

Appendix A
*to the Admission Rules of Borys
Grinchenko Kyiv University
for the year 2023 (with amendments
approved by the Admissions
Committee's decision dated
25.09.2023, protocol No. 27, and
approved by the University Academic
Council's decision
dated 28.09.2023, protocol № 8).*

Admission Rules for Doctoral School of Borys Grinchenko Kyiv University for the year 2023

Admission Rules for Doctoral School of Borys Grinchenko Kyiv University (hereinafter referred to as the “Doctoral Program”) in 2023 (hereinafter referred to as the “Admission Rules”) were developed by the Admissions Committee of Borys Grinchenko Kyiv University (hereinafter referred to as the “Admissions Committee”) in accordance with the Admission Procedure for Higher Education in 2023 (hereinafter referred to as the “Admission Procedure”), approved by the Order of the Ministry of Education and Science of Ukraine dated March 15, 2023, № 276, registered by the Ministry of Justice of Ukraine on March 28, 2023, under № 519/39575, and the Procedure for the Preparation of Candidates for the Degree of Doctor of Philosophy and Doctor of Science in Higher Education Institutions (Research Institutions), approved by the Resolution of the Cabinet of Ministers of Ukraine dated March 23, 2016, № 261 (as amended).

The approved Admission Rules for Doctoral School of Borys Grinchenko Kyiv University (hereinafter referred to as the “University”) are valid throughout the calendar year.

I. GENERAL TERMS

1. In these Admission Rules, the terms are used with the following meanings:
 - entrance examination*** – an assessment of the applicant’s preparedness, conducted remotely in the form of entrance exams in a foreign language, in the chosen field of study, presentation of research proposals or achievements;
 - entrance exam*** – a form of entrance examination that involves assessing the applicant's knowledge, skills, and abilities;
 - entrance exam for foreigners*** – a form of entrance examination that involves assessing knowledge, skills, and abilities of foreign applicants in the chosen field of study and the language of instruction (foreigners and stateless individuals taking the entrance exam for foreigners are not required to take other entrance examinations);
 - applicant*** – an individual who has submitted application(s) for admission to participate in the competitive selection process for one or multiple competitive offers;

competitive score – an evaluation of an applicant’s achievements, calculated based on the results of entrance exams and other competitive indicators, with a precision of up to 0.001, according to these Admission Rules;

competitive selection – the procedure for selecting applicants for competitive offers based on competitive scores and the priorities of applicants’ applications;

presentation of research proposals or achievements – a form of entrance examination that involves the presentation and discussion of the applicant’s scientific presentation;

ranking list of applicants – a list of applicants ranked in order of admission to study in a competitive offer, taking into account the source of funding, as formed according to the Admission Rules.

2. Admission to the University’s Doctoral Programs is conducted for educational and scientific programs in specific specialties within the licensed capacity (Appendix A1 to these Admission Rules).

3. Information about educational and scientific programs within licensed specialties, tuition fees, licensed capacity, and the number of funded places from the local budget (regional quota) is provided on the official website of the University (www.kubg.edu.ua).

4. The funding for the preparation of Doctoral candidates in Philosophy is provided through:

- allocation from the local budget (regional quota).
- funds from individuals and/or legal entities (based on contracts, including grants received by the University for conducting research, which involves the training of Doctoral candidates in Philosophy).

5. Admission for regional quota is conducted for the specialties determined by the decision of the Department of Education and Science of the executive body of the Kyiv City Council (Kyiv City State Administration). In cases where the admission exceeds the established quota for seats funded by the local budget, the Doctoral program admits students based on funding from individuals and/or legal entities, taking into account the licensed capacity and the availability of quality scientific supervision.

Ukrainian citizens who have not completed their education at the expense of the state or local budget (under the state or regional quota) for a particular degree of higher education have the right to reapply for free higher education at the University for the same degree, provided that they reimburse the funds expended from the state or local budget for the training of specialists, in accordance with the Procedure for reimbursement of funds from the state or local budget for the training of specialists, approved by the resolution of the Cabinet of Ministers of Ukraine dated August 26, 2015, № 658. This requirement does not apply to participants in military actions.

Foreigners and stateless persons, including foreign Ukrainians permanently residing in Ukraine, citizens of the Republic of Poland, persons recognized as refugees, and persons in need of additional protection, have the right to receive higher

education on an equal basis with Ukrainian citizens, including at the expense of the state or local budget.

Individuals pursuing higher education have the right to study simultaneously in multiple educational programs as well as in multiple higher education institutions. However, simultaneous study in two or more educational programs under the state or regional quota is not allowed.

6. The standard duration of a Doctor of Philosophy program in the Doctoral School, regardless of the form of study, is 4 years.

