

Program for Foreign Citizens to admission to postgraduate education

Satbayev University for 2020-2021 academic year

1. The admission of foreigners to doctoral studies is carried out on a paid basis. Getting a free postgraduate education by foreigners on a competitive basis in accordance with the state educational order is determined by international agreements of the Republic of Kazakhstan, except for a scholarship program for doctoral degree programs;
2. The admission of foreign citizens to study at Satbayev University or scientific organizations on a paid basis is carried out according to the results of the interview conducted by the admissions committee of Satbayev University or scientific organizations during the calendar year. Enrollment of foreign citizens is realized in accordance with the academic calendar 5 (five) days before the beginning of the next academic period;
3. The submission of applications for doctoral studies carried out by Admissions Committee of Satbayev University from July 3, 2020 to August 3, 2020;
4. Entrance examinations are held from August 4, 2020 to August 20, 2020;
5. Enrollment - until August 28, 2020

To apply for Doctoral Studies PhD at Satbayev University you have to:

1. After the confirmation of operator, you have to provide the following documents to the Admissions Office of Satbayev University: Application (in arbitrary form);
2. The document on higher education (original, when submitting documents to the Admissions Office);
3. A copy of the identity document; A personal sheet on personnel records and a document confirming the employment activity (for applicants with work experience);
4. The list of scientific and methodological works (if exists);
5. Six photos 3x4 centimeters in size; Medical certificate of Form 086-U;
6. A brief scientific project (Research Proposal);
7. The scientific supervisor's written consent to supervise the dissertation, with a seal affixed from the place of work (preferably);
8. A motivational letter (at least 250 words, Times New Roman 14 font, interval 1.5)

Along with copies of the documents mentioned in this paragraph, their originals are provided for verification in the presence of the applicant.

After verification, the original documents shall be returned. It is mandatory to provide full list of documents, mentioned in this point.

The process of conducting interviews:

1. Interviews on groups of educational programs of doctoral studies, is carried out independently SU, carrying out reception on educational programs of doctoral studies. Thus, the arriving person passes interview on group of educational programs of doctoral studies only in that university which arrives.
2. For the period of conducting interviews for a doctorate - in SU are created examination commissions for groups of educational programs. It is allowed to create one examination commission in the relative directions of training.
- 3 Examination commissions for groups of educational programs are formed from among the teaching staff of SU, the staff of SU, having the degree of doctor or candidate of sciences, or the degree of doctor of philosophy (PhD) in the relevant profile.
4. The composition of the examination committees with the indication of their chairmen is approved by order of the head of SU.
5. The programs and schedule of interviews (the form of the examination, date, time and place of holding, consultation) for groups of educational programs are developed by SU and approved by the chairman of the admissions commission and communicated to applicants 3 (three) days before the entrance exam.
6. Interviews for groups of educational programs are held in classrooms (rooms) equipped with video and (or) audio recording.
7. The results of the interview shall be drawn up in an evaluation sheet and the minutes of the commission in any form, which shall be handed over to the responsible secretary of the admissions committee (his/her deputy) to announce the results. The minutes of the commission are signed by the chairman and all present members of the commission.
8. The results of the interview are announced on the day they are held.

Enrollment of persons in the doctoral studies is carried out according to the results of the interview according to the profile of the group of educational programs of doctorate and who have collected at least 50 points out of possible 100 points.

Director of the IDE and PD

 **A.G. Simonov**