational programme, a set of competencies that are usually defined by the Standard and meet a certain level of the National Qualifications Framework, in particular for **higher** education (according to CMU resolution [of 25.06.2020 № 519](#)):

- **younger bachelor - Level 5** National frames qualifications and **a short cycle** of higher education Qualifications Framework for the European Higher Education Area;

- **bachelor - 6 level** National frames qualifications and **first cycle** higher education Frames qualifications European space higher education;

- **Master's degree - Level 7 of the** National Qualifications Framework and **the second cycle** of higher education Qualifications Framework of the European Higher Education Area;

- **Doctor of Philosophy, Doctor of Arts - 8th level of the** National Qualifications Framework and **the third cycle** of higher education Qualifications Framework of the European Higher Education Area;

- **doctor Science - 8 level** National qualifications framework;

specialisation - component specialties, what may be determined institution higher education and provides one or more specialised educational programmes of higher or postgraduate education. Specialisation can be aimed at acquiring competencies defined by the relevant professional standard;

specialty - harmonised with the International Standard Classification of Education subject region education and science, which unites related educational programmes that provide common requirements for the competencies and learning outcomes of graduates;

higher education standard is a set of requirements for higher education programmes that are common to all educational programmes within a certain level of higher education and specialty;

student-centred learning - an approach to the organisation of the educational process, which involves:

- encouraging higher education seekers to play the role of autonomous and responsible subjects of the educational process;

- creating an educational environment focused on meeting the needs and interests of higher education seekers, including providing opportunities for the formation of individual educational trajectory;

- building the educational process on the basis of mutual respect and partnership of higher education seekers and administration, pedagogical, scientific-pedagogical, scientific and other employees of higher education institutions;

degree of higher education - is awarded to a person after successful completion of the relevant educational or research programme at a certain level of higher education;

professional (special) competencies - competencies that depend on the subject area and are important for the successful professional activity of a person in a particular specialty;

quality of higher education - compliance with the conditions of educational activities and learning outcomes to the requirements of legislation and standards of higher education, professional and / or international standards (if any), as well as the needs of stakeholders and society, provided through internal and external quality assurance procedures;

Minor is the minimum set of educational components that allows the higher education seeker to get general imagination with another industry or specialty. A certain minor is offered within the framework of a wide range of elective disciplines, in accordance with the relevant free economic policy. For example, a graduate in any natural specialty may choose a minor in political science, law, language training - or vice versa;

Soft skills are skills that allow university graduates to be successful in their workplace. Soft skills include communication skills, leadership, the ability to take responsibility, work in critical conditions, the ability to resolve conflicts, work in a team, manage their time, understanding the importance of the deadline (deadline for any work / task), the ability to think logically and critically, make independent decisions, creativity, etc.

3 Amount, duration teaching, structure and content educational programmes

3.1 Educational programmes are developed by project groups in the specialties of the university, which are licensed (accredited) in the prescribed manner. Within the framework of a licensed (accredited) **specialty**, the department in coordination with the Academic Council of the University can implement training specialists with one or more specialisations, for each of which separate profile educational programmes are developed and approved in the prescribed manner. At the same time, the educational programme of specialisation should ensure the implementation of the standard of higher education in the **specialty** and can be, for example, aimed at to acquire competencies characteristic for a specific profession, defined by a professional standard or other document.

3.2 The department also has the right to create separate educational programmes within one **specialisation**. Such educational programmes should have different names and be accredited as separate educational programmes. The use of the same or almost identical names of educational programmes in different specialties is **unacceptable**.

Amount and content **mandatory** – parts profile educational programmes in within **one** specialty / specialisation should be aimed at forming general and professional competencies and software normative content training higher education seekers, formulated in terms of studying outcomes, defined by the **Standard** on this specialty.

3.3 Educational programme acquires status specialisation after her making a single database of specialisations introduced by higher education institutions, according to which higher education seekers are trained at each level of higher education, and which is formed by the National Agency for Quality Assurance in Higher Education. Names of specialties and areas of training that were in force at 6 September 2014 g., acquire the status of specialisations introduced by higher education institutions, **without entering** into a single database.

3.4 The content of the university's educational programmes, in addition to professional training, should ensure the formation of general (key) competencies in higher education seekers, what necessary for their self-realisation and active civil positions, in particular:

- spiritual and moral and ethical values at a level that will promote their integration into society and the formation of an active civic position;
- communicative competence, cultural education, ability to integrate into national and world culture;
- acquisition of social skills (soft skills) in accordance with the stated goals of the educational programme;
- creative approach, initiative, ability to solve problems with applying the acquired knowledge and skills, assessing risks, ability to learn and master modern knowledge with the appropriate level of independence, be critical and self-critical, and so on.

3.5 The scope of the educational programme of a certain level of higher education is determined by the Law of Ukraine “On Higher Education» and specified in the Standard, in particular:

- for an educational **bachelor's** degree on the basis of complete general secondary education (11 years) - 240 ECTS credits. At least 50 percent of the educational programme should be aimed at ensuring the studying outcomes in the specialty, **defined by the** standard of higher education.

To obtain a bachelor's degree on the basis of a bachelor's degree or on the basis of professional higher education, the university has the right to recognize and recalculate loans ECTS, maximum amount determined by the standard of higher education and may not exceed 120 ECTS credits. More detailed procedure for recalculation of learning outcomes obtained in previous education, including for non-formal and informal education, set out in the Regulations on the procedure for recognition and re-enrolment of results in higher education in KhNU (website university. Page «Public information». Section “the Regulations”: <http://khnu.km.ua/root/page.aspx?l=0&r=60>).

- for educational equal **Master's degree**: educational and professional programme - 90–120 ECTS loans; educational and scientific programme - 120 ECTS credits, including research (scientific) components in the amount of not less than 30 percent;
- for the educational and scientific level of the **Doctor of Philosophy** - the educational and scientific programme is designed for 4 years of study, while the amount of its **educational** component is in the range from 30 to 60 ECTS credits and is specified in the Standard for a particular specialty.

