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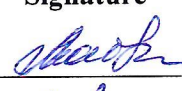



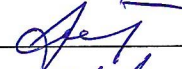

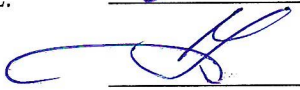
by decision of the Board
"International Information
Technology University"
Joint Stock Company
May 23, 2024
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RULES
ADMISSION TO MASTER'S AND PhD PROGRAMS AT
"INTERNATIONAL INFORMATION TECHNOLOGY
UNIVERSITY" JSC
2024-2025 ACADEMIC YEAR

R -42

Edition 7

	Job title	Surname and Initials	Signature
Developed by	Executive Secretary of the Admissions Committee	Mukhamediyeva A. G.	
Agreed	Vice-Rector for Academic Affairs	Mustafina A. K.	
Agreed	Vice-Rector for Digitalization and Innovation	Duzbayev N. T.	
Agreed	Vice-Rector for Global Partnership and Further Education	Daineko Ye. A.	
Agreed	Vice-Rector for Research Activities	Kolesnikova K.V.	
Agreed	Vice-Rector for Education Work and Social Affairs	Dyussebayev D.K.	
Agreed	Director of the Legal Department	Tynystanbekova A. Z.	
Agreed	Director of the Department of Human Resources and Documentation Management	Sungurova S. E.	
Agreed	QMS Expert	Kezhembayeva Zh.K.	

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1 GENERAL PROVISIONS

1.1 These Rules for Admission to Master's and PhD Studies at International Information Technology University JSC (hereinafter referred to as the University) have been developed based on:

- Law of the Republic of Kazakhstan dated July 27, 2007 No. 319-III "On Education".
- Order of the Minister of Education and Science of the Republic of Kazakhstan dated October 31, 2018 No. 600 "On approval of the Standard rules for admission to study in education organizations implementing education programs of higher and postgraduate education" (as amended in accordance with the Order of the Ministry of Science and Higher Education of the Republic of Kazakhstan No. 212 dated 05.23.2024).
- By the Law of the Republic of Kazakhstan dated April 15, 2013 "On public services".
- Order of the Minister of Education and Science of the Republic of Kazakhstan dated 06.07.2022 No. 264 "On Amendments to the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 05/08/2019 No. 190 "On Approval of the Rules for Conducting Comprehensive Test".

1.2 The rules determine the procedure for admission of citizens to master's and doctoral programs at the University.

1.3 Admission of persons entering the University is carried out in accordance with the list of education programs for master's and doctoral degrees approved by the Academic Council of the University (Minutes No. 9 of 04.29.2024) (Appendix 1).

1.4 Admission of master's and doctoral students to the University is carried out through the placement of a state education order for the training of personnel in scientific, pedagogical and specialized areas, as well as payment for tuition at the expense of extra-budgetary and personal funds of students and other sources.

1.5 Admission of persons to master's and doctoral programs, including targeted training, is carried out on a competitive basis based on the results of comprehensive test (hereinafter referred to as CT) or entrance examinations, exams and interviews.

1.6 Admission of persons who have completed their compulsory military service to a specialized master's program on a fee-paying basis within three years after completing their compulsory military service is carried out without entrance examinations, based on the results of an interview conducted by the admissions committees of the higher education organization during the calendar year. At the same time, enrollment of citizens who have completed their compulsory military service is carried out in accordance with the academic calendar 5 (five) days before the start of the next academic period.

1.7 Education documents issued by foreign education organizations are recognized in accordance with the procedure established by law.

Documents in a foreign language are provided with a notarized translation into Kazakh or Russian.

Education documents issued by foreign education organizations undergo the procedure of recognition of education documents in accordance with the procedure established by the legislation of the Republic of Kazakhstan after enrollment of persons during the 1 (first) academic period of study.

1.8 To accept documents and organize entrance examinations, the University creates an Admissions Committee. The Chairman of the Admissions Committee is the Head of the University. The composition and functions of the Admissions Committee are approved by the order of the Head. University.

For applicants to doctoral studies, the Admissions Committee carries out:

- 1) consulting applicants on issues related to the selected group of postgraduate education programs, familiarization with the entrance examination procedure;
- 2) organization of the reception and verification of incoming documents;
- 3) organization of the entrance examination for groups of education programs.

1.9 When entering a master's or doctoral program, if the content of the education program of the master's or doctoral program coincides with the education program of the previous level, the learning outcomes are recognized automatically.

1.10 When applying for a master's or doctoral degree, in the event of a discrepancy between the

profile of the education program of the master's or doctoral degree and the education program of higher education, the applicant is given prerequisites for mastering. Applicants are allowed to master them independently and take exams on a paid basis after passing the entrance exams. The prerequisite programs for education programs of the master's and doctoral degree are developed by the relevant departments of the University.

1.11 A master's student who has completed a specialized master's program is admitted to doctoral studies, provided that he or she additionally masters programs in the pedagogical profile.

1.12 Entrance examinations for admission to doctoral studies are conducted to determine the ability of applicants to master the relevant education programs. The programs of entrance examinations for doctoral studies at the University are formed based on standard programs in the disciplines of higher education.

1.13 The University announces admission to Master's and Doctoral programs no later than thirty calendar days before the deadline for submitting documents, indicating the area of study through the media.

1.14 The University trains specialists in three Master's programs and one Doctoral program, implementing postgraduate education programs.

