

Turan University



**TURAN
UNIVERSITY**

ACADEMIC POLICY

**Almaty
Turan University**

2020-2021 y.

**«ТҰРАН»
УНИВЕРСИТЕТІ»
МЕКЕМЕСІ**



**УЧРЕЖДЕНИЕ
«УНИВЕРСИТЕТ
«ТҰРАН»**

Approved
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“Turan University”
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Minutes dated January 8, 2021 No. 7

ACADEMIC POLICY

**Almaty
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Turan University is a constituent component of the corporation, which is a voluntary association of higher, secondary vocational and secondary educational institutions, research centers and public organizations.

The main goal of Turan Educational Corporation is to create a unique integrated environment for the accumulation of knowledge, competencies and professional skills for the training of sought-after specialists in various fields based on creative potential, material, technical, financial and organizational resources.

Turan Educational Corporation is an integrated complex that ensures the principle of continuity and multi-stage education, and includes a lyceum school, 2 colleges, 2 universities and the Tau-Turan educational and health complex in the cities of Almaty and Astana.

Such an approach to education of the young makes it possible to use the entire scientific, educational, material and technical potential of Turan Educational Corporation more efficiently, create the necessary conditions for the students' continuing education, improve their qualifications and attract the young to research and entrepreneurial work.

The corporation is headed by a doctor of economic sciences, professor, academician, president of the Association of Universities of the Republic of Kazakhstan, deputy of Maslikhat of Almaty city of the VI convocation, vice-president of the National Engineering Academy of the Republic of Kazakhstan, chairman of the Public Council of Almaty, member of the board of the Ministry of Education and Science of the Republic of Kazakhstan and academician of the International Engineering Academy Alshanov Rakhman Alshanovich.



University mission: Culture, education and science for the good of society.

University vision:

Turan University is a university of innovative entrepreneurial type.

Positioning itself as a university of innovative and entrepreneurial type, Turan prepares innovations, leadership and entrepreneurship-oriented specialists, that are able to adapt to changing socio-economic conditions, and thereby secure a leading

place among domestic universities and competitive positions in the global market for educational services and research programs.

Strategic goals:

- ✓ create conditions for the student to become a proactive, socially successful, competitive person in a rapidly changing world;
- ✓ provide Turan University a leading position among domestic universities and competitive positions in the global market for educational services and research programs.

University Statement: “For those who believe in themselves and strive for success”

Academic values:

- Academic freedom and responsibility
- Academic honesty
- Combination of fundamental knowledge, practical skills, professional and social competencies
- Openness in academic policy and in relations with all interested parties.

BASIC PROVISIONS OF THE ACADEMIC POLICY OF TURAN UNIVERSITY

Introduction

This Academic Policy determines the organization procedure of the educational process based on the credit technology of education for undergraduate, Master`s degree and doctoral programs at Turan University. The document includes general provisions, the principles of the university as an innovative and entrepreneurial one, the procedure for registering students, the payment of state scholarships to students; requirements for the development of educational programs, conducting current, intermediate and final controls, organizing of working practice, assessing students' knowledge; the rules of transfer, re-admittance, training under the programs of academic mobility, the provision of academic leave, expulsion of students, final certification, etc.

The academic policy of Turan University is developed on the basis of the Law of the Republic of Kazakhstan “On Education” (No. 319-III dated July 27, 2007), the Model Rules for the Activities of Higher and Postgraduate Education Organizations (approved by order of the Ministry of Education and Science of the Republic of Kazakhstan dated October 31, 2018 No. 595), the Rules for organizing the educational process based on credit system (order of the Ministry of Education and Science of the Republic of Kazakhstan dated April 20, 2011 No. 152), the Rules for organizing and implementing educational and methodical work (order of the Ministry of Education and Science of the Republic of Kazakhstan dated November 29, 2007 No. 583), the Rules of methodological (educational-methodical, scientific-methodical) council and the procedure for its election (order of the Ministry of Education and Science of the Republic of Kazakhstan dated December 21, 2007 No. 644) and other regulatory and instructive documents and orders of the Ministry of Education and Science of the Republic of Kazakhstan, Models of the "Altyn Sapa" prize of the President of the Republic of Kazakhstan, as well as internal regulatory documents of Turan University.

The academic policy of Turan University is drawn up in accordance with international documents in the field of education quality, including: “Zone of European Higher Education”; Joint Statement by the European Ministers of Education, Bologna, June 19, 1999; “Bologna Process 2020 - the Space of European Higher Education in the New Decade”; Communique of the Conference of European Ministers Responsible for Higher Education, Leuven/Louvain-la-Neuve, April 28-29, 2009; Standards and guidelines for ensuring quality assurance in the European Higher Education Area, 2015, Model of Excellence EFQM-2013, ISO 9001: 2015, and the Sustainable Development Goals.

1. Glossary

1.	Academic mobility is the transfer of students or research teachers to study or conduct research for a certain academic period (semester or academic year) to another institution of higher and (or) postgraduate education (domestic or foreign) with the obligatory re-reading of completed study programs, disciplines in the form of academic credits in the organization of higher and (or) postgraduate education or to continue the studies in another organization of higher and (or) postgraduate education.
2.	Academic leave is the period during which students in educational institutions (students, cadets, undergraduates, adjuncts, doctoral students, interns, residents) temporarily interrupt their studies for medical reasons.
3.	Academic freedom is the totality of the powers of the subjects of the educational process that they are given to independently determine the content of education in the disciplines of the component of choice, additional types of training and the organization of educational activity in order to create conditions for the creative development of students, teachers and the use of innovative technologies and teaching methods.
4.	Academic honesty is a set of values and principles expressing the honesty of a student in learning to do written work (tests, essays, diplomas, dissertations), pass exams, conduct studies, express one's position in relations with academic staff, teachers and other students, and also by assessing.
5.	Academic backlog is the presence in the history of educational achievements of the student according to the curriculum of disciplines not studied or disciplines with an unsatisfactory assessment of the final control.
6.	Academic degree is the degree awarded by educational organizations to students who have mastered the relevant educational curricula, according to the results of the final certification.
7.	Academic difference is the difference in the disciplines of work curricula, determined by the host educational institution on the basis of the list of studied disciplines, their programs and volumes in academic hours or credits reflected in the transcript, or a certificate issued to persons who have not completed education.
8.	Academic calendar is a calendar of educational and control events, as well as professional practices during the school year with an indication of the days of rest (vacations and holidays).
9.	The Academic Committee is a collegial advisory body for ensuring the academic standard of teaching and advanced training of teaching staff, the implementation of external advanced standards of higher education, providing advice and recommendations on strategic initiatives related to teaching and the quality of university education in general.
10.	Academic credit is a unified unit of measurement of the volume of scientific and (or) academic work (load) of the student and (or) teacher.

11.	Term is the period of theoretical training, set independently by the organization of education in one of three forms: semester, trimester and quarter.
12.	Rating is a quantitative indicator of the level of student mastery of the curriculum of disciplines, compiled according to the results of intermediate certification.
13.	Academic hour is a unit of measurement of the volume of studies or other types of academic work, 1 academic hour is 50 minutes, is used in the preparation of the academic calendar (schedule of the educational process), the schedule of studies, when planning and accounting for the training material, as well as when planning the pedagogical load.
14.	Active handouts are visual illustrative materials distributed during training sessions to motivate the student to master the topic creatively (lecture notes, links, slides, examples, glossary, assignments for independent work)
15.	Appeal is a procedure conducted to identify and eliminate cases of biased assessment of student knowledge.
16.	The bases of professional practice of students are organizations whose statutory activities correspond to the profile of training specialists and the requirements of the educational program, having qualified personnel to provide guidance on professional practice, the material and technical base.
17.	Undergraduate study is the level of higher education aimed at training personnel with a bachelor degree in the relevant educational program with the obligatory development of at least 240 academic credits.
18.	Bachelor is an academic degree awarded to individuals who have mastered the educational program of undergraduate (higher education).
19.	Point-rating letter system for assessing academic achievement is a system for assessing the level of academic achievement in points corresponding to the internationally accepted letter system with a digital equivalent, and allowing to establish the rating of students.
20.	External Assessment of Academic Achievements is a type of independent monitoring of the quality of education.
21.	Graduating department is a department providing training and graduation of specialists in the specialties corresponding to its profile.
22.	Double-degree education is the possibility of parallel training in educational programs and curricula in order to obtain two equivalent diplomas or one main and second as additional one.
23.	Department of Academic Affairs is the academic service of Turan University, which carries out planning, management and control of the educational process, ensures the registration of the entire history of student's academic achievements, the organization of all types of knowledge control and the calculation of the academic rating.
24.	Descriptors describe the level and volume of knowledge, skills, competencies acquired by students upon completion of the educational program of the corresponding level (level) of higher and postgraduate

	education; descriptors are based on learning outcomes, formed competencies, as well as the total number of credits (credit units).
25.	Graduation work/project is graduation work, which is a generalization of the results of independent study and research by the student of the actual problem of a particular specialty in the corresponding branch of science.
26.	Remote educational technology is a technology based on the use of technical devices and remote access tools that allow the educational process to be carried out in an indirect manner. It is used for full-time and part-time studies.
27.	Doctoral studies are a professional educational program of postgraduate education aimed at training scientific and pedagogical personnel with a standard term of study of at least 3 years with the award of a respective degree.
28.	Doctor of Philosophy (PhD), Doctor in profile, Doctor are all degrees awarded to individuals who have mastered professional doctoral study programs in relevant specialties.
29.	Doctoral dissertation is a scientific work, which is an independent study in which theoretical principles are developed, the totality of which can be qualified as a new scientific achievement, or a scientific problem that has important socio-cultural or economic significance is solved, or scientifically based technical, economic or technological solutions are presented, the introduction of which makes a significant contribution to the development of the country's economy.
30.	Additional types of training are part of the educational program, including various types of professional practices, physical education, military training, etc.
31.	The European system of transfer and accumulation of credits (ECTS) is a way of assigning credits to the components of educational programs (disciplines, courses, modules), with which they compare and re-learn the learning subjects taught by students (with credits and grades) when changing educational trajectory, educational institution and country of study.
32.	Enrollment is a procedure for pre-registering students in academic disciplines.
33.	Foreign scientific internship is the departure of students of educational programs of magistracy and doctoral studies in foreign organizations of education and science for training and/or collecting material in order to carry out research (experimental) research on the topic of dissertation research.
34.	Final work defense is a public presentation to students of the completed diploma work/project, master's thesis/project or doctoral dissertation at a meeting of the state certification commission/dissertation council, based on which a decision is made on the award of an academic/academic degree.
35.	An individual educational trajectory is an independent choice, planning and

	mastering by students of the content of education according to an individual curriculum as part of the development of an educational program of higher or postgraduate education.
36.	Individual curriculum is a curriculum formed for each academic year by students independently with the help of an adviser based on the educational program (until 2019-2020 - a standard curriculum) and a catalog of elective disciplines.
37.	Distance learning information technology is a technology for the creation, transfer and storage of educational materials on electronic media, information and telecommunication technologies for organizing and supporting the educational process
38.	The information and educational portal are a system-organized interconnected set of information resources and Internet services that contains administrative-academic educational and methodological information that allows organizing the educational process.
39.	Information and educational resources are formalized ideas and knowledge of an educational nature, various data, methods and means of their accumulation, storage and exchange between sources and consumers of information.
40.	Research practice is a type of professional practice of students studying for master's and doctoral studies, which is carried out with the aim of acquainting with the latest theoretical, methodological and technological achievements of domestic and foreign science, with modern methods of scientific research, processing and interpreting experimental data, as well as consolidating practical skills of applying them in the dissertation research.
41.	Final Certification of Students (Qualification Examination) is a the procedure for assessing the theoretical level of knowledge of graduates, formed professional competencies, readiness to perform professional tasks and their compliance with the requirements of the educational program.
42.	Final Control is a control of students' academic achievements in order to assess the quality of their acquire of the curriculum program, conducted during the midterm assessment in the form of an exam, if the discipline is studied over several academic periods, then the final control can be carried out on the part of the discipline studied in this academic period.
43.	ESG - international standards and guidelines for quality assurance in higher and postgraduate education in the European Higher Education Area
44.	Catalogue of Elective Modules (disciplines) is a systematic annotated list of all modules (disciplines) of the component of choice, containing a brief description of them with the purpose of the study, a brief summary (main sections) and the expected results of the study (acquired knowledge, skills, and competencies of students). The catalogue of elective modules (disciplines) is part of the Catalogue of educational modules of the educational program.
45.	Catalogue of Educational Modules is a systematic annotated list of all the

