

APPROVED BY
The decision of the Board of Directors of NLC “Karaganda Technical University”
(Minutes No. 4, dated June 22, 2021)

RULES OF ADMISSION
to NLC “Karaganda Technical University”

General provisions

The rules of admission to NLC “Karaganda Technical University” (hereinafter - the Rules of admission) have been developed, according to the sub-item No.6, item No.2 of the article No. 43-1 “Activity and competence of the higher education and (or) postgraduate education organizations” of the Education act of the Republic of Kazakhstan, dated July 27, 2007.

Admission of people, entered at the Karaganda Technical University (hereinafter KTU) under the educational programs of higher and postgraduate education, is carried out by means of providing an educational grant of the higher and postgraduate education, using the funds of republic and local budgets, as well as payment for training, using own funds of the citizens or other resources.

Changes of the rules of admission to KTU are made, according to the results of monitoring and analysis of the students contingent formation and (or) in case of making changes in the normative legal acts (hereinafter NLA) of the Republic of Kazakhstan.

1 Regulatory documents

1. The Law of the Republic of Kazakhstan dated 27 July, 2007 "On Education";
2. Government services act of the Republic of Kazakhstan, dated April 15, 2013;
3. The awarding rules approval of the educational grant for payment of higher education. The government decree No.39 of the Republic of Kazakhstan, dated February 7, 2019.
4. Standard rules of the admission to educational organizations, that realize the educational programs of higher and postgraduate education. The order No. 600 of the Education Minister of the Republic of Kazakhstan, dated October 31, 2018. It was registered under the number 17650 on October 31, 2018 in the Ministry of Justice of the Republic of Kazakhstan;
5. The standard rules of the admission to educational organizations, that realize the educational programs of higher education. The appendix No.1 of the order No. 600 of the Education Minister of the Republic of Kazakhstan, dated October 31, 2018.
6. The standard rules of the admission to educational organizations, that realize the educational programs of postgraduate education. The appendix No.2 of the order No. 600 of the Education Minister of the Republic of Kazakhstan, dated October 31, 2018.

The standard rules approval of the educational organizations activity of proper types. The order No. 595 of the Education Minister of the Republic of Kazakhstan, dated October 30, 2018.

2. Admission regulations

People, who have general secondary education, vocational education, secondary specialized education, higher education are enrolled at the university.

An admission committee is created by a decision of the Chairman of the Board, that is KTU Rector or by a person, who performs his duties. The admission committee includes prorectors, representatives of the structural division and academic teaching staff of KTU. The admission committee consists of odd amount of people and a chairman of the admission committee is chosen by a majority of votes among committee members. A responsible secretary of the admission committee is assigned by the Chairman of the Board, that is KTU Rector or by the person, who performs his duties.

A working period of the admission committee lasts from June 20 to August 28 of a calendar year.

The responsible secretary of the admission committee of KTU provides briefing with a detail explanation of the technical secretaries' functions, three days prior to the beginning of enrollment campaign.

2.1 BACHELOR'S DEGREE PROGRAM

2.1.1 The admission of people, entering at the Karaganda Technical University under the educational programs of higher education, is carried out by means of providing the educational grant, using the funds of the republic and (or) local budgets, and (or) the funds, received from the republic budget within the framework of goal-oriented transfers, as well as payment for training, using own funds of the citizens or other resources.

2.1.2 Receipt of the applications of people, entering under the educational programs of higher education, is carried out by the admission committee of KTU by means of an information system. Timeframe of the applications receipt is from July 13 to July 20 of the calendar year.

2.2.3 The competition of awarding the educational grant of the higher education, using the funds of the republic budget is held during a period from July 21 to July 31 of the calendar year.

2.2.4 The competition of awarding the educational grant of the higher education, using the funds of the local budget is held during a period from August 5 to August 10 of the calendar year.

2.2 BACHELOR'S DEGREE PROGRAM. Full-time mode of training, with a reduced period of training

2.2.1 Graduates of the organizations of secondary education, vocational education or secondary specialized education, except for the people, entering under the similar staff training programs of higher education, have a right to be enrolled at KTU on a fee-paying basis, if they have scored not less than 50 points, as per the results of Unified National Testing, including not less than 5 points in History of Kazakhstan, quantitative literacy, reading literacy (language of teaching), and not less than 5 points in each major, except for the people, entering under the educational programs of higher education, which require a creative preparation.

Graduates of the organizations of vocational education, secondary specialized education, entering under the similar training programs, have a right to be enrolled at KTU on a fee-paying basis, if they have scored not less than 25 points, as per the results of Unified National Testing, including not less than 5 points in general educational discipline and not less than 5 points in major.