1.15 Applications for Master's programs are accepted by the University's Admissions Committee and/or through the National Test Center (NTC) information system within the following deadlines:

- from June 1 to July 8 of the calendar year;
- from October 28 to November 10 of the calendar year;

Persons who have international certificates confirming proficiency in a foreign language: IELTS (International English Language Tests System), TOEFL IBT (Test of English as a Foreign Language Internet-based test), DSH (Deutsche Sprachprüfung fuer den Hochschulzugang), TestDaF-Prüfung, TFI (Test de Français International), Diplôme d'Études en Langue française, DALF (Diplôme Approfondi de Langue Française), TCF (Test de connaissance du français), and international certificates of passing the standardized test GRE (Graduate Record Examinations), it is necessary to enter the certificate data when submitting an application for participation in the CT in electronic format and in the competition.

The transfer of points of the above certificates is carried out after submitting an application for participation in the competition for the award of education grants at the expense of the republican budget or local budget or upon enrollment in a higher education institution on a paid basis in accordance with Appendices 1-2, 2, 3 to the Model Rules.

1.16 Applications for admission to doctoral studies are accepted by the University Admissions Committee and/or through the NTC information system within the following deadlines:

- from July 3 to August 3 of the calendar year;
- from October 25 to November 10 of the calendar year.

Persons who have a certificate from the international standardized test GRE (Graduate Record Examinations) must provide certificate data when applying for participation in the entrance exam.

The points of the specified certificate are converted into points of the entrance exam when submitting an application for participation in the competition for the award of a state education grant or when enrolling in a higher professional education institution on a paid basis, in accordance with Appendix 6 to the Model Rules.

When submitting an application for participation in additional test and the entrance exam, persons with disabilities with visual impairments, hearing impairments, musculoskeletal system disfunctions, upon presentation of a document on the establishment of disability, approved by the order of the Deputy Prime Minister - Minister of Labor and Social Protection of the Republic of Kazakhstan dated June 29, 2023 No. 260 "On approval of the Rules for conducting medical and social examination" (registered in the Register of state registration of regulatory legal acts under No. 32922) additionally indicate the need to provide an assistant who is not a teacher of the disciplines taken as part of the entrance exam.

Conversion of scores from the international certificate of passing the standardized test GRE (Graduate Record Examinations) into scores of the CT or entrance exam for individual blocks is not carried out.

1.17 Entrance examinations for groups of education programs for doctoral studies are held on the

following dates:

- from August 4 to August 20 of the calendar year
- from November 19 to December 11 of the calendar year.

1.18 Admission to master's and doctoral programs is carried out within the following timeframes:

- from August 15 to August 28 of the calendar year
- from December 26 to January 10 of the calendar year.

2 PROCEDURE FOR ADMISSION TO MASTER'S AND DOCTORAL PROGRAMS

2.1 When submitting documents, the applicant indicates one HEO and one group of education programs. Persons with a Master's degree and at least 9 (nine) months of work experience are admitted to doctoral studies.

2.2 Persons applying for doctoral studies submit the following documents:

- 1) a statement in any form;
- 2) education document (original, when submitting documents to the admissions committee);
- 3) an identity document (required for identification);
- 4) an official certificate of passing the state language exam (KAZTEST), issued by the National Test Center, with the exception of foreign citizens;
- 5) a certificate confirming proficiency in a foreign language:

English proficiency:

- International English Language Tests System Academic (IELTS Academic), score not less than 5.0;
- Test of English as a Foreign Language Institutional Test Program Internet-based Test (TOEFL IBT), score not less than 35 points;
- Test of English as a Foreign Language Institutional Test Program (TOEFL ITP), score not less than 417;
- TOEIC (Test of English for International Communication), score not less than 550;
- Duolingo English Test (Duolingo English test), score not less than 80;

German language proficiency:

- Deutsche Sprachprüfung fuer den Hochschulzugang Niveau B1 (Deutsche Sprachprüfung für den Hochschulzugang Niveau B1) (DSH, Niveau B1) (DYSEEIC, Niveau B1) - not lower than B1 level;
- Test DaF-Prüfung Niveau B1 (TYDIEF, niveau B1) - not lower than B1 level;

French language proficiency:

- Test de Français International (TFI) - not lower than level B1 in the reading and listening sections;
- Diplome d'Etudes en Langue français (DELFI) - not lower than B1 level;
- Diplome Approfondi de Langue français (DALF) - not lower than B1 level;
- Test de connaissance du French ç ais (Test de Connexion du France) (TCF) (TSF) – not lower than B1 level.

- 6) a medical certificate in form 075/Y in electronic format, approved No. ҚР ДСМ-175/2020.

In cases of implementation of restrictive measures, introduction of a state of emergency, occurrence of emergency situations of social, natural and man-made nature in a certain territory, a medical certificate is provided directly to the education organization;

- 7) six photographs measuring 3x4 centimeters;

8) a document confirming employment, in accordance with the Labor Code of the Republic of Kazakhstan, with the exception of foreign citizens;

9) a list of research publications for the last three calendar years (if any), a research plan and an essay;

- 10) results of the preliminary selection (in the field of education "Healthcare").

The documents listed in subparagraphs 4), 5) and 8) are provided in originals and copies, after verification of which the originals are returned to the applicant.

Individuals holding a Test of English as a Foreign Language Institutional Test Program (TOEFL ITP) certificate take additional test of English language proficiency (hereinafter referred to as additional test) before the start of the entrance examination for doctoral studies.

The number of test tasks of additional test is 100 questions. The maximum number of points is 100 points.

Additional test is assessed in the form of "pass" or "fail". To receive a "pass" grade, you must score at least 75 points.