	disciplines of the component of choice, containing a brief description indicating the purpose of the study, the summary (main sections) and the expected results of the study (acquired by students' knowledge, skills, and competencies). The catalogue reflects the prerequisites and postrequisites of each academic discipline. The catalogue provides students with the opportunity of an alternative choice of elective subjects
46.	The Quality Committee is a collegial advisory body that coordinates the processes of management and quality assurance of academic activities within the framework of an internal quality assurance system based on ESG
47.	Optional Component is a list of academic disciplines and the corresponding minimum volumes of credits (or academic hours) offered by higher education institutions, independently selected by students in any academic period, taking into account their prerequisites and postrequisites.
48.	Competencies - the ability of students to practical use of knowledge acquired in the learning process, skills in professional activities
49.	Monitoring Students' Learning Achievements is checking the level of students' knowledge with various forms of control (current, mid-term and final) and attestation, determined independently by the institution of higher education
50.	Credit (Credit-hour) is a unified unit for measuring the scope of academic work of a student / teacher
51.	Credit Technology of Education - institution based the choice and independent planning of the sequence of studies of subjects for students using credit as a unified unit of measurement of the volume of academic work of the student and teacher
52.	Summer Term is an academic period outside the framework of the academic year, organized to satisfy the needs of students in additional studies, eliminate academic debt or the difference in curricula, study, in coordination with other universities, academic disciplines, etc.
53.	Master's (Master's Degree Program) is a professional postgraduate education curriculum aimed at training scientific, scientific, pedagogical and managerial personnel with the award of an academic degree "master" in the relevant specialty depending on the type of training (scientific, pedagogical or specialized)
54.	Master - an academic degree awarded to individuals who have mastered professional master's programs
55.	Master's Thesis / Project - final work, which is a generalization of the results of independent scientific research by a graduate student of one of the urgent problems of a particular specialty of the corresponding branch of science
56.	Module is an autonomous, structural element of the educational program, completed in terms of learning outcomes, having well-defined knowledge, skills, abilities and competences acquired by students, adequate assessment criteria

57.	Modular Educational Program – an institution program which includes a set of training modules aimed at mastering students the key competencies necessary to obtain a certain degree and / or qualification
58.	Modular Training is a way of organizing the educational process based on the modular construction of the educational program, curriculum and academic disciplines
59.	Modular Construction of the Educational Program is means of achieving the goal of vocational training by determining the content and structure of the educational program on the basis of the concept of the organization of the educational process, in which the totality of the student’s professional competencies is the goal of the training
60.	Multimedia - a set of hardware and software tools that allow the user to work in a dialogue mode with heterogeneous data (graphics, text, sound, video)
61.	Scientific Research Project of Students/ Masters / doctoral (SRPS / SRPM / SRPD) is an indispensable, integral part of the training of qualified specialists at the university as an inextricable component of a single process: educational, scientific and innovative
62.	Supervisor / Consultant - the academic mentor of the student, under whose guidance the student performs graduation work (thesis / project, master's thesis / project or doctoral dissertation)
63.	Educational Program - an approved set of modules or units of a course, necessary for awarding a specific degree / diploma. When developing educational programs, the results that must be achieved are usually taken into account, as well as a structured set of procedures and training situations that will lead to the achievement of desired results
64.	Students - people studying in undergraduate, graduate, doctoral PhD programs - students, undergraduates, doctoral students
65.	Obligatory Component (Core Subjects) - a list of academic disciplines and the corresponding minimum amount of credits established by the State Educational Standard and studied by students without fail.
66.	Course Description (Course Description) - a brief description of the discipline (consists of 5-8 sentences), which includes the goals, objectives and content of the discipline
67.	Registrar's Office is an academic service engaged in registering the history of educational achievements of students taking into account the credits they have mastered, organizing intermediate and final certification of students and calculating their academic ratings
68.	Postrequisites (Postrequisite) - disciplines, study of which requires knowledge, skills acquired at the end of the study of this discipline
69.	Pedagogical practice is a type of professional practice aimed at consolidating the theoretical knowledge gained by students in the process of studying at a higher educational institution, at acquiring pedagogical skills and mastering the best practices of professional and organizational work in

	the profile of the future pedagogical specialty in the establishment of the educational system.
70.	GPA transfer point - the level of the average weighted assessment of academic achievements required for transferring to the next course of study annually established for each year of study.
71.	Credit Transfer - a procedure for recognizing the equivalence of the content of a discipline studied in another educational institution or in another curriculum, the discipline of a working curriculum in a specialty approved and valid at the moment, with the introduction of the discipline and the grade obtained in it in the student's transcript
72.	Retake the Discipline (Retake) - retake the discipline if you receive the final grade of "unsatisfactory" ("F").
73.	Undergraduate Practice is a type of professional practice carried out before the beginning of the graduation design in order to collect the student the necessary material to perform bachelor's graduation work.
74.	Prerequisites (Prerequisite) - disciplines containing knowledge, skills necessary for the development of the studied discipline
75.	Discipline program (Syllabus) - a curriculum which includes a description of the discipline being studied, the goals and objectives of the discipline, its brief content, topics and duration of their study, independent work tasks, time of consultations, schedule of students' knowledge tests, teacher requirements, student knowledge assessment criteria and references
76.	Productive Practice is a type of professional practice aimed at consolidating theoretical knowledge in the basic and profiling cycles of disciplines by means of practical, real fulfillment by a student of the duties of a specialist, acquiring practical skills and mastering best practices of professional and organizational work in the profile of a future specialty. In the process of practical training, the student is directly prepared for professional activities in all areas in real production conditions.
77.	Intermediate certification of students - a procedure carried out during the examination session in order to assess the quality of development (knowledge, skills, competencies) by students of the content of a part or the entire volume of a discipline after completion of its study
78.	Professional Competence is a willingness and ability to act expediently in accordance with the requirements of the labor sphere, methodically and independently solve problems and problems, as well as self-evaluate the results of their activities
79.	Professional Practice is an obligatory component of educational program aimed at consolidating the results of theoretical training, acquiring practical skills and competencies, as well as mastering innovative technologies
80.	Working curriculum - a document developed by the university independently on the basis of the educational program (until 2019-2020 academic year - a standard curriculum) and individual curricula of students
81.	Registration for a discipline (Registration) - the procedure for recording

	students in academic disciplines of the upcoming academic period / year
82.	Midterm Control (Midterm) - control of students' academic achievements upon completion of a section (module) of one academic discipline
83.	Student's Independent Work - work on a specific list of topics reserved for independent study, provided with educational and methodological literature and recommendations, controlled in the form of tests, tests, colloquiums, essays, essays and reports; depending on the category of students, it is divided into independent work of a student, independent work of a graduate student and independent work of a doctoral student; the entire volume of SIW is confirmed by tasks requiring daily independent work from the student
84.	Independent Work of a Student Under the Guidance of a Teacher - extracurricular work carried out according to the approved schedule; depending on the category of students, it is divided into: independent work of a student under the guidance of a teacher, independent work of a graduate student under the guidance of a teacher and independent work of a doctoral student under the guidance of a teacher.
85.	Syllabus - a training program, which includes a description of the discipline being studied, the goals and objectives of the discipline, its brief content, topics and duration of their study, independent work tasks, the time of consultations, the schedule of student knowledge tests, teacher requirements, student knowledge assessment criteria and references.
86.	Grade Point Average (GPA) - the average weighted assessment of the student's academic achievement for one academic year for the selected program (the ratio of the total number of credits for the digital equivalent of grades for grading in intermediate disciplines to the total number of credits for the current period of study)
87.	Ongoing assessment of student performance - a systematic examination of students' knowledge, skills and abilities on individual topics, sections, modules in accordance with the curriculum program conducted by the teacher in classroom and extracurricular activities according to the schedule and (or) schedule during the academic period
88.	Theoretical training is part of the educational program, including the study of general education cycles, basic and major disciplines according to standard curricula, disciplines of state compulsory, socio-communicative and professional modules - according to the main curriculum
89.	Standard Curriculum is a document regulating the list and volume of academic disciplines of the educational program, the procedure for their study and forms of control
90.	Standard Curriculum (hereinafter - SC) is an educational document of the discipline of the compulsory component of the educational program, which determines the content, volume, recommended literature in accordance with subparagraph 5-2) of Article 5 of the Law.
91.	Transcript (Transcript) - a document containing a list of completed

	disciplines for the corresponding training period, indicating credits and grades in alphanumeric
92.	Tutor (Tutor) - a teacher acting as an academic consultant to the student on the development of a specific discipline
93.	Educational Practice is a type of professional practice conducted in junior courses, during which the educational and practical content of the educational process is combined at the very beginning of the formation of a future specialist in the framework of any basic disciplines. The main goal of the practice is the acquisition of one-sided professional skills through independent practical activity. It is held on the basis of practice and is familiarization, excursion and research character.
94.	Learning Achievements of Students - knowledge, skills and competencies of students acquired by them in the learning process and reflecting the achieved level of personality development
95.	Training Module is a structural element of the educational program aimed at mastering by students the specific learning outcomes from which the competencies acquired by them are formed in whole or in part
96.	Educational-Methodical Complex of Discipline is a complex of normative and educational-methodical documents that determine the content of the discipline, the means of training and control, necessary and sufficient for the high-quality organization of the study of the discipline of the educational program, according to the curriculum
97.	Sustainable Development Goals (SDGs) - formally known as the document titled "Transforming Our World: The 2030 Agenda for Sustainable Development", which contains 17 global goals, 169 related targets and 242 indicators
98.	Advisor is a teacher who serves as the academic mentor of a student in the relevant specialty, who assists in the selection of the learning path (the formation of an individual curriculum) and the development of the educational program during the training
99.	Examination Session - the period of midterm certification of students in higher educational institutions (hereinafter - the university)
100	Elective Disciplines are educational disciplines that are part of the optional component in the framework of established loans and introduced by educational organizations, reflecting the individual preparation of the student, taking into account the specifics of socio-economic development and the needs of a particular region, established scientific schools of a higher educational institution
101	Electronic journal of visits and performance - an on-line journal in the Platonus system, filled out by teachers constantly throughout the academic period.

2. Designations and abbreviations

2.1.	AM – Academic Mobility
2.2.	BD - Basic Disciplines
2.3.	CC - Certification Commission
2.4.	SEC - State Examination Commission
2.5.	UNT - Unified National Testing
2.6.	IC - Curriculum
2.7.	CED - catalogue of elective disciplines
2.8.	CEM - catalog of educational modules
2.9.	CT - comprehensive testing
2.10.	RWS - research work of students
2.11.	GED- general education disciplines
2.12.	EHC - educational and health complex
2.13.	EP - educational program
2.14.	MD – major disciplines
2.15.	IWS/ IWU/ IWDC - independent work of a student / undergraduate / doctoral candidate
2.16.	IWS - independent work of the student
2.17.	IWSGT - independent work of a student under the guidance of a teacher
2.18.	IWSGT / IWUGT / IWDGT - independent work of a student / undergraduate / doctoral candidate under the guidance of a teacher
2.19.	SC - sample curriculum
2.20.	EMCD - educational-methodical complexes of disciplines

3. General

Education in Turan University is carried out in full-time and part-time (traditional or using distance educational technologies) forms of education. Starting from the 2019 enrollment, training is carried out only in full-time form, for students in abbreviated educational programs on the basis of technical and vocational, post-secondary, higher education and in MBA (EMBA) and DBA programs - in full-time education using DLT.

Three-level educational programs (EP) are being implemented: undergraduate studies; magistracy; doctoral studies.

Turan University provides equal access to education for all students, regardless of gender, national, racial, religious affiliation and social status. There are special conditions for people with disabilities.

3.1 The content of educational programs is established by relevant state compulsory education standards and implemented through curricula and programs. The compulsory component of the academic program is determined by the standard curriculum and standard curricula. The cycles of basic (hereinafter - DB) and majors (hereinafter - PD) disciplines include disciplines of the university component (hereinafter - VK) and the component of choice (hereinafter - KV), these components are developed by the departments based on the requirements of

employers, the educational needs of students and taking into account trends development of relevant areas of knowledge. The volume of the study load of students is measured in loans mastered during the academic year as part of theoretical training, final certification and additional types of training. To obtain the appropriate academic degree, the student must master the required number of credits. The duration of study for undergraduate programs is 4 years (accelerated programs - 3 and 2 years); for master's programs: 2 years for scientific and pedagogical areas; 1 year or 1.5 years for a specialized direction. For PhD doctoral programs, the term of study is 3 years.

The educational process consists of two components:

- a) academic studies, independent work of students;
- b) the transfer of practical knowledge and skills; entrepreneurial experience; experience of innovation.