7. Admission to the Doctoral School of the University is based on competitive selection separately for each specialty (educational and scientific program) and form of study, regardless of the source of funding.

8. Applicants to the Doctoral School and current graduate students are not provided with accommodation in the university dormitory.

II. ORGANIZATION OF ADMISSION TO THE DOCTORAL SCHOOL

1. The organization of admission for applicants to the University is carried out by the Admissions Committee, the composition of which is approved by the order of the University's leader, who serves as its chairman.

The acceptance of applications and documents from applicants to the Doctoral School is conducted at the following address: 13B Levko Lukyanenko Street, Kyiv, Room 003-1, or through the electronic registration form for applicants to the Doctoral School, available at the following link: <https://kubg.edu.ua/informatsiya/aspirantam-i-doktorantam/aspirantura/umovy-pryiomu.html>

2. The University's leader ensures compliance with the legislation of Ukraine, including the Admission Rules, as well as the openness and transparency of the work of the Admissions Committee.

3. The decisions of the Admissions Committee, made within its authority, serve as the basis for issuing the corresponding order by the University's leader and/or carrying out the procedures of the admission campaign.

4. All matters related to admission to the Doctoral School of the University are addressed by the Admissions Committee during its meetings. The decisions of the Admissions Committee are published on the official website of the University no later than the day following the adoption of the corresponding decision.

III. REQUIREMENTS FOR APPLICANTS' EDUCATIONAL LEVEL

1. Applicants for a Doctor of Philosophy degree are accepted based on the level of education equivalent to a Master's degree or Specialist qualification.

IV. DEADLINES FOR DOCUMENT SUBMISSION AND COMPETITIVE SELECTION

1. The acceptance of applications and documents from applicants takes place from July 3rd to July 18th, 2023.

2. The procedure for the work of the Admissions Committee regarding the submission of documents to the Doctoral School is as follows:

| Days of the week | Hours |
|---|---------------|
| Monday, Tuesday, Wednesday, Thursday, Friday | 09.00 – 16.00 |
| Saturday, Sunday | day off |
| Lunch break | 12.00 – 13.00 |
| Phone numbers for inquiries: (044) 272-15-83; 093-749-88-36 E-mail: aspirantura@kubg.edu.ua | |

3. The procedure of the Admissions Committee for submitting documents to the PhD program:

| Stages of the admissions campaign | Admissions campaign deadlines |
|--|-------------------------------|
| Start of application submission | July 3, 2023 |
| End of application submission | July 18, 2023 |
| Dates of entrance examinations | July 21 – 26, 2023 |
| The deadline for publishing the ranking lists of applicants | no later than July 28, 2023 |
| The deadline for fulfilling the requirements for admission (signing contracts) | no later than August 4, 2023 |
| The deadline for admission of applicants | no later than August 4, 2023 |
| The beginning of the studies in the Doctoral School (PhD program) | September 1, 2023 |

4. The entrance examinations will be held from July 21st to July 26th, 2023, according to the schedule of entrance examinations, which will be published on the official website of the University no later than July 3rd, 2023.

V. DOCUMENT SUBMISSION PROCEDURE AND LIST

1. Applicants to the Doctoral program personally submit their applications to the Admission Committee in either paper or electronic form.

For the competitive selection process for different forms of education, applicants submit separate applications. In each application, applicants indicate the priority of that application in relation to other submitted applications. A priority score of 1 (one)

indicates the highest priority. The priority indicated by the applicant for each application cannot be changed.

Document templates for completion can be found at the following link: <https://kubg.edu.ua/informatsiya/aspirantam-i-doktorantam/aspirantura/umovy-pryiomu.html>

The Admission Committee reviews the electronic registration forms of applicants and makes a decision regarding their eligibility to participate in the competitive selection process for admission within two business days from the date of submitting the registration form.

2. When submitting a paper application, the applicant must personally present the originals of the following documents:

- Identity document (passport) to verify their identity.
- Military registration document (for those subject to military service, a military ID or temporary identification for conscripts; for recruits, a certificate of assignment to a conscription station).
- State-issued document certifying the previously obtained master's degree (specialist qualification level) that serves as the basis for admission.

Applicants whose place of residence is temporarily occupied territory, territories of populated areas along the conflict line and administrative boundary, or those who have relocated from such territories after January 1, 2023, submit their documents taking into account the specific provisions outlined in the Admission Procedure for Higher, Vocational Advanced, and Professional (Vocational-Technical) Education of individuals residing in the temporarily occupied territories of Ukraine by the Russian Federation, approved by the Order of the Ministry of Education and Science of Ukraine dated March 1, 2021, № 271, registered with the Ministry of Justice of Ukraine on April 15, 2021, under № 505/36127 (as amended by the Order of the Ministry of Education and Science of Ukraine dated August 10, 2022, № 726).