3.6 The normative duration of training in educational programmes is determined in the academic years. For bachelor's and master's degrees full-time study load for the academic year, usually is 60 ECTS loans. The duration of bachelor's studies based on the educational level of the junior bachelor / professional junior bachelor / OQR of the junior specialist depends on the scope defined by the Standard and recalculated university ECTS credits for previous education. The duration of training of bachelor's degree students by correspondence / distance learning is determined by the Academic Council of the University and is: for **bachelor** by correspondence (remote) form - 4 to 10 months (sets 2017, 2018, 2019, 2020) and 3 years 10 months - for the 2021 set. The duration of **master's studies** by correspondence (distance) form of study is the same as for full-time form and, depending on the scope of the educational programme, can be one and a half to two years. The length of the academic year for graduate courses **may be less** than 12 months.

3.7 **The conditions of** a person's access to study under the educational programme for obtaining education at the appropriate level of higher education at the university are:

a) she has a document certifying the acquisition of educational qualifications at the previous level (degree) of education;

b) passage her competitive selection;

in) conformity competitive requirements in particular:

- a person has the right to obtain a bachelor degree by conditions of availability in her complete general secondary education. For training Persons who have received a bachelor's degree or a professional bachelor's degree, or the educational qualification level **of higher** education of a junior specialist may apply for a bachelor's degree (for a reduced period);

- the condition of admission to study for a master's **degree** (except for specialties, for which the law provides for obtaining a master's degree on the basis complete general secondary education) is availability degree bachelor or educational and qualification level of the specialist;

- Persons who have obtained a master's degree or have a level of higher education equivalent to a master's degree have the right to apply for the degree of **Doctor of Philosophy**;

- access to programmes **postgraduate** education (specialisation, retraining, increase _ qualifications, internship) have persons with appropriate level higher education. Terms access persons to teaching with purpose receiving **common** diplomas are stipulated agreed between institutions higher education, in t. h foreign, educational programmes, required part whose has reply certain standard

their higher education.

The conditions of a person's access to study in two specialties at the same time in order to obtain a **double** diploma are determined by a separate educational programme, in which content of the mandatory part must meet the requirements of the Standards of Higher Education of the relevant specialties.

Upon admission to the university, recognition and establishment of equivalence of documents about education, issued by States carried out according to the order of the Ministry of Education and Science of Ukraine dated 05.05.2015 № 504 "Some issues recognition in Ukraine foreign documents about education «and others current regulations.

More detailed information about conditions of access to educational programmes is given in **the Rules of Admission** to the University, which are formed annually in accordance with the Terms of Admission on teaching, approved by the Ministry of Education and Science of Ukraine.

3.8 **Structure** educational programmes contains such components:

- title page: fingerboard approval Scientist council university; initial data on the educational programme (type, name, level of higher education, specialty, field of knowledge, educational qualification); information on the implementation of the educational programme;

- another page: information about department, which to make educational programme for consideration (minutes of the meeting); information on the composition of the project team and the guarantor of the educational programme; decision of the academic council of the faculty (protocol); coordination with structural subdivisions of the university (departments: educational, educational-methodical, software quality higher education, for doctors philosophy - additionally the department of postgraduate and doctoral studies);

- letter of agreement with the heads of enterprises, organisations, institutions that conducted previous examination educational programmes or prepared on her review, and also others representatives stakeholders (graduates, authorities student self-government, etc.);

- programme profile (purpose of the programme, list of competencies and learning outcomes defined by the relevant Standard, and list of competencies and learning outcomes defined by the department (educational programme), features of teaching, assessment and resource provision, requirements for persons who can start training under the programme, etc.);

- list educational components educational programmes;
- structural and logical scheme educational programmes;
- description forms certification higher education seekers;
- requirements to availability systems internal software quality higher education;
- matrix compliance software competencies components educational programme;
- matrix software studying outcomes appropriate components of the educational programme.

An example of an educational programme is given in the «Guidelines for the development of educational programmes for training specialists of different levels of higher education at KhNU» (Appendix D), posted in the University Information System (ISU) on the website of the Department and in the Modular Learning Environment.

3.9 The educational programme should be focused on the student of higher education, create conditions for the formation of an individual trajectory of his education, expand opportunities for demand in the labour market and further education. In terms of volume, the educational programme meets a certain standard of higher education specialty and consists of required and elective educational components that form its *mandatory* and *optional* parts.

3.10 The scope of the *mandatory* part of the educational programme for different levels of education is determined by the *Standard* and is:

a) for Bachelor training:

- at least **50** percent of the educational programme should be directed to formation common and special (professional) competencies by relevant specialty (mandatory part);
- at least **25** percent of the educational programme should be directed to implementation rights higher education seekers on study elective training disciplines (specialisation within the chosen specialty), the formation of an individual educational trajectory and the deepening or acquisition of additional general and professional competencies (elective part);

b) for Master's degree training:

- at least **35** percent of the educational programme must be directed to obtain general and special (professional) competencies in the relevant specialty, defined Standard (required part). For specialties in the field of knowledge «Health» - **50** percent;
- at least **25** percent of the educational programme should be aimed at exercising the right of higher education seekers to study elective disciplines or specialisation within the chosen specialty and deepen and acquire additional general and professional competencies (*elective* part);
- not Less as **30** percent from general volume *educational and scientific master's degree* programmes should consist of research (scientific) components;

c) for training doctor philosophy:

- educational component educational and scientific programmes determined Standard and is in the range of **30 - 60** ECTS credits.

3.11 *The content* of the educational programme, based on its objectives and the requirements of the Standard, the project team determines in in the form of a list of educational components, which have to ensure the acquisition by the higher education seeker of the first and second levels of higher education specified in the Standard of general and special (professional) competencies and the achievement of programme studying outcomes in a particular specialty. In determining content, the education design group has used the optimal combination of humanitarian and natural science components, higher education, theoretical and practical components, focus on integrated courses, requirements of professional standards (by availability) etc. In accordance with this required and elective part of the educational programmes have consisted from educational components *general* training and educational components of *professional and practical* training.

The content of the educational and scientific programme of training *a doctor of philosophy* is determined by paragraph 27 of the «Procedure for training candidates for the degree of doctor of philosophy and doctor of science in ZVO (scientific institutions)», approved by the Cabinet of Ministers of 23.03.2016 № 261 version of the Resolution of the Cabinet of Ministers of Ukraine [№ 283 of 03.04.2019](#)) should include components that provide for the acquisition of general and special competencies by graduate students in accordance with the National Qualifications Framework.

