

DOCTORAL ADMISSION PROCESS AT SATBAYEV UNIVERSITY

Persons with a Master's degree and at least nine (9) months of work experience are admitted to the doctoral program.

Persons applying for doctoral studies submit a package of documents to the Admissions Committee and (or) through the portal.

Acceptance of applications for doctoral studies at KazNITU is carried out by the Admissions Committee of KazNITU and (or) through the information system of NCT in the following terms:

Acceptance of applications and registration in the NCT information base:

- **July 3 through August 3 of the calendar year;**
- **October 25 through November 10 of the calendar year.**

Entrance exams:

- **4 by August 20 of the calendar year;**
- **November 19 through December 11 of the calendar year.**

Enrollment in a doctoral program:

- **by August 28 of the calendar year;**
- **By January 10 of the calendar year.**

1 STEP- To apply for the doctoral entrance exam, you must:

- 1) Go to app.testcenter.kz and select the interface language;
- 2) register in the application system using e-mail (in the letter received from the National Testing Center, be sure to confirm the e-mail);
- 3) authorize through the received login and password in the application system (you cannot delete the letter where the login and password are given);
- 4) specify IIN and click on the search button (full name comes out automatically), specify contact phone number;
- 5) go to the "Apply" tab and select "Postgraduate Education";
- 6) select the required type - entrance exams;
- 7) Fill in the registration details;

- 8) confirm familiarization with the rules of the entrance examination;
- 9) select the payment method and make payment for the exam. After successful completion of all steps, the following message will be displayed: "Application submitted successfully!".

The entrant independently chooses the city of testing. In case the entrant needs to make changes to the submitted application (city of the test, group of educational programs, language of the exam) he/she is given the opportunity to edit before the closing of the application base. For this purpose it is necessary:

- 1) go to the "My Story" tab;
- 2) open the application and click the "Edit Application" button;
- 3) make changes;
- 4) after editing, click on the "Save" button.

Information about the place and time of the exam will be available on the enrollee's personal account.

2-Step- After submitting an application for participation in the entrance exam, it is necessary to come to the GPE (University) to confirm the international certificate of foreign language proficiency and get admission to the entrance exam. Register online in the university portal (kb.satbayev.university).

When applying to the Admissions Office of Satbayev University, the applicant submits the following package of documents:

- 1) an application addressed to the Rector;
- 2) document on education (original);
- 3) an identity document (required for personal identification);
- 4) a certificate proving proficiency in English;
- 5) a certificate of passing the state language exam (KAZTEST) issued by the NCT (any level);
- 6) medical certificate in the form 075/u in electronic format, approved by order No. KR DSM-175/2020).
- 7) Six 3x4 centimeter photographs;
- 8) a personal personnel record sheet or other document confirming employment, certified by the personnel service at the place of work;
- 9) list of scientific publications for the last 3 calendar years (if available), research plan and essays;
- 10) enrollment certificate or military ID card (for young men).

The documents listed in subparagraphs 4) and 8) shall be submitted in originals and copies, after verification of which the originals shall be returned to the applicant.

When providing an incomplete list of documents specified in this paragraph, the Admissions Committee does not accept documents from applicants.

When applying through the National Testing Center portal:

- 1) a request in the form of an electronic document signed by the enrollee's EDS;

- 2) an electronic justification of the planned dissertation research agreed upon with the intended domestic or foreign academic advisor;
- 3) electronic education document;
- 4) an electronic certificate of passing the English language test;
- 5) a certificate of passing the state language exam (KAZTEST) issued by the NCT (any level);
- 6) a 3x4 centimeter digital photo;
- 7) medical certificate in the form 075/u in electronic format, approved by order No. KR DSM-175/2020).
- 8) an electronic document confirming labor activity;
- 9) list of scientific publications for the last 3 calendar years (if available), research plan and essays.

When applying through the portal to the applicant in the "personal cabinet" is sent a notification of acceptance of the request for public service in the form of an electronic document certified by EDS.

- 10) enrollment certificate or military ID card (for young men).

The applicant shall be given a receipt on acceptance of documents.

3 - STEP- When applying to the University, the applicant selects 1 University and 1 GOP for admission.

Applicants must have a Master's degree and at least nine (9) months of work experience.

The prerequisite for admission to the doctoral program is an international certificate proving English language proficiency in accordance with the Common European Framework of Reference:

English language: IELTS Academic (International English Language Testing System Academic) threshold score - at least 5.0;

TOEFL IBT (Test of English as a Foreign Language Internet-based test), threshold score of at least 35;

TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program), threshold score of at least 417;

TOEIC (Test of English for International Communication), with a threshold score of at least 550;

Duolingo English Test (Duolingo English Test), threshold score of at least 80;

German: Deutsche Sprachpruefung fuer den Hochschulzugang (DSH, NiveauB1/at least level B1), TestDaF-Pruefung (Niveau B1/at least level B1);

French: TFI (Test de Franzais International™) - at least level B1 in reading and listening sections), DELF (Diplome d'Etudes en Langue fran?ais) - at least level B1, DALF (Diplome Approfondi de Langue fran?ais) - at least level B1, TCF (Test de connaissance du fran?ais) - at least level B1.

Those who have a certificate (TOEFL ITP (Test of English as a Foreign Language Institutional Testing Program) will take an additional English language proficiency test before the doctoral entrance exam.

The entrance exam consists of the following blocks:

- 1) an interview with the applicant conducted by the examination commission of the LSE;
- 2) essay writing;
- 3) answers to examination questions on the profile of the group of the educational program.

STEP 4-Receive your results and write an application for admission to the doctoral program.

For training in doctoral studies under the state educational order on a competitive basis are enrolled persons who scored at least 75 points on the entrance exam. In the case of the same indicators of competitive points, the persons who have the highest score of the entrance exam on the profile of the group of the educational program receive the priority right at admission to the doctoral program.

Then the points for essays, scientific achievements corresponding to the profile of the educational program are taken into account: scientific publications, including those in the rating scientific editions included in the 1st, 2nd quartile according to 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.

Admission of persons to doctoral studies is based on the international certificate confirming foreign language proficiency in accordance with the Common European competences (standards) of foreign language proficiency and on the results of the entrance examination on the profile of the group of educational programs of doctoral studies and scoring at least 50 points out of a possible 100 points.

Admission of foreigners to doctoral studies shall be carried out on a paid basis on doctoral programs. Obtaining by foreigners on a competitive basis in accordance with the state educational order of free postgraduate education is determined by international treaties of the Republic of Kazakhstan.

To submit the originals of the required documents to the University at the address: Satpayeva, 22, Main academic building, entrance from the side of A.Baitursynov street.

Work schedule of the Admissions Committee:

Mon - Fri: 09:00-18:00

Sat: 09:00-14:00

Telephones:

+7 (727) 292 77 79; +7 (727) 292 73 01

Work schedule of the Department of doctoral studies and organization of research:

Mon-Fri: 8.30-17.30

Telephones:

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