When submitting a paper application, the applicant provides a completed applicant questionnaire (available at the following link: <https://kubg.edu.ua/informatsiya/aspirantam-i-doktorantam/aspirantura/umovy-pryiomu.html>).

3. When submitting an application in paper or electronic form, the applicant provides:

- 2 copies of a photocopy or scanned copy (photocopy) of the identification document (passport);
- 2 copies of a photocopy or scanned copy (photocopy) of the identification number assignment certificate;
- 2 copies of a photocopy or scanned copy (photocopy) of the military registration document (for conscripts – military ID or temporary conscript ID, for draft registrants – certificate of assignment to draft districts);

– 2 copies of a photocopy or scanned copy (photocopy) of the marriage certificate or name change certificate (for individuals with inconsistencies in their documents);

– 2 copies of a photocopy or scanned copy (photocopy) of the document (state-issued) certifying the previously obtained master's degree (educational and qualification level of specialist), which serves as the basis for admission;

– Photocopies or scanned copies (photocopies) of documents confirming the applicant's right to additional points according to point 5 of section VI of these Admission Rules;

– One 3x4 cm photograph for the documents (electronic photo in .jpg format, size up to 1 MB);

– An A4 cardboard folder with fasteners and 10 office files;

– Document certifying the recognition of the person as disabled by the medical and social expert authorities (if applicable).

4. The fact of the applicant's acquaintance with the Admission Rules, the valid

license and accreditation certificate of the corresponding educational and scientific program (specialty) and its validity period, as well as the presence/absence of grounds for participation in the competition based on the results of entrance examinations, are recorded in the applicant's application and confirmed by their personal signature at the time of application submission.

In case of submitting documents for non-accredited educational and scientific programs, the information about the applicant's acquaintance with Article 7, Part 6 of the Law of Ukraine "On Higher Education" is recorded in the applicant's application.

5. When admitting individuals who submit a document on a degree (level) of education obtained abroad, the procedure for recognition and establishment of equivalence of this document is mandatory. This procedure is carried out in accordance with the order of the Ministry of Education and Science of Ukraine dated May 5, 2015, № 504, "Certain Issues of Recognition of Foreign Education Documents in Ukraine", registered by the Ministry of Justice of Ukraine on May 27, 2015, under № 614/27059.

6. Only individuals who have timely submitted all the necessary documents for

admission according to the Admission Rules are allowed to take the entrance examinations. The Admission Committee may refuse to admit an individual to undergo entrance examinations for the Doctoral program due to failure to submit the required documents within the specified deadline as determined by the Admission Rules.

VI. COMPETITIVE SELECTION, ITS ORGANIZATION AND CONDUCT

1. The competitive selection for admission to the Doctor of Philosophy degree program is based on the results of entrance examinations (competitive score) to the University's Doctoral School. The entrance examinations consist of the following:

- *an entrance examination in a foreign language* (English, Spanish, Italian, German, French) at a level equivalent to B2 of the Common European Framework of Reference for Languages. An applicant who can demonstrate their proficiency in English with a valid TOEFL, International English Language Testing System (IELTS), or Cambridge English Language Assessment certificate (at a minimum level of B2 of the Common European Framework of Reference for Languages or equivalent) is exempted from the foreign language examination. Similarly, for German, a valid TestDaF certificate (at a minimum level of B2 of the Common European Framework of Reference for Languages or equivalent) and for French, a valid DELF or DALF certificate (at a minimum level of B2 of the Common European Framework of Reference for Languages or equivalent) exempt the applicant from the foreign language examination. The scores achieved in these certificates are considered equivalent to the highest score in the foreign language examination when determining the competition results;

- *an entrance examination in the corresponding specialty* (based on the program curriculum at the master's level in the corresponding specialty);

- *presentation of research proposals or achievements*, which includes a presentation using PowerPoint software (Appendix A2 to these Admission Rules).

2. The programs, content, and schedule of entrance examinations for admission to the Doctoral School are published on the official website of the University no later than the day after their approval.

3. The competitive score of an applicant is calculated by adding the scores from the three entrance examinations and any additional scores determined in paragraph 5 of this section, multiplied by weighting coefficients:

| Entrance examination in the specialty | Entrance examination in a foreign language | Presentation of research proposals or achievements | Additional scores | The Sum of Weight Coefficients |
|---------------------------------------|--|--|-------------------|--------------------------------|
| 0,4 | 0,3 | 0,2 | 0,1 | 1 |

4. The results of the entrance examinations are assessed on a 100-point scale. The criteria for evaluating the entrance examination on a 100-point scale are determined in the respective Entrance Examination Program.