Additional test is carried out by the NTC in organizations determined by the authorized body in the field of science and higher education.

The date, time and place of additional test are communicated to applicants through their personal account.

The results of the additional test are displayed on the computer screen after the additional test is completed.

Based on the results of additional test, an electronic certificate is issued, which is published and confirmed on the NTC website and sent to the applicant's personal account.

The certificate of additional test conducted between August 4 and August 20 is valid until December 1 of the current calendar year.

The certificate of additional test conducted between November 18 and December 11 is valid until March 1 of the following calendar year.

If an incomplete list of documents specified in this paragraph is provided, the Admissions Committee will not accept documents from applicants.

Admission to master's and doctoral programs is carried out within the following timeframes:

- 1) from August 15 to August 28 of the calendar year;
- 2) from December 26 to January 10 of the calendar year.

2.3 Persons who have completed higher education programs (bachelor's degree) in accordance with the table of correspondence between the fields of education of the master's and bachelor's degrees for admission to the master's program are admitted to the master's program.

Persons applying for a Master's degree in the period from August 25 to August 28 of the calendar year submit to the University through the Admissions Committee of the HEO the following documents:

- 1) Application addressed to the Chairman of the Board - Rector of the University;
- 2) Identity document (required for identification), copy of identity document personality;
- 3) Higher education document (original and appendix);
- 4) CT certificate (from the website) certificate.testcenter.kz);
- 5) Six photographs measuring 3x4 centimeters (each photo should be signed at the reverse side);
- 6) Medical certificate form 075/u in electronic format, approved by order No. ҚР ДСМ-175/2020) (with a fluorography image valid for no more than 12 months);

7) Applicants may be exempted from the foreign language block if they wish, provided they have an international certificate confirming proficiency in a foreign language in accordance with the Common European Framework of Reference for Languages in accordance with the scale of converting scores for the following languages: (original valid certificate of passing the test for the programs).

8) Applicants to the Master's program in the education program "Information and Communication Technology", as well as the areas of personnel training "Business and Management" are exempted from the foreign language block and the CT in the scientific and pedagogical Master's program with the Kazakh or Russian language of instruction, if they have an international certificate of the standardized GRE (Graduate Record Examinations) test, in accordance with the score conversion scale (original valid certificate of passing the test for the programs).

- 9) Document confirming employment (for persons with employment experience);
- 10) List of research and scientific-methodical works (if any);
- 11) CV with photo.

2.3 Applicants to a Master's degree program must indicate one group of education programs and up to 3 (three) universities in their application.

This list of documents may be supplemented as necessary. Along with copies of the documents specified in this paragraph, their originals are provided for verification, carried out in the presence of the applicant. After verification, the originals of the documents are returned.

The authenticity and validity of the submitted certificates are verified by the University Admissions Committee.

If an incomplete list of documents specified in this paragraph is provided, the Admissions Committee will not accept documents from applicants.

2.4 Applications for persons applying for training under the state education order within the framework of targeted training in groups of doctoral education programs are accepted at the University.

3 PROCEDURE FOR ENTRANCE EXAMS IN MASTER'S PROGRAMS

3.1 Applicants to the scientific and pedagogical master's program take a CT, which includes a test in a foreign language (optional English, German, French), a test on the profile of education program, a test to determine readiness for training in Kazakh or Russian.

3.2 Persons entering a specialized master's program with Kazakh or Russian as the language of instruction take CT, which includes a test on the profile of groups of education programs of their choice in Kazakh or Russian.

3.3 Applicants to a specialized master's program with English as the language of instruction take a CT, which includes a test on the profile of groups of education programs in English.

3.4 CT is conducted by the National Test Center of the Ministry of Science and Higher Education of the Republic of Kazakhstan (hereinafter referred to as NTC) at CT sites determined by the Ministry of Science and Higher Education of the Republic of Kazakhstan (hereinafter referred to as MSHE RK):

- Based on the results of the CT scan, an electronic certificate is issued, which is confirmed on the NCT website;
- retaking CT during the period of their delivery is not allowed.

List of groups of education programs with indication of specialized disciplines of complex test for admission to the master's program

Number and Name of education program	Profile disciplines	
	1 specialized discipline	2 profile discipline
M094 Information Technology	Algorithms and Data Structures	Databases
M096 Communications and communication technology	Electrical Communication Theory	Fundamentals of Radio Engineering and Telecommunications
M072 Management	Management	Business Organization

3.5 Persons applying for a Master's degree may, at their own request, be exempted from the foreign language test if they have an international certificate confirming proficiency in a foreign language in accordance with the Common European Framework of Reference (standards) for proficiency in a foreign language, in accordance with the scale of conversion of points, according to Appendix 1-2 to the Model Rules, in the following languages:

- English language: IELTS Academic (International English Language Test System Academic);
- TOEFL IBT (Test of English as a Foreign Language Internet-based test);
- German: DSH (Deutsche Sprachprüfung fuer den Hochschulzugang), TestDaF-Prüfung;
- French: TFI (Test de Français International), DELF (Diplôme d'Etudes en Langue française), DALF (Diplôme Approfondi de Langue française), TCF (Test de connaissance du français).

3.6 Persons entering the Master's program in the groups of education programs in the fields of education "Information and Communication Technology", as well as the areas of personnel training "Business and Management" are exempted from the foreign language test and the test to determine readiness for studying CT in a scientific and pedagogical Master's program with Kazakh or Russian as the language of instruction, if they have an international certificate of the standardized GRE (Graduate Record Examinations) test, in accordance with the scale of conversion of points, according to Appendix 2 to the Model Rules.

