



# LIEPAJA UNIVERSITY

APPROVED

by the order of the Rector No 09-v,  
February 15, 2019

## **Procedures for commencing studies at later study stages in Liepaja University**

Issued according to the rules No 932  
“Procedures for commencing studies at later study stages”  
of the Cabinet Regulations, 16.11.2004.,  
(amendments of 14.02.2006.; 22.12.2009.; 14.08.2018.)

1. Studies in Liepaja University (further referred – LiepU) at later study stages on the same level or lower level study programme shall commence:
  - 1.1. by coming from another higher education institution;
  - 1.2. switching to another study programme at LiepU;
  - 1.3. resuming studies after a study break;
  - 1.4. if the knowledge, skills and competencies acquired outside formal education or obtained in the professional experience and achieved study results in the previous education are recognized.
2. Studies at later study stages shall commence:
  - 2.1. persons, who have previously acquired at least 40 credit points in full-time studies of a licensed or accredited higher education study programme, in part-time studies not less than 35 credit points. This fact shall be confirmed by a statement issued by the relevant higher education institution. The statement shall not be added, if studies at later study stages commences due to the closure of a study programme.
  - 2.2. Persons, which according to the rules regarding competencies acquired outside formal education or obtained in the professional experience and the recognition of achieved study results in the previous education are recognized with a decision knowledge, skills and competencies acquired outside formal education or obtained in the professional experience or achieved study results in the previous education.
3. The courses shall be enlisted, if their amount in credit points in both comparable study programmes is equal or is greater in the previously acquired relevant course. The total amount of courses to be additionally passed must not exceed 20 creditpoints.
4. The programme’s director compares previously acquired courses and its amount with the relevant study programme, points at which courses from the previously acquired shall be enlisted and in which courses additional examinations must be passed. The courses shall be enlisted, if their amount in credit points in both comparable study programmes is equal or is greater in the previously acquired relevant course. The comparison is fixed in writing in the comparison protocol. (LiepU application)
5. The comparison is not made, if studies at later study stages commence after competencies acquired outside formal education or obtained in the professional experience, as well as the achieved study results in the previous education are recognized.
6. The programme’s director develops the individual study plan with additional requirements, indicating the learnable courses, the amount in credit points and the term of passing the examination. (LiepU application)

7. The learnable number of credit points in a study year, including additional to be carried out, must not exceed 40 credit points.
8. The dean taking into account the comparison protocol made by the programme's director and the individual study plan prepares the order project of the rector on immatriculation.
9. The dean controls the fulfilment of the individual plan in the end of the study year.
10. LiepU may refuse the commencing of studies at later study stages, if free places are not left in the relevant study programme.
11. Commencing studies at later study stages are for the means of natural / legal persons.

Rector

D. Markus