The undergraduate curriculum contains four blocks of modules.

1) General modules include disciplines of the cycles of general educational disciplines (hereinafter referred to as GED) and basic disciplines (hereinafter referred to as BD), which form general educational competencies that are not directly related to the specialty, as well as socio-ethical, cultural competencies, organizational, managerial and entrepreneurial competencies. To develop entrepreneurial skills in each academic year, entrepreneurial modules of 5 credits per year are offered. For graduate and doctoral programs, the general modules include disciplines of the database cycle.

2) Specialty modules include disciplines of database cycles and majors (hereinafter - M), which form the basis of the specialty and aimed at the formation of general professional and special competencies within the framework of a specific educational program, as well as general competencies; Undergraduate programs - professional practice (academic, industrial and undergraduate). The academic year ends with professional practice. The minimum amount of practice for the entire training period is 8 credits. According to master's programs - pedagogical and research practice in the scientific and pedagogical direction (industrial practice in the specialized direction), research work in the scientific and pedagogical direction (experimental research work in the specialized direction), including internship; for doctoral programs - pedagogical and research practice, research work of a doctoral candidate, including internship.

3) Additional modules (Minor), which go beyond qualifications, include cycles of disciplines that are not related to the specialty and aimed at the formation of additional competencies (information technology, foreign languages, etc.).

4) Final assessment:

- for undergraduate programs - writing and defense of a thesis / project and / or preparation and passing of a comprehensive exam;
- for master's programs - design and defense of a master's thesis / project;
- for doctoral programs - writing and defense of a doctoral dissertation.

3.2 The academic year consists of academic periods, periods of intermediate certification, vacations and practices. At the graduation course, the period of final certification is included in the academic year.

The academic period has a duration of 15 weeks with a semester form, with a trimester form - 10 weeks. The period of midterm assessment has a duration of at least 1 week. Vacations are provided to students after each academic period, while the duration of the vacation time in the academic year is at least 7 weeks.

The summer term (with the exception of the graduation course) has a duration of at least 6 weeks to meet the needs for additional training, eliminate academic debt or the difference in curricula, study disciplines and develop credits by students at other universities with their mandatory re-enrollment in their university, and increase the average grade point score (GPA).

3.3 The duration and timing of each academic year, the distribution of academic work by type of activity are indicated in the academic calendar, which is published and brought to the attention of students and teachers no later than three months before the start of the school year.

For each educational program, the graduating department develops a catalogue of educational modules, which includes a catalogue of elective disciplines

CED provides students with the opportunity of an alternative choice of elective subjects to form an individual educational path.

3.4 During the period of restrictive measures related to the spread of coronavirus infection, the educational process is organized in a blended learning format (lectures and seminars - online, laboratory and practical classes of an applied nature in full-time format, observing a sanitary regime and a social distance of 2 meters) and in a distance learning format in compliance with a special sanitary and epidemiological regime. The regulation for the provision of EDS is developed on the basis of the recommendations and instructions of the Ministry of Education and Science of the Republic of Kazakhstan, based on the decisions of the Interdepartmental Commission to prevent the emergence and spread of coronavirus infection in the Republic of Kazakhstan, and is approved by the order of the rector.

The educational process in a mixed format is carried out in the presence of a positive conclusion of the Chief State Sanitary Doctor of Almaty city on the readiness to conduct training and the corresponding order of the rector. Participants of the educational process in a mixed format (students, teaching staff, other employees of the university) are required to comply with the Regulations for the provision of EDS and confirm this obligation with a personal signature when they first visit the university in the current academic year.

3.5 The university promptly informs students, teaching staff and other university staff about the specifics of organizing the educational process and living in a hostel by publishing information on the university website, corporate mailing and online meetings of management with students, teaching staff, and other employees.

4. University of Innovation and Entrepreneurship

The main principle of the organization of the innovative and entrepreneurial university “Turan” is the harmonious combination of three basic types of activity: research (gaining knowledge); education, including upbringing (transfer of knowledge and skills, formation of competencies); innovation (application of knowledge).

The university is actively forming an entrepreneurial culture. In this context, the university is doing a lot of work to involve employees, teachers and students in innovative activities in the sectors of education, science and society. For this purpose, an entrepreneurial module is included in the educational programs of all areas of training (specialties), which allows the formation of entrepreneurial thinking and the laying of initial entrepreneurial skills of students.

To implement entrepreneurial ideas, competitions of innovation projects (Turan Innovation; Start-up Turan) are held throughout the year. The best projects also participate in competitions of the local administration of Almaty, the NPO ATAMEKEN, the Ministry of Education and Science of the Republic of Kazakhstan and abroad. The most promising projects receive university grants for creating startups. Separate projects of students are led by teachers-founders who share their entrepreneurial experience with them. Some startups are implemented by students on their own.

Turan University, as a representative of the TRIPLE HELIX International Association (USA, leader G. Itskovits), promotes innovation, scientific knowledge and practical experience of interaction between the university, business and government (Triple Helix).

Expanding the boundaries and opportunities for students, Turan University became a member of the International Movement for Science and Technology (MILSET-Vostok), together with Russian colleagues, in order to promote the scientific and technical creativity of young people.

In order to provide the best conditions for the formation of an entrepreneurial spirit, the achievement of success by young entrepreneurs at the University, “Turan” pays great attention to attracting students to the global youth entrepreneurship movement ENACTUS; Acceleration and development of projects is carried out in a business incubator. One of the areas of youth entrepreneurship at the university is the activity of the public association “TURAN ZHASTARI” (founders are students and undergraduates), which implements projects of social entrepreneurship.

To develop the innovative potential and competitiveness of students, the Summer and Winter Schools of Entrepreneurship “TURAN ENTREPRENEURSHIP” function. The school is organized by Turan University, the Kazakhstan Marketing Association, and the Tau-Turan educational and health complex. The goal of the school is to promote entrepreneurship as an effective life strategy. Access to all innovative and entrepreneurial structures and to all the

events held by them is open to all comers.

Thanks to cooperation with the Autonomous Cluster Fund “Park of Innovative Technologies” (Almaty Tech Garden) and the support of the Ministry of Investment and Development of the Republic of Kazakhstan, Turan University has become the platform for the regional stage of the Skolkovo Foundation's innovative marathon - Open Innovations Startup Tour 2017. Cooperation with leading innovative companies' countries for Turan University is a good opportunity for development at a given rate.

In line with the innovative and entrepreneurial direction of Turan University, many students, undergraduates and doctoral students open their own business with information and financial support from the university. The Corporate Fund “Business Angels of Turan University” was opened. The number of young entrepreneurs is increasing annually.

Monitoring the dynamics of the entrepreneurial spirit of students is carried out in the framework of the international project GUESSS, to which the university is a participant.

Innovative and entrepreneurial development of the university today has certain results. Turan University Catalog of Innovative Products contains innovative projects and developments of teaching staff and students; the use of innovative techniques and technologies in the educational process; PPP publications; launch of new innovative OP; innovative teaching methods and techniques.

The results of the innovation activities of teaching staff are confirmed by copyright certificates and patents.

5. The choice of educational trajectory. The procedure for registering of students.

5.1 The student independently forms an individual learning path based on the educational program (EP) and the Catalog of educational modules (CEM). The student selects the required number of modules with a volume of at least 25 and no more than 35 credits of the Republic of Kazakhstan per semester, including all types of educational activities (theoretical training, practice, research / experimental research, forms of final certification) of the required component (RK), the university component (UC) and optional component (OC).

After that, in accordance with state educational standard, OP and individual curricula of students, a working curriculum of the EP for the academic year is formed. The working curriculum is approved by the decision of the Academic Council after the recommendation of the Training Council. The student is responsible for compiling the IEP and completing the development of the training course in accordance with the requirements of the working curriculum of the specialty.

5.2 Individual training planning is carried out for the academic year under the guidance of advisers. Individual training planning for undergraduates and doctoral students is carried out with the participation of their supervisors

(consultants).

5.3 When compiling their IEP, students get acquainted with the rules of the organization of the educational process on credit technology of training; comply with the deadlines for registration for academic disciplines and amendments to the IEP; are recorded at least for the established number of credits in the academic year for the development of the educational program of the appropriate level.

Students on a paid basis, depending on their solvency, form of study, individual abilities, form their IEP with fewer credits than is established for the development of an educational program of the appropriate level (but not less than 25 credits), while the duration of training increases.

5.4. The choice of modules (disciplines) is carried out with mandatory consideration of the sequence of studying disciplines and mastering of prerequisites. The head of the graduating department and advisers are responsible for timely informing students with academic debts about the possibilities of their liquidation in subsequent periods of theoretical training, without violating the prerequisite of studying disciplines.

5.5 Information about the disciplines, including a brief description, is contained in the catalog of educational modules (disciplines), which is brought to the attention of students by graduating departments and advisers, and is also posted on the university's website and in the system of ACS "Turan". Registration of students to study disciplines (Enrollment) is organized by the registrar's office. At the same time, structural units and advisers (supervisors / consultants) are involved in organizational, methodological and consulting work. Registration is carried out in the system of ACS "Turan" (<https://portal.turan-edu.kz>) and exports to LMS "Platonus" (<http://platonus.turan-edu.kz/>). Registration deadlines are indicated on the academic calendar.

5.6. New entrants during the adaptation week, which is not included in the volume of the first semester, are introduced to the rules for organizing the educational process on credit technology of education, the academic policy of Turan University, educational programs, the academic calendar, class schedules, internal rules, and rules for living in a hostel. Students are also introduced to the Student Code, which consists of a general code of conduct, an academic code of student conduct, anti-discrimination and harassment policies, and complaints and appeals policies and procedures. This week, freshmen meet with the university's management, get acquainted with the university's services, get a login and password to access LMS «Platonus», LMS Canvas, ACS "Turan", the university's electronic library, undergo testing in foreign, Kazakh / Russian languages to determine the level of language proficiency, as well as registration for modules (disciplines) in the system of ACS "Turan", they receive a guidebook. The basis for registration is an order for enrollment in the number of students and payment of the 1st tranche (20% of the total cost of training for one academic year) for students on a paid basis. Students continuing their studies are registered for the modules (disciplines) of the next academic year in the period indicated in the academic calendar. Retake of the modules (disciplines) (Retake) takes place at the

same time, but provides for an advance payment for training, as the repeated study of disciplines is carried out only on a paid basis for all educational programs and forms of training.

5.6 (1) During the period of restrictive measures related to the spread of coronavirus infection, the adaptation week is held remotely and in accordance with clause 5.6.

5.7 Registration for the summer semester (with the exception of the graduation course) is carried out at the end of the spring semester.

5.8 Students who have mastered all the prerequisites for the selected modules (disciplines), who have no financial debt and underwent a comprehensive medical examination (1 time per academic year) are allowed to register.

5.9 Educational-methodical complexes of disciplines (UMCD) included in the working curriculum are placed in the LMS «Platonus» and LMS Canvas no later than 3 working days before the beginning of the semester in which these disciplines are studied. After the specified period, access to the placement of UMKD will be automatically closed.

5.10 IEP determines the individual educational trajectory of each student separately. IUP is automatically generated in the system of ACS “Turan” according to the results of enrollment in MEP disciplines and is printed in triplicate after approval by the dean of the faculty: one copy is stored in the department and serves as the basis for monitoring the implementation and development of the learning EP; the second is transferred to the registrar's office, the Central Design Bureau of Health Care, and deans for the organization of intermediate certification; the third is awarded to the student. The deadline for submitting the IEP to the registrar's office is the first week of the school year.

Registration for modules (disciplines) takes place during the period indicated in the academic calendar. Students can make changes to the IEP within one week from the beginning of the semester.

5.11 IEP of students under AM programs are approved by the partner university. For this, the graduating department, on the basis of syllabuses of disciplines, determines the conformity of the disciplines offered by the partner university, TYPICAL CURRICULUM (up to the 2019-2020 academic year), and the academic department of Turan University in the relevant specialty.

5.12 The lesson schedule is formed on the basis of registration of students in modules (disciplines). Academic streams and groups are formed on the principle of a sufficient number of students enrolling in this discipline and this teacher and achieving a sufficient level of their profitability.

The occupancy of the academic stream and group at the University of Turan is:

- lectures - 60-90 people;
- practical (seminar) classes - 20-30 people;
- language, laboratory classes - no more than 15 people.

Academic flows for disciplines of specialties with a small contingent of students are formed on the principle of recording all students in the discipline.

If the number of people enrolled in the discipline is less than the minimum established, the discipline does not open. Within 5 days after the registration of students enrolled in this discipline, the adviser informs about this and asks for a re-selection of disciplines.