3.7 Persons entering the Master's program in the groups of education programs in the direction of personnel training "Business and Management" with an international certificate of passing the standardized GMAT (Graduate Management Admission Test) are exempt from taking the CT for the

Master's program with Kazakh, Russian or English language of instruction, in accordance with the scale of conversion of points, according to Appendix 4 to the Model Rules.

3.8 Persons who have an international certificate of passing the standardized GMAT test must enter the certificate data when submitting an application for participation in the competition for the award of education grants at the expense of the republican budget or local budget or when enrolling in a higher professional education institution on a paid basis.

3.9 The authenticity and validity of the presented certificates are checked by the admissions committees of the HEO when submitting an application for participation in the competition for the award of education grants at the expense of the republican budget or local budget or when enrolling in the HEO on a paid basis.

3.10 Persons who have completed foreign higher education in countries whose state or official language is English and who have specialized accreditation from foreign accreditation bodies included in the registers and (or) associations of accreditation bodies of the member states of the Organization for Economic Cooperation and Development (OECD) are exempted from the "Foreign Language" (English) test for a master's degree with Kazakh or Russian as the language of instruction for 5 (five) years.

3.11 Applicants to a Master's degree program must indicate one group of education programs and up to 3 (three) additional professional education programs in their application.

The results of the CT and entrance (creative) exams are announced on the day they are held.

4 PROCEDURE FOR ENTRANCE EXAMS IN DOCTORAL PROGRAM

4.1 Persons with a master's degree and at least 9 (nine) months of work experience are admitted to doctoral studies.

4.2 Applicants to doctoral studies must provide international certificates confirming proficiency in a foreign language in accordance with the Common European Framework of Reference for Foreign Languages.

4.3 To enroll in a doctoral program, it is mandatory to provide a Certificate of passing the test for proficiency in the state language (KAZTEST, any level)

4.4 The date, time and place of entrance examinations are communicated to applicants through their personal account.

4.5 The entrance exam for doctoral studies consists of the following blocks:

- 1) interview with the applicant, conducted by the examination committee at the University;
- 2) essay;
- 3) exam questions on the profile of the education program.

The final assessment is a set of points obtained by summing up the results of the essay assessment, answers to examination questions on the profile of the education program, and an interview in accordance with Appendix 9 of the Model Rules.

The entrance exam for doctoral studies takes 3 hours 30 minutes (210 minutes), of which:

- for the interview – 20 minutes;
- for essay and exam questions – 190 minutes (3 hours 10 minutes).

Persons with disabilities with visual impairments, hearing impairments, musculoskeletal system disfunctions, upon presentation of a document establishing disability, approved by the order of the Deputy Prime Minister - Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated June 29, 2023 No. 260 "On approval of the Rules for conducting medical and social examination" (registered in the Register of state registration of regulatory legal acts under No. 32922) are given additional time of up to 60 minutes.

Upon completion of the entrance exam, essay and answers to the examination questions are sent to the HEO chosen by the applicant for processing and evaluation.

The results of the entrance examination are announced the day after the entrance examinations are held.

Based on the results of the entrance exam and/or review of the appeal (in case of filing an appeal), the applicant is issued an electronic certificate, which is published on the NTC website and sent to the applicant's personal account.

The electronic certificate of the entrance exam is confirmed on the NCT website.

The certificate of the entrance examination held between August 4 and August 20 is valid until December 1 of the current calendar year;

The certificate of the entrance examination held between November 18 and December 11 is valid until March 1 of the following calendar year.

4.7 Interviews for applicants to doctoral studies are carried out by the University independently before passing the entrance examinations in the sections "Writing an essay" and "Answers to examination questions on the group of education programs".

The interview is aimed at assessing the professional and personal qualities of the applicant, the potential for conducting research or experimental research work.

The interview is conducted remotely with the mandatory use of video communication. The video recording is stored in the archive for at least three years.

The interview is recorded in a Minutes, which is signed by the chairman, members and secretary of the examination committee.

If an applicant fails to appear for an interview, 0 points are assigned, a Minutes is drawn up, which is signed by the chairman, members and secretary of the examination committee.

4.8 For the period of entrance examinations for doctoral studies, examination committees are created at the University for groups of education programs. It is allowed to create one examination committee for related areas of training.

4.7 Examination committees for groups of education programs are formed from among the faculty and staff of the University who have a doctoral or candidate of science degree, or a doctor of philosophy (PhD) degree in the relevant field.

4.8 The examination committee does not include members of the appeal committee. The composition of the examination committees with the indication of their chairmen is approved by the order of the Rector of the University.

4.9 Persons entering the groups of education programs in the field of education "Information and Communication Technology " and the areas of personnel training "Business and Management" pass a block of examination questions on the profile of the group of education programs, and are exempt from writing an essay if they have an international certificate of passing the standardized test Graduate Record Examinations (GRE) in accordance with the scale of conversion of points according to Appendix 6 of the Model Rules.

4.10 Persons who have an international certificate of passing the standardized GRE test must provide data when submitting an application for participation in the entrance exam and in the competition.

4.11 The conversion of certificate points into essay writing points is carried out when applying for participation in the competition for the award of a state education grant and when enrolling in the University on a fee-paying basis.

