

APPROVED

06.05.2015 BIA Senate session
(Protocol No. 121)

With amendments
22.03.2021 BIA Senate session
(Protocol No. 147)

**Regulations on elections of professors and associate professors, evaluation
procedures and professors' councils
Baltic International Academy**

*Developed according to
Law on Universities
26, 28, 30, 31, 33-35 p. and
25.02.2021 Regulations of the Cabinet of Ministers no. 129
Articles 25.3, 51, 52, 56 of the BIA Constitution.*

1. General rules

- 1.1. These regulations determine the procedure by which the BIA's Council of Professors is elected and operates in relevant branches (hereinafter referred to as the Council of Professors), as well as the procedure for evaluating the scientific and pedagogical qualifications and organizational work of the applicant for the position of professor or associate professor and the procedure for the election to the position and the scientific and pedagogical procedures for evaluating pedagogical qualifications and organizational work at the Baltic International Academy (hereinafter referred to as BIA)..
- 1.2. A person is elected in an open competition for only one professor or associate professor position and only in one higher education institution. A person elected to such a position may perform academic work in another higher education institution as a visiting professor or associate visiting professor. A person elected to such a position may also be elected to the position of leading researcher, researcher, or research assistant at the same time.
- 1.3. A person shall be elected in an open competition to only one position of professor or associate professor and only to one higher education institution. A person elected to such a position may carry out academic work at another higher education institution as a visiting professor or associate visiting professor. A person elected to such a position may also be elected to the position of leading researcher, researcher, or scientific assistant at the same time.
- 1.4. The election of candidates for professors and associate professors and the assessment of the compliance of the current professor and associate professor with the qualification assessment criteria shall take place in the Professors' Council of the relevant scientific field no later than 2 (two) months after the receipt of an application for the assessment of the compliance of a candidate for the position of professor or associate professor or a current professor or associate professor with the criteria for scientific and pedagogical qualifications and organizational work results.
- 1.5. To the elected applicants for the position of professor, the academic title "associate professor" is given to the candidates elected for the position of associate professor.

- 1.6. BIA evaluates the work performance of a professor or associate professor once every 2 (two) years. The rector has the right to encourage the Council of Professors to evaluate the scientific and conformity of teaching qualifications to the position to be held.
- 1.7. The scientific and pedagogical qualifications of a tenured professor or associate professor and the related organizational work are evaluated by the Council of Professors no less often than once every 6 (six) years and no later than 6 (six) months before the end of the professor's or associate professor's employment contract if he/she in the application has expressed to the rector his desire to continue working in the relevant position even after the expiration of the employment contract.

2. Composition and activity of the Council of Professors of the branch

- 2.1. The council of professors is established for five years in a certain branch of science in accordance with the list of branches and sub-branches of Latvian sciences approved by the Latvian Science Council.
- 2.2. The Council of Professors of relevant fields consists of no less than five professors of the relevant field elected by the BIA in accordance with the provisions of Article 33 of the Law on Higher Education Institutions.
- 2.3. The Council of Professors is expanded to the extent that at least one-third of its members are professors of the relevant field or representatives of registered professional associations, whose direction of activity corresponds to the direction of the relevant position, but who do not work for the BIA.
- 2.4. If the number of professors in the BIA's Council of Professors of the relevant branch becomes less than specified in point 2.2, the Council of Professors is reorganized in accordance with the requirements of Latvian laws and regulations. Joint councils of several universities can participate in BIA in creation. The decision on the creation of a joint Council of Professors and the delegation of BIA professors to the BIA Senate accepts the work in the joint Council of Professors.
- 2.5. The Council of Professors and the Secretary of the Council of Professors are approved by the BIA Senate after coordination with the BIA founder.
- 2.6. The Council of Professors elects a chairman from among its members.
- 2.7. Meetings of the Professors' Council are organized in person, remotely (online) or combined. After coordination with the members of the Professors' Council, meetings may be held in the form of a survey (except for the election of professors or associate professors and the evaluation of tenured professors and associate professors).
- 2.8. Members of the Council of Professors have the right to participate remotely in the meeting of the Council of Professors, subject to the following conditions:
 - 2.8.1. The members of the Council of Professors have access to the agenda and all documents necessary for decision-making;
 - 2.8.2. The members of the Council of Professors have the opportunity to follow the course of the meeting of the Council of Professors, express their opinion and participate in decision-making;
 - 2.8.3. An agenda item for which a full-fledged discussion cannot be ensured, if objections from members of the Council of Professors are received or additional information is required for decision-making, is considered until the next meeting of the Council of Professors.
- 2.9. Meetings of the Council of Professors are decisive if more than half of the voting members are present.