5.12 (1) During the period of restrictive measures associated with the spread of coronavirus infection, the educational process is organized in a mixed, distance format. Academic streams, groups, the schedule of classes in full-time format are formed in compliance with the SED Regulations (social distance of 2 meters, etc.). The transition to mixed and / or distance learning formats is regulated by the recommendations and decisions of the Ministry of Education and Science of the Republic of Kazakhstan.

5.13 Turan University uses distance learning technologies. Students have the right to study individual disciplines remotely in the manner prescribed by the authorized body in the field of education.

6. Independent work of students

6.1 With the credit technology of training, independent work of students (IWS) is divided into two parts: independent work, which is carried out under the guidance of a teacher (IWST, IWMT, IWDT), and to that part that is performed completely independently (IWS, IWM, IWD - actually IWE).

6.2 The entire volume of IWE is confirmed by tasks requiring daily independent work from the student.

6.3 Independent work under the guidance of a teacher is an extracurricular type of work of students that is carried out in contact with the teacher. Independent work under the guidance of a teacher (IWET) is carried out according to a separate schedule, which is not included in the general schedule of training sessions.

The IWET includes consultations on the most difficult issues of the curriculum, homework, monitoring of semester work, reports and other types of IWE tasks.

6.4 A description of all types of independent work should be presented in the educational-methodical complex of disciplines, including the schedule of assignments.

6.5 The student has the right not to attend the IWET, if doing independent work does not cause difficulties for him. The presence of the teacher in the classroom according to the schedule of the IWET is mandatory.

6.6 During the period of restrictive measures related to the spread of coronavirus infection, independent work of students is organized in compliance with the EDS Regulations.

7. Research / experimental research work of students

7.1 Scientific research work of students (SRWS) is an indispensable, integral part of the training of qualified specialists at the university as an inextricable component of a single process: educational and scientific-innovative. Control over the organization and conduct of research is carried out by the Scientific Council.

Students are responsible for the scientific work of the graduating department, the head (teacher) and responsible for the research of the faculty.

7.2 For a systematic solution to the problems identified three main types of organization of research.

1) Research work (RW), built into the educational process, the main task of which is to activate the learning process on the principle: the higher the level, the more independent work. The content of this type of scientific work is the study of literature, the preparation of abstracts, reports, projects containing research sections. Heads of graduating departments ensure that students perform research included in the curriculum.

2) Scientific research supplementing the educational process. Here, the main task is to go beyond the framework of the curriculum, to individualize the learning process, to create conditions for ensuring the continuity of training in a master's or doctoral program. The content of scientific work at this stage is olympiads, competitions, scientific conferences, seminars, and "round tables". To organize this type of research, by order of the rector, creative groups are created under the supervision of a supervisor.

The supervisor creates a creative group of students who wish to engage in applied, methodological and exploratory research.

3) Scientific research parallel to the educational process. The main task is the scientific professionalization of students under the guidance of highly qualified teachers and researchers, that is, specialization, preparation for a specific area of scientific activity, the choice of scientific leadership. The content of the work at this stage is participation in planned research carried out under grants, state budget and business contracts, commercialization of the results of scientific activities.

7.3 An integral part of the educational programs of graduate and doctoral studies is research (experimental research) work, which includes the preparation of scientific publications based on research results and the implementation of a master / doctoral dissertation. Graduate students in a specialized field carry out a master's project.

7.4 Research (experimental research) work is carried out under the supervision of a supervisor / consultant, approved within two months after enrollment of a graduate student / doctoral student by order of the rector on the basis of a decision of the Academic Council.

The supervisor / consultant of the undergraduate / doctoral candidate must have a degree and be actively engaged in scientific research in this field of science, have scientific publications in relevant publications with non-zero impact factor.

7.5 Research / experimental research work of students should be reflected in an individual work plan for the entire period of study with an indication of the topic, direction of research, timing and reporting forms. Also, in the individual

work plan for the entire period, the plans of practices, the implementation of the master's thesis, scientific publications and internships should be indicated.

The individual work plan of the undergraduate / doctoral candidate is drawn up under the supervision of a supervisor / consultant. Supervisors / consultants are responsible for the timely high-quality completion by students of all types of work provided for by the individual work plan.

7.6 The research (experimental research) work of undergraduates and doctoral students is distributed over semesters of study with an indication of the number of credits in each semester. At the end of each academic period, the undergraduate / doctoral candidate defends the report at a meeting of the graduating department in the presence of the supervisor / consultant with an assessment of the results of the study on a 100-point scale.

7.7 A student who has mastered the full theoretical curriculum of the educational program of postgraduate education, but has not completed the research component, is given the opportunity to re-master the loans of the research component and defend his dissertation / project in the next academic year for a fee.

7.8 As part of the research (experimental research) work, the individual work plan of the undergraduate / doctoral candidate to familiarize himself with innovative technologies and new types of industries provides for mandatory scientific internships in scientific organizations and / or organizations of relevant industries or fields of activity, including for abroad, for doctoral students. The internship program is developed in accordance with the direction of preparation and an individual work plan for the entire period. The funding standards for foreign internships are established by the relevant regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan.

7.9 During the period of restrictive measures related to the spread of coronavirus infection, the research work of students is carried out according to their individual plans in distance and mixed formats according to the academic calendar, corresponding to the order of the rector (on the organization of the spring semester of the 2020-2021 academic year) and from compliance with the Regulations of the EMS. Foreign scientific training is organized in accordance with the methodological recommendations of the Ministry of Education and Science of the Republic of Kazakhstan.

8. Monitoring of student's learning achievement

8.1 The following forms of control are provided for monitoring students' academic achievements: current, midterm and final.

8.2 Current monitoring of student performance - a systematic examination of students' knowledge in accordance with the curriculum conducted by the teacher in classroom and extracurricular activities during the academic period.

8.3 Midterm control - control of students' academic achievements upon completion of a section (module) of one academic discipline. Milestone control is carried out on the 8th and 15th week of the semester and is evaluated on a 100-point scale each. When rating foreign control, the results of the current control are

taken into account. The results of the midterm control are entered into the statement in the Platonus system no later than Monday following the certification week and are taken into account when issuing the final grade. Changes in the results of midterm control in order to increase them are not allowed.

8.4 The form of conducting current and mid-term controls is set by the teacher depending on the characteristics of the discipline and approved by the decision of the academic council of the university no later than a month before the session.

8.5 In case a student did not score points on the frontier controls for good reasons, he receives appropriate permission to surrender the frontier controls within the time specified in the dean's order.

8.6 Final control - control of students' academic achievements in order to assess the quality of mastering the curriculum by them during the intermediate certification in the form of an exam; if the discipline is studied over several academic periods, then the final control can be carried out on the part of the discipline studied in this academic period.

8.7 Students with at least 50 points in each of the midterm controls are allowed to pass intermediate certification. When summing up the results of intermediate certification in academic discipline, the mark obtained in the exam and the average score based on the results of mid-term controls during the academic period are taken into account (Final assessment of knowledge % = $0.6 * (P1\% + P2\%) / 2 + 0.4 * E\%$). The exam is evaluated on a 100-point system.

8.8 In order to improve the quality of the implementation of the educational program and ensure objectivity in assessing the educational achievements of students, the learning processes and the final control are separated.

Intermediate and final certification of students is organized by the Registrar's office.

8.8.1 Online proctoring is used to conduct ongoing monitoring of progress and intermediate attestation online, which allows you to verify the student, track his behavior, and record the exam on video. In this case, the student is given the right to choose the form of passing the exam: 1) in the computer class of the university; 2) online. In both cases, online proctoring is used: in computer testing by means of auto proctoring; in other cases, the functions of the proctor are performed by employees of the dean's office / department (as advised by the dean / head of the department).

8.9 The Registrar's office constantly monitors the results of intermediate certification of students and analyzes them in accordance with the grading table 1, which reflects the actual percentage distribution of absolute grades above the passing level in groups of students.

Table 1

Distribution of grades for management

Grades used at the university (from maximum to minimum positive grade)*	The number of positive ratings given in the reference group	The percentage of each rating in relation to the total number of positive ratings	Cumulative percentage of positive ratings
90-100	50	5%	5%
80-89	100	10%	15%
70-79	350	35%	50%
60-69	300	30%	80%
50-59	200	20%	100%
Total	1000	100%	-

8.10. The duration of examination sessions and the number of exams is determined in accordance with the approved working curriculum of the educational programme and the academic calendar. Responsibility for organizing and conducting the examination session rests with the dean of the faculty, DAA, DMDS, BDLC and the office of the university registrar.

8.11 Students take all exams in full accordance with the working and individual curriculum for the approved curriculum of the disciplines. The form and procedure for conducting an exam in each academic discipline is established by the Academic Council of the university at the beginning of the academic period. Based on the results of interim certification, the registrar's office compiles the academic rating of students.

9. Assessment of student learning

9.1 The knowledge, skills and competencies of students are defined and evaluated in points on a 100-point scale, corresponding to the internationally accepted letter system with the corresponding digital equivalent on a 4-point scale (positive marks, in decreasing order, from «A» до «D», and «unsatisfactory» - «FX», «F»,) and estimates according to the traditional system.

A literal system for assessing students' academic achievements corresponding to the digital equivalent according to a four-point system.

Letter Grading system	Digital equivalent	Points (% Content)	Traditional system assessment
A	4,0	95-100	Excellent
A-	3,67	90-94	
B+	3,33	85-89	Good
B	3,0	80-84	
B-	2,67	75-79	
C+	2,33	70-74	

C	2,0	65-69	Satisfactorily
C-	1,67	60-64	
D+	1,33	55-59	
D-	1,0	50-54	
FX	0,5	25-49	Unsatisfactory
F	0	0-24	

9.2 The application of new or changed criteria and methods for assessing students' knowledge is possible only on the basis of new regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan, decisions of the Academic Council and orders of the university rector.

9.3 The accepted criteria and methods for assessing students' knowledge cannot be changed during the semester. Their revision and implementation are possible only with the beginning of a new academic period.

9.4 Applied criteria and assessment methods should be reflected in the syllabus for discipline and in the student's guidebook.

9.5 Records of the results of the assessment are kept through examination sheets, including those automatically generated in LMS "Platonus".

9.6 After completing the exam in each discipline, the student is given a final grade, which serves as an assessment of his academic achievements. A positive assessment is recorded in the examination sheet for academic discipline with an indication of credits earned. When conducting intermediate certification in the academic discipline, the mark obtained in the exam and the average mark for evaluating the current control of academic performance during the academic period are taken into account. Assessment of the current performance monitoring (admission rating) is 60% of the final assessment of knowledge in the discipline, the exam score is 40% of the total assessment of knowledge in the discipline.

9.7 A student who does not agree with the outcome of the final control shall appeal no later than the next business day after the examination. An appeal is considered only if the student in the application for appeal indicates the incorrectness of the issue or its inconsistency with the curriculum of the discipline.

For the period of the examination session (intermediate certification), by the order of the rector, an appeal commission is created from among the teachers whose qualifications correspond to the profile of the disciplines being appealed. The decision of the appeal commission is drawn up in the protocol on the basis of which the examination sheet is compiled.

In the event that, based on the results of the appeal, the grade obtained is lower than that which the student received in the exam, is entered into the transcript and the last grade is taken into account when calculating the GPA. The results of the appeal are made by the registrar's office after approval of the decision of the appeals commission by order.

9.8 In the case of receiving a grade of "unsatisfactory" corresponding to the "FX" mark, the student has the opportunity to retake the final control without having to repeat the program of discipline / module for a fee.

In the case of receiving an “unsatisfactory” mark, the student complying with the “F” mark retakes for this academic discipline / module, attends all types of studies, performs all types of studies according to the program and retakes the final control.

In this case, a student again goes through the registration procedure for the academic discipline. Retake discipline (Retake) is carried out only on a fee basis. After three weeks from the start of classes, the student at Retake has no right to abandon the discipline, otherwise the student is given a “F” mark for the discipline. Payment made for discipline is not refundable. If the student received an unsatisfactory mark in elective discipline, he has the right to replace it with another from the same block, coordinating this replacement with the adviser and the registrar's office.

9.9 If a student did not appear for the exam for a valid reason, documented (due to illness with the provision of a medical certificate, confirmed by the head of the medical and health center of the university, etc.), then to obtain admission to the exam, the student submits the vice-rector for educational application of visas to the dean of the faculty and the director of the DAA with the methodological work, indicating the reasons for passing the exam and attaching the originals of supporting documents (certificates) no later than 2 working days from the day of the exam. If the reason for missing the exam is considered valid, an individual exam schedule is set for the student. If the exam is successful, the final grade is again calculated, which is recorded in the examination sheet and transcript.

