APPROVED
Order No V-04 of 8 February 2021 of the Director of the College of Saint Ignatius of Loyola

DESCRIPTION OF THE PROCEDURE FOR DETERMINING AND COMPARING THE STUDY ACHIEVEMENTS OF STUDENTS AT ST. IGANATIUS OF LOYOLA COLLEGE, STUDENT ROTATION AND ALLOCATION OF AVAILABLE STATE-FUNDED PLACES

I. GENERAL PROVISIONS

1. The Description of the Procedure for Determining and Comparing the Study Achievements of the Students of the College of St. Ignatius of Loyola (hereinafter referred to as the "Description") regulates the procedures for determining and comparing the study achievements of the students enrolled in the state-funded and non-state-funded study places, the determination of study achievements in accordance with the current system of evaluation of study results, the procedures of rotation of the students, and the procedures of distribution of the vacant places.

2. Terms used in the description:

2.1. ***Rotation*** - Changing a student's place in a course according to the funding of the course.

2.2. ***The weighted average of the study achievements during the assessment period*** is the sum of the products of the study achievement grades for each module of the year of study and the number of credits in the module in question, divided by the number of credits in the year of study. The weighted average of the learning outcomes shall be calculated to the nearest hundredth of a number.

2.3. ***Academic debt*** - an examination or other final examination failed during the assessment period Assessment.

2.4. ***A student in good academic standing*** is a student who has no academic debt, has fulfilled all the requirements of the programme of study during the assessment period, and has achieved an excellent or typical level of achievement.

2.5. ***Excellent level of academic achievement*** is defined as a student who: is aware of the latest sources, theory and principles of the study module (field of study) and is able to create and develop new ideas; is able to apply knowledge and solve complex and atypical problems in the field of study and in the related professional activity; is able to independently collect, evaluate, interpret data and make decisions on the basis of these data; is able to logically communicate information, ideas, problems and solutions in communication with specialists in his/her field of study and in other fields; has the necessary learning abilities for further studies and self-study;

2.6. ***Typical level of achievement*** is defined as a student who: knows the key theories and principles of his/her field of study and can justify the key achievements of his/her field of study; can apply knowledge to solve standard problems in his/her field of study or in a related professional activity; can independently collect, evaluate and interpret data in his/her field of study to make decisions; can communicate common information, ideas, problems and solutions in his/her field of study; and has the necessary learning abilities for further study and independent learning;

2.7. ***Threshold level of achievement*** - a student who: knows the key theories and principles of his/her module/field of study; can apply knowledge to solve simple problems in his/her field of study; can participate in the collection, evaluation and interpretation of his/her field of study

data for decision-making; be able to convey key information and ideas in the field of study, problem solving; have independent learning skills.

3. The description has been prepared in accordance with the Law on Science and Studies of the Republic of Lithuania, the procedure of studies of the St. Ignatius of Loyola College of St. Ignatius and other legal acts regulating the studies.

5. The number of state-funded study places for the first year of a field of study (programme of study) is fixed on 1 September each year, after the end of the general admission to Lithuanian higher education institutions.

6. The number of state-funded study places in a field of study fixed in different academic years does not change, except in cases when a student in a state-funded study place transfers to another college or is admitted to study from another college.

7. The results achieved by a student upon completion of a course (module) shall be assessed by assigning them to a level of study achievement. There are three levels of achievement in subjects/modules: excellent, typical and threshold.

8. The mapping of levels of achievement to the College's ten-point grading system is done by assigning grades in the ten-point system to three levels of achievement in subjects/modules: excellent (10 and 9), typical (8 and 7) and threshold (6 and 5).

9. At the end of the assessment period, the grades of the study subjects (modules) are summarised and the level of achievement of all students studying in the same field of study, in the same course and in the same form of study is determined:

9.1. A student shall be considered to have achieved **an excellent** level of achievement in an assessment period if at least four-fifths of the grades in the subjects/modules are at the excellent level and the others are at or above the standard level.

9.2. A student shall be considered to have reached the **typical** level of achievement for the period of assessment if at least three quarters of the assessments in the subjects/modules are at the typical or excellent level and the rest at the threshold level.