- 2.10. All decisions are made by the Council of Professors, with a simple majority of votes present (50% + 1). If the votes are equally divided, the decision is taken by the Council of Professors chairman's voice. Decisions about the applicant for the election of the applicant for the position of professor or associate professor or the evaluation of the suitability of an incumbent professor or associate professor are made by the Evaluation Commission by voting veiled.
- 2.11. Professors ' Council is organized by the Secretary of the Professors' Council in accordance with the BIA's current record-keeping order.

3. Requirements for applicants for academic positions

- 3.1. A person who has a doctoral degree, at least 3 (three) years of work experience in the position of associate professor or professor, and is an internationally recognized specialist in their field, performs scientific research work that meets the modern level and ensures high-quality studies in the relevant field of science and may apply for the position of professor.
- 3.2. A person who has a doctoral degree and experience in scientific and pedagogical work can apply for the position of associate professor.
- 3.3. The scientific and pedagogical qualifications of the applicant for the position of professor or associate professor, as well as the current professor or associate professor, and the evaluation of the related organizational work (in the last six years) must meet the criteria specified in Appendix 1 of the Regulations.

4. The procedure for electing applicants to academic positions

- 4.1. If there is a vacant position of professor or associate professor, the BIA Senate, upon the proposal of the BIA study field Council, shall make a decision on whether, when and in which sub-field of science an open competition for the vacant position of professor or associate professor will be announced.
- 4.2. The BIA Senate announces a competition for the vacant positions of professors and associate professors in the newspaper "Latvijas Vēstnesis" or in other state-level media.
- 4.3. The applicant of the open competition submits the following documents to the Personnel Department of the BIA no later than 1 (one) month after the announcement of the competition:
 - 4.3.1. application for participation in the competition;
 - 4.3.2. a copy of an identity document;
 - 4.3.3. copies of documents certifying the necessary academic and scientific degrees (the copies are approved at the workplace or, in comparison with the original documents presented by the applicant, in the Personnel Department of the BIA);
 - 4.3.4. a statement that the submitted diploma corresponds to an academic degree or diploma awarded in Latvia, if the higher education, academic or scientific degree was obtained abroad. Expertise and equalization of diplomas obtained in foreign countries is carried out by the Academic Information Center;
 - 4.3.5. the applicant's life and work history (Curriculum Vitae), which also includes research, academic, administrative and organizational work experience, a list of published works over the past 6 years (Appendix 2). The applicant can attach other documents to more fully describe his qualifications;
 - 4.3.6. a certificate of compliance with the requirements of the Education Law (Appendix 3);
 - 4.3.7. if necessary, in accordance with the Law on the State Language, a document certifying proficiency in the state language is also submitted;

- 4.3.8. knowledge of foreign languages at the level necessary for fulfilling the duties of an academic position (including leading classes in these languages);
- 4.3.9. description of tasks of the current position (Appendix 4).
- 4.4. A tenured professor or associate professor submits an application to the Rector for the evaluation of scientific and pedagogical qualifications and organizational work no later than 7 (seven) months before the end of the professor's or associate professor's employment contract or evaluation period, indicating the desire to continue working legal relations with the BIA and adding this Regulation 4.3.5. and the documents specified in clauses 4.3.9.
- 4.5. BIA Personal Department transfers the applicant's file to the Secretary of the Council of Professors, who registers the submitted documents within 3 (three) working days.
- 4.6. The applicant for the position of professor must receive an international evaluation (opinion of independent international experts), which is organized by the Council of Professors.
- 4.7. For the evaluation of scientific and pedagogical qualifications, the Council of Professors may require the applicant to hold an open lecture or a scientific seminar in the position of professor or associate professor no later than 2 (two) months from the date of the announcement of the competition. The open lecture or scientific seminar can take place remotely (electronically online) with the participation of at least two experts appointed by the Council of Professors who give their opinion in writing.
- 4.8. For the members of the Council of Professors, who prepare a written opinion on the applicant's qualifications and their compliance with the requirements of the position.
- 4.9. The Council of Professors **may appoint expert(s)** to examine the documents of applicants for the position of professor or associate professor, who will familiarize themselves with the indicators of the international activity of the applicant for the position of professor and the indicators of the scientific, pedagogical and organizational qualifications, with the indicators of the scientific, pedagogical and organizational qualifications of the applicants for the position of associate professor. The expert(s) prepares a written opinion for the Council of Professors on the applicant's qualifications and their compliance with the requirements of the position of professor or associate professor, which is taken into account when assessing the applicant's compliance with the established requirements.
- 4.10. The report on the applicant is publicly available on the BIA website or in the Council of Professors. The report indicates the position and vacancies, as well as the name and surname of the applicant, scientific degree and currently held position, length of scientific and pedagogical work.
- 4.11. A meeting of the Council of Professors is held no later than 2 months after the announcement of the competition. It is decisive if more than half of the voting council members participate in it.
- 4.12. According to the individual evaluations recorded in the protocol, the Council of Professors of the branch accepts the joint evaluation of the scientific and pedagogical qualifications of the applicant for the position of professor or associate professor.