5. Additional scores are awarded for scientific achievements during the last four years:

| Scientific achievements* | Number of points |
|--|------------------|
| Diploma of the 2nd (final) stage winner of the All-Ukrainian competition of student research papers in the field of: 1st place 2nd place 3rd place | 15 10 5 |
| A scientific article published in a journal indexed by Scopus and/or Web of Science databases. | 20 |
| A scientific article published in a journal included by the Ministry of Education and Science of Ukraine in the list of scientific professional publications. | 15 |
| Participation (subject to the publication of abstracts or articles based on the presentation materials, but no more than two): - In an international scientific conference. - In an all-Ukrainian scientific conference. | 10 5 |

* The thematic focus of scientific articles and conferences should correspond to the specialty for which admission is sought.

At the time of the document submission deadline, articles/abstracts for which additional points are allocated must be published in relevant publications (in print or electronic format on the publication's website). Acceptance notifications of articles/abstracts for publication do not grant the right to earn additional points. Copies of articles/abstracts should include the first and second pages of the publication with bibliographic information, table of contents, and all pages of the publication. To earn additional points for participation in scientific conferences, in addition to copies of articles/abstracts, a copy of the conference participant certificate or conference program must be submitted.

If the documents confirming the applicant's right to additional points are not submitted to the Admissions Committee within the specified document submission period, no additional points will be awarded.

6. Entrance examinations for the Doctoral School are conducted remotely (Appendix A3 to these Admission Rules) by subject commissions whose composition is approved by the University's leader.

7. Individuals who, without valid reasons (recognized as such by the Admissions Committee), fail to appear for the entrance examinations at the scheduled time, individuals whose knowledge is evaluated below the minimum value established by the Admission Rules, and individuals who retrieve their documents after the document submission deadline are not allowed to participate in subsequent entrance examinations and the competitive selection. Retaking entrance examinations is not permitted.

8. Entrance examinations for individuals with special educational needs are conducted taking into account the specific educational needs indicated in the applicant's statement and the recommendations of the medical-social expertise.

9. The results of the entrance examinations are posted on the official website of the University no later than the following day after the completion of the entrance examination.

10. Appeals against the results of the entrance examinations are considered by the University's Appeals Committee, whose composition and procedures are approved by the University's leader.

11. Works submitted by applicants during the entrance examinations are kept in their personal files. Works of applicants not admitted for studies are kept for at least one year, after which they are destroyed, and an act is drawn up to confirm their destruction.

VII. ENROLLMENT PROCEDURE

1. Admission outside the competition is not allowed for obtaining a Doctor of Philosophy degree.

2. In case of the same competition score, applicants who have obtained a higher number of points in the entrance examination in their specialty will have priority admission to the Doctoral School of the University.

3. The Admissions Committee makes a decision regarding the recommendation for admission to the Doctoral School for applicants applying for regional placement within the time frame specified in section IV of these Admission Rules. The decision takes into account the requirements stated in section 2 of this section and follows the procedure for creating a ranking list of applicants, which is organized based on the applicant's competition score from highest to lowest.

4. The minimum value of points from the entrance examination that allows an applicant to participate in the competition is 60.

5. The ranking list is formed separately for each specialty, form of education, and sources of funding.

6. Applicants to the Doctoral School who were not successful in the competition for positions funded by local budget expenses (regional placement) have the right to enroll with the funding provided by individuals and/or legal entities beyond the limits established by regional placement, within the licensed capacity.

7. Applicants who have submitted applications and are participating in the competitive selection for regional placement are required, upon the decision of the Admissions Committee regarding their recommendation for admission within the timeframe specified in section IV of these Admission Rules, to fulfill the requirements for admission to regional placement: present the original identification document (passport), military registration document, document confirming the obtained Master's degree (educational-qualification level of specialist) and its supplement, as well as sign an education contract.

Individuals whose place of residence is registered (declared) in the temporarily occupied territory and who are located there may enter into an education contract with a higher education institution within three months from the start of their studies. The absence of a contract does not prevent the inclusion of such individuals in the admission order. Otherwise, the admission order is canceled regarding the inclusion of such individuals.

8. Lists of recommended admissions are updated after the applicants have either fulfilled or failed to fulfill the requirements for admission to the regional placement within the time frame specified in section IV of these Admission Rules, taking into account their ranking in the ranking list of applicants.

9. Individuals who have received a recommendation for admission to regional placement but fail to fulfill the requirements for admission within the specified timeframe will lose the right to enroll in the current year with funding from the local budget (regional placement).

10. The decision of the Admissions Committee regarding admission to the Doctoral School is approved by the order of the University's leader, which is published on the official website of the University.