9.9.1 During the period of restrictive measures related to the spread of coronavirus infection, a student who “did not show up” for the online exam for a good reason, sends an electronic application to the dean of the faculty in any form by corporate mail, confirming the validity of the reason. With the permission of the dean, the student takes the exam on the other day of the exam. The day of the second exam is determined: for the oral and creative exam, the take-home open book exam - by the department; for online testing - by the Department of Academic Affairs (Office of the Registrar).

9.9.2 In case the student does not have sufficient technical means (computer / laptop equipped with a camera and microphone) or stable communication, he / she takes an online exam on the university campus. The student sends a free-form application to the corporate mail to the adviser or to the DSP (student service center). The registrar's office sets up a timetable for the student and invites him to the campus for the exam. The student may be given a different time to pass the online exam if there was a technical problem during the exam that makes certification impossible. In this case, the teacher draws up an electronic act of technical malfunction of the established form, and on the same day sends a copy of the act to the supervising vice-rector, dean, head of the department, specialist of the Registrar's office. If the exam is accepted by the commission, the teacher provides a corporate mailing to all members of the commission.

9.10 Based on the results of examination sessions (the results of winter, spring and summer sessions) for the course, the registrar's office calculates a transfer

point as a weighted average assessment of the student's academic achievement.

The minimum transfer point for transferring from course to course is set by the university independently in the context of training courses.

Students who have received the minimum value of a transfer score, on the basis of the submission of the dean of the faculty, are transferred to the next course by order of the rector.

A student who does not have a minimum transfer score remains on a repeated course of study.

Awarding of academic loans to students in academic disciplines (modules) and other types of academic work, as well as upon completion of the study of EP as a whole, is carried out with a positive assessment of the learning outcomes achieved by him.

9.11 A student who has completed the full program of the course, but has not received the minimum transfer score, in order to increase his average GPA, is given the opportunity to re-study individual disciplines in the summer semester for a fee and retake exams on them. If the result of passing the exam is positive, the final grade is again calculated, which is recorded in the examination sheet and transcript.

When calculating the average grade point, the latest grades in the discipline are taken into account. The transcript records all the final grades of the student, including the positive results of the retake of exams.

9.12 A student left for a second course is trained according to a previously adopted individual curriculum or a newly formed individual curriculum.

9.13 A student who has received the minimum value of a transfer point and transferred to the next course of study, in the presence of academic debt, will re-study the relevant disciplines on a paid basis and eliminate academic debts.

9.14 Retake of a positive assessment on the final control in order to increase it in the same period of intermediate certification is not allowed. Retake of a positive assessment of the final control is carried out in accordance with clause 9.8 of this Policy.

9.15 According to the Rules for the exam, a student who has violated these rules (lack of a student's identification plastic card, the use of cheat sheets, information retrieval systems, cell phones, electronic recording and reproducing devices, being late without a valid reason, attracting third parties and (or) providing access to electronic devices to unauthorized persons during the exam), is removed from the exam, he is given an "F" grade, and he re-studies this discipline on a paid basis. For repeated violation of the rules of conduct on the exam, the student may be nominated for expulsion from the university on the basis of the presentation of the Faculty's Academic and Methodological Council. The final grade in the discipline can be canceled within 6 months in case of violations of the rules of conduct during the exam based on recordings from surveillance cameras, auto-proctoring reports, acts of violations at exams drawn up by the proctor.

9.16. Holders of educational grants left for a second course of study lose their educational grant and continue their further education on a paid basis.

Holders of educational grants who have earned a GPA transfer point and transferred to the next course of study with academic debts are not deprived of an educational grant. The elimination of academic debt is carried out in accordance with paragraph 9.8 of this Policy. The cost of one loan in the context of specialties determines the financial and economic management of the university.

9.17 The achieved learning outcomes and positive marks received by students at previous levels of education and in other organizations of formal education are recognized with the transfer of academic loans by the university on their own.

9.18 All academic loans and educational results obtained by students in formal and non-formal education accumulate throughout life.

9.19 Turan University recognizes non-formal education (students, applicants) in accordance with the following regulatory legal acts of the Republic of Kazakhstan:

1) Rules for recognizing learning outcomes obtained by adults through non-formal education provided by organizations included in the list of recognized organizations providing non-formal education (order of the Ministry of Education and Science of the Republic of Kazakhstan No. 508 dated September 28, 2018);

2) The rules for the recognition of organizations providing non-formal education and the formation of a list of recognized organizations providing non-formal education (order of the Ministry of Education and Science of the Republic of Kazakhstan No. 537 of October 4, 2018). Mechanism for recognizing the results of non-formal education: 1) recognition of learning outcomes acquired through non-formal education is permitted for educational components included in the educational program; 2) the recognition of the results is carried out in the semester, in which, according to the curriculum of a specific educational program, the development of the educational component is provided;

3) recognition of learning outcomes acquired through non-formal education applies both to the disciplines of the compulsory component, the university component, and to the educational components of choice, with the exception of diploma design;

4) the educational component can be re-read only in full;

5) the university can recognize learning outcomes acquired through non-formal education in the amount of no more than 10% (24 credits) of the total amount of credits for a specific educational program.

Validation of learning outcomes obtained through non-formal education must meet the requirements of the Rules for the recognition of learning outcomes obtained through non-formal education in other organizations by Turan University.

10. Organization and practice

10.1 Professional practice is an obligatory component of the professional curriculum of higher and postgraduate education. The

main objective of professional practice of students is to consolidate and deepen the

theoretical knowledge gained in the learning process, the acquisition of practical experience and skills in the studied specialty.

Professional practice at the University "Turan" is divided into:

- bachelor's programs - educational, industrial, pedagogical and pre-degree;
- according to master's programs - for research and teaching (for the scientific and pedagogical direction), production (for the profile direction, MBA and EMBA);
- for doctoral programs - for research and teaching.

10.2 Each type of practice has goals, objectives and a program. The program is developed by the graduating department, coordinated with enterprises (institutions, organizations), defined as bases of practice, considered and approved at a meeting of the department. The content of the program reflects the profile of the specialty, the specifics of the type of practice, the requirements of professional standards and the educational program, the nature of the organization, the technological process and the object of practice.

The professional practice program is periodically updated and reflects the modern achievements of science and technology, innovative technologies used on the basis of practice.

10.3 The terms of the practice and the number of credits are established in accordance with the working curriculum and the academic calendar of the relevant specialty.

At the University of Turan, each academic year ends with practical training, with the exception of the graduate course.

Students include in their individual curriculum the appropriate type of practice.

Students based on the results of each type of professional practice submit a report to the relevant department, which is checked by the head and defended before the head of the practice / commission consisting of members of the department.

Report protection results are evaluated using a point-rating letter rating system (table 1) and are taken into account when calculating the GPA. The general results of the practice are summarized at the University Educational and Methodological Council.

10.4 Students on abbreviated programs on the job / part-time (evening) form of study, subject to their work in the specialty, are exempted from training and production practices.

10.5 Training practice can be carried out in units of the university. Production, pedagogical and undergraduate practice are carried out in organizations whose statutory activities correspond to the profile of training specialists and the requirements of the educational program, with qualified personnel for the management of professional practice and material and technical base.

10.6 The educational program of scientific and pedagogical magistracy includes two types of practices:

- 1) pedagogical - in the organization of education;
- 2) research - at the place of the dissertation.

Pedagogical practice is carried out in order to form practical skills and teaching methods. Pedagogical practice can be carried out during the period of theoretical training without interruption from the educational process. At the same time, undergraduates can be involved in undergraduate studies.

The research practice of the undergraduate is carried out in order to get acquainted with the latest theoretical, methodological and technological achievements of domestic and foreign science, modern methods of scientific research, processing and interpretation of experimental data.

10.7 The educational program of the specialized magistracy, MBA and EMBA includes practical training.

The internship of the undergraduate is carried out in order to consolidate the theoretical knowledge gained in the learning process, the acquisition of practical skills, competencies and professional experience in the field of study, as well as the development of advanced experience.

10.8 The content of research / production practice is determined by the topic of the dissertation (design) study. The results of the practice at the end of each period of its passage are drawn up by the undergraduate in the form of a report.

10.9 The doctoral education program should include pedagogical and research practice - for students under the Ph.D. program, research practice - for students under the DBA program.

Pedagogical practice can be carried out during the period of theoretical training without interruption from the educational process, while doctoral students can be involved in conducting classes in undergraduate and graduate programs.

The research practice of a doctoral candidate is carried out in order to study the latest theoretical, methodological and technological achievements of domestic and foreign science, as well as to consolidate practical skills, apply modern methods of scientific research, process and interpret experimental data in a dissertation research.

The content of the research practice is determined by the topic of the doctoral dissertation. The results of the practice at the end of each period of its passage are documented by a doctoral student in the form of a report.

10.10 The terms of the practice and the number of credits for master's and doctoral programs are set in accordance with the working curriculum and the academic calendar of the corresponding specialty.

10.11 Undergraduates and doctoral students submit a report to the appropriate department, which is checked by the head and defended before the commission created by order of the department head. Report protection results are evaluated using a point-rating letter rating system (table 1) and are taken into account when calculating the GPA. The general results of the practice are summarized at the University Educational and Methodological Council.

10.12 During the period of restrictive measures related to the spread of coronavirus infection, all types of practices are conducted in mixed / distance

formats in accordance with the individual plans of students, the academic calendar, the relevant orders of the rector indicating the format of the internship.

11. Organization and conduct of the state exam in the "Modern History of Kazakhstan"

11.1 Students of all bachelor's degrees pass the state exam in the discipline "Modern History of Kazakhstan" at the end of its study, in the same academic period according to the academic calendar.

11.2 The organization of the state exam is carried out by the department conducting classes in the discipline "Modern History of Kazakhstan" (hereinafter referred to as - Department) together with the dean of the faculty and the registrar's office.

11.3 To conduct a state exam in the discipline "Modern History of Kazakhstan", the department, on the basis of a standard curriculum for this discipline, develops a working curriculum that is uniform for all forms of training and specialties, which is approved by the Academic Council of the university.

11.4 The form of the state exam in the discipline "Modern History of Kazakhstan" is determined by the Academic Council of the University.

11.5 To take the state exam in the discipline "Modern History of Kazakhstan", on the proposal of the dean of the faculty, a state examination committee (hereinafter referred to as EC SEC) is formed consisting of the chairman of the SEC and members of the commission for a calendar year.

11.6 The chairman and composition of the State Economic Committee for the discipline "Modern History of Kazakhstan" are approved by order of the rector on the basis of a decision of the Scientific Council.

11.7 The schedule of SEC meetings is compiled by the registrar's office in accordance with the academic calendar and approved by the rector no later than two weeks before the start of the state exam. The duration of the GEC meeting does not exceed 6 (six) academic hours per day.

11.8 The results of the state exam are evaluated by a point-rating scale system for assessing students' knowledge with their translation into the traditional scale of assessment. In this case, the final grade is set taking into account the rating of the admission rating and the assessment of the state exam. Assessment rating for admission to the state exam is at least 30% of the total assessment of knowledge in the discipline.

11.9 If a student receives an "unsatisfactory" grade on the state exam for the discipline "Modern history of Kazakhstan", he / she is re-enrolled in this discipline on a paid basis in the next academic period or summer semester, re-attends all types of training sessions, fulfills the requirements of current control, gets admission and retakes the state exam.

11.10 Retake a positive assessment of the state exam in the discipline "Modern history of Kazakhstan" in order to improve it is carried out according to the same procedure specified in paragraph 9.8 of this Policy.

11.11 A student who does not agree with the result of the state exam submits an appeal no later than the next day after the SEC. To conduct an appeal, the

rector's order creates an appeal Commission for the discipline "Modern history of Kazakhstan" from among experienced teachers in this discipline.

11.12 The Results of passing the state exam in the discipline "Modern history of Kazakhstan" are taken into account when summing up the results of the examination session, which provides for its delivery.

11.13 At the end of the state exam, the Chairman of the SEC draws up a report on the work of the SEC, which is discussed and approved at a meeting of the Academic Council of the University.

11.14 During the period of restrictive measures related to the spread of coronavirus infection, the state exam is held online in accordance with paragraph 3.1 "The procedure for conducting the state exam in the discipline" Modern history of Kazakhstan" with the use of DET at the university" Regulations on the procedure for conducting ongoing monitoring of progress, intermediate and final certification of students of Turan University.

12. Final certification of students in bachelor's programs

Final certification of undergraduate students of higher education institutions is carried out according to the forms established by the SCSE, within the terms stipulated by the academic calendar and approved work curricula of specialties.