5. Evaluation of the candidate for the position and the evaluation of the current professor or associate professor

- 5.1. The secretary of the Council of Professors invites all applicants to the meeting, their absence is not an obstacle to the conduct of elections or evaluation.
- 5.2. The session of the Council of Professors consists of an open and a closed part. All present job applicants participate in the open part of the meeting. The individual evaluation and voting of applicants is hidden.

- 5.3. The secretary of the Council of Professors ensures the preparation of documents for the meeting of the Council of Professors and familiarized the members of the Council of Professors with all necessary documents. Before making a decision, the Council of Professors has the right to conduct discussions with each applicant for the relevant position in the open part of the meeting in order to assess how the applicant understands the tasks of the position in the scientific, pedagogical and academic fields.
- 5.4. Before the secret voting, with a simple majority of votes (50%+1) of the members of the Council of Professors present, the Evaluation Counting Commission is elected by open voting, consisting of no less than 3 members.
- 5.5. The secretary of the Council of Professors writes the name and surname of the position applicant in the evaluation bulletin (Appendix 5). All job applicants are listed in alphabetical order of surnames in one bulletin, if they apply for the same vacancy.
- 5.6. If a competition for several academic positions is announced, the number of vacant positions is also shown in the bulletin.
- 5.7. Evaluation Counting Committee receives bulletins prepared by the Secretary of the Council of Professors and distributes them to the members of the Council against a signature on the registration page of the members of the Council of Professors.
- 5.8. The Council of Professors assesses the compliance of the qualifications and activities of the applicant for the position of professor and the current professor with all the criteria mentioned in Appendix 1 of the Regulations in accordance with the requirements of Clause 5.1. of CM Regulation No. 129 of 25.02.2021.
- 5.9. The Professors' Council assesses the compliance of the qualifications and activities of an applicant for the position of associate professor and an existing associate professor with all the criteria specified in Annex 1 to the Regulations in accordance with the requirements of Clause 5.2. of CM Regulation No. 129 of 25.02.2021, but of an applicant who meets the requirements set out in Part Three of Article 30 of the Law on Higher Education Institutions in accordance with the requirements of Clause 5.3 of the aforementioned Regulation.
- 5.10. Each member of the Professors' Council evaluates the compliance of the applicant's qualifications and performance with the criteria mentioned in Appendix 1 of the Regulations with one of the following ratings: "*excellent*", "*very good*", "*good*", "*satisfactory*", which is a positive rating, or "*unsatisfactory*" - a negative rating. assessment (Annex 5).
- 5.11. Ballots that do not conform to a certain pattern, torn, do not allow to establish the voter's attitude of the applicant, shall be considered invalid.
- 5.12. An applicant who has received a positive assessment of more than half of the present voting members of the Council of Professors shall be recognized as elected to the position.
- 5.13. The Evaluation Counting Commission collects the election data, records them in the protocol for each position applicant (Appendix 6), determines the election results, signs the protocol and reports to the Council of Professors.
- 5.14. The Council of Professors approves the protocol of the Evaluation Counting Commission on the election results in the closed part of the session, by open voting, with a simple majority of the votes of the members of the Council of Professors present (50%+1). Those applicants who have the highest number of positive votes, but not less than 50%+1 vote from the number of members of the Council of Professors present, are elected to the vacant positions of professor or associate professor. The Chairman of the Professorial Council shall notify the applicants present of the decision made.
- 5.15. In case of an equal number of votes, the vote of the Chairman of the Council of Professors is decisive.
- 5.16. The Council of Professors shall submit the results of the election of a professor or associate professor, the decision on the election of a person to the position of professor or associate professor and the evaluation of the elected person within 7 (seven) working days from the adoption of the decision to the Rector and the Personnel Department. In addition to the Rector,

the minutes of the debates of the Council of Professors, a complete list of applicants for the respective position, as well as the characteristics and assessment of each applicant are submitted.