11. Individuals who have been admitted to the Doctoral School of the University must sign the corresponding contract before the start of their studies. In the case of admission funded by individuals and/or legal entities, an additional contract is concluded between the higher education institution and the physical (legal) person who orders the paid educational service for themselves or for another person, assuming financial obligations for its payment. If the contracts are not concluded within ten calendar days (three months for applicants whose place of residence is registered (declared) in the temporarily occupied territory and who are located there) from the date of issuing the admission order, this order is canceled regarding the inclusion of such individuals.

12. If an individual fails to attend classes without valid reasons within 10 calendar days from their start date, the admission order is canceled regarding their inclusion.

VIII. ADMISSION OF FOREIGNERS AND STATELESS PERSONS TO DOCTORAL STUDIES AT THE UNIVERSITY

1. The admission of foreigners and stateless persons to the University is carried out in accordance with the Laws of Ukraine "On Higher Education", "On the Legal Status of Foreigners and Stateless Persons", "On Foreign Ukrainians", "On Refugees and Persons in Need of Additional or Temporary Protection", "On Establishing Additional Legal and Social Guarantees for Citizens of the Republic of Poland Residing in Ukraine", Cabinet of Ministers of Ukraine Decree № 729 of September 12, 2018, "On the Issue of Obtaining Higher Education by Certain Categories of Individuals", Ministry of Education and Science of Ukraine Order № 1541 of November 1, 2013, "On Certain Issues of Enrollment and Training

(Internship) of Foreigners and Stateless Persons”, registered with the Ministry of Justice of Ukraine on November 25, 2013, under № 2004/24536, Ministry of Education and Science of Ukraine Order № 1498 of December 2, 2019, “On Approval of the Procedure for Establishing Quotas for Foreigners and Stateless Persons to Obtain Higher Education within the Framework of State Order Volumes in Accordance with International Treaties of Ukraine”, registered with the Ministry of Justice of Ukraine on February 10, 2020, under № 153/34436.

Citizens of the Russian Federation and the Republic of Belarus who do not have a certificate of permanent residence in Ukraine are admitted to study with an individual permit from the Ministry of Education and Science of Ukraine.

2. Foreigners and stateless persons (hereinafter referred to as foreigners) may acquire higher education at the expense of individuals and/or legal entities unless otherwise provided by international treaties of Ukraine, the binding nature of which has been approved by the Verkhovna Rada of Ukraine, legislation, or agreements between higher education institutions regarding international academic mobility.

The admission of foreigners and stateless persons, including foreign Ukrainians who permanently reside in Ukraine, citizens of the Republic of Poland, recognized refugees, and persons in need of additional protection, to places funded by the state order is carried out in accordance with paragraph 3 of section 5 of these Admission Rules.

The admission of foreigners to doctoral studies is conducted for accredited educational and scientific programs (Appendix A1 to these Admission Rules).

3. The admission of foreigners to study may be conducted in person and/or remotely.

The validity period of an invitation to study is no more than one year from the date of its registration in the “Electronic Journal” automated system of the authorized state enterprise of the Ministry of Education and Science of Ukraine.

Foreigners who have received an invitation to study, registered in the “Electronic Journal” automated system of the authorized state enterprise of the Ministry of Education and Science of Ukraine, have received a package of information and advisory support services, as well as obtained a visa for entry into Ukraine (excluding citizens of visa-exempt countries) for the purpose of studying or have completed the procedure for the legalization of education documents in the country of their issuance: (legalization by the Ministry of Foreign Affairs (MFA) of the country that issued the education document; legalization at the consular department of the diplomatic mission of Ukraine abroad (consular legalization or apostille)).

To organize the distance admission of foreign citizens for higher education, an educational institution concludes an agreement with a partner organization that is a resident of the home country of the applicants. The subject of the agreement is the provision of services for personal identification, verification of applicants’ original documents, organization of electronic application submission by applicants, provision

of premises and technical means for conducting consultations and entrance examinations by the higher education institution in a distance format.

Conclusion of agreements by Ukrainian educational institutions is possible with organizations that meet the following requirements:

- compliance of the premises area for remote document submission, consultations, and entrance examinations with the established norms of quarantine restrictions in the country where the admission is carried out;
- provision of applicants with personal protective equipment;
- ensuring the procedure for personal identification of applicants using facial recognition technologies, which includes verification of personal data (surname, first name, patronymic (if available)), biometric data, and their verification;
- ensuring compliance with academic integrity requirements during the composition of the entrance examination for foreigners;
- providing a storage space for the confiscated phones, tablets, and other electronic devices of applicants during the entrance examination;
- provision of a device to suppress cellular and internet networks;
- provision of video surveillance around the perimeter of the examination room where the entrance examination for foreigners takes place by installing at least two video cameras;
- provision of technical equipment for video communication with the examination board of the educational institution in real-time mode (computer, video camera, microphone, television or projector with a screen);
- the presence of at least two staff members in the examination room is required to monitor compliance with academic integrity requirements and provide technical support during the entrance examination for foreigners.
- providing individual computers connected to the institution's online platform for all applicants taking the entrance examination for foreigners.
- ensuring the provision of consultations and training sessions prior to the entrance examination for foreigners, aimed at familiarizing them with the rules of its administration in a remote format and the use of the online platform.
- recording the entrance examination, transferring the video materials to the educational institution through the online platform, and storing the information and video materials for five years after the examination for foreigners is conducted, in a partner organization.