3.12 The cycle of *general* training (*compulsory part*) of the educational programme are educational components, which provide higher education seekers of general competencies and their achievement of learning outcomes that correspond to the content of *general* training defined by the Standard. This cycle includes disciplines: humanitarian and socio-economic orientation; natural science and professionally oriented.

General part educational and scientific programmes training *doctor philosophy*

has comprise educational components (components), what provide acquisition graduate student:

- **general scientific** (philosophical) competencies, directed on formation of a systematic scientific worldview, professional ethics and general cultural outlook in accordance with the requirements of the standard of higher education;
- **universal** skills of the researcher, including oral and written presentation of the results of own research in Ukrainian, the use of modern information technology in research, organisation and conduct of training sessions, management of research projects and / or drafting proposals of financing scientific research, registration right intellectual property in accordance with the requirements of the standard of higher education;
- **language** competencies sufficient to present and discuss the results of their research in a foreign language (English or other according to the specifics of the specialty) orally and in writing, as well as for full understanding in foreign languages scientific texts with appropriate specialty in to the extent specified in the standard of higher education.

The cycle of **professional** training (**mandatory** part) of the educational programme is educational components, which provide higher education seekers of **special** (professional, subject) competencies and practical skills, their achievement of programme learning outcomes that correspond to the content of **professional** training, defined Standard for a certain specialty.

Mandatory part of the educational component of the OP training of **a doctor of philosophy** should include educational components (components), what provide acquisition graduate student:

- in-depth knowledge and competencies **in the specialty** in which the graduate student conducts research, namely: mastering basic concepts and understanding of theoretical and practical problems; history of development and current state of scientific knowledge in the chosen specialty; mastering the terminology of the research area in accordance with the standard of higher education.

3.13 The total amount of the **sample** part of the educational programme for all levels of higher education in accordance with p. 15 of the first article 62 of the Law of Ukraine «On Higher education « has been not less than 25 percent. **elective** part educational programme has to provide the higher education seeker to form an individual trajectory of study by choosing the disciplines offered by the departments for free choice, in the **amounts** established by the Standard, educational programme and curriculum.

3.14 **elective** part OP it seems design group in kind of list (addition E) training disciplines general and special training higher education seekers different educational levels, offered departments university for free choice, which will help them acquire competencies in certain specialisations, professions defined by the professional standard, or deepen universal skills researcher, language training etc. Proposed by departments disciplines, are formed in university-wide Catalogue elective disciplines, what used higher education seeker for formation of a elective part of the individual curriculum of the higher education seeker (university website, Education page: (<https://www.khnu.km.ua/root/page.aspx?l=0&r=52>).

3.15 The choice of elective subjects by the higher education seeker should correspond to the amount set by the dean's office in the curriculum for each semester / academic year and precede the procedure of forming his individual curriculum for the respective semester. Higher education seekers of a certain level of have the right to choose disciplines offered for **other levels** higher education / educational programmes, by agreement with Guarantor, scientific the head and deans of the relevant faculties (more details in the provisions «On the implementation of the right of higher education seekers to freely choose academic disciplines in KhNU « and «About individual educational plan higher education seeker of KhNU «. Public information. the Regulations : <http://khnu.km.ua/root/page.aspx?l=0&r=60>).

3.16 In the formation of educational components of the **mandatory** part of the educational programme trace what normative competence and results **elective disciplines are not provided for** studies defined by the standard of higher education in the specialty .

Additions to educational programmes is:

- descriptions required and elective training disciplines (applications IN, D);
- the list of academic disciplines offered by the department for free choice to higher education seekers (Appendix D);
- educational plan.

4Order designing educational programmes

4.1 Getting started training department specialists at different levels of higher education under the new educational programme in a particular specialty can be initiated by: scientific and pedagogical staff of the department; faculty or university management; employers; student self-government bodies, etc.

4.2 To implement the initiative to start training specialists for the new educational programme, the relevant department creates an initiative group to analyse the relevance and assess the availability of necessary resources for its

implementation, identify public needs in the educational programme, its uniqueness and potential by consulting with stakeholders. basic conditions of its introduction. The initiative group analyses the market of educational services and the possibility of positioning the educational programme, analysis of the labour market, which focuses on the new educational programme, prospects for future employment of potential graduates, taking into account the needs of regional and national labour markets.

4.3 The initiative group, based on the projected structure of the educational programme, taking into account the Licence Terms and consultations with the relevant departments and services of the university, carries out a preliminary general assessment sufficiency of available resources (personnel, material, financial, organisational, etc.) for its implementation and the need to attract external resources.

4.4 After the completion of the analytical stage, the initiative group of the department applies to Scientist for the sake of university with proposal of initiation training of specialists in the *new* educational programme within the *licensed / accredited* at the university specialty in the following order:

4.4.1 preparation of the *Application-substantiation* for creation of the new educational programme of preparation of experts in a certain specialty (appendix A), its consideration at academic council of faculty and submission for consideration of Standing commission on the organisation of educational process of Academic council of university (further - Standing commission);

4.4.2 consideration by the Standing Committee of the Application-substantiation and proposals of the Academic Council faculty and installation expediency of initiation and capacity of departments to train higher education seekers of a certain level according to the proposed educational programme in accordance with the Licence Terms;

4.4.3 presentation Head Constant commission on consideration Scientist for the sake of university proposals for the start of training by the department of specialists according to the announced educational programme;

4.4.4 consideration question Scientist council university and adoption decision regarding the initiation training department specialists by declared educational programme;

4.4.5 by conditions adoption Scientist council positive decision chair and the dean's office of the relevant faculty makes proposals to the Academic Secretary of the Academic Council of the University of candidacy and composition design groups her the head / guarantor OP (personnel requirements for the head of the project team / guarantor of the OP and members of project teams must comply with the Licence Terms approved by the Cabinet of Ministers of Ukraine from 30.12.2015 № 1187 as amended by the Cabinet of Ministers of 24.03.2021 № 365). The Academic Secretary of the Academic Council of the University submits to the Rector a draft order on the establishment of a project team;

4.4.6 development by the project team, approved by the rector's order, of the draft educational programme with appendices (curriculum, list of disciplines offered to seekers for choice, descriptions of academic disciplines) and organisation of its review procedure involving stakeholders, including at least two reviewers from: leading lecturers of the university department / partner institutions / employers' representatives / representatives student municipality etc.