- 5.17. The Personnel Department prepares the documents for the application of the applicant to the relevant academic position.
- 5.18. The decision on the election of a person to the position of professor or associate professor and the evaluation of the elected person shall be issued by the Secretary of the Council of Professors to the applicants within 7 (seven) working days from the adoption of the decision.

6. Occupancy without election

- 6.1. If an academic position is vacant or temporarily vacant at the BIA, the BIA Senate may decide not to announce a competition. In this case, the Rector may hire a visiting professor or an associated visiting professor for a period of up to 2 (two) years.
- 6.2. During the absence, if it does not exceed 2 (two) years, an associate professor can be appointed to the position of professor, an assistant professor with a doctorate degree can be appointed to the position of associate professor.

7. Employment relations with professors and associate professors

- 7.1. The Rector, based on the decision of the Council of Professors, establishes employment legal relations with the person elected to the position of professor or associate professor by the Council of Professors. An employment contract with a professor or associate professor can be concluded for 6 (six) years.
- 7.2. Employment legal relations with a tenured professor or associate professor are continued after the expiration of the 6 (six) year employment contract, if the Council of Professors assessed the professor's or associate professor's scientific and pedagogical qualifications and performance results as meeting the established criteria. The employment legal relationship with a professor or associate professor is continued by concluding a second consecutive employment contract for a fixed period or by concluding an employment contract for an indefinite period, in compliance with the internal regulatory acts of the BIA and the requirements of the Law on Higher Education Institutions. No more than two consecutive employment contracts can be concluded with a professor or associate professor for a certain period of time.
- 7.3. If the Council of Professors assessed the scientific and pedagogical qualifications and performance results of an incumbent professor or associate professor as not meeting the established criteria, the employment legal relationship with the professor or associate professor is terminated or a job is offered in another BIA position.

8. Appeal procedure

- 8.1. Persons who are not part of the staff of the BIA shall submit a complaint regarding violations of the election (evaluation) procedure to the Rector of the BIA no later than 5 (five) working days after receiving the decision.
- 8.2. The appeal complaint is examined within 1 (one) month by a commission established by order of the Rector. If necessary, the commission invites experts who give a written conclusion.
- 8.3. The commission's conclusion must be submitted to the Rector within 3 (three) working days after giving it, but no later than 21 days after receiving the appeal.
- 8.4. The Rector's decision is notified in writing to the appellant no later than 5 (five) working days after the submission of the commission's conclusion. If the appellant is not satisfied with the decision, he or she may appeal it in accordance with the procedures established by the regulatory enactments of the Republic of Latvia.

BALTIC INTERNATIONAL ACADEMY

Scientific and pedagogical qualifications and organizational work compliance criteria of applicants and tenured professors or associate professors (within the last 6 years)¹

Criteria/Academic Position	Professor ²	Associate Professor ³
Scientific qualification Criteria/number	4	3
1.1. Anonymously peer-reviewed scientific publications in scientific journals or conference report assignments indexed in the database SCOPUS or Core Collection Web of Science or included in the database ERIH+ or 1.1.1. a peer-reviewed scientific monograph and an anonymously peer-reviewed scientific publication in a scientific journal or conference report assignment indexed in the SCOPUS or Web of Science Core Collection databases or included in the ERIH+ database	4 1 2	3 1 (or submitted for publication) 1
1.2. Presentation with a report at international scientific conferences in Latvia and/or abroad	5	3
1.3. LSC expert rights		
1.4. Reviewing the thesis	2	1
1.5. Scientific management of research and development projects or scientific participation in their implementation (performs the duties of a leading researcher in at least one research and development project)	1	1
1.6. Acquired intellectual property rights (patents and licenses received)		
1.7. Management of scientific contractual works or participation in their implementation		
1.8. Raising scientific qualifications in foreign universities and scientific institutions		
1.9. BIA additional criterion: Other publications		
Pedagogical qualification Criteria/number	4	3
2.1. Management of doctoral students' work and the number of doctoral theses defended	1 (defended)	1 (management)
2.2. Management of master's theses and the number of defended master's theses		
2.3. Lesson management in the master's study program (except for foreign students)		
2.4. Management of classes in the doctoral study program (except for foreign students)		