The list of partner organizations that can be involved in conducting remote entrance examinations for foreigners is provided in Appendix 12 to the Admission Rules of the Borys Grinchenko Kyiv University in 2023.

In the case of remote admission, foreign applicants send legalized and notarized copies of documents on their previous education to the University by mail. Upon first crossing the state border of Ukraine and upon arrival at the educational institution, the foreigner submits the original documents in person.

4. The enrollment of foreign applicants in the postgraduate program is carried out by the University throughout the year within the deadlines set in section VIII, point 6 of these Admission Rules, at the expense of individuals and/or legal entities.

Admission of foreigners to the postgraduate program is based on a document confirming their previous level of education, as well as the results of the entrance examination for foreigners, which is conducted in person and/or remotely through an interview assessing the applicant's knowledge, skills, and abilities in the field of specialization (corresponding to the program of master's education in the relevant specialty) and the language of instruction. Admission is also based on academic rights to continue education granted by a document on the acquired level of education in the country of origin and taking into account the performance scores that allow for further education at the next level of higher education according to the legislation of the country that issued the document on the acquired degree (level) of education.

The score obtained in the entrance examination for foreigners is the only component of the competitive score for this category of applicants.

5. All categories of foreign students admitted for studies are enrolled in the University based on orders of admission. Confirmation of enrollment can be provided by a certificate generated in the Unified State Electronic Database of Education.

6. Admission of foreigners who have obtained a master's degree (educational and qualification level of a specialist) in the relevant specialty for studies leading to a Doctor of Philosophy degree is carried out at the expense of individuals and/or legal entities.

The admission to the University of the mentioned category of applicants is carried out based on the results of the entrance examination for foreigners. The interview is conducted according to the Program of the entrance examination for foreigners (the University conducts the educational process in Ukrainian, except for certain educational programs where English is the language of instruction). The results of the entrance examination for foreigners are evaluated according to the scale and criteria defined in the Program of the entrance examination.

Admission to the University for studies at the expense of individuals and/or legal entities is based on the recommendations of the Admissions Committee following the results of the entrance examinations.

The acceptance of applications and documents from foreigners, entrance examinations, competitive selection, and enrollment for studies are conducted within the following deadlines:

| Stages of the admissions campaign for foreigners | Admissions campaign deadlines for foreigners |
|--|--|
| Application submission | October 02, 2023 |
| Entrance examinations | October 03, 2023 |
| The deadline for publishing the ranking lists of applicants | October 04, 2023 |
| The deadline for fulfilling the requirements for admission (signing contracts) | no later than October 05, 2023 |
| The deadline for admission of applicants | no later than October 05, 2023 |
| The beginning of the studies in the Doctoral School (PhD program) | October 1, 2023 |

The entrance examinations for foreigners will be conducted on October 03, 2023, according to the schedule of entrance tests, which will be published on the official website of the University no later than September 29, 2023.

7. Foreigners who come to Ukraine to participate in academic mobility programs or to pursue higher education based on agreed educational programs between Ukrainian and foreign higher education institutions are accepted for studies taking into account the contractual obligations of the respective higher education institutions.

8. Foreigners and stateless persons, including foreign Ukrainians permanently residing in Ukraine, citizens of the Republic of Poland, recognized refugees, and persons in need of additional protection, have the right to acquire higher education on an equal basis with citizens of Ukraine, including at the expense of the state or local budget, except for the exceptions established by the Constitution of Ukraine, laws of Ukraine, or international treaties ratified by the Verkhovna Rada of Ukraine.

9. To apply to the University, a foreigner must submit the following documents to the Admissions Committee of the University:

- 1) a paper application;
- 2) a document (original and 2 copies translated into Ukrainian with notarized certification) indicating the previously obtained educational (educational-qualification) level, based on which admission is sought;
- 3) an appendix (original and 2 copies translated into Ukrainian with notarized certification) to the document indicating the previously obtained educational (educational-qualification) level, if available;
- 4) the original and 2 copies translated into Ukrainian with notarized certification of a document containing information about the content of the educational program at the previous level of higher education, earned credits, duration of study, and academic performance in academic disciplines (if this information is not included in the appendix to the educational document);

5) 4 copies translated into Ukrainian with notarized certification of the foreigner's passport or document certifying statelessness;

6) health insurance policy, unless otherwise provided by international treaties of Ukraine;

7) 4 passport-sized photographs (30 x 40 mm) and an electronic photo in .jpg format up to 1 MB;

8) a copy of the certificate of a foreign Ukrainian (if available);

9) a research proposal in the chosen scientific specialty or a certified list of published scientific works and inventions in Ukrainian or English, verified by the candidate's workplace or educational institution;

10) an A4 cardboard folder and 10 office files;

Documents mentioned in subparagraphs 2-5 of item 9 of Section VIII of these Admission Regulations must be translated into Ukrainian with notarized certification of the copy's accuracy and the authenticity of the translation.