9.3. A student is considered to have reached the **threshold** level of study achievement for the assessment period if he/she has completed all the subjects/modules but his/her study achievement is below the typical level.

10. State-funded study places available **from 1 September to 23 February**
are allocated **from 24-28** February.

During this period, a publicly funded place may become available:

10.1. when a student who was studying in a state-funded study place is expelled from the College;

10.2. when a student studying at a state-funded place of study voluntarily terminates his/her studies, unless the student studying at a state-funded place of study changes his/her programme of study in the same field of study;

10.3. death of a student who was studying at a state-funded place.

11. State-funded study places available **from 24 February to 31 August**
to be filled by rotation **until 10 September.**

During this period, a State-funded study place is lost when:

11.1. a student studying at a state-funded place of study does not meet the criteria for good learning (having reached only a threshold level of achievement), unless there are no students studying at non-state-funded places of study who meet the criteria for good learning in the course of the relevant field of study;

11.2. a student studying at a state-funded place of study has academic debts after the assessment period;

11.3. a student who was studying in a state-funded study place is expelled from the College;

11.4. a student studying at a state-funded place of study terminates his/her studies voluntarily, unless the student studying at a state-funded place of study changes his/her programme of study in the same field of study;
11.5. a student studying in a state-funded place dies.

II. STUDENT ROTATION

12. State-funded study places that become available **between 24 February and 31 August** shall be filled on a rotation basis **until 10 September.** The rotation determines the student's level of achievement during the assessment period in order to compare it with the results of the corresponding field of study and the same course in which he/she is enrolled on an annual basis, at the end of each year of study.
13. Student rotation is carried out if there are students studying in state-funded study places who do not meet the criteria of a good student.
If a student does not meet the criteria for a good student, he or she will lose state funding,
except as provided for in point 14.
14. If there are no students in a course in the relevant field of study who meet the criteria for good academic performance in the non-state-funded study places, students in state-funded study places with no academic debt will continue to receive state funding for their studies, even though their level of achievement for the period of assessment is at the threshold.
15. Students on academic leave, on study breaks or in their final year
Not in the rotation.
16. A student who has not completed the course (module) by 1 September shall be subject to an academic debt, and he is not part of the rotation.
17. The vacant state-funded study place shall be filled by the best student in the same field of study, in the same course (according to the year of funding) and in the same form of study at the state-funded study place who meets the criteria for good academic performance.
18. If the number of state-funded study places available is less than the number of applicants from non-state-funded students who have not achieved module passes at the excellent level of achievement during the assessment period, priority will be given to students who have achieved more module passes at the typical level of achievement during the assessment period.
19. If students competing for the vacant state-funded study places have the same levels of achievement in the modules, priority shall be given to students according to the following criteria: 1) those who have obtained a higher number of excellent module grades during the assessment period; 2) those who have a higher weighted average of achievement (in terms of grades) during the assessment period;
3) those with higher module grades (more modules graded 10, then 9, etc.). The criteria are listed in descending order of priority. If several applicants have the same performance in the criteria, then the levels of achievement of the previous semester are compared and, if necessary, the admission competition scores are also compared.
20. If the number of state-funded study places available exceeds the number of non-state-funded students who meet the criteria for good academic standing, the places are not filled.
21. If a student has suspended studies during the rotation (the student has not requested to return to studies from the next semester of studies), he/she does not participate in the rotation, i.e. he/she does not lose and does not take up a state-funded study place.
22. If a student's period of study does not coincide with the assessment period (due to academic leave, study break), the student's level of achievement is determined on the basis of the student's actual data from one year of study at the College. The student's level of achievement shall be determined taking into account any suspension of studies

grades obtained during the assessment. When a student applies for a vacant state-funded study place, the results of his/her studies shall be compared with the results of the course in which he/she is actually studying.

23. If, during the rotation, a student has an extended period of time to complete the courses/modules in a semester of study, he/she shall not participate in the rotation, i.e. shall not lose or take up a state-funded study place. The level of achievement of such a student studying in a state-funded study place shall be determined at the end of the extension period.