4.4.7 submission of the draft educational programme with the comments and suggestions of the reviewers to the information and computer centre for publication on the university website for public discussion (*not later* than one month before consideration by the Academic Council of the University);

4.4.8 elaboration of the final version of the draft educational programme taking into account proposals and comments what received from participants public discussion, formation tables proposals and promulgation here on website university (within a week after the discussion process). Submission of an updated draft educational programme with appendices for consideration at the meeting of the Academic Council of the *Faculty* and preparation of proposals for consideration at the meeting of the Academic Council of the *University*;

4.4.9 programme approved by the academic council of the faculty (with applications) with appropriate departments University: educational, educational and methodological, quality assurance of higher education, and educational and scientific training programmes doctors of philosophy - additionally with department graduate school and doctoral studies. Submission of the final version of the draft educational programme with annexes to the Academic Secretary of the Academic Council of the *University* for inclusion in the agenda of the next meeting of the Academic Council of the University for consideration and approval.

After adopting a positive decision of approval educational the programme is signed by the Chairman of the Academic Council. The signature of the Chairman shall be sealed.

Approved Scientist council university educational programmes and educational plan to be introduced in action by order rector with beginning on duty training year. Educational programme _ is published on website university (page «Publicly information, section «Educational programmes»): <https://www.khnu.km.ua/root/page.aspx?l=0&r=50>);

4.4.10. in case of initiation (expansion) of educational activities at the relevant *levels* higher education or for *new* for the university *specialty* , or according to the educational program, which provides for the assignment of professional qualifications in professions for which additional regulation has been introduced, the initiative (project) group of

the department together with *statement* on obtaining a licence prepares *kit* documents according to the list established by clause 41 of the Licence Terms (Appendix B).

According to subparagraph 2 of paragraph 41, the initiative (project) group of the department must prepare a concept of educational activities at the declared level of higher education or educational program, which provides for the assignment of professional qualifications in professions for which additional regulation is introduced at the appropriate level of higher education.

- a list of educational programs by specialities indicating the educational components for each educational programme aimed at achieving the learning outcomes provided by such programs (in the case of *initiation* educational activities at a certain level of higher education); only the list of educational programs by specialities (in the case of *expansion* conducting educational activities (increasing the licensed volume) at a certain level of higher education);
- a list of educational components aimed at achieving the learning outcomes provided by the educational program, indicating the necessary means for educational activities (in the case of licensing educational programs that provide *assignment of professional qualification in professions* for which it is implemented *additional regulation*, at the appropriate level of higher education);
- information on compliance with the standard of higher education of the relevant level and / or professional standard, according to which the licensee (licensee) plans to conduct educational activities;

4.4.11. provided that the university receives a licence to conduct educational activities in the declared specialty, the department / dean's office of a particular faculty may make a proposal to begin training higher education seekers for a particular educational programme within the licensed scope *declared* specialties according to the procedure and in the order specified in sub-clauses 4.4.1-4.4.9 of this Regulation.

4.5. When forming the profile of the educational program, the project team formulates its goals, which should correspond to the mission and strategy of the university, determines the focus and justifies its uniqueness, provides a list of competencies and learning outcomes established by the Standard. and resource provision, requirements for persons who can start training under the programme (conditions of admission), etc. The programme profile is a document created to present in a standard form general information about the educational program.

4.6. The basis for the formation of a competencies educational programme (integrated, general and special (professional, subject)) is a list of competencies of the Standard in the relevant specialty. This list can be supplemented by several (not more than three) competencies determined by the educational program, in particular the specialisation or specifics of the regional labour market.

The basis for the formation of the programme *learning outcomes* of the educational programme is section V of «Regulatory content of training of higher education seekers, formulated in terms of learning outcomes» of the Standard in a particular specialty. The list of programmes learning outcomes should be correlated with the list of general and special (professional, subject) competencies established by the Standard. The list of programmes learning outcomes may be supplemented by several (not more than five) additional learning outcomes that meet the specialisation of the programme or the needs of the regional labour market.

The learning outcomes presented in the educational programme should provide complete information about the content of education that can be achieved by the seeker after successful completion of the educational program.

When formulating programme learning outcomes, it is recommended to take into account domestic and international models and use B. Bloom's taxonomy (Tuning project).

4.7. In determining the content of education, the list of educational components of the educational programme should be guided by its total scope, set by the Standard for a particular level of higher education, and the requirements set out in section 3 of this Regulation concerning the content of educational programs. At this stage, the following types of work are envisaged:

4.7.1 drafting a *list* of components of the educational program, in particular: determination of the list and content of academic disciplines that should ensure the formation of general and professional competencies and the achievement of programme learning outcomes of higher education seekers of a certain level; compliance of learning outcomes in each educational component with the learning outcomes that provide the normative content of the educational programme established by the Standard; definition of approaches, methods and technologies of teaching, learning and assessment; checking the coverage of programme general and special (professional, subject) competencies;

4.7.2 determination within the total scope of the educational programme and time budget of higher education seekers *volumes* of educational components in ECTS credits required to achieve programme learning outcomes and the acquisition of general and professional competencies defined by the Standard, and their distribution in a logical sequence by semesters;

4.7.3 The assignment of ECTS credits for each educational component should be carried out by assessing the study load

of the higher education seeker required to achieve the programmatic learning outcomes. The volumes of educational components should be multiples *in general* number of ECTS credits. The recommended minimum number of ECTS credits for the general education component is four ECTS credits (three for the Doctor of Philosophy). The number of ECTS credits for educational components that form the basic and professional training is not less than five. In order to prevent excessive fragmentation of educational components, the number of educational components per academic year should not exceed 16;

4.7.4 monitoring the level of coverage of programme competencies and programme learning outcomes by educational components planned in the educational programme and compiling the “Matrix of compliance of programme competencies with the components of the educational program” and the “Matrix of providing programme learning outcomes with relevant components of the educational program”.