Documents mentioned in subparagraphs 2-4 of item 9 of Section VIII of these Admission Regulations must be certified in the country of issuance in a manner officially used in that country for such certification and legalized by the relevant Ukrainian foreign institution, unless otherwise provided by international treaties of Ukraine.

The application and documents mentioned in item 9 of Section VIII of these Admission Regulations are kept in the personal file of the applicant/graduate student.

List of Specialties (Educational and Scientific Programs)
for which admission is announced for Postgraduate Studies at Borys Grinchenko Kyiv University in 2023,
with licensed quotas:

| Field of knowledge | | Specialty | | Educational and Scientific program (ESP) | Language of instruction | Licensed quota 2023 | | | Information about accreditation ESP |
|--------------------|--------------------------------|-----------|---|--|-------------------------|---------------------|------------------------------|------------|-------------------------------------|
| Specialty code | Name | Code | Name | | | Total | Including forms of education | | |
| | | | | | | | Full-time | Extramural | |
| 01 | Education/ Pedagogy | 011 | Educational, Pedagogical Sciences | Educational, Pedagogical Sciences | Ukrainian | 13 | 7 | 6 | accredited |
| | | 012 | Preschool Education | Preschool Education | Ukrainian | 2 | 2 | 0 | accredited |
| | | 017 | Physical Education and Sport | Physical Education and Sport | Ukrainian | 4 | 2 | 2 | accredited |
| 02 | Culture and Art | 023 | Visual Arts, Decorative Arts, Restoration | Visual Arts, Decorative Arts | Ukrainian | 5 | 3 | 2 | accredited |
| | | 025 | Music Art | Music Art | Ukrainian | 4 | 2 | 2 | accredited |
| 03 | Humanities | 031 | Religious Studies | Religious Studies | Ukrainian | 1 | 0 | 1 | accredited |
| | | 032 | History and Archaeology | History and Archaeology | Ukrainian | 8 | 7 | 1 | accredited |
| | | 033 | Philosophy | Philosophy | Ukrainian; English | 5 | 4 | 1 | accredited |
| | | 035 | Philology | Philology | Ukrainian | 8 | 5 | 3 | accredited |
| 05 | Social and Behavioral sciences | 051 | Economics | Economics | Ukrainian | 8 | 8 | 0 | accredited |
| | | 053 | Psychology | Psychology | Ukrainian | 10 | 6 | 4 | accredited |
| 06 | Journalism | 061 | Journalism | Journalism | Ukrainian | 11 | 8 | 3 | not accredited |
| 12 | Information technology | 125 | Cybersecurity and Information Protection | National Information security | Ukrainian | 3 | 2 | 1 | accredited |
| 23 | Social work | 231 | Social work | Social work | Ukrainian | 8 | 7 | 1 | accredited |

Requirements for presenting research proposals or achievements

The presentation of research proposals or achievements (hereinafter referred to as the “Presentation”) is a form of entrance examination conducted during admission to the doctoral program at Borys Grinchenko Kyiv University (hereinafter referred to as the “University”) for the degree of Doctor of Philosophy. It involves the delivery and discussion of the applicant’s research presentation.

The Presentation should correspond to the chosen specialty in the University’s doctoral program and demonstrate the applicant’s vision regarding the topic of their future dissertation and/or the problem field or research direction (hereinafter referred to as the “research problem”). It should include justification of relevance, definition of the research apparatus, clarification of the development status, theoretical and practical significance, and the research’s source base, among others.

The entrance examination includes a scientific presentation by the applicant using a PowerPoint presentation created in the PowerPoint program, followed by a discussion of the research presentation. The content of the slides should be meaningful, clear, and concise. The duration of the research presentation should be up to 15 minutes. The presentation can be prepared using [the University’s corporate template](#).

The applicant’s research presentation should not be limited to describing the problem field but should reflect the applicant’s analytical overview of the development status of the problem and their own perspective on possible ways to achieve predicted results.

The results of the entrance examination determine the level of the applicant’s scientific understanding of the future research problem, the degree of formation of analytical and reflective skills, constructivism, logical and structured presentation of ideas, critical thinking, creativity, accuracy in formulating research tasks, and the ability to forecast scientific results, among others.

