

**Admission Rules for foreigners and stateless persons who are applying to the  
Kyiv Municipal Academy of Performing and Circus Arts  
in 2022**

1. Admission for studying at the Kyiv Municipal Academy of Circus and Performing Arts (KMACPA) for foreigners and stateless persons is carried out in accordance with the Laws of Ukraine "About the Higher Education", "About the Legal Status of Foreigners and Stateless Persons", "About Foreign Ukrainians", "About Refugees and people who needs additional or temporary protection", Decree of the President of Ukraine from June 3, 1994 № 271 "About measures to develop economic cooperation of Ukrainian regions with nearest regions of the Republic of Belorussia and administrative-territorial units of the Republic of Moldova", Resolution by the Cabinet of Ministers of Ukraine from September, 12 2018 № 729 "Issues of higher education by certain categories of people", Order of the Ministry of Education and Science of Ukraine from November 1, 2013 № 1541 "Some issues of organization of recruitment and studying (internships) of foreigners and stateless persons" registered by the Ministry of Justice of Ukraine from November, 25 2013 № 2004/24536, by the Ministry of Education and of Science of Ukraine from December 2, 2019 № 1498 "About approval of the Procedure for establishing quotas for higher education by foreigners and stateless persons within the scope of the state order in accordance with international agreements of Ukraine", registered by the Ministry of Justice of Ukraine in February 10, 2020 № 153/34436 .

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

2. Foreigners and stateless persons (hereinafter name as foreigners) may obtain higher education at the expense of individuals and/or legal persons, unless otherwise provided by international agreements of Ukraine approved by the Verkhovna Rada of Ukraine, legislation or agreements between higher education institutions about international academic mobility.

Admission of foreigners to higher education institutions at the expense of the state budget is carried out within the quotas for foreigners (except for foreigners and stateless persons, including foreign Ukrainians permanently living in Ukraine, persons recognized as refugees and persons who need some additional protection). Quota for foreigners – a certain part of the general amount of budget seats, which is used to receive entrants among:

- foreigners who come to study in accordance with international agreements of Ukraine;
- foreign Ukrainians whose status is certified by an international Ukrainian's ID and who do not live constantly in Ukraine.

Admission of foreigners to get bachelor's degrees is carried out on accredited educational programs. KMCPA can also accept foreigners for training in the programs of the preparatory faculty (unit), the study of the state language, as well as for postgraduate education, training and internships.

### 3. Admission of foreigners to study can be carried out in person and / or remotely.

The validity of the invitation to study is not more than 1 year from the date of its registration in the automated system "Electronic Journal" of the state enterprise authorized by the Ministry of Education and Science of Ukraine.

Foreigners who have received an invitation to study registered in the Automated System "Electronic Journal" of the state enterprise authorized by the Ministry of Education and Science of Ukraine, received a range of information and consulting services, and received a visa to enter Ukraine can participate in the remote reception for the purpose of studying.

To organize the distance recruitment of foreign nationals for higher education, the educational institution enters into an agreement with a partner organization that is a resident of the country of origin of the entrants. The subject of the agreement is the provision of services for personal identification, verification of original documents of entrants, organization of reception of applications of entrants in electronic form, provision of premises and technical means for consultations and entrance examinations by higher education institutions in online format.

Signing agreements with educational institutions of Ukraine is possible with organizations that follow such requirements:

Compliance of the area of premises for remote submission of documents, consultations and entrance tests with the established norms of quarantine restrictions in the country where recruitment is carried out;

Providing entrants with personal protective equipment;

Providing the procedure of identification of entrants using face recognition technologies, which includes verification of personal data (surname, patronymic (if available)), biometric data and their verification with the official (state) database;

Ensuring control of compliance with the requirements of integrity during the entrance exam for foreigners;

Providing a place for storage of phones, electronic books and other electronic devices of entrants confiscated during the entrance test;

Providing a device that connected to Internet networks;

Providing video recording around the perimeter of the auditorium in which the entrance exam for foreigners takes place by installing at least two video cameras;

Providing technical equipment for video communication with the examination commission of the educational institution in real time (computer, video camera, microphone, TV screen or projector);

Presence in the audience of at least two employees for supervision compliance with the requirements of academic integrity and technical support during the entrance exam for foreigners;

Providing all entrants with individual computers connected to the online platform of the institution, through which the entrance exam for foreigners will take place;

Providing consultations and trainings before the entrance exam for foreigners in order to get acquainted with the rules and how to use the online platform;

Providing video recording of the entrance exam, transfer of video material to the educational institution through the online platform, storage of information and video materials after the entrance exam for foreigners for five years in a partner organization.

4. Enlisting the entrants from among foreigners to study at the expense of individuals and / or legal entities is carried out:

- Once a year, before the academic semester begins (but not later than November 1-st), for a bachelor's degree;
- During the year to study in the preparatory department.