The graduates of the organizations of secondary education, vocational education or secondary specialized education, entering under the educational programs of higher education, which require the creative preparation, have a right to be enrolled at KTU on a fee-paying basis, if they have scored not less than 50 points, as per the results of Unified National Testing, including not less than 5 points in History of Kazakhstan, reading literacy (language of teaching), and not less than 10 points in each creative presentation exam.

The graduates of the organizations of vocational education, secondary specialized education, entering under the similar staff training programs of higher education, which require a creative preparation, have a right to be enrolled at KTU on a fee-paying basis, if they have scored not less than 25 points, as per the results of Unified National Testing and the creative presentation exam, including not less than 10 points in the creative presentation exam, and not less than 5 points in major.

2.2.2 The graduates of the organizations of secondary education, vocational education or secondary specialized education, except for the people, entering under the similar staff training programs of higher education, who have not scored a minimum point, as per the results of Unified National Testing, have a right to be enrolled at KTU on a fee-paying basis before they will have finished the first year.

2.2.3 The admission of people, who have vocational education or secondary specialized education with the qualification "middle-level specialist" or "Applied Bachelor" under the similar

staff training programs of higher education, entering on a fee-paying basis, is carried out by the admission committees of KTU by means of a written examination or interview.

The admission of people, who have the higher education, entering on a fee-paying basis, is carried out by the admission committees of KTU by means of an interview.

2.2.4 The admission of foreign citizens, entering on a fee-paying basis, is carried out as per the results of interview, conducted by the admission committees of KTU during the calendar year.

2.3 MASTER'S DEGREE PROGRAM

2.3.1 The admission of master's degree students to KTU is performed, by means of placing a state educational order for staff training in the educational research field and (or) profession-oriented field, as well as payment for training, using own funds of the citizens and other resources.

2.3.2 The receipt of the applications of people, entering under the master's degree program, is carried out by the admission committee of KTU by means of the information system. The timeframe of the applications receipt is from August 11 to August 25 of the calendar year.

2.3.3 A complex test for entering under the master's degree program is passed during the period from July 20 to August 10 of the calendar year on the computers in the testing center "U-STUDY".

2.3.4 The competition of awarding the educational grant of the master's degree program, using the funds of the local budget is held till August 25 of the calendar year.

2.3.5 The admission of the foreign citizens, entering at the Karaganda Technical University under the master's degree programs on a fee-paying basis, is carried out as per the results of interview, conducted by the admission committees of KTU during the calendar year.

2.4 DOCTORAL PROGRAM

2.4.1 The admission of doctoral candidates to KTU is performed, by means of placing the state educational order for staff training in the educational research field and (or) profession-oriented field, as well as payment for training, using own funds of the citizens and other resources.

2.4.2 The receipt of the applications of people, entering under the doctoral program, is carried out by the admission committee of KTU and the admission committee accepts a package of documents, registers them in the information system of National Testing System (hereinafter NTS). Timeframe of the applications receipt is from July 3 to August 3 of the calendar year.

2.4.3 Admission examinations for entering under the doctoral program as per groups of the educational programs is passed during the period from August 4 to August 20 of the calendar year on the computers in the testing center "U-STUDY".

3 Procedure of the admission examinations holding

3.1 BACHELOR'S DEGREE PROGRAM

3.1.1 Examination boards are created by the decision of the Chairman of the Board, that is KTU Rector or by the person, who performs his duties for organizing and holding the creative presentation exams from June 20 to July 13 of the calendar year (during the period of holding the creative presentation exams).

Members of the board are formed from the academic teaching staff of KTU.

3.1.2 The creative presentation exams are held as per the groups of the educational programs in accordance with a list of the educational programs' groups (Appendix No.1).

3.1.3 Programs of holding the creative presentation exams are developed and approved by the Chairman of the Board, that is KTU Rector till June 20 of the calendar year.

3.1.4 The receipt of the applications of people, entering to pass the creative presentation exam, is carried out in KTU from June 20 to July 7 of the calendar year.

3.1.5 The schedule of the creative presentation exams (form of examination holding, date, time and place of holding the exam, consultations) is approved by the Chairman of the Board, that is KTU Rector and is brought to entrants' attention till June 20 of the calendar year (not later than the beginning of the receipt of documents).

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

The results of holding the creative presentation exam are drawn up with a report card, minutes of the board in any format and are given to the responsible secretary of the admission committee (or his deputy) for announcement of the results. The minutes of the board is signed by the chairman and all present members of the examination board.

3.1.7 An entrant gets an extract from the report card, as per the results of the creative presentation exam for entering at KTU or other universities, on a fee-paying basis, regardless of a place of passing the creative presentation exam.

3.2 BACHELOR'S DEGREE PROGRAM. Full-time mode of training, with a reduced period of training

3.2.1 People, entering under the educational programs' group of the higher education, requiring the creative preparation, who have the documents of secondary education, vocational education or secondary specialized education, pass two creative presentation exams.