12.2 Final certification of students in the bachelor's degree is carried out in the form of passing a comprehensive exam in the specialty and/ or defense of a diploma work /project or passing comprehensive exams in the specialty and two profiling disciplines. Students can take two comprehensive exams instead of a diploma work /project on the following grounds: long-term treatment in a hospital for health reasons; parenting a child under the age of 2 years; taking care after sick parents. In this case, the student writes an application to the rector and submits the appropriate document.

12.3 To conduct the final certification of students, an Attestation Commission (hereinafter referred to as "AC") is created for specialties or groups of specialties of higher education. Deans until 10 November of the current year submit to the Department of academic Affairs chair nominations AC from among professors, docents, scientists, and teachers, experienced manufacturing professionals who have practical experience corresponding to the profile produced by bachelors and outside the University. The Chairman and the AC are approved by the order of the rector based on the decision of Academic Council not later than 10 January of the current academic year and are valid for the current calendar year. The composition of the Academy is formed from the number of professors, associate professors, and highly qualified specialists corresponding to the profile of graduates. The quantitative composition of the AC is determined by the University

12.4 Students who have fully completed the educational process in accordance with the requirements of the SCSE, the educational program, working and individual curricula and working curricula are allowed to complete the final certification. Admission of students for final certification is made by order of Dean of the faculty in the form of the list with surnames, names, patronymics (if

available), specialties (education programs) enrolled, not later than two weeks prior to final certification. A graduate student who has not fulfilled the requirements of the educational program, working and individual curricula and working curricula, remains for a second course of study without passing the summer semester.

12.5 The University submits applications (in any form) for the expected graduation to the authorized body in the field of education until October 10 of the current academic year to form an application for state-issued education documents (diplomas and appendices).

12.6 the work Schedule of the AC is drawn up by the Registrar's office, approved by the rector and communicated to the General public no later than two weeks before the start of the AC.

12.7 The head of the thesis / project is approved by the order of the rector for each student with an indication of the topic based on the decision of the Academic Council of the University at the beginning of the final course (no later than December 1 of the current year).

The student has the right to choose the head and direction of research for the diploma (s) work / project.

12.8 Reviewers of theses/projects are appointed at the beginning of the final course (no later than December 1 of the current year) by order of the rector, a general list on the proposal of the Dean of the faculty indicating the place of work, position and education (academic or academic degree in the specialty, education on a diploma of higher education).

12.8.1 The reviewer for each diploma work/project is approved by the order of the rector on the proposal of the head of the Department (the basis-the decision of the graduate Department on admission to the defense).

12.8.2 The review of the diploma / project is carried out by external experts from organizations whose qualifications correspond to the profile of the defended diploma (project).

12.9 The Comprehensive exam in the specialty is conducted according to the program developed by the University on the basis of the curriculum of the disciplines. The program of the comprehensive exam in the specialty is approved by the decision of the Academic Council of the University.

12.10 The duration of the AC session does not exceed 6 (six) academic hours per day.

12.11 Protection of the thesis (project) includes the writing of the thesis (project) and the protection procedure. At the same time, the thesis (project) is aimed at identifying and evaluating the analytical and research abilities of the graduate. Theses (projects) are checked by the University for plagiarism. Defense of the thesis (project) is held at an open meeting of the AC.

12.12 The Student defends the diploma / project in the presence of a positive review of the head and one review of the specialist corresponding to the profile of the defended diploma / project. If the supervisor gives a negative conclusion "not allowed to defend", the student is not allowed to defend the diploma / project. The

student is allowed to defend the diploma / project both with a positive and negative conclusion of the reviewer.

12.13 Based on the results of the final attestation, marks are given according to the point-rating system for assessing the knowledge of students, taking into account the level of theoretical and practical training of the student, as well as the feedback from the manager and reviewer.

12.14 The results of the defense of the thesis (project) or the passing of complex exams are announced on the day of their holding after the signing of the minutes of the AC meeting.

12.15 All meetings of the AC are made out in minutes. Minutes of AC meetings are kept individually for each graduate. The minute is filled in by the Secretary of the AC, who is approved as a member of the Commission and does not have the right to vote.

12.16 Decisions on the final certification, as well as on the award of a degree or qualification and the issuance of a bachelor's degree (no distinction, with honors) are made by the AC at a closed meeting by open vote by a simple majority of votes of the AC members who participated in the meeting. In case of an equal number of votes, the deciding vote of the chairman of the commission.

12.17 Minutes of the AC meeting are stored in the University's archive in accordance with the requirements of the Law of the Republic of Kazakhstan dated December 22, 1998 "On the national archive Fund and archives".

12.18 A student who did not appear for the final certification for a good reason, writes an application in any form addressed to the Chairman of the AC, submits a document confirming a good reason, and, with his permission, passes the complex exam or defends the diploma work (project) on another day of the AC meeting.

12.19 A student who does not agree with the results of the final certification submits an appeal no later than the next business day after it is conducted. To conduct an appeal, an appeal Commission is created by the order of the rector from among experienced teachers whose qualifications correspond to the profile of the specialty.

12.20 health Documents submitted to the AC after receiving an unsatisfactory assessment are not considered.

12.21 Repeated defense of the thesis (project) or taking complex exams in order to increase a positive mark is not allowed.

12.22 Repeated defense of the thesis (project), as well as the retake of complex exams for persons who have received an "unsatisfactory" grade, are not allowed during this period of final certification.

12.23 If, when defending the diploma work (project), the diploma work is considered unsatisfactory, the AC establishes the possibility of re-submitting the same work/project for protection with revision or developing the work/project with a new topic in a next academic year. This decision is recorded in the minutes of the meeting.

12.24 A person who has not passed the final attestation is expelled from the university by order of the rector as having not completed his studies with the issuance of a certificate issued to citizens who have not completed their education.

12.25 Repeated final certification of the student is carried out only on those forms on which he received an unsatisfactory rating in the previous final certification. The list of subjects to be taken for complex exams for those who did not pass these exams is determined by the curriculum that was in effect in the year of completion of the theoretical course.

12.26 To re-pass the final certification, a student who was expelled from the University no later than a month before the start of the final certification of the next academic year, writes an application to the rector of the University for admission to the re-final certification. Admission to re-final certification is made by order of the rector. Students are allowed to repeat the final certification only on a paid basis.

12.27 A student who has passed the final certification and confirmed the development of the corresponding educational program of higher education, by the decision of the AK, is awarded a bachelor's degree or a qualification in the relevant specialty and is issued a free bachelor's degree with a transcript within five working days after the completion of the final certification according to the academic calendar. The transcript contains the latest assessments according to the point-rating letter system of assessing knowledge in all academic disciplines, types of professional practices, the results of the final certification, indicating their volume in credits and academic hours.

12.28 To a student who has passed exams with grades A, A- "excellent", B-, B, B +, C + "good" and who has a GPA for the entire period of study not less than 3.5, who defended his thesis (project) or comprehensive exams with grades A, A - "excellent", a diploma with honors is issued (excluding the assessment in military training / additional types of training for 2019 and later). A student who has had retake or repeated exams during the entire period of study does not receive an honors degree.

12.29 At the end of the work of the AC, its Chairman writes a report on the final certification of undergraduate students, which is discussed and approved at a meeting of the Academic Council of the University within a month.

12.30 On the basis of the results of the final certification, an order is issued by the rector on the release of students who have completed their studies in the corresponding educational program of higher education and successfully passed the final certification, with the award of a bachelor's degree in the corresponding educational programme.

12.31 The List of University graduates who have completed higher education programs, indicating their surnames, names, patronymics (if available), specialties and numbers of issued diplomas signed by the rector of the University, is submitted to the authorized body in the field of education within a month after the issuance of the release order.

12.32 During the period of restrictive measures related to the spread of coronavirus infection, final certification takes place online in accordance with section 5 "General procedure for final certification using DET" of the Regulations on the procedure for ongoing monitoring of progress, intermediate and final certification of students of Turan University.

13. Final certification of students in master and doctoral programs

13.1 The final certification of students in the magistracy and doctoral studies of the university is carried out in accordance with the state educational standard. Final certification of undergraduates is carried out in the form of writing and defending a master's thesis (project). Final certification of doctoral students is carried out in the form of writing and defending a doctoral dissertation. The organization and conduct of the defense of doctoral dissertations is carried out in accordance with the Rules for awarding degrees, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated March 31, 2011 No. 127 (as amended).

13.2 To defend graduate qualification work for graduate students, the university forms an AC for educational programs or groups of educational programs of postgraduate education. Deans of faculties, until November 10 of this year, submit to the Department of Magistracy and Doctoral Studies the candidatures of chairmen of the AK from among persons who have an academic degree, or an academic title, or a Doctor of Philosophy (PhD) or a doctor in the profile corresponding to the profile of the graduated specialists and not working in this organizations. The chairman and the composition of the AK are approved by the order of the rector on the basis of the decision of the Academic Council of the University no later than January 10 of the current academic year and are valid during the current calendar year. The quantitative composition of the AK is determined by the university.

13.3 Members of the AC include: in the specialties of magistracy - persons with a scientific degree or academic title or academic degree, corresponding to the profile of the graduated specialists; for a specialized master's degree - qualified specialists - practical workers corresponding to the profile of the graduated specialists.

13.4 Students who have completely completed the educational process in accordance with the requirements of the educational program, approved working and individual curricula and working curricula are allowed to the final certification. Admission to the final attestation of undergraduates is made out by order of the rector according to the list no later than two weeks before the start of the final attestation, and is submitted to the AC. A graduate student who has not fulfilled the requirements of the educational program, work and individual curriculum and work curriculum, remains for a second course of study without passing the summer semester.

13.5 The work schedule of the AC is compiled by the Registrar's office, approved by the rector and communicated to the General public no later than two

weeks before the start of the AC.

13.6 Within two months after enrollment, each undergraduate is assigned a scientific supervisor from among the teaching staff to manage the master's thesis / project, in accordance with the current regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan. If necessary, scientific consultants are appointed for related fields of science.

The supervisor of the master's thesis / project is approved by the order of the rector for each master's student within two months after enrollment, indicating the topic of the master's thesis / project based on the decision of the Academic Council of the University.

13.6.1 Scientific management of doctoral candidates for the degree of doctor of philosophy (PhD) is carried out by consultants in the number of at least 2 people appointed from among doctors or candidates of science, or doctors of philosophy (PhD), one of whom is a scientist from a foreign University in accordance with the current regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan. Scientific supervisor and consultants of the doctoral dissertation are approved within two months after admission by order of the rector on the basis of the decision of the Academic Council of the University.

The consultants of the doctoral dissertation is approved within two months after enrollment by the order of the rector on the basis of the decision of the Academic Council of the University.

The topic of the doctoral dissertation is determined during the first year of study and approved by the decision of the Academic Council.

13.7 The reviewers of master's thesis /projects are assigned at the beginning of his senior year (before December 1 of the current year), the rector's order list by the Dean of the faculty indicating the place of work, position, and education (scientific or academic degree, specialty, education on the diploma of higher education).

13.7.1 The reviewer for each master's thesis / project is approved by the order of the rector on the proposal of the Vice-rector for Academic Affairs (the basis is the decision of the graduate Department on admission to the defense).

13.7.2 review of master's thesis /projects is carried out only by external experts from the number of:

1) having a scientific degree "candidate of Sciences or doctor of Sciences or doctor of philosophy (PhD) or doctor in the field" or academic degree "doctor of philosophy (PhD) or doctor on the profile" or the degree "doctor of philosophy (PhD) or doctor on the profile" corresponding to the profile directions of preparation;

2) practitioners whose qualifications and work experience correspond to the direction of preparation of the master's degree.

13.8 A master's student is allowed to defend himself / herself if there is at least one publication during the studying year on the topic of the thesis (project) in scientific publications, journals, or in the materials of an international or national scientific conferences. Master's thesis /projects are checked by the University for

plagiarism.

13.9 A master's student defends a master's thesis / project if there is a positive review from the supervisor and one review from a specialist corresponding to the profile of the thesis / project being defended. If the supervisor gives a negative conclusion "not allowed to defend", the master's student does not defend the master's thesis (project). A student is allowed to defend a master's thesis (project) both with a positive and negative reviewer's conclusion.

13.10 Based on the results of a comprehensive exam and/ or defense of a master's thesis /project, the students are assessed according to the point-rating system for evaluating the students ' knowledge, taking into account the level of theoretical, scientific and practical training of the student, as well as the reviews of the supervisor and reviewer.

13.11 A student who does not agree with the results of the final certification submits an appeal no later than the next working day after its completion.