4.8. The learning outcomes defined in the educational component should ensure the formation of general and professional competencies and the achievement of higher education programme learning outcomes in accordance with the normative content of education, and their wording should correlate with the wording of learning outcomes adopted in the relevant higher education standard. In the same section, the project team should identify the main approaches to teaching methods, the use of modern educational and information-communication learning technologies, systems for assessing the learning outcomes of higher education, and so on.

4.9. Based on the list of educational components of the educational program, the project group with the participation of the dean of the faculty (deputy dean for educational and methodological work) develops a project of the mandatory part *curriculum*, which determines the list and volume of educational components in ECTS credits, their logical sequence, forms of organisation of educational process, types and volumes of educational classes, schedule of educational process, forms of current and final control. . The *elective* part of the curriculum for the relevant semesters indicates the number of credits that the seeker must choose from the University-wide Catalogue of disciplines for free choice to form an individual curriculum and meet the statutory amount of annual workload.

Students' self-government bodies, members of focus groups of faculties take an active part in various stages of forming the content of educational programs and reviewing them by submitting comments and suggestions to the Guarantor to improve the content of individual educational components and the educational programme as a whole.

4.10. Quality control of educational programs involves various procedures for quality assessment and recognition, which are divided into *external* and *internal*. To the basic procedures *external* quality assessment of educational programs include:

- accreditation of educational programs - assessment of the quality of the educational programme carried out by the National Agency for Quality Assurance in Higher Education for compliance with the Standard;
- certification of educational programs - the procedure for establishing the compliance of quality characteristics of educational programs with certain quality standards of the organisation that certifies the educational program;
- international examination of educational programs - a procedure for assessing the quality of educational programs by recognized foreign accreditation agencies.

4.11. To *external* forms of assessing the quality of educational programs also include a survey on the quality of training from the point of view of employers, as well as the required learning outcomes from the point of view of graduates of the educational program. Such a survey can be conducted in the form of questionnaires, interviews, opinion polls, etc.

4.12. Basic procedures *internal* evaluation of the quality of the educational programme are:

- *preliminary examination (peer review)*, conducted by leading research and teaching staff of the department (faculty) with the involvement of representatives of employers, graduates, student government of the faculty and other stakeholders;
- *expertise conducted at the stage of public discussion* educational programmes by university departments: educational, teaching and methodological, quality assurance of higher education, postgraduate and doctoral studies (for educational and scientific training programs for doctors of philosophy). Participants in the educational process and representatives of other stakeholders also take part in the discussion of educational programs;
- *self-assessment* the educational program, which is carried out in preparation for external quality assessment procedures (accreditation, international expertise, etc.), is carried out by a commission appointed by the rector's order, which includes members of the project team and support group and stakeholder representatives.

4.13. *Quality control* educational programme for its purpose *improvement* may be initiated by the Department of Quality Assurance of Higher Education of the University/Rector (Vice-Rector)/Dean of the Faculty/Head of the Graduation Department/Guarantor of the Educational Programme/Department of Postgraduate and Doctoral Studies/Stakeholders, etc. and carried out by a commission appointed by the Rector. heads of structural units that

support the educational process and representatives of stakeholders.

- 4.14. The quality assessment system of the educational programme should determine the factors that affect its quality in the process of designing the programme (responsibility lies with the members of the project team) and factors that affect the quality of the educational programme in its implementation (responsible Guarantor, structural units of the university that support the educational process). In determining the criteria for assessing the quality of the educational programme should be guided by the Appendix to the current «Regulations on accreditation of educational programs for training higher education seekers», approved by the order of the Ministry of Education and Science of Ukraine from 11.07.2019 № 977.

5. Features of designing an educational programme for training foreigners and stateless persons

5.1 Training of foreign citizens and stateless persons (hereinafter - foreigners) at the university is carried out according to accredited educational programs in a particular specialty within the licensed scope and in accordance with the Licensing Conditions for educational activities.

Educational programs designed to educate foreigners who receive higher education at the expense of individuals (legal entities) may include teaching and assessment in English or other languages of the European Union.

5.2 The structure and content of the English-language educational programme for the training of foreigners must comply with the form adopted by the university.

5.3 When developing or updating the educational program, which is planned to recruit and train foreigners, special attention should be paid to its compliance with international standards and processes, trends in the world economy, the projected need for specialists in certain fields, focusing on international classifiers, databases, forecasts and processes. globalisation and worker mobility.

- 5.4. Designing programme competencies and learning outcomes *recommended* to be carried out in accordance with the European Classification ESCO (European Skills, Competences, Qualifications and Occupations), which contains a list of skills, competences, qualifications and occupations covering all sectors of the labour market economy of the European Union. This will help achieve their transparency and comparability in the international context, adapt the content of education to the needs of the international labour market and the demands of employers.

- 5.5. When developing and updating English-language educational programs and in order to improve the quality of the educational process for the training of foreigners, recommend the following:

5.5.1 When forming the content of the mandatory part of the General Training, keep in mind that:

- to ensure an appropriate level of language training, it is necessary to provide for the study of disciplines «Ukrainian as a foreign language» in the amount of up to 12 ECTS credits during the first two years of study and «English for Professional Purposes» in the amount of at least 4 credits;
- to acquaint foreigners with Ukrainian culture, history, traditions and promote their adaptation in Ukraine to provide for the study of disciplines (s) in the relevant field in the amount of at least 4 credits;

5.5.2 The content of the educational components of the compulsory part of Vocational Training should ensure the formation of competencies and achievement of learning outcomes in accordance with the standard of higher education in a particular specialty.

5.5.3 Educational disciplines that form the competencies and learning outcomes provided by the department as a programme, can also reproduce the peculiarities of the countries of residence of higher education seekers - foreigners, legal support for their professional activities, etc.

5.5.4 To ensure an individual educational trajectory to offer higher education seekers - foreigners a list of elective educational components, the content of which would take into account the regional characteristics of their countries of residence, etc.;

5.5.5 Materials of educational and methodological support of educational components (lecture notes, methodological recommendations for studying disciplines and performing various types of educational work, internship programs, etc.) should be developed in the language of instruction.

6. The procedure for approval, implementation, monitoring and review of the educational program

The procedure for development, examination and approval of educational programs, compliance with the principles and procedures of quality assurance (monitoring, evaluation, periodic review, etc.) are determined by this Regulation. Prerequisite for the development of an educational programme is obtaining a licence to conduct educational activities in the specialty (if it is not accredited at the university) and the decision of the Academic Council of the University.

