

Determination of the Student Contingent of Legal Entity of Public Law – Samtkhe-javakheti State University

Article 1. General Provisions

The present Regulation formulates the methodology for determination of the student contingent in Samtkhe-javakheti State University

The purpose of the methodology is to identify correctly marginal number of students in order to ensure sustainability and effective implementation of educational programs.

LEPL Samtskhe-Javakheti State University implements bachelor's , master's, doctoral, one-year Georgian language teacher training, integrated teacher training bachelor and master programs, as well as modular vocational programs.

Article 2. Criteria for Determination of the Students Contingent

a) In the case of educational program

Determination of student contingency according to individual educational programs should be based on certain criteria

- Student enrollment data of the program for the last 5 years
- Student internal and external mobility data of the program for the last 5 years;
- Labor Market surveys for the educational program that are conducted periodically, especially in the process of a new program initiating or making changes
- graduates employment rates;
- Human (academic / scientific / invited / administrative), material, financial and library resources;

b) in the case of a new program

- Labor market research should be considered new programs planning process;
- Employer Survey;
- Gained Experience of implementing similar programs at other universities;
- Provision of program-based contingents on the University material and technical basis.
- Providing contingent on the program with human resources (academic / scientific / invited / administrative staff).

Article 3. Determining the Contingent of Students by Levels of Teaching

An acceptable contingency for each year within programs are determined in line with the university prospects, its social responsibility, and the clear tendency in the changing environment. Contingent formation at a particular stage of learning is characterized by additional features:

The specifics of a particular educational program and / or its separate components must be taken into account at the undergraduate level;

The master degree should include the number of academic staff relevant to the particular master program, who will be the supervisors of the master's thesis;

Readiness of potential PhD students should be considered in Doctoral studies. The Georgian Law on Higher Education provides the percentages for undergraduate programs based on the bachelor' degree for a given academic year, namely 5% for Azeri speakers, 5% for Armenian speakers, 1% for Abkhaz speakers, and 1% for Ossetians.

The contingent of one-year teacher training program is determined by the order # 147 / n of the Minister of Education and Science of Georgia on August 29, 2017 (60 positions).

In process of determining the contingency for additional (so-called MINOR) programs, it is taken into account that if the underlying program is not accredited, no additional program will be offered. If the number of applicants for an additional program is less than 15 students, the additional program will not be opened and other options will be offered (exceptions being considered by university governing bodies).

The student mobility rate for a particular program is determined by the programme admission rate, the number of students enrolled in the program, and the number of status suspension students. Particularly, number of acceptable students are added number of status suspension students and are reduced number of enrolled students of the programme.

Article 4. Quantitative Characteristics of Determining the Contingent of Students

4.1 All programmes will be provided the sufficient number of human (academic / scientific / invited / administrative staff), material, financial and library resources in Samtkhe-javakheti State University, for programme further sustainable , stabile, strategic and tactful development Human (academic / scientific / invited / administrative), material, financial and library resources have quantitative characteristics in Samtskhe-Javakheti State University:

4.2 Human (Academic / Scientific / Invited Staff) Number of staff is adequate for the maximum number of students and the ratio does not exceed 1/20;

The number of affiliated staff should be at least 60% of the total number of academic staff;

The ratio of core administrative staff to student contingents should not exceed 1/50;

The ratio of invited staff to academic and scientific staff does not exceed 1/2

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The ratio of core administrative staff to student contingents should not exceed 1/50;

The ratio of invited staff to academic and scientific staff does not exceed 1/2;

Academic / scientific / invited staff capacity ensures program sustainability and does not exceed 5%;

The ratio of supervisors and masters / PhD students does not exceed 1/5.

4.3 Financial Resources

formation Sources of financial resources at Samtskhe-Javakheti State University are:

Tuition fees;

Programme financing;

Student grant funding;

Grants from international donor organizations;

Income from economic activity;

Other revenues allowed by the legislation of Georgia.

4.4 Material Resources

Material resources - 9.00-18.00 Working hours should provide high quality teaching and learning services to students: Unlimited access of training rooms, clinics and all equipment that gives student opportunity to have practice (based on relevant memoranda and agreements);

Material resources are available for students and staff;

Playgrounds, halls and other spaces for sport, cultural and creative activities - 0,2 m² per student

4.5 Information / Library Resources

Library Resources - The library contains the main literature (syllabuses) of the curriculum curriculum (print or electronic) that provides the learning outcomes for the curriculum. The reading room is equipped with computers connected to the Internet, as well as a printer, copier and scanner equipment, and the library must work 60 hours a week;

The latest scientific periodicals, international electronic library databases are available;

As well as access to library resources, sport, creative and other non-auditory activities, in particular: study space - at least 2,5 m² per student;

Holes, professors' rooms and other free spaces - 20% of the study area;

Recreational space - at least 10% of open space;

Computer equipment in computer labs, libraries and consulting spaces - not more than 1/15 of the number of students;

4.6 The Academic Board approves the contingent of educational programs annually.

The total number of students is determined according to this methodology and does not exceed 2400. (Resolution # 8 of February 24, 2014 of the Authorization Board of Higher Education Institutions)

Article 3. The Regulation of Making Amendments and Additions to the Regulation

The amendments and additions to the Regulation shall be implemented on the basis of the initiative of the Rector or Quality Assurance Service, by the decision of the Representative Board.