The people, entering under the educational programs' group of higher education, requiring the creative preparation in the similar staff training programs of higher education, pass one creative presentation exam.

3.2.2 The points of History of Kazakhstan, reading literacy (language of teaching) of the graduates of the organizations of secondary education or vocational education, secondary specialized education, entering under the educational programs' group of higher education are taken into account.

3.2.3 The points of major of the people, entering under the educational programs' group of higher education, requiring the creative preparation in the similar staff training programs of higher education are taken into account.

3.2.4 The creative presentation exams of the entrants, who have the documents of the general secondary education or vocational education, secondary specialized education are estimated according to a 45-points system.

3.2.5 The creative presentation exam of the people, entering under the similar staff training programs of higher education is estimated according to a 20-points system.

3.2.6 The examination boards are created by the decision of the Chairman of the Board, that is KTU Rector or by the person, who performs his duties for organizing and holding the admission examinations for the people, who have vocational education or secondary specialized education with the qualification "middle-level specialist" or "Applied Bachelor" under the similar staff training programs of higher education and the people, who have the higher education, entering on a fee-paying basis from August 1 to August 20 of the calendar year (during the period of holding the admission examinations).

3.2.7 The admission examinations are held under the educational programs' groups, according to a classifier of the staff training programs of higher education and postgraduate education.

3.2.8 The programs of holding the admission examinations are developed according to disciplines of the Unified National Testing, as per the appropriate educational programs' groups and are approved by the Chairman of the Board, that is KTU Rector till July 1 of the calendar year.

3.2.9 The receipt of the applications of people, entering to pass the admission examination, is carried out in KTU from June 20 to August 20 of the calendar year.

3.2.10 The schedule of the admission examinations (date, time and place of holding the exam) is approved by the Chairman of the Board, that is KTU Rector and is brought to entrants' attention till July 30 of the calendar year (before the beginning of holding the admission examinations).

3.2.11 The admission examinations are held from August 1 to August 20 of the calendar year.

The results of holding the admission examination are drawn up with the report card and the minutes of the board in any format and are given for the announcement of the results. The minutes of the board is signed by the chairman and all present members of the examination board.

3.3 MASTER'S DEGREE PROGRAM

3.3.1 The people, who learnt the educational programs of the higher education are enrolled in the master's degree program. The people, entering under the master's degree program, pass a complex test, as per the educational programs' groups, which consists of a foreign language test, the test related to a type of the educational programs' groups, the test of defining readiness for training.

3.3.2 The people, entering under the master's degree program, specify one group of the educational programs and up to 3 (three) organizations of the higher education and postgraduate education in the application.

3.3.3 The complex test is passed from July 20 to August 10 of the calendar year. A certificate is issued, according to the results of the complex test. Resitting the complex test is not allowed at the same year of its passing.

3.4 DOCTORAL PROGRAM

3.4.1 The people, who have a master's degree and work experience not less than 9 (nine) months are enrolled in the doctoral program.

3.4.2 The people, entering under the doctoral program, provide international certificates, confirming a foreign language acquirement in accordance with general European competencies (standards) of the foreign language acquirement:

- English: Test of English as a Foreign Language, Institutional Testing Program (TOEFL ITP – not less than 460 points), Test of English as a Foreign Language, Institutional Testing Program, Internet-based Test (TOEFL IBT, a minimum point is not less than 87 points), (TOEFL, the minimum point is not less than 560 points), International English Language Tests System (IELTS, the minimum point is not less than 6.0);

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

- French: Test de Français International™ (TFI is not less than B1 level in sections of reading and listening), Diplôme d'Études en Langue française (DELAF, B2 level), Diplôme Approfondi de Langue française (DALF, C1 level), Test de connaissance du français (TCF is not less than 400 points).

Authenticity of the provided certificates is checked by the admission committee of KTU.

3.4.3 The admission examinations of the doctoral program are organized and held from August 4 to August 20 of the calendar year in the testing center "U-STUDY".

The members of the examination board, including their chairmen are approved by an order of the leader of the organizations of higher education and postgraduate education, and is sent to the authorized body of education field.

The examination boards of checking essays and answers to examination questions are created by the decision of the Chairman of the Board, that is KTU Rector or by the person, who performs his duties and appeal committees are created, as per the groups of educational programs. Creation of one examination board of the similar staff training programs is allowed.

3.4.4 The examination boards of the groups of educational programs are formed from the academic teaching staff of KTU, who has either a doctorate degree or the degree of candidate of sciences, or PhD degree, as per an appropriate field. The examination board does not include members of the appeal committee.