13.12 For an appeal, by order of the rector, an appeal commission is created from among experienced teachers, whose qualifications correspond to the profile of the specialty.

13.13 Undergraduates who have passed the final certification and confirmed the development of the corresponding educational master's program are awarded a master's degree in the relevant specialty by the decision of the AK and a free master's degree with a transcript is issued within five working days after the day of completion of the final certification according to the academic calendar.

13.14 If during the defense of the master's thesis (project) it is recognized as unsatisfactory, the AC establishes the possibility of re-submission for the defense of the same work (project) with revision, or development of work (projects) with a new topic in the next academic year. This decision of the AK is recorded in the minutes of the meeting.

13.15 A master student who has not passed the final certification, in the next academic year, no later than a month before the start of the final certification, writes an application addressed to the rector for admission to the repeated final certification.

13.16 Admission to the repeated final attestation is issued by the order of the rector.

13.17 Re-final certification of a student is carried out only in those forms, according to which he received an unsatisfactory mark in the previous final certification. Students are allowed to re-final certification only on a paid basis.

13.18 The transcript contains the latest assessments according to the point-rating letter system of assessing knowledge in all academic disciplines, research or experimental research work, types of professional practices, the results of the final certification, indicating their volume in credits and academic hours.

13.19 Upon completion of the work of the AC in the magistracy, its chairman writes a report on the final attestation of undergraduates, which is discussed and approved at a meeting of the Academic Council of the University within a month from the date of completion of the AC.

13.20 Based on the results of the final attestation, the rector's order is issued on the release of undergraduates who have completed their studies in the relevant educational program of the magistracy and have successfully passed the final attestation, with the award of a master's degree in the corresponding EP.

13.21 A master's student who has not fulfilled the requirements of the educational program is expelled from the university by order of the head of the university as having not completed his studies with the issuance of a certificate issued to citizens who have not completed their education.

13.22 The list of graduates of the magistracy who graduated from the relevant educational programs, indicating their last name, first name, patronymic (if any), the name of the EP and the numbers of issued diplomas, signed by the rector of the university, is submitted to the authorized body in the field of education within a month after the date of the issuance of the graduation order.

13.23 The organization and conduct of the defense of doctoral dissertations is carried out in accordance with the Rules for the award of academic degrees, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated March 31, 2011 No. 127 (as amended).

13.24 During the period of restrictive measures related to the spread of coronavirus infection, final certification takes place online in accordance with section 5 "General procedure for final certification using DOT" of the Regulations on the procedure for ongoing monitoring of progress, intermediate and final certification of students of Turan University.

14. Students' educational achievements history registration

14.1 Educational achievements (knowledge, abilities, skills and competencies) of students are evaluated in points on a 100-point scale, corresponding to the letter system adopted in international practice (positive marks, in decreasing order, from "A" to "D-", "unsatisfactory" - "FX", "F") with the corresponding digital equivalent on a 4-point scale.

14.2 The organization of the system for monitoring students' academic achievements is carried out by the registrar's office, which reports to the director of the department of academic affairs.

14.3 The registrar's office keeps a history of educational achievements of students in LMS Platonus system throughout the entire period of training, which is reflected in the transcript in the prescribed form. The transcript is issued at the request of the student for any period of his studies.

14.4. Based on the transcript, a diploma supplement is drawn up.

15. Kazakhstan credit transfer system according to ECTS type

15.1 The complexity of one Kazakhstan credit of theoretical training, taking into account classroom studies and independent work of the student, is 30 hours.

15.2 In order to ensure the academic mobility of students and the recognition of educational programs (all levels and forms of higher and postgraduate education) in the European educational space, it is necessary to convert Kazakhstan credits into ECTS credits.

15.3 Academic credit in the framework of ECTS - a unit of measurement of the complexity of studying the discipline both in classroom and during independent work. One ECTS credit equals 25-30 academic hours.

15.4 The general academic load in addition to the classroom includes the following types of independent student work: essays, reference papers, projects, laboratory work, training on various types of current, intermediate and final control, collecting materials and writing a thesis (project)

15.5 ECTS estimates the total laboriousness of the academic work of one academic year at 60 credits (in the semester, the student collects 30 credits, and in the trimester – 20 credits.) The duration of the academic year is 30 weeks, and 6 weeks are spent on exams (final control).

15.6 In European countries, the duration of studies for obtaining a bachelor's degree is from three to four years and requires correspondingly 180-240 credit units.

15.7 The complexity of one Kazakhstan academic loan (30 academic hours) corresponds to 1 ECTS loan (25-30 academic hours).

15.8 At Turan University, ECTS is coordinated by the director of the Bologna Process and Distance Learning Center and the heads of departments (program managers).

The university ECTS coordinator ensures compliance with the principles and mechanisms of ECTS, as well as coordinates and supervises the work of all coordinators of structural units of the university.

ECTS coordinators advise students and faculty on the practical and educational aspects of ECTS.

15.9 The ECTS grading scale includes five positive grades (“A” to “E”), an “FX” grade that can be corrected, and a “F” grade without credit.

The knowledge assessment system of the Republic of Kazakhstan, based on a point-rating letter system for assessing students' academic achievement, includes ten positive assessments (from “A” to “D-”), which include the assignment of loans, an “FX” rating that can be corrected, and “F” rating without loans.

15.10 Transfer of Kazakhstan credits to ECTS and transfer of grades to a point-rating letter system for assessing students' academic achievements is carried out in accordance with established applications.

16. Students' academic mobility

16.1 According to the policy in the field of education quality, an important goal of the university is to ensure the academic mobility of students, professors and researchers. In this regard, the following tasks are defined:

- improving the quality of higher and postgraduate education;
- increasing the effectiveness of scientific research;
- the establishment and implementation of external and internal integration relations;
- increasing the competitiveness of specialists in the Kazakhstan labor market;
- the formation of intercultural communication skills and other competencies that are necessary for successful professional implementation among participants of academic mobility.

16.2 Goals, objectives and general rules for ensuring and implementing academic mobility are consistent with the basic principles of Bologna process. Academic mobility of Turan University students is carried out within the trilateral agreement framework of university providing education, university dealing with sending process and receiving university to undergo study according to academic mobility programs; for external outgoing mobility, an invitation from the host university is required.

16.3 Academic mobility (AM) – is the movement of students or research professors to study or conduct research for a certain academic period: a semester or an academic year to another higher educational institution (domestically or abroad) with mandatory transfer of completed educational programs in the form of credits at their university or to continue studying at another university.

16.4 Mainly the academic mobility of students and faculty is ensured by sending them to foreign partner universities for:

- studying within the frameworks of collaborative programs (double degree programs);
- studying within the frameworks of academic mobility programs;
- scientific and pedagogical internship;
- participation in summer schools;
- passing advanced training courses;
- implementation of pedagogical and scientific research activity.

16.5 External outgoing academic mobility is carried out through participation in contests, affiliate programs, internships, etc. according to the proposals of the compulsory medical insurance or at the initiative of the students themselves and teaching staff. With incoming external mobility, the organization of academic mobility of foreign students involves the relevant departments, Department of Academic Affairs, the office of the registrar, legal adviser, financial and economic management.

16.6 Internal incoming and outgoing academic mobility is coordinated by academic departments, Department of Academic Affairs, offices of the dean, the registrar's office, legal adviser, financial and economic management. For the

implementation of internal incoming and outgoing AM, it is necessary to have an agreement on AM between the university and Kazakhstani university.

16.7 The academic mobility of undergraduates and doctoral students can also be carried out in the form of scientific and practical internships.

16.8 If the academic mobility of students is due to the travel grant of the Ministry of Education and Science of the Republic of Kazakhstan, a competition is announced. The selection procedure for applicants is carried out in accordance with the regulation on the tender committee.

Participation in academic mobility in the framework of state-funded programs is carried out in accordance with the Direction for study abroad, including within the framework of academic mobility, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated November 19, 2008 No. 613 (as amended).

16.9 The final document confirming the student's training in the mobility program is a transcript, which is filled out in the prescribed form in English for students studying in the external academic mobility program, and in Russian and / or Kazakh for students studying in the internal program academic mobility. The transcript includes information about the training program (discipline code), the name of the discipline, the duration of the study of the discipline (year, semester, trimester), the grade for the training (in the national scale and in the ECTS scale), the number of ECTS credits awarded. If necessary, a student traveling under the AM program has the right to register for university disciplines to continue studying in his field using distance technologies, while the number of credits should not exceed 50% of the total number of credits for this academic period.

16.10 During AM arrangement, the faculty must submit an invitation from the university, research institute, conference organizers, etc. In case of rendering services to the other party on a reimbursable basis (lecturing), it is necessary to conclude an appropriate agreement. Upon receipt of an official invitation, teachers and researchers planning an individual educational trajectory, academic or research program must agree with the university leadership all the conditions and terms of AM. On the basis of the statement approved by the rector, the HR department issues a corresponding order on business trips under the AM program.

16.11 According to the results of AM, a copy of the certificate of participation in the conference, advanced training courses, etc. is submitted to the personnel department and the corresponding department.

Reporting documents (boarding passes, receipt of payment for hotel accommodation) are submitted to the financial and economic department, if the university took part in financing the trip. It is also necessary to submit a report on the results of the trip in the prescribed form.

16.12 In the case of internal incoming and outgoing AM teaching staff related to teaching activities, the parties stipulate the conditions and form of the provision of services (departure, virtual mobility). A partnership agreement is signed, and a service contract is drawn up.

16.13 To invite foreign faculty to the university, you must have a cooperation agreement with the university of the invited party or directly with the specialist. The relevant department agrees with the Department of Academic Affairs program of the visit, lecture hours, target audience. With a positive decision by the university management, the department of international cooperation draws up an official invitation addressed to a foreign scientist. Upon the arrival of a foreign scientist, a service agreement is signed, and a fee is paid for the hours spent during the stay.

16.14 Monitoring the status of a foreign teacher, the conclusion / termination of the contract (in agreement with the financial and economic management), registration is carried out by a legal adviser.

16.15 In the case of an exchange of faculty, each university pays for the costs and maintenance of its specialist for the period of AM.

16.16 During the period of restrictive measures related to the spread of coronavirus infection, academic mobility is carried out in accordance with the methodological recommendations of the Ministry of Education and Science of the Republic of Kazakhstan, according to the academic calendar, the relevant orders of the rector and in compliance with the NER Regulations.

17. Students' transfer and re-register

17.1 Transfer of students to Turan University to the appropriate forms of study and EP\specialties is carried out from other higher education institutions that have licenses for educational activities and relevant specialties during the holidays (for part-time studies, a transfer application is accepted within one month, but no later than five days before the start of the next examination session). The pre-emptive right for translation is granted to students studying under the state educational grant, as well as students having academic performance over the entire period of study - GPA of at least 2.33.

The transfer of a student from one EP\specialty to another, from one form of training to another, is carried out only for tuition on a paid basis. At the same time, the student can be transferred or re-registered to any form of training, to any specialty, regardless of the timing of expulsion upon re-register in the manner prescribed by the authorized body in the field of education.

Students in a group of educational programs that require creative training, and those wishing to transfer to other groups of educational programs on a paid basis must pass the Unified National Testing in specialized subjects of the desired educational program.

17.2 The procedure for transferring and re-register a student to Turan University in all forms of education is carried out in full accordance with the regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan and the Law of the Republic of Kazakhstan "On Education.

When transferring, re-registration the achieved learning outcomes, positive assessments of the student are recognized with the transfer of academic credits

from one EP to another, from one educational institution to another educational institution.

17.3 During transferring or re-register of students, the academic difference in the disciplines of the work curricula studied by them for previous academic periods is determined. The academic difference in the disciplines of working curricula is determined by the university on the basis of the list of disciplines studied, their programs and volumes in academic hours or credits, reflected in the transcript, or a certificate issued to persons who have not completed their education (hereinafter - the certificate).

To eliminate the academic difference in the disciplines of the working curriculum, the student signs up for these disciplines, attends all types of training classes during the academic period, passes all types of current control, gets admission to the final control.

If disciplines of academic difference are not included in the schedule of studies of the current academic period, the student is enrolled in the summer semester.

The procedure and terms for eliminating the academic difference in the disciplines of curricula are drawn up by order of the dean of the faculty for the current academic year and are included in the individual curriculum of the student. The academic difference in the disciplines of the working curriculum that is not eliminated within the prescribed period is subsequently accounted for as academic debt.

17.4 During transferring or re-register of students, their further education course is determined taking into account prerequisites. At the same time, the university determines the list of prerequisites required for delivery in the current academical curriculum.

Students called upon military service in the Armed Forces of the Republic of Kazakhstan during the training period are re-registered to the appropriate training course.