4.12 The authenticity and validity of the presented certificates are checked by the University's admissions committees.

4.13 Persons who have completed foreign higher education in countries whose state or official language is English and who have specialized accreditation from foreign accreditation bodies included in the registers and (or) associations of accreditation bodies of the member states of the Organization for Economic Cooperation and Development (OECD) do not provide international certificates confirming proficiency in a foreign language in accordance with the common European competencies (standards) for proficiency in a foreign language specified in this point.

4.14 Based on the results of the entrance exam and/or review of the appeal application (in case of filing an appeal), the applicant is issued an electronic certificate, which is published on the NTC website and sent to the applicant's personal account.

4.15 When submitting documents for doctoral studies, the applicant selects 1 HEO and 1 GOP for receipts.

5 ADMISSION OF FOREIGN CITIZENS

5.1 Admission of foreign citizens to master's and doctoral programs is carried out on a fee-paying basis. Receipt of free postgraduate education by foreigners on a competitive basis in

accordance with the state education order is determined by international treaties of the Republic of Kazakhstan, with the exception of the scholarship program for master's programs.

5.2 Admission of foreign citizens to study at HEO or scientific organizations on a fee-paying basis is carried out based on the results of an interview conducted by the admissions committees of HEO or scientific organizations during the calendar year. Enrollment of foreign citizens is carried out in accordance with the academic calendar 5 (five) days before the start of the next academic period.

5.3 The interview is conducted orally in online/offline mode. The interview involves presenting one's own thoughts, expressing individual impressions and considerations on a specific situation (a question related to the content of the Education Program chosen by the applicant), which is clearly not intended to be a definitive or exhaustive interpretation of the subject. During the interview, foreign citizens must reflect their general education, life, professional experience, their beliefs and achievements, life position and worldview.

5.4 Education documents issued by foreign education organizations are recognized in accordance with the procedure established by law.

5.5 Documents in a foreign language are provided with a notarized translation into Kazakh or Russian.

5.6 Education documents issued by foreign education organizations undergo the procedure of recognition of education documents in accordance with the procedure established by the legislation of the Republic of Kazakhstan after enrollment of persons during the 1 (first) academic period of study.

5.7 The process of nostrification of education documents is carried out by the student himself.

5.8 To be admitted to the University's Master's program, foreign citizens must submit the following documents to the University:

5.9 Application addressed to the Chairman of the Board - Rector of the University;

5.10 A notarized (Kazakh notary) copy of the passport with a translation into Kazakh or Russian. The validity period of the national passport must be at least 2 years from the date of entry into the territory of the Republic of Kazakhstan;

5.11 Higher education document (original with supplement);

5.12 Six photographs measuring 3x4 centimeters (each photo should be signed at the reverse side);

5.13 Medical certificate form 086-U. Certificates are issued upon arrival in Kazakhstan, after passing the relevant medical commission. The presence of a seal of each doctor and a round seal of the medical institution in the lower left corner is mandatory (with a fluorography image not more than 12 months old);

5.14 If available, valid scanned copies of IELTS/TOEFL certificates:

5.15 English language:

5.16 IELTS (International English Language Tests System), threshold score - no less than 6.0;

➤ Test of English as a Foreign Language Institutional Test Program (TOEFL ITP), threshold score - no less than 543 points;

➤ Test of English as a Foreign Language Institutional Test Program (Internet-based Test (TOEFL IBT), threshold score - no less than 60;

➤ German language: German Sprachprüfung fuer den Hochschulzugang (DSH, Niveau C1), Test DaF Prüfung (Niveau C1);

➤ French language: Test de Fransais International – (TFI) – not below level B1 in sections reading and listening), Diploma of Etudes in French Language from – (DELFI level B2), Diploma of Apprenticeship in French Language – (DALF level C1), Test of Conversation in French – (TCF) – not less than 50 points).

5.17 List of documents for admission to doctoral studies:

1) Application to the Chairman of the Board – Rector of the University;

2) Applicant's application form;

3) A research proposal for the planned dissertation research, agreed upon with the proposed domestic or foreign research consultant (Kazakh/Russian/English);

4) A copy of an identity document;

5) Education document (bachelor's degree) (original and supplement);

6) Education document (Master's degree) (original and supplement);

7) Applicants to doctoral studies provide international certificates confirming proficiency in a foreign language in accordance with the Common European Framework of Reference for Foreign Languages:

English:

- IELTS Academic (International English Language Test System Academic) threshold score - no less than 5.0;
- TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score - no less than 35; TOEFL ITP (Test of English as a Foreign Language Institutional Test Program), threshold score - no less than 417;
- TOEIC (Test of English for International Communication), threshold score - no less than 550;
- Duolingo English Test (Duolingo English test), threshold score – not less than 80;

German:

- German School of Management (DSH, not lower than level B1), TestDaF-Prüfung (not lower than level B1);

French:

- TFI (Test de Français International) – not lower than B1 level in the reading and listening sections), DELF (Diplôme d'Études en Langue française) – not lower than B1 level, DALF (Diplôme Approfondi de Langue française) – not lower than B1 level, TCF (Test de connaissance du français) – not lower than B1 level.
- The authenticity and validity of the presented certificates are checked by the admissions committees of the HEO.

Persons who have a certificate (TOEFL ITP (Test of English as a Foreign Language Institutional Test Program) take additional test before the entrance exam to doctoral studies. The number of questions in additional test is 100. The maximum number of points is 100 points.

Additional test is assessed as "pass" or "fail". To receive a "pass" grade, an applicant must score at least 75 points.