The examination boards of the organizations of higher education and postgraduate education check a work, by means of an individual code of the entrant and send the results of review via the information system to NTS for further results publication.

3.4.5 The programs of holding the admission examinations are developed, according to the appropriate educational programs' groups and approved by the Chairman of the Board, that is KTU Rector till June 16 of the calendar year with their further posting on the website of KTU.

3.4.6 The schedule of the admission examinations (date, time and place of holding the exam) is chosen by contenders, when registering online.

3.4.7 The admission examinations are held from August 4 to August 20 of the calendar year. The admission examinations of the educational programs' groups are held in the testing center "U-STUDY", according to the principle: 1 contender – 1 computer – 1 camera.

The results of holding the admission examination are drawn up with the report card on the day of holding the examination and are sent to NTS.

4 Enrollment rules

4.1 BACHELOR'S DEGREE PROGRAM

4.1.1 Enrollment of the students in KTU is carried out by the admission committee of the university from August 10 to August 25 of the calendar year, according to an order of the Chairman of the Board, that is KTU Rector or by the person, who performs his duties.

The enrollment of the educational grant holders, using the funds of republic budget, as well as payment for training, using own funds of the citizens or other resources under the educational programs of the appropriate educational programs' groups is carried out on the base of the decision of the Academic Council of KTU, in accordance with the normative legal acts of the republic of Kazakhstan and development particularities of the region economy branches.

If it is necessary, the admission committees of KTU hold an additional examination for entering at the university.

4.1.2 The enrollment in KTU is separately carried out, as per the educational programs of higher education and language sections.

The enrollment under the educational programs of higher education, which have creative presentation exams, is carried out, taking points of these exams into account.

4.1.3 Citizens of the Republic of Kazakhstan, entering on the state educational grant basis, conclude a contract of working off not less than 3 (three) years, in the manner defined by the Government of the Republic of Kazakhstan.

4.2 MASTER'S DEGREE PROGRAM

4.2.1 The enrollment of people under the master's degree program, on a fee-paying basis, is performed, according to the scale of 150-point system for the complex test under the master's degree program with the Kazakh or Russian languages of teaching, according to the appendix No.2: not less than 50 points, it should note, that it must be scored not less than 25 points in English; as per the type of group of the educational programs: it must be scored not less than 7 points with a selection of one correct answer, not less than 7 points with the selection of one or several correct answers, not less than 7 points for the test of defining readiness for training.

4.2.2 The people, who scored the highest points of the complex test for the educational research master's degree program and the profession-oriented master's degree program, not less than 75 points, are enrolled for studying on the educational grant basis, on the competition basis, according to the appendix No.2.

The people, who have the certificates of passing the foreign language test (English, French, German), score up 50 points.

4.2.3 The enrollment of the master's degree students in KTU is performed by the admission committee of the university till August 28 of the calendar year, according to the order of the Chairman of the Board, that is KTU Rector or by the person, who performs his duties.

The enrollment of the foreign citizens is fulfilled, in accordance with an academic calendar, 5 (five) days before the beginning of the next academic period.

4.3 DOCTORAL PROGRAM

4.3.1 The enrollment of people under the doctoral program is carried out on the base of the international certificate, confirming the foreign language acquirement in accordance with the general European competencies (standards) of the foreign language acquirement and according to the results of the admission examination, as per the type of the educational programs' groups of the doctoral program, and who have scored not less than 50 points of 100 possible points.

4.3.2 The people, who have scored not less than 75 points in the admission examination, are enrolled for studying under the doctoral program, as per the state educational order, on the competition basis.

4.3.3 The enrollment of the doctoral candidates in KTU is performed by the admission committee of the university till August 28 of the calendar year, according to the order of the Chairman of the Board, that is KTU Rector or by the person, who performs his duties.

5 Final provisions

5.1. The responsible secretary of the admission committee monitors the realization of the admission rules to KTU.

5.2. These rules of admission to KTU are brought to attention of the leaders of all structural divisions of KTU for obligatory usage in work.

The list of the educational programs' groups, requiring the creative preparation

Number of the educational programs' group	Name of the educational programs' group	Creative presentation exam No.1*	Creative presentation exam No.2
B073	Architecture	Figure	Drawing

*** as per the similar staff training programs of higher education, considering a reduced period of training**

**The scale of 150-point system for the complex test under the master's degree program
with the Kazakh or Russian languages of teaching**

Types of test	Form of tasks	Language of passing the test	Quantity of tests	Points
Foreign language test	Listening Lexico-grammatical test Reading	English / German / French	50	50
Test of defining readiness for training	selection of one correct answer	Kazakh / Russian	30	30
Test, as per the type of the educational programs' groups	selection of one correct answer	Kazakh / Russian	30	30
	selection of one or several correct answers	Kazakh / Russian	20	40
Total			130	150