- 6.4. Approval. Draft educational programme with appendices, prepared and finalised by the project team taking into account the comments and suggestions received from various representatives of stakeholders in the process of

review, public discussion and examination, after consideration and approval by the Academic Council Faculty and coordination with the relevant departments of the university is submitted by the head of the project team for consideration and approval by the Academic Council of the University.

The educational programme approved by the Academic Council of the University is put into effect by the order of the Rector from the beginning of the next academic year and is posted on the University 's website (Public information. Study programmes Access mode: <https://www.khnu.km.ua/root/page.aspx?l=0&r=50>).

6.5.

Realisation. The procedure for implementing the educational programme is determined by the Regulations on the organisation of the educational process of the university (university website. Public Information Regulations: <http://khnu.km.ua/root/page.aspx?l=0&r=60>). To implement the educational program, a guarantor of the educational programme is appointed, who is personally responsible for ensuring the quality of teaching and learning in the educational program, timely provision of information for monitoring the programme and its accreditation. The powers of the guarantor of the educational programme and the mechanism (procedure) for their implementation are determined by a separate provision. Appointment of Guarantors of educational programs, at the request of the academic councils of faculties, is carried out by order of the rector of the university. In the absence of a relevant order, the guarantor is the head of the project team, appointed by order of the rector.

The implementation of the educational programme is carried out directly according to the curriculum, which is developed by the project team for the entire period of study defined by the educational program. The curriculum is considered at the meeting of the graduating department, the academic council of the faculty, agreed with the educational and teaching-methodical departments (and for doctors of philosophy - in addition with the department of postgraduate and doctoral studies), approved by the Academic Council and put into effect by order of the rector.

Based on the educational programme and curriculum, the formation is carried out **mandatory** parts of individual curricula of higher education seekers with the possibility of personal formation of the sample part of the plan from the University Catalogue of elective subjects and the choice of individual trajectory within the limits set by the educational programme in ECTS credits.

Planning of the educational process for each academic year is carried out directly on the basis **working** curriculum, which is developed for each educational programme and curriculum by the relevant dean's office with the involvement of the graduating department after the formation of individual curricula of higher education seekers. The working curriculum stipulates the annual features of the organisation of the educational process for each educational programme and form of education, taking into account the current changes in the educational programme and curriculum. Working programs of academic disciplines on behalf of the head of the department are developed by research and teaching staff, which are assigned to the relevant disciplines. At the same time, special attention of developers should be focused on the compliance of the content of the discipline to the educational programme and the formulation of learning outcomes in the discipline, which should correlate with the programme learning outcomes and matrices of the educational program. The work programme of the discipline is developed for the duration of the curriculum, if necessary, it may be amended annually to improve it, updating taking into account the needs of the labour market and changes made to the educational program. Changes to the work programme are adopted at the meeting of the department.

Based on the work programme of the discipline, scientific and pedagogical staff of the department develop organisational and educational materials to ensure each type of training and independent work of higher education seekers, provided by the curriculum.

6.6.

Monitoring. Monitoring of the educational programme involves the evaluation of:

- compliance of the educational programme with the achievements of science in a certain field of knowledge, trends in economic development and society;
- timeliness of changes and updates of educational needs of higher education seekers, employers and other stakeholder groups;
- the ability of higher education seekers to fulfil the training load provided by the educational programme and acquire the expected competencies;
- demand in the labour market for professionals who have received higher education in a particular educational program.

The educational programme is monitored using the following methods:

- surveys (questionnaires) of higher education seekers, employers and other stakeholder groups;
- analysis of the results of evaluation of the achievements of higher education seekers;
- examination of the educational program;
- comparison with educational programs of related specialties (specialisations) and educational programs of domestic and foreign higher education institutions.

The procedure for conducting a survey (questionnaire) of higher education seekers is regulated by the Regulations

on the internal quality assurance system of educational activities and higher education at KhNU and the Regulations on stakeholder participation in internal quality assurance procedures of higher education at KhNU. Regulations. Access mode: <http://khnu.km.ua/root/page.aspx?l=0&r=60>).

Criteria and procedure for evaluating the academic achievements of higher education seekers are regulated by the Regulations on control and evaluation of learning outcomes of higher education seekers at KhNU (university website. Public information. Regulations).

Monitoring of the educational programme is aimed at determining the ability of the educational programme to achieve the set goal and assessing compliance with the needs of higher education, employers, other stakeholders and society is conducted by an expert commission department, representatives of student government, focus group members, graduates, employers and other stakeholders. Employees of the Department of Quality Assurance in Higher Education are involved in the monitoring of educational programs.

6.7 **Revision.** The review of educational programs is based on the results of monitoring (examination) or quality control, in order to improve it, eliminate identified shortcomings, inconsistencies with the needs of stakeholders and is carried out in the form of renewal or modernization. The educational programme may be periodically updated in part of all its components, *except* the goals of the programme and competencies and programme learning outcomes defined by the current standard of higher education.

Revision and updating (improvement) of the educational programme by the project team can take place under the following conditions:

- when changing higher education standards, educational standards or professional standards;
- when approving a new or making changes to the current list of specialties;
- based on the results of current monitoring, in particular the conclusions and proposals of employers and other stakeholders on the results of assessing the relevance of the educational program, learning outcomes and competencies due to changes in conditions and requirements of the labour market, etc.;
- on the initiative and proposals of the guarantor of the educational programme and/or the academic council of the faculty/department that implements it;
- on the initiative and proposals of student self-government bodies of different levels, members of focus groups of the faculty, etc.;
- when changing the strategy (program) of university development;
- based on the results of accreditation of the educational programme in order to eliminate the identified shortcomings, etc.

Proposals for updating (improving) the educational programme are submitted by any of the interested parties to the relevant department of its Guarantor, who organises the consideration of submitted proposals at a meeting of the project team and forms a table of proposals. The proposed draft changes to the educational programme are published on the university's website for public discussion a month before its consideration at a meeting of the Academic Council of the University. Both participants in the educational process and representatives of other stakeholders have the right to participate in the discussion.