8) Medical certificate form 086-U. Certificates are issued upon arrival in Kazakhstan, after passing the relevant medical commission. The presence of a seal of each doctor and a round seal of the medical institution in the lower left corner is mandatory (with a fluorography image not more than 12 months old);

9) Six photographs measuring 3x4 centimeters (each photo should be signed at the reverse side);

10) List of scientific publications for the last 3 calendar years (if any), research plan;

11) CV with photo.

5.18 If an incomplete list of documents is provided, the admissions committee has the right to refuse an applicant foreign citizen.

5.19 After enrollment, a foreign student must go to the Department of International Affairs and Academic Mobility to obtain temporary registration/visa (depending on the country of arrival). If the student is outside the Republic of Kazakhstan and is unable to enter the country without a visa, the Department of International Affairs and Academic Mobility of the University issues an invitation for the student through the Migration Services Center (services are paid for by the student, 0.5 MCI, the response period is 7 (seven) working days).

5.20 A student who has received temporary registration or a visa is obliged to notify the Department of International Activities and Academic Mobility of the University of each arrival and departure from the Republic of Kazakhstan within one calendar day for further studies.

6 WORK OF THE APPEALS COMMISSION

6.1 To consider applications from persons who disagree with the results of entrance (creative) examinations, the University creates an appeals committee. The chairman and composition of the appeals committee are approved by order of the chairman of the admissions committee.

6.2 To consider applications from persons who disagree with the results of the CT, a Republican Appeals Commission is created under the Ministry of Health of the Republic of Kazakhstan. The

Chairman and composition of the Republican Appeals Commission are approved by the order of the Ministry of Health of the Republic of Kazakhstan.

6.3 An appeal from persons applying for doctoral and master's programs is submitted to the name of the chairman of the appeal committee by the applicant in person and/or through the NTC information system.

6.4 An appeal for comprehensive test for a master's degree is submitted by the person who participated in the test through the NTC information system:

- due to technical reasons during test;
- by content after completion of test within 30 minutes.

6.5 Applications are accepted until 13:00 the day after the announcement of the results of the entrance exam for doctoral studies, creative exams and CT and are considered by the University's appeals committee within one day from the date of application.

6.6 Applications for appeal of the entrance examination to doctoral studies in computer format are accepted the following day from 13:00 to 13:40 hours after the announcement of the results, at the premises of an organization determined by the authorized body in the field of science and higher education.

6.7 When entering the building to submit an application to appeal the results of the entrance examination, the use of prohibited items specified in paragraphs 20-3 and 20-4 of the Model Rules is not permitted.

6.8 If prohibited items specified in paragraphs 20-3 and 20-4 of the Model Rules are detected during a metal detector check at the entry into the building for an appeal, the administrator draws up a report on the detection of prohibited items during entry for additional test and the entrance exam to doctoral studies in computer format in the form according to Appendix 10 to the Model Rules. The applicant is not admitted to additional test and the entrance exam in the current year.

6.9 Applicant has 40 minutes to appeal the content of the doctoral entrance exam.

6.10 Appeals regarding the content of test tasks and technical reasons from persons entering doctoral studies with additional test of knowledge of the English language are considered by the Republican Appeals Commission.

6.11 An application for technical reasons for an appeal from applicants to doctoral studies with additional English language test is submitted by the applicant during the test.

6.12 An appeal for a technical reason is considered in the event of a missing fragment of the test task condition (texts, diagrams, drawings, tables) as a result of which it is impossible to determine the correct answer. Specific facts set out in the appeal application are subject to consideration.

6.13 An appeal regarding the content of test assignments from persons entering doctoral studies with additional test of English language proficiency is considered in the following cases:

- 1) the correct answer does not match the code of correct answers (the correct answer option is indicated);
- 2) there is no correct answer;
- 3) there is more than one correct answer in test tasks with a choice of one correct answer from all proposed ones (all correct answer options are indicated);
- 4) an incorrectly composed test task.

The decision of the Republican Appeals Commission is final and not subject to revision.

6.14 Applications for appeals regarding essay writing and answers to examination questions on the profile of the education program group without providing a reasoned justification (no answer, full explanation, step-by-step solution to problems) will not be considered.

6.15 Appeals regarding essay writing blocks and answers to examination questions on the profile of the education program group are considered by the appeal commissions of the HEO.

6.16 When the appeal committee considers the application, the person filing the appeal shall provide an identity document.

6.17 Decisions of appeal commissions are made by a majority vote of the total number of commission members. In case of a tie, the vote of the commission chairman is decisive. The work of appeal commissions is formalized by a Minutes signed by the chairman and all members.

6.18 To maintain order during entrance examinations and CT, representatives of the Ministry of Higher Education of the Republic of Kazakhstan are sent to the CT test centers and to the HEO.

7 ENROLMENT IN MASTER'S AND DOCTORAL PROGRAMS

7.1 Enrollment of persons in the research and pedagogical master's program on a fee-paying basis is carried out based on the results of the CT on the scale of the 150-point grading system for CT in the master's program with Kazakh or Russian language of instruction in accordance with Appendix 7 to the Model Rules: no less than 75 points, with no less than 25 points in a foreign language, no less than 7 points in the profile of a group of education programs with the choice of one correct answer, no less than 7 points with the choice of one or several correct answers, no less than 7 points in the test to determine readiness for learning.

7.2 Enrollment of persons in a specialized master's program with Kazakh or Russian language of instruction on a fee-paying basis is carried out based on the results of the CT in accordance with the Scale of the 70-point grading system for CT in a specialized master's program with Kazakh or Russian language of instruction in accordance with Appendix 7-1 to the Model Rules: no less than 30 points, while for the profile of a group of education programs: for the first specialized discipline - no less than 7 points, for the second specialized discipline - no less than 7 points.