24. A student who has lost state funding is given the opportunity to study at a non-state-funded place of study after the rotation, paying the tuition fee set in the year of admission.

25. Once a student has been awarded a state-funded place, the existing study agreement not funded by the state shall cease to be valid and a new study agreement for a state-funded place shall be concluded at the student's request.

26. The state-funded study contract concluded with the student who has lost state funding shall be terminated and a new study contract for a study place not funded by the state shall be concluded at the student's request. The new agreement shall enter into force from the moment of signing the agreement. The contract must be signed before 11 September of the current year.

27. The transfer of a student to a state-funded or non-state-funded study place shall be formalised by an order of the Director. The transfer of students shall take place by 10 September of the current year.

III. ALLOCATION OF AVAILABLE STATE-FUNDED STUDY PLACES AFTER THE SEMESTER OF STUDY

28. From 1 September to 23 February, **a vacant** state-funded study place may be taken up by the best student in the same field of study, in the same course of study, and in the same form of study, who meets the criteria for good academic performance (a one-semester period of study is assessed).

29. If, at the time of the allocation of the available state-funded places, a student has suspended his/her studies (the student has not requested to return to studies from the next semester of studies), he/she shall not participate in the allocation of the available places.

30. If, at the time of the allocation of the available state-funded places, a student has an extended period of time for the settlement of the subjects (modules) studied in the semester of study, he/she shall not participate in the allocation of the available places.

31. If a student's period of study does not coincide with the assessment period (due to academic leave, study break), the student's level of achievement is determined on the basis of the student's actual semester of study at the College. The student's level of achievement shall include the grades obtained during the suspension. When a student applies for a vacant state-funded study place, the results of his/her studies shall be compared with the results of the course in which he/she is actually studying.

32. If there are fewer state-funded study places available than the number of students applying for state-funded study places with the same level of achievement, preference shall be given to students with a higher percentage of excellent grades out of the total number of grades obtained during the assessment period, and in the absence of such students, preference shall be given to students with a higher percentage of standard grades.

33. If two or more students with the same level of academic performance under Clause 32 apply for the same place, preference shall be given to the student with the higher weighted average of academic performance during the assessment period.

34. If the number of state-funded study places available in a field of study exceeds the number of applicants for state-funded study places who meet the requirements for good academic performance

criteria, the remaining vacant state-funded study places shall be filled by the best students with no academic debts studying in the same field of study, in the same course (according to the year of funding), and in the same form of study in a state-funded study place. If there are no such students, these places shall not be filled.

35. A student who has lost state funding is given the opportunity to study at a non-state-funded place of study after the allocation of available state-funded places, paying the tuition fee set in the year of admission.

36. The state-funded study contract concluded with the student who has lost state funding shall be terminated and a new study contract for a study place not funded by the state shall be concluded at the student's request. The new agreement shall enter into force from the moment of signing the agreement. The contract must be signed by 28 February of the current year.

27. The transfer of a student to a state-funded or non-state-funded study place shall be formalised by an order of the Director. The transfer of students shall take place before 28 February of the current year.

IV. FINAL PROVISIONS

28. Students are not eligible to apply for a vacant publicly funded place:

28.1. with academic debts.

28.2. repeated students of the same or a lower cycle study programme, if they have previously studied more than half of the credits of that study programme at the expense of the state budget, except in cases specified by the Government;

28.3. concurrently studying under two or more study programmes at the same level, provided that their studies under at least one of them are financed by the state budget;

28.4. is a foreigner, except for children, grandchildren and great-grandchildren of emigrants and foreigners of Lithuanian origin;

28.5. receives a study grant or resumes studies in the same or a lower cycle programme if he or she has received a study grant for more than half of the study period.

29. Students whose funding changes are informed individually of the outcome of the rotation via an email set up by the College. Failure to sign the agreement within the specified timeframe shall be deemed to be a waiver of the student's state funding

30. The Regulations may be supplemented and/or amended by a resolution of the Academic Council of the College.

31. The Regulations shall enter into force upon their approval by an order of the Director.