¹ Except for the Hirsch index minimum, which is evaluated over an unlimited period of time, if at least one publication mentioned in point 1.1 has been published within the last 6 years

² At least for a professor

³ At least for Associate Professor

2.5. Lesson management for foreign students in Latvia		
2.6. Management of classes in foreign universities		
2.7. Prepared teaching materials, including the transfer of materials for publication		
2.8. Increasing pedagogical qualifications in Latvian and/or foreign universities or scientific institutions		
2.9. BIA additional criterion: Preparation of the methodological complex of studies in MOODLE		
2.10. BIA additional criterion: Level of language knowledge (English – B2, national language C1)		
Organizational work Criteria/number	3	2
3.1. Management of the department's council of professors, doctoral council, university science council or the council of its structural unit, or participation in its activities		
3.2. Research and development project management (project manager or project coordinator for at least one research and development project)	1	1 (or assistant)
3.3. Management of the commission for the organization of international conferences or participation in the organization of international scientific conferences		
3.4. Leadership or participation in the editorial board of a scientific publication or anonymously peer-reviewed scientific publication in a scientific journal or conference report edition, reviewing scientific articles in publications indexed in the SCOPUS or Web of Science Core Collection databases or included in the ERIH+ database		
3.5. Management of international scientific, academic or artistic associations or participation in their activities		
3.6. Management of the organizing committee of national and international scientific, academic or artistic creativity competitions, festivals and other equivalent events or participation in the organization of national and international scientific, academic and artistic creativity competitions, festivals and other equivalent events		
3.7. BIA additional criterion: Management of a university, faculty, field of study, institute, group of professors, study program, department or laboratory		
3.8. BIA additional criterion: Officially approved consultant for commercial companies founded by the state, municipalities and other legal or natural persons		

BALTIC INTERNATIONAL ACADEMY**An applicant for an academic position
life and work history (CV)**

(possible structure, no need to mention points to which there is a negative answer)

I. GENERAL NEWS

- Name, surname;
- Address (declared and actual place of residence), telephone, e-mail;
- Mastered foreign languages;
- Education;
- Academic titles and scientific degrees;
- Workplace(s).

II. SCIENTIFIC ACTIVITY AND PUBLICATIONS (within the last 6 years)

- Participant or manager of LSC and other state-funded research projects, programs;
- Participant or manager of international research projects;
- Participant or manager of contractual works;
- Member of Latvian or international project and program expert councils, commissions;
- Publications in the relevant branch of science (indicate the full title, co-authors, edition, year of publication, place and number of pages, also indicate works accepted for publication):
 - articles in peer-reviewed publications;
 - monographs;
 - textbooks;
 - learning materials (issued by registered publishers);
 - popular scientific publications.
- Other publications;
- Acquired intellectual property rights (patents and licenses received);
- Participation with a report (of any kind) in international scientific conferences and congresses (indicate the place and time of the event, the title of the report, co-authors of the publication of theses, place, year, page);
- Participation with a report in other types of conferences;
- Other.

III. TEACHING ACTIVITY (within the last 6 years)

- Supervised doctoral theses (indicating persons who have defended the doctoral thesis);
- Supervised master's theses (number);
- Supervised bachelor theses and qualification theses (number);
- Taught study courses (name of the course, amount in credit points);
- Work in the study program council (in which);
- Developed study courses (if they are implemented in the study program, present in which);

- Developed study programs (to be presented if they have been approved by the BIA Senate or accredited);
- Prepared learning materials (also in electronic form);
- Qualification raising in foreign or Latvian universities and research institutions;
- Lectures, schools, etc. in foreign universities and research institutions;
- Other.

IV. ORGANIZATIONAL WORK (within last 6 years)

- Head or member of BIA, Latvian or international scientific and academic commissions or collegial institutions;
- Chairman or member of organizing committees of international and Latvian conferences;
- Head or member of the editorial board of scientific publications, reviewer;
- Founder or head of a university, faculty, institute, group of professors, department, laboratory, center, etc.;
- Head or co-participant of international or Latvian scientific, academic associations, societies;
- Officially approved consultant of state, local governments or production companies, advisor in the work of scientific and academic expert commissions;
- Other.