The approximate structure of the applicant’s research presentation includes:

- Justification of the relevance of the research problem with a brief analysis of its development status.
- Definition of the object, subject, aim, tasks, and research methods. If necessary, formulation of research hypotheses regarding possible ways to solve the tasks.
- Outline of the expected scientific and practical results of the proposed research.
- Presentation of the applicant’s own scientific achievements in the context of the outlined research problem (in case of scientific publications, reports at conferences, etc.).
- Presentation of the list of information sources used during the preparation for the entrance examination.

The entrance examination is evaluated on a 100-point scale according to the following criteria:

- Justification of the relevance of the research problem (15 points).
- Correct definition of the aim, tasks, object, and subject of the research (15 points).
- Substantiation of the theoretical and practical significance of the research (15 points).
- Ability to select and analyze scientific sources (15 points).
- Oral communication skills, mastery of scientific style of presentation (15 points).
- Clarity and logical structuring of the PowerPoint presentation (10 points).
- Ability to provide clear and substantive answers to questions from the subject commission (15 points).

Organization of entrance exams for Doctoral School in a distance learning format

1. Entrance exams in a remote format are conducted using the Zoom application in conjunction with the Moodle platform (in the case of testing).

2. In order to maintain academic integrity, the identification of the applicant is carried out at the beginning of the entrance exam. For this purpose, the applicant presents the original identification document.

3. The applicant must ensure the following conditions for taking the entrance exam:

- The original identification document;
- A room that meets the requirements specified in Annex A3;
- A computer or laptop equipped with a camera, microphone, speaker (audio system), and a smartphone;
- The Zoom application installed on the computer or laptop and smartphone, with the full name specified in the profile in Ukrainian;
- Stable internet connection (Wi-Fi for mobile transmission) with a minimum download speed of 10 Mbps;

– Verify the functionality of the mentioned equipment and ensure a continuous internet connection;

Upon the applicant's prior request, the Admissions Committee may provide the necessary technical conditions using the University's premises.

4. Preparation of the room is carried out before the start of the entrance exam:

- The applicant should be alone in the room;
- Electronic devices, except those used directly for the exam, must be absent;
- The level of lighting in the room should be sufficient, and the noise level should be low;

The applicant, upon the request of the subject commission, demonstrates the room where they will be during the exam in an online mode.

Failure to comply with the specified requirements will result in the applicant being disqualified from taking the exam.

5. A video recording is mandatory during the conduct of the entrance exam. By participating in the exam, the applicant agrees to be recorded, starting from the moment the exam organizer connects.

6. In the event of force majeure circumstances during the exam, the applicant must immediately inform the subject commission or another responsible person about these circumstances using the designated communication channel (phone, messenger, etc.), with mandatory photo or video documentation of the task completion status and objective factors hindering their completion. The necessary contact information is provided to the applicant along with the link to join the video conference.

7. During the exam, the applicant is obliged to:

- Not leave the camera's field of view or turn it off;
- Use only one display device (monitor, TV, projector, smartphone), one keyboard, and one input device (computer mouse, etc.).

8. During the conduct of the exam, the applicant is not allowed to:

- Seek assistance from third parties during the exam;
- Provide access to the computer or laptop to third parties;
- Engage in conversations with third parties;

– Use reference materials (books, notes in paper or electronic form, etc.), any gadgets (phones, tablets, headphones, etc.), additional monitors, and computer equipment other than those directly used for the exam;

– Open additional browser tabs and program windows.

9. The discovery of unauthorized educational and methodological materials, electronic communication devices, etc., in the possession of the applicant during the exam, as well as the violation of the aforementioned requirements, is grounds for nullifying the exam results and assigning a grade of “unsatisfactory, ” regardless of whether they were used during the exam or not.

10. The entrance exam for a foreign language that involves conducting a test is carried out using the Zoom application in conjunction with the Moodle platform:

– At the designated start time of the exam, a link to access the Moodle testing platform is sent in the video conference chat;

– Personal login credentials are sent to the applicants via private chat in the video conference;

– Applicants log in to the platform and take the test with the microphone and camera turned on;

– After completing the test, applicants close the testing window and inform the commission of the test completion.

11. The entrance exam for a specific specialty is conducted using the Zoom application, taking into account the specific features defined by the corresponding entrance exam program:

– The exam involves the applicant answering questions based on the assigned topic;

– The selection of the topic is done through random selection;

– The topic and the sheet for the oral response are provided to the applicant as a link to a Google document via private messaging in the video conference.

12. Presentations of research proposals or achievements are conducted using the Zoom application and involve a presentation using PowerPoint software, which the applicant should demonstrate on the screen during the video conference.