7.3 Enrollment of persons in a specialized master's program with English as the language of instruction on a fee-paying basis is carried out based on the results of the CT on the scale of the 70-point grading system for CT in a specialized master's program with English as the language of instruction in accordance with Appendix 8 to the Standard Rules: no less than 30 points, while for the profile of the group of education programs: for the first specialized discipline - no less than 7 points, for the second specialized discipline - no less than 7 points.

7.4 Persons with at least five years of experience in a managerial position in accordance with the register of positions of political and administrative civil servants, the register of positions of civil servants of the relevant industries, or at least ten years of experience in the relevant profile of the education program of a specialized master's degree are enrolled on a paid basis based on the results of an interview conducted by the admissions committees of the HEO.

7.5 Applicants to a Master's degree are admitted to the HEO subject to the passing score threshold established by the HEO.

7.6 Persons entering scientific and pedagogical and specialized master's programs within the quota places allocated for individual HEO are enrolled in the HEO subject to their passing an additional requirement established by the HEO. Additional requirements are determined by the HEO independently.

7.7 The enrollment of the specified persons is carried out on a competitive basis based on the results of a set of results obtained by summing the results of the CT and the additional requirement established by the HEO.

7.8 Enrollment of persons in doctoral studies on a fee-paying basis is carried out based on an international certificate confirming proficiency in a foreign language in accordance with the common European competencies (standards) of proficiency in a foreign language and based on the results of the entrance exam in the profile of the group of education programs of doctoral studies and having scored at least 75 points out of a possible 100 points.

7.9 Persons who have scored the highest points in the CT and/or entrance exam and/or creative exams are admitted to training under the state education order on a competitive basis:

1) For a research and pedagogical master's degree: no less than 75 points, including no less than 25 points in a foreign language, no less than 7 points in the profile of a group of education programs for the first specialized discipline, no less than 7 points in the second specialized discipline, no less than 7 points in the test to determine readiness for study in accordance with Appendix 7 of the Model Rules;

2) For a specialized master's degree program with Kazakh or Russian language of instruction: no less than 30 points, while for the profile of a group of education programs: for the first specialized discipline - no less than 7 points, for the second specialized discipline - no less than 7 points, in accordance with Appendix 7-1 of the Model Rules;

3) For a specialized Master's degree program with English as the language of instruction: no less than 30 points, with the following for the profile of a group of education programs: no less than 7 points for the first specialized discipline, no less than 7 points for the second specialized discipline, in accordance with Appendix 8 of the Model Rules;

7.10 Persons who score at least 75 points on the entrance exam are admitted to doctoral studies under the state education order on a competitive basis.

7.11 In case of equal competitive scores, priority in enrollment in doctoral studies is given to those who have the highest score in the entrance exam in the profile of the education program group. Then the scores for the essay, scientific achievements corresponding to the profile of the education program are taken into account: research publications, including in top-rated journals included in the 1st and 2nd quartiles according to the Journal Citation Reports of the Web of Science database of Clarivate Analytics for the last 3 calendar years; certificates of scientific developments; certificates of awarding scientific scholarships, grants; certificates/diplomas for participation in scientific conferences and competitions.

7.12 The University shall submit to the authorized bodies in the field of education within 10 calendar days a final report on the organization and conduct of admission, as well as copies of orders on admission to master's and doctoral programs in the state education institution. order.

7.13 Unused places under the state education order for doctoral studies, including targeted ones, are returned to the authorized bodies in the field of science and higher education, health care, culture and sports in the form of an application for further redistribution between higher education institutions in terms of groups of postgraduate education programs before October 15 of the calendar year.

7.14 To participate in the competition for state education orders financed by the local budget, applicants must submit the following documents to the University by August 25 of the calendar year:

- application (in any form);
- higher education document (original);
- a CT certificate and a copy of the test certificate for the programs in the fields of education “Information and Communication Technology” and the areas of personnel training “Business and Management” (if any) and a document on passing the (creative) exam for groups of education programs indicating the scores (if any) (for master's programs);
- a certificate confirming proficiency in a foreign language in accordance with the Common European Framework of Reference for Foreign Languages and an document on passing the entrance exam for groups of education programs indicating the scores (for doctoral studies);
- a copy of the work record book (if available);
- a copy of an identity document.

The competition for the state education order is held in accordance with the scores of the CT and/or entrance (creative) exam for groups of education programs.

Appendix 1

УТВЕРЖДАЮ
 Председатель Правления – Ректор,
 Хикметов А.К.
 Протокол УС № 9 от 23.05.2024 г.