The transfer of completed credits is carried out on the basis of a comparison of educational programs, the contents of the list of completed disciplines, their volumes, acquired knowledge, abilities, skills and competencies, as well as learning outcomes.

When completed credits have been re-accepted in academic disciplines, the difference in the forms of the final control is not taken into account.

17.5 During transferring or re-register of a student from a foreign educational organization, the following documents shall be submitted:

- a document on mastered training programs (academic transcript or transcript);
- a document on completion of the previous level of education, which goes through the nostrification procedure in the Republic of Kazakhstan in the manner established by the Rules for the recognition and nostrification of education documents, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated January 10, 2008 No. 8, registered in the Register of

State Registration of Normative Legal acts under the number 5135;

- entrance test results for admission to foreign educational organizations

17.6 Transfer of students from one course to another is carried out according to the results of the academic year (intermediate certification), taking into account the results of the summer semester and the average grade point achieved (GPA). A prerequisite for transferring a student from one course to another is the achievement of the student's established GPA passing score. Students transferred to the next course of study in the presence of academic debt should re-study the relevant disciplines only on a paid basis. Students who do not meet the requirements of the individual curriculum and do not score the established GPA passing score remain on the second course of study. The transfer of a student from course to course is made out by order of the rector.

17.7 A student on an educational grant or a state educational order (hereinafter referred to as the state order) who has reached the established transfer point and transferred to the next course, if there is academic debt, liquidates it on a fee – paying basis, while retaining the educational grant or a place for state order.

The transfer of a student on an educational grant from one university to another on the course below is carried out only on a fee – paying basis.

17.8 When transferring a student on a paid basis, an agreement is concluded between him and Turan University.

17.9 The transfer of a student on a paid basis from one EP\specialty and form of study to another within the university is accompanied by the introduction of appropriate amendments to the contract and is executed by order of the head of the university.

17.10 A student studying for an educational grant can transfer with the preservation of the educational grant to another university.

Students who entered the target places on an educational grant approved for the Turan University can be transferred to another university only on a fee – paying basis.

A student is transferred from a paid basis to training on a state educational order by awarding educational grants that were released during the educational process in accordance with the Rules for awarding an educational grant to pay for higher education, approved by Decree of the Government of the Republic of Kazakhstan dated January 23, 2008 No. 58 (as amended).

17.11 Undergraduates and doctoral students are transferred to Turan University only on a paid basis.

17.12 Transfer of students from a foreign university is carried out only on a paid basis.

17.13 Re-register to the number of students of the university for all forms of education is carried out by order of the rector on vacation time.

The re-register procedure is carried out in full accordance with the regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan and the Law of the Republic of Kazakhstan “On Education”.

Re-register in the number of students and elimination of the difference in disciplines in the curriculum is carried out only on a paid basis.

17.14 The procedure for the transfer and re-register of students at Turan University is determined by the Regulation on the procedure for the transfer and restoration of students at Turan University.

17.15 During the period of restrictive measures related to the spread of coronavirus infection, an application for transfer and restoration, a package of documents can be sent to office-registrator@turan-edu.kz or on purpose to the address: Almaty, st. Satpayev 16a, Student Service Center.

18. Students' expulsion

18.1 A student at Turan University may be expelled:

- of their own free will;
- for health reasons on the basis of a medical note from Medical Advisory Commission
- in connection with the transfer to another educational institution;
- for violation of academic discipline: for loss of contact with the university, for systematic absence of studies without an admissible excuse (the number of missed hours is more than 30), for those who did not return from academic leave or a business trip abroad (more than two weeks), for failure to appear at the examination session without admissible reason, for violation of the rules of conduct on the exam, internal rules, the charter of the university and the student code;
- for violation of academic honesty principles;
- for non-payment of training.

18.2 Students – holders of educational grants expelled from the university are deprived of the educational grant. When a student is expelled on the basis of a state educational grant, the university, in the prescribed manner, transfers his certificate of the holder of the educational grant to the authorized body in the field of education.

18.3 Admissible excuses for missing classes may be medical evidence, confirmed by a student polyclinic certificate issued within 3 days after illness to the dean's office of the faculty or the department of magistracy and doctoral studies, business trip, participation in sports and other events of a republican or international level with the consent of the university administration, as well as force majeure circumstances, documented.

19. Provision of academic leave

19.1 Turan University grants academic leave to students in accordance with the Law of the Republic of Kazakhstan dated July 27, 2007 "On Education" (as amended), Model Rules for the Activities of Higher and (or) Postgraduate Education Organizations, approved by order of the Minister of Education and

Science of the Republic of Kazakhstan dated October 30, 2018 No. 595 (as amended) and other regulatory legal acts in the field of education.

The grounds for granting academic leave are:

1) the findings of the Medical Advisory Commission (hereinafter referred to as MAC) at the outpatient organization for a period of 6 to 12 months due to illness;

2) summons to be drafted into the ranks of the Armed Forces of the Republic of Kazakhstan for the period of drafting for military service, in cases established by law;

4) the birth, adoption of a child until he reaches the age of three years.

The University supports women mothers during their studies in the framework of the implementation of SDG 5 "Gender Equality".

19.2 When granting academic leave to a person studying on the basis of a state educational order, the right to further education on the basis of a state educational order is reserved for him, and financing of his studies is interrupted (except for financing expenses stipulated for the payment of scholarships to grant holders who are in academic leave on the basis of the conclusion of the medical advisory commission in accordance with paragraph 14 of the Government Decree the Republic of Kazakhstan dated February 7, 2008 № 116) for the period granted sabbatical, which resumed after it.

When granting academic leave to a student on a paid basis, tuition is suspended for the period of academic leave.

19.3 The dean of the faculty, on the basis of the submitted documents, determines the difference in disciplines in the work curricula, the curriculum and approves the individual curriculum of the student in consultation with the registrar's office (the academic service that records the entire history of the student's academic achievements and ensures the organization of all types of knowledge control and the calculation of his academic rating).

The course of study is determined taking into account prerequisites according to the same rules as in the case of transfer or restoration of students.

19.4 If the date of coming from academic leave or taking academic leave does not coincide with the beginning or end of the academic period, the student fulfills the training tasks on an individual schedule and scores points necessary for admission rating, or is recorded in the summer semester for disciplines which made the difference.

To eliminate the difference, the student, at the same time with the current training sessions, during the academic period attends all types of training sessions, passes all types of current and midterm control provided for by the work curriculum in these disciplines, receives admission and passes final control during the interim certification of students according to the academic to the calendar. Students who has returned from an academic leave for tuberculosis, study the difference in curricula during the semester and donate free of charge, regardless of the form of payment

20. The procedure for the payment of state scholarships

20.1. The state scholarship is awarded to students, undergraduates, doctoral PhD students studying under the state educational order, as well as transferred students who study under the state educational order, who received the equivalent grades corresponding to the marks “good”, “excellent” based on the results of the examination session or intermediate certification of students.

20.2 Payment of state scholarships to students of Turan University is carried out in full accordance with the regulatory documents of the Government of the Republic of Kazakhstan, the Ministry of Education and Science of the Republic of Kazakhstan and the Law of the Republic of Kazakhstan "On Education".

20.3. Turan University welcomes the establishment of scholarships for university students by local authorities, representatives of the business community, various public and charitable organizations to support talented youth.

21. Tuition payment

Tuition at Turan University is based on the real costs of providing full-fledged educational, scientific and pedagogic processes. Tuition is regulated in accordance with the provisions on tuition for students, undergraduates, doctoral students of the PhD of Turan University, the rules for the grant of a rector and the application of a discount system at Turan University, an agreement on the provision of educational services and is within the competence of the University’s financial and economic department.

22. Academic honesty

22.1 The core value of Turan University is academic honesty. Turan University expects all its students to pursue academic and scientific activities free from fraud and deception. All faculty and administrative staff of the university adhere to strict standards of academic integrity. Any attempt to deviate from these standards will be construed as acts of academic dishonesty and will be treated in accordance with the Code of Academic Honesty and the Student Code of Honor.

Academic honesty aims to strengthen the educational environment based on the principles of openness, transparency, objectivity and ethical standards.

Turan University has a Disciplinary Council, which implements the regulation of relations between employees and students. In case of violations or appeals of employees and students on issues of academic honesty and ethics, this body acts as a moderator in resolving these issues.

At the same time, the university recognizes its responsibility to promote and inculcate values and standards of behavior that will guide their students throughout their careers.

22.2 Turan University expects its students to comply with academic integrity standards. The University has the right to apply disciplinary measures, including expulsion, for failure to comply with the requirements specified in this Policy.

Students should not allow:

- fraud;
- obtaining or providing unauthorized access to exams or using prohibited materials during the exam;
- transfer registration details (login, password) that are false or altered in any way;
- plagiarism (copying materials from the Internet without specifying links to sources, providing someone else's work in whole or in part as your own);
- promoting acts of dishonesty of others (including performing tests, assigning courses, diploma works (projects) for other students, either directly or through document exchange sites or other sources).

22.3 Any form of discrimination, including on social, racial, gender, ethnic, religious grounds, is unacceptable at the university. Each case of any form of discrimination against an employee or student of the university should be considered by the Disciplinary Council. The decisions made by him are the basis for the issuance of the corresponding order of the rector.

23.Student social support

Students are provided with the following social support and incentive measures:

- free medical services in the medical and health center of the university;
- free psychological assistance;
- free legal assistance in the student law clinic of the university;
- free help of academic consultants (advisers);
- visa support for studies on academic mobility programs;
- free internet access;
- free use of the library fund and reading rooms of the university;
- free use of laboratories for conducting research within the framework of a diploma / master's project or other studies approved by the department;
- free classes in circles and clubs of the university;
- free access to sports sections and use of gyms;
- providing scholarships in accordance with the legislation on education;
- the provision of residential premises in the Student House;
- provision of preferential vouchers to the public educational institution "Tau-Turan";
- receiving a grant from the rector;
- competitive support of students to participate in intellectual and creative competitions;
- receiving discounts on tuition fees in accordance with the "Rules for the award of the grant of the rector and the application of the system of discounts at the university";
- Awarding the scholarship of the rector to the winners of the contest "Best Student of the Year".

24.Student service center

A student service center has been opened at Turan University as part of the implementation of the state program Digital Kazakhstan and events dedicated to the Year of Youth. The aim of the Center is to create conditions for the provision of high-quality and quick student services on the principle of "one window".

Services include:

- Student transcripts
- Getting a certificate from a place of study
- Registration for disciplines
- Acceptance of applications on issues: providing academic leave, deductions, transfer to other specialties and forms of training, change of personal data, etc.
- Acceptance of documents for a vacant state educational grant or award of a presidential scholarship
- Acceptance of applications for participation in the competition of academic mobility programs; registration, registration, check-in and eviction from the Student House; receipt, re-issuance of ID-cards, login-password, “Оңай” cards
- Military registration
- Granting deferrals from military service
- Direction to study at the military department
- Military law advice
- You can submit requests online.
- Opening hours: Monday to Friday, from 9-00 to 18-00 without a break.
- Contacts
- Phone: +7 (727) 260-40-19; +7 (727) 264-55-97
- Email: student_support@turan-edu.kz

During the period of restrictive measures related to the spread of coronavirus infection, the Student Services Center operates online.

25. Participation of students in university management

- Representation of students in collegial management bodies of the university
 - University Student Council
 - Council of young scientists
 - The functioning of the “Box of ideas and suggestions” from students
 - Annual monitoring of satisfaction with the status of educational and social services
- Student participation in the development of EP
- Student participation in the planning of educational and social work of the university.

26. No smoking policy

In accordance with paragraph 5 of Article 159 of the Code of the Republic of Kazakhstan "On people's health and the health care system" dated July 7, 2020 No. 360-VI 3PK, the consumption of tobacco products, smoking is prohibited in educational institutions. The University supports this policy and reserves the right to establish disciplinary liability in accordance with the legislation of the Republic of Kazakhstan for violation of legislation in the field of health protection of citizens from exposure to second hand tobacco smoke and the consequences of tobacco consumption.

The academic policy was considered and approved at the meetings of the Presidium of the Committee on Youth Affairs (Minutes No. 8 of 08/26/2020), the administration (Minutes No. 11 of 08/27/2020), and approved by the Academic Council of Turan University (Minutes No. 16 of 08/27/2020), changes were made by the decision of the Academic Council (minutes No. 7 of 01/08/2021).

The academic policy should be communicated to the students immediately after the enrollment procedure and posted for wide access on the official website of Turan University: www.turan-edu.kz.

Ignorance of Academic Policy does not exclude student liability for non-compliance.