At the end of the discussion process, the project team summarises the proposals and comments received from participants in the public discussion, adjusts the table of proposals and submits it to the department to decide on the implementation of these proposals, or for a reasonable refusal to accept proposals. Based on the decision of the department on changes to the educational programme made by the participants of the public discussion, the Guarantor forms the final version of the table of proposals and submits the necessary materials for further consideration and approval by the Academic Council of the University according to part 5.11 of these Regulations.

Curriculum updates can be carried out annually and should be reflected in its relevant structural elements (compliance matrices, list of educational components, etc.), curriculum, curriculum work programs, internship programs, syllabuses* etc. The changes are made out in separate appendices and are an integral part of the educational program.

Leaflet: * **Syllabus** - a document on the organisation of the study of the discipline, is a brief description of it and is part of its educational and methodological support, which contains the main characteristics of the discipline and aims to help the applicant in the organisation of his educational activities. The document explains the mutual responsibility of the teacher and the graduate in the process of teaching / studying the discipline.

It presents the procedures (including timing and principles of evaluation), policies (including policies of academic integrity) and the content of the discipline, as well as the calendar schedule for its implementation. Measurable goals (learning outcomes) to be provided by the discipline should be announced in the syllabus. The syllabus contains an annotation of the discipline, purpose (competencies, learning outcomes), a list of topics, materials for self-study, rules of practice missed classes, etc. The syllabus is formed on the basis of the work programme of the discipline and is created for the higher education seeker (Methodical recommendations for compiling the syllabus of the discipline at KhNU are posted on the university website).

7. The order of closing the educational program

The educational programme can be removed from the list of educational programs implemented at the university, under the following conditions:

- on the initiative of the department / faculty / department of postgraduate and doctoral studies (for OP of the third level of higher education), in case of refusal to implement the educational program;
- at the initiative of the university management (at the request of the admissions committee), in the absence of a set of higher education seeker to study in the educational programme during *two* years;
- at the initiative of the university management (at the request of the department of quality assurance of higher education), if as a result of any of the procedures of internal evaluation of the quality of the educational programme conclusions were obtained about its low quality;
- based on the revision of the educational programme and the decision on its radical change within the licensed specialty. In this case, the educational programme is approved as new, and the pre-existing one is terminated. After completing the last course of study by higher education seekers who have been admitted to this educational program, it is removed from the list of educational programs implemented at the university.

The Academic Council of the University decides on the exclusion of the educational programme from the number of educational programs implemented at the university, which is ordered by the Rector.

8. Closing provisions

- 8.4. The Regulations comes into force from the moment of its approval by the Academic Council of the University and the issuance of the Rector's order.
- 8.5. In case of making changes or additions to the state normative and legal documents related to and regulating the issues of this Regulation, remarks and proposals made by members of expert groups and branch expert groups in the process of accreditation examination of educational programs, the text of the document is updated and approved. and in the prescribed manner.
- 8.6. This Regulation is posted on the University website at «Public information» in the «Regulations» section.

APPENDIX A
Substantiation application
to create an educational training programme
at Khmelnytskyi National University

Higher education degree

The name of the educational programme _____

(cipher and name of field of knowledge / speciality)

Faculty Department (s) Project team leader (OP guarantor), e-mail 1 Type of educational programme _____
Educational-professional / educational-scientific

2 Form of study 3 Brief description of the programme and its purpose (*why the programme is created, who are its participants, why the programme will teach and what competencies will be acquired by graduates of the program*) _____

4 Analysis of the compliance of the goals of the educational programme of the university mission and the strategic plan of its development _____

5 Mission of KhNU - Promoting the formation of the personality of professionals ready for innovation, able to generate new ones non-standard solutions that will ensure sustainable economic and social development of Ukraine within the European Union.

6 Objectives of the programme 7 Form of programme financing _____
At the expense of: the state budget

8 Forecast of demand for the educational programme (*give numerical values with justification of forecasts*):

Number of entrants	At the beginning:	In three years	In five years

Characteristics of the need for specialists within the city, region, region, country and employment prospects of graduates, meeting other social needs _____

Characteristics of socio-economic resources required for the implementation of the educational program:

Components	Beginning		Need through:		
	availability	need	2 years	3 years	4 years
Teaching staff					
Room No					
Equipment					
Information resources					
Placement of higher education seekers					

9 Additional information

9.1 If the programme will work in the experimental mode - optional (not more than 5 years), indicate the date of its transition to academic status.

9.2 For educational programs that are introduced to replace the old ones that are no longer implemented at the university, describe its potential value for higher education and compliance with the requirements of the university to academic programs at the bachelor's, master's and doctoral levels.

10 Signatures: (*We confirm that the new educational programme corresponds to the mission and strategic plan of the university and requires for its implementation of these socio-economic resources*)

Dean of the Faculty _____
Name Signature Initials, surname

Head departments _____
Name Signature Initials, surname

Date

(*We confirm that the new educational programme corresponds to the mission and strategic development plan of KhNU*).

Rector _____
Signature Initials, surname

Vice-Rector for Scientific and Pedagogical Work _____
Signature Initials, surname

Date

APPENDIX B

The list of documents submitted by the licensee for the initiation (expansion) of educational activities in a new specialty at the appropriate level of higher education

Item 41 of the «Licence Terms». The licence applicant together with the application for a licence to conduct educational activities in a particular specialty at the level of higher education submits (Appendix 14 LU):

1) copies of documents drawn up in accordance with the requirements of the legislation, confirming the right of ownership or use of property for each place of educational activity for a period not less than necessary to complete one full cycle of educational activities;

2) the concept of educational activity at the declared level of higher education or under the educational program, which provides for the assignment of professional qualifications in professions for which additional regulation has been introduced, at the appropriate level of higher education, which includes:

- the list of educational programs by specialties with indication of educational components for each educational programme aimed at achieving the learning outcomes provided by such programs in the case of licensing the start of educational activities at a certain level of higher education (in the case of expanding educational activities to increase only the list of educational programs by specialties);

- a list of educational components aimed at achieving the educational results provided by the educational program, indicating the necessary means for educational activities (in the case of licensing educational programs involving the assignment of professional qualifications in professions for which additional regulation is introduced at the appropriate level of higher education);

- information on compliance with the standard of higher education of the relevant level and / or professional standard, according to which the licensee (licensee) plans to conduct educational activities;