**Перечень образовательных программ для приема абитуриентов
 в 2024 году**

Кафедра	№	Образовательные программы (3-х годичные)	Группы по языкам обучения
Компьютерная инженерия	1.	6B06107 Киберфизические системы	английский
	2.	6B06118 Иммерсивные технологии	английский
Математическое и компьютерное моделирование	3.	6B06120 Искусственный интеллект	английский
Кибербезопасность	4.	6B06302 Аппаратные средства защиты информации	английский
Информационные системы	5.	6B06103 Аналитика больших данных	английский
Медиакоммуникации и история Казахстана	6.	6B03201 Бизнес-журналистика, SMM & PR	каз, рус, англ
	7.	6B03202 Цифровая журналистика	каз, рус, англ
Экономика и Бизнес	8.	6B04102 Электронный бизнес	английский
	9.	6B04105 Финансовые технологии	английский
Кафедра	№	Образовательные программы (4-х годичные)	Группы по языкам обучения
Компьютерная инженерия	10.	6B06106 Вычислительная техника и программное обеспечение	английский
	11.	6B06110 Программная инженерия	английский
Информационные системы	12.	6B06105 Информационные системы	английский
	13.	6B06115 Цифровые агроисysteme и комплексы	английский
Кибербезопасность	14.	6B06301 Компьютерная безопасность	английский
	15.	6B06303 Сетевая безопасность	английский
Радиотехника, электроника и телекоммуникации	16.	6B06201 Телекоммуникационные системы и сети	русский
	17.	6B06203 Мобильные технологии телекоммуникаций	русский
Экономика и Бизнес	18.	6B06119 - Информационные технологии в бизнесе	английский

Международные коммуникации и история Казахстана	19.	6B03203 Международная журналистика и интернет-безопасность	английский
Математическое и компьютерное моделирование	20.	6B06101 Компьютерные науки	английский
	21.	6B06112 Data Science	английский
	22.	6B06114 Блокчейн-технологии	русский

Кафедра	№	Образовательные программы (ССО 3 года)	Группы по языкам обучения
Радиотехника, электроника и телекоммуникации	1.	6B06203 Мобильные технологии телекоммуникаций	русский
Кибербезопасность	2.	6B06301 Компьютерная безопасность	английский
Информационные системы	3.	6B06105 Информационные системы	английский
Компьютерная инженерия	4.	6B06107 Киберфизические системы	английский
Математическое и компьютерное моделирование	5.	6B06112 Data Science	английский
Экономика и Бизнес	6.	6B04102 Электронный бизнес	английский
	7.	6B04105 Финансовые технологии	английский

Кафедра	№	Образовательные программы (Двудипломные)	
Кибербезопасность	1.	6B06304 – Компьютерная безопасность ДДП	Computer science (Университет ХОФ, Германия)
	2.	6B06306-Сетевая безопасность ДДП	Computer science (Университет ХОФ, Германия)
Компьютерная инженерия	3.	6B06110 Программная инженерия	Computer science (Университет ХОФ, Германия)
	4.	6B06106 Вычислительная техника и программное обеспечение	Computer science (Университет ХОФ, Германия) /+ Острова Чехия
Международные коммуникации и История Казахстана	5.	6B03201 Бизнес-журналистика, SMM & PR	Журналистика и социальная коммуникация (Университет Адама Мицкевича, Польша)
	6.	6B03202 Цифровая журналистика	Журналистика и социальная коммуникация (Университет Адама Мицкевича, Польша)

	7.	6B03203 Международная журналистика и интернет-безопасность	Журналистика и социальная коммуникация (Университет Адама Мицкевича, Польша)
Экономика и Бизнес	8.	6B04105 Финансовые технологии	University Tenaga Nasional (Малайзия)
	9.	6B04102 Электронный бизнес	Inha University (Южная Корея)
Информационные системы	10.	7M06104 Управление IT-проектами	Inha University (Южная Корея)

Кафедра	№	Образовательные программы (Магистратура)	Группы по языкам обучения
Радиотехника, электроника и телекоммуникации	1.	7M06201 Телекоммуникационные системы и сети	русский
Математическое и компьютерное моделирование	2.	7M06106 Наука о данных	рус, англ
Компьютерная инженерия	3.	7M06101 Программная инженерия	английский
	4.	7M06110 Вычислительная техника и программное обеспечение	английский
Информационные системы	5.	7M06104 Управление IT-проектами	английский
Кибербезопасность	6.	7M06108 Компьютерные технологии и кибербезопасность	английский
Медиакоммуникации Истории Казахстана	7.	7M06113 Цифровые медiateхнологии и визуализация данных	русский
Экономика и Бизнеса	8.	7M04101 Проектный менеджмент	английский
	9.	7M06112 Финансовые технологии	английский

Кафедра	№	Образовательные программы (Докторантура PhD)	Группы по языкам обучения
Математическое и компьютерное моделирование	1.	8D06105 Наука о данных	английский
Компьютерная инженерия	2.	8D06102 Компьютерная и программная инженерия	английский
Информационные системы	3.	8D06103 Информационные системы	английский
	4.	8D06101 Интеллектуальные системы	английский

Кафедра	№	Образовательные программы (Магистратура)	Группы по языкам обучения
Экономика и Бизнеса	10.	7M04110 Проектный менеджмент (1)	английский

Проректор по академической деятельности
 Проректор по научно-исследовательской деятельности
 Проректор по научной и международной деятельности
 Проректор по Цифровизации и инновациям
 Декан Факультета КТиК
 Декан Факультета БМ
 Заведующая кафедрой ИС
 Заведующая кафедрой МКМ
 Заведующая кафедрой КБ
 Заведующий кафедрой КИ
 Заведующая кафедрой РЭГ
 Заведующий кафедрой ЭиБ
 Заведующая кафедрой МиИК
 Начальник управления по учебно-методической деятельности

13 — Мустафина А.К.
 Колесникова Е.В.
 Дайнеко Е.А.
 Дузбаев И.Т.
 Сейлова Н.А.
 Мухамедиева А.Г.
 Найзабаева Л.К.
 Ыдырыс А.Ж.
 Аманжолова С.Т.
 Чинибаева Т.Т.
 Бахтиярова Е.А.
 Шильдибеков Е.Ж.
 Ниязгулова А.А.
 Аджибаева А.Ш.