The Kyiv Municipal Academy of Performing and Circus Arts calculates the points / grades of the entrant on the basis of the document on the previous level of education and sets the minimum required for entry the number of points / grades in general subjects for which the entrance test is conducted.

The enrolment of expatriates at the appropriate level of higher education is based on the results of the entrance examinations in the defined subjects and the language of study and on the basis of the academic rights to continue their studies. The student has the right to a certificate of educational attainment in the country in which he or she is residing, and the success rate, which entitles the student to continue his or her studies at the next higher educational level in accordance with the legislation of the country that issued the certificate of educational attainment.

5. All categories of foreigners entering for studying at the Academy are enlisted according to the official documents - enlisted orders. The official document that confirms the fact of studying can be a certificate generated by special system named EDEBO (The main state electronic database about education).

6. Applying requirements to the Academy for foreign students who came to Ukraine for study, the rules of admission to the appropriate levels of higher education, as well as deadlines for applications and documents, entrance examinations,

creative competitions and enrollment are specified in the Admission Rules and published on the official website of the Academy.

7. Foreigners who receive state scholarships under international scholarships, national programs, and other international obligations of Ukraine are admitted to study within the established quotas for foreigners on the basis of directions from the Ministry of Education and Science of Ukraine.
8. Foreigners arriving in Ukraine to participate in academic mobility programs or to obtain higher education in educational programs agreed between Ukrainian and foreign higher education institutions are admitted to study, taking into account the contractual obligations of the relevant higher education institutions.
9. Foreigners and stateless persons, in particular foreign Ukrainians permanently residing in Ukraine, persons recognized as refugees and persons in need of additional protection, have the right to higher education on an equal right with citizens of Ukraine, in particular at the expense of the state or local budget, with the exceptions established by the Constitution of Ukraine, laws of Ukraine or international agreements, the binding nature of which has been approved by the Verkhovna Rada of Ukraine.

Foreign Ukrainians, whose status is certified by a certificate of a foreign Ukrainian (except for persons permanently residing in Ukraine), may be enrolled in state-ordered education within the established quotas for foreigners by interview in subjects provided by the Rules of Admission.

10. Foreign citizens who enter the Preparatory Department for Language Training undergo the procedure of receiving an invitation and submitting documents for enrollment under conditions similar to those for entrants with a bachelor's degree.

### **§ 1. Requirements for educational attainment**

10. The Kyiv Municipal Academy of Performing and Circus Arts calculates the general points / grades of the student based on the document of the previous education and sets the minimum score of points / grades among general subjects for which the student pass the test.
11. Enrollment of foreigner students for studying in the relevant level of higher education is based on the results of entrance exams in certain subjects and languages and on the basis of academic rights to continue education, provided by the document on the level of education in the country of origin, and taking into account continuing education at the next level of higher education in accordance with the legislation of the country that issued the document about the degree (level) of education.
12. Foreigners who receive state scholarships under international treaties, national programs, and other international obligations of Ukraine are admitted to study within the established quotas for foreigners on the basis of directions from the Ministry of Education and Science of Ukraine.

13. Foreign students arriving to Ukraine to participate in academic mobility programs or to obtain higher education in educational programs agreed between Ukrainian and foreign higher education institutions admit to study subject to the contractual obligations of the relevant higher education institutions.
14. Foreigners and stateless persons, in particular foreign Ukrainians permanently residing in Ukraine, persons recognized as refugees and persons in need of additional protection, have the right to get higher education on an equal right with citizens of Ukraine, in particular from the state or local budget, with the exceptions established by the Constitution of Ukraine, laws of Ukraine or international agreements, the binding nature of which has been approved by the Verkhovna Rada of Ukraine.

Ukrainians from abroad, whose status is certified by a certificate of a foreign Ukrainian (except for persons permanently residing in Ukraine), can enroll in state-ordered education within the established quotas for foreigners for an interview in subjects provided by the Rules of Admission.
15. Foreign citizens who enter the Preparatory Department for Language Training undergo the procedure of receiving an invitation and submitting documents for enrollment under conditions similar to those for entrants with a bachelor's degree.

### **§ 1. Requirements for the level of education**

1. Kyiv Municipal Academy of Performing and Circus Arts making educational preparations for foreigners and stateless persons in the accredited specialty 025 Musical Arts with a bachelor's degree.
2. Training of foreigners and stateless persons at the Kyiv Municipal Academy of Performing and Circus Arts has a full-time and part-time basis.
3. Foreign citizens who have come to Ukraine and have foreign documents on complete secondary education are admitted to the Kyiv Municipal Academy of Performing and Circus Arts to obtain a bachelor's degree in the first year in the accredited specialty 025 Music Art.
4. The condition for enrolling a foreigner to study for a certain level of education is his knowledge of the Ukrainian language, at the enough level for studying.