3) information on scientific-pedagogical, pedagogical and scientific workers confirming their educational and / or professional qualification to ensure the educational process at the appropriate level of higher education or the educational programme providing for the assignment of professional qualifications in professions for which additional regulation is introduced at the appropriate level higher education (Appendix 15 LU);

4) information on scientific-pedagogical, pedagogical and scientific workers working at the main place of work, have the appropriate educational programme and / or professional qualifications (except for expanding educational activities to increase the licensed volume at a certain level of higher education) (Appendix 16 LU);

5) information on material and technical support of educational activities (in the case of licensing of educational programs that provide for the assignment of professional qualifications in professions for which additional regulation is introduced) (Appendix 17 LU);

6) information on the means of conducting educational activities (in the case of licensing of educational programs that provide for the assignment of professional qualifications in professions for which additional regulation has been introduced at the appropriate level of higher education) (Appendix 18LU);

7) written commitment (in any form) to ensure unimpeded access to buildings, premises of educational institutions for persons with disabilities and other low-mobility groups, indicating the deadlines (except for specialised educational institutions of military (military-sports) profile) (in case of educational activities);

8) a copy of the document (documents), which (which) confirms (confirm) the provision of unimpeded access to buildings, premises of educational institutions for persons with disabilities and other low mobility groups (except for specialised educational institutions of military (military-sports) profile) (in case of expansion of educational activities);

9) a document declaring the need to increase the licensed volume at a certain level of higher education (in the case of expanding educational activities to increase the licensed volume at a certain level of higher education), which includes:

- a list of specialties at the appropriate level of education with an indication of educational programs for each specialty;

- the contingent of students for each educational programme of the relevant specialty for the last calendar year;

- justification of the need to increase the licensed volume at a certain level of higher education;

10) information on the availability of publicly available information and documents provided by the Laws of Ukraine “On Education” and “On Higher Education” (Appendix 19 of the Law) on its own website;

11) copies of documents certifying the level of education and qualifications of the head of the educational institution (documents on higher education, scientific degree, academic title);

12) a copy of the relevant decision of the Praesidium of the National Academy of Sciences, national branch academies of sciences to obtain a licence to conduct educational activities by scientific institutions under their jurisdiction (for licensees (licensees) - research institutions of the National Academy of Sciences, national branch academies of sciences);

13) information in any form about the lack of control over the licensee (licensee) directly or indirectly (in the meaning given in Article 1 of the Law of Ukraine “On Protection of Economic Competition”) by residents of foreign states carrying out armed aggression against Ukraine (in the meaning given in Article 1 of the Law of Ukraine «On Defence of Ukraine») and / or whose actions create conditions for military conflict and the use of military force against Ukraine, and information that the licensee (licensee) does not act in the interests of such persons;

14) a description of the documents submitted to obtain a licence to initiate educational activities or expand educational activities, in two copies (Appendix 20 of the LU).

APPENDIX D
Sample description **elective** discipline

Economic Theory

Type (status) of discipline	elective general training
Educational level	The first (<i>bachelor's degree</i>)
Language of teaching	Ukrainian
Term	–
No. of ECTS credits	4.0
Forms of study for which the discipline is taught	Full-time/ part-time/ remote

Learning Outcomes A student who has successfully completed the discipline has: *demonstrate* ability to think abstractly; *apply* analysis and synthesis to identify key characteristics of economic systems and socially responsible behaviour of their subjects; *have* basics of analysis of the processes of implementation of economic policy of the state and the functioning of the world economy at the level of basic categories; *explain* mechanism of action of economic laws; *expect* main indicators of economic development; *analyse* dynamic changes in inflation, unemployment, cyclicity; *characterise* events of economic life of the state and give them a socio-economic assessment.

Content of the discipline Economic categories and economic laws. Economic system of civil society. Forms of organisation of social production. Property relations. Money and the monetary system. Capital and hired labour. Market economy. Enterprise and entrepreneurship. Production costs, profit. Sectoral features of production. Revenues, their sources and distribution. Employment, social policy and social responsibility. The state, its economic functions. Social reproduction and economic cycles. Economic mechanism in the system of social reproduction. The world economy and global problems of today.

Planned educational activities: lectures - 36 hours, practical classes - 18 hours, independent work - 66 hours, total - 120 hours.

Forms (methods) of teaching: lectures (using visual methods (slides), explanations, conversations); practical classes (using situational exercises, discussions), independent work (individual task).

Forms of assessment of learning outcomes: oral examination, presentation of the results of the individual task; written survey (testing).

Type of semester control test

Methodological resources:

- 1 Economic Theory Political Economy: Textbook / Ed. V. D. Bazilevich – K. : Znannya-Press, 2007. - 615 p.
- 2 Economic Theory: textbook / V. D. Lagutin, Yu. Kyiv, Umantsiv, T. A. Scherbakova and others. ; for general editorship V. D. Lagutina. Kyiv Kyiv. nat. trade and economy University, 2017. 608 p.
- 3 V. Chepinoha G. Elementary Economics Textbook. – K. : K.: Lyra-K Publishing House, 2018. - 240c. 4
- Modular learning environment MOODLE. Access mode: <https://msn.khnu.km.ua> .
- 5 Module for distance learning. Access mode: http://dn.khnu.km.ua/dn/k_list.aspx?bk=T.
- 6 Electronic library of the university. Access mode: http://lib.khnu.km.ua/asp/php_f/page_lib.php .

Teachers: PhD of Economic Sciences, Associate Professor Meish A. V., PhD of Economic Sciences, Associate Professor Bushovska L. B., PhD of Economic Sciences, Associate Professor Moroz S.V.

APPENDIX E
The list of disciplines offered by the department

Name _____

for free choice for higher education seekers *

_____ level of higher education

I t e m n o .	Course name	Volum e, cr. ECTS	Type of control	Teachers
General Training Disciplines (GCP)				
1				
2				
...				
Disciplines of special (professional, subject) training (WFP)				
1				
2				
3				
...				

Leaflet: * The list of elective subjects for free choice may be periodically supplemented and changed by the department, which should be promptly informed to the University Department to make changes to the University Catalogue of elective subjects, located in the university information system, . Education: <https://www.khnu.km.ua/root/page.aspx?l=0&r>