Signature, transcript of signature

The date

AFFIDAVIT

I, _____, p.c. _____ - _____,
(name, surname) (personal code)

has familiarized himself with Section 50, Part One, Clauses 1, 2 and 4 of the Education Law, which stipulates that a person may not work as a pedagogue:

- 1) who has been punished for committing an intentional criminal offense (regardless of the expungement or removal of the criminal record), except for the case where, after the expungement or removal of the criminal record, an institution determined by the Cabinet of Ministers, having assessed whether it does not harm the interests of students, has allowed the person who was punished to work as a teacher for an intentional misdemeanor or a lesser crime. The Cabinet of Ministers determines the procedure for evaluating whether the permission for such a person to work as a teacher will not harm the interests of students;
- 2) whose capacity to act is limited in accordance with the procedures specified in regulatory acts;
- 3) who has been deprived of custody rights by a court decision,

I certify that I can apply for a BIA vacancy and work as a teacher.

(date)

(signature, copy of signature)

in the _____ Study field Council,

20____

protocol no.____

Baltic International Academies _____
(academic position and name, surname)

Job tasks

1. Subsector
2. Areas of research work
3. Current and planned research work (projects, programs, etc.)
4. Current and planned work in the doctoral study programme
5. Current and planned work in managing master's and bachelor's theses
6. The study courses taught in the last 5 years in the academic and professional study programs of higher education (programme name, course name, amount in credit points, programme section).
7. Work in the study direction council
8. Study program management
9. Other tasks (including preparation of new study courses).

Director of the Study Field (programme).

The date

EVALUATION BULLETIN

for the election of a candidate for the position of professor (associate professor) or for the
evaluation of an existing professor (associate professor) in the _____ branches of the
Council of Professors of the Baltic International Academy

20____. of ____ _____

Sector and sub-sector: _____

The number of announced vacancies (for candidate elections) - _____

No	Surname and first name:	Mark the appropriate				
		excellent	very well	good	calm down	unsatisfactory
1.						
2.						
3.						
	<i>assessment:</i>	<i>positive</i>	<i>positive</i>	<i>positive</i>	<i>positive</i>	<i>negative</i>

Evaluation justification: _____

APPROVED

20__ of the Council of Professors of __ sitting,
 protocol no. _____
 Chairman of the Council of Professors: _____
 (signature, transcript of signature)

Baltic International Academies

____.____.____ Meetings of the Council of Professors of the _____ branch

PROTOCOL**of the Evaluation Counting Commission**

on Elections to the Position of Professor (Associate Professor) or
 on the Evaluation of an Existing Professor (Associate Professor)
 branch of science “ _____”, sub-branch “ _____”
 (name of branch and sub-branch)

The Professors' Council consists of _____ members.

_____ members participate in the meeting of the Professors' Council.

The commission distributed _____ ballots to the members with the names and surnames of the applicants for the position (tenured professors (associate professors)).

_____ ballots remained undistributed.

*Election (evaluation) results:*⁴

surname, name	Number of ballots in the urn		
	Positive assessment ⁵	Negative evaluation ⁶	Invalid

The commission finds that in the position of professor (associate professor)

 (name of branch of science, sub-branch and higher education institution)

(a) *has been elected for 6 years:*

_____ because he/she **has** obtained the required number of positive evaluations and the results of the scientific and pedagogical qualification work **comply with** CM Regulation No. 129 established criteria for the position of professor (associate professor).

The commission finds that the *following has not been elected to the position of professor (associate professor):*

_____ because he/she **has not** obtained the required number of positive evaluations, the results of the scientific and pedagogical qualification work **do not comply with** CM Regulation No. 129 established criteria for the position of professor (associate professor).

Based on the second part of Article 33 of the Law on Higher Education Institutions. this decision can be challenged within a month from the moment of notification of the decision to the Rector of BIA.

Chairman of the Commission _____ (signature)
 (name, surname)

Secretary _____ (signature)
 (name, surname)

Members _____ (signature)
 (name, surname)

⁴ A result numerically greater than or equal to two (≥ 2) is considered a positive assessment, while a result less than two (< 2) is considered a negative assessment.

⁵ Excellent, very good, good, satisfactory

⁶ Unsatisfactory