### **§ 2. Terms of acceptance of applications and documents, competitive selection and enrollment**

1. Admission to study of foreigners and stateless persons is carried out by the Admissions Committee of the KMAPCA.
2. The schedule of work of the Admissions Committee:

Monday to Friday 10 am. to 5pm.  
Address: Kyiv, 88, Zhylyanska Str.  
phone: +38 044 289-86-37

3. Registration and issuance of invitations for studying, acceptance of applications and documents, entrance examinations, renewal, transfer and enrollment of entrants is carried out in the following terms:

№	Stages of the entrance campaign	Terms of carrying out
1.	Start of registration and issuance of invitations to study for foreign citizens	June 1, 2022
2.	The beginning of acceptance of applications and documents for studying from foreign citizens	July 29, 2022.
3.	Deadlines for applications and documents for renewal, transfer from higher education institutions of Ukraine and foreign educational institutions	July 1 – August 31, 2022
4.	End of acceptance of applications and documents	August 23, 2022
5.	Finish of registration and issuance of invitations to study for foreigners to enter for a bachelor's degree	September 10, 2022
6.	Deadlines for entrance examinations	August 25 - September , 2022
7.	Enrollment of entrants at the expense of individuals (legal entities)	July 16 - November 1, 2022

### § 3. The way of acceptance of applications and documents

1. A foreigner student shall personally apply for studying in KMACPA an application in paper form to the Admissions Committee.

Foreigners attach the following documents to the application form:

- a document (original and 1 copy with a translation into Ukrainian and a notary confirmation) of the previously obtained education (qualification), on the basis of which the student is applying to study in Academy;
- attachment (original and 1 copy with Ukrainian translation and notary confirmation) to the document on previously obtained education

(qualification), on the basis of which the entry is made (if it is available);

- academic certificate issued by a foreign / Ukrainian educational institution (in case of transfer or renewal to study, starting from the second year, an academic certificate is attached) (translated into Ukrainian with a notarized translation);
- international passport (original and 3 copies with Ukrainian translation and notary confirmation) or a document certifying a stateless person;
- health insurance policy, unless otherwise provided by international agreements of Ukraine;
- 4 (four) photos of the size 3x4 centimeters;
- The copy of permanent residence ID if you have.

The documents from paragraphs 1-3 must be certified in the country of issue the way that officially used in that country for such certification, and legalized by the relevant foreign institution of Ukraine, unless otherwise provided by international treaties of Ukraine.

The application and documents specified in this paragraph are kept in the personal profile of entrants / students.

2. Documents about background education of foreigner students who are enrolled in educational institutions issued by educational institutions of other countries are recognized in accordance with the Procedure for Recognition in Ukraine of Documents on Secondary, Secondary Vocational and Professional Education Issued by Educational Institutions of Other States approved by the Ministry of Education and Science of Ukraine May 5, 2015 № 504 “Some issues of recognition of foreign educational documents in Ukraine”, registered with the Ministry of Justice of Ukraine on May 27, 2015 under № 615/27060.

The procedure for recognition of international documents for the purpose of continuing education is carried out by the competent authority before the beginning of the second semester of the first year of study of its owner.

#### **§ 4. Organization of competitive selection**

1. For the competitive selection of persons who on the basis of complete general secondary education enter the first year for a bachelor's degree, the results of entrance examinations and creative competitions in two competitive subjects are credited.

The first exam for the specialty 025 Musical Art - Ukrainian language.

The second exam for the specialty 025 Musical Art is a creative competition.

2. The competition score is calculated this way:

1) to enter the first year for a bachelor's degree on the basis of complete general secondary education according to the following formula:

$$\text{Competitive score (CS)} = E1 + E2 + C3 + A,$$

where E1, E2 - grades of entrance exams in the first and second subjects, minimum score 100;

C3 – grade for the creative competition (arithmetic mean of the points obtained for each session of the competition) (on a scale of 100-200) minimum score 140;

A - the average score based on the document about complete general secondary education, transformed into a scale from 100 to 200 points.

3. If the entrants were students of the Preparatory Department, successfully passed the final exam and received a certificate, and enter an educational program (specialty) whose language coincides with the language of instruction, the selection committee may be exempted from the entrance exam and provide a certificate.

4. Professional examination (examination in the basic discipline) for entrants to obtain a bachelor's degree (with a standard term of study for vacant positions of the licensed volume) is determined by the chosen specialization.

5. Programs of creative competitions, evaluation structure and evaluation procedure, programs of other entrance examinations are developed and approved by the Chairman of the Admissions Committee of the KMACPA not later than March, 31 of the year when the entrance campaign works. It is not allowed to include in creative competitions tasks that go beyond these programs.

Programs of interviews, entrance exams, professional tests and creative competitions must be published on the website of the KMACPA <https://kmaecm.edu.ua/>. The programs should contain the evaluation criteria, the evaluation structure and the procedure for evaluating the readiness of entrants.