

Approved by the University Board session 1

29 10 2020



REGULATION

ON EXPULSION (DISMISSAL) AND REINSTATEMENT OF STUDENTS AT YEREVAN "HAYBUSAK" UNIVERSITY

I. GENERAL PROVISIONS

1. The current Regulation regulates the relations related to the expulsion (dismissal) of students and the reinstatement of their rights at Yerevan "Haybusak" University (hereinafter as YHU or the University).
2. The concepts used in this Regulation are as follows:
 - 1) **academic debt** based on the results of examination session of the semester, including two retake phases and the failure to collect credits required for the given subject course (module);
 - 2) **unsatisfactory academic progress** – failure to collect the necessary credits through the results of the exam session;
 - 3) **subject (program) difference** - the subject not included in the curriculum studied by the student or the difference of more than one third of the credits from any subject;
 - 4) **interruption of study** – expulsion, dismissal from the University or termination of study of the student on the grounds established by the current Regulation.

II. THE TERMINATION OF THE STUDENT'S STUDY

3. The student is expelled from the YHU in case he/she:
 - 1) has unsatisfactory academic progress, except for the cases provided in the Clause 11 of the current Regulation;
 - 2) has failed to fulfill or to properly fulfill the obligations defined by the study contract signed between the student and the University or those set by the legislation of the Republic of Armenia (hereinafter as RA) or the Charter or internal disciplinary rules of the University;

- 3) has not paid the tuition fee within the timeframe set by the University.
- 4) When exhibiting inappropriate behaviour (arguments with students and staff and fights that caused bodily harm, etc.).
4. The student is dismissed from the YHU:
 - 1) in accordance with his/her application;
 - 2) in case of his/her transfer to another institution.
5. An order to dismiss a student from the University may not be issued upon the student's application provided he/she is subject to expulsion in accordance with the cases provided in the Clause 3 of the current Regulation.
6. The student's study is terminated in the cases of his/her:
 - 1) compulsory military service mobilization;
 - 2) pregnancy and delivery, as well as under 3-year-old child care leave;
 - 3) academic leave because of health issues.
7. The repayment of academic debts of students who have not participated in exams or have unsatisfactory academic progress, is carried out by examination committees compiled according to the regulation established by the University. The deadline for the repayment of academic debts is until the end of the third week of the current semester.
8. In the case provided by the Sub-clause 1 of the Clause 3 of the current Regulation, the order on the student's expulsion from the University is issued after summarizing the results of repayment of academic debts of the semester exam session, about which the student is informed in advance.
9. In case of expulsion or dismissal of the student, the copy of the relevant order, the academic reference, and the document certifying the graduation of secondary or secondary vocational education are provided to the student upon request, in accordance with the regulation established by the YHU. The copy of the graduation document approved by the University is kept in the student's personal file.
10. Students with unsatisfactory current academic progress are allowed to complete their academic debts of maximum of 12 credits until the beginning of the final academic year, in accordance with the regulation and timeframe established by the University, by retaking twice the relevant subject courses the list of which is approved taking into account the principle of continuity of subjects, according to the curriculum.

III. THE REINSTATEMENT OF STUDENT RIGHTS

11. The reinstatement of student rights is allowed starting from the second semester of the first year in all forms of study, within the frames of the places defined by the license of the given

specialty (study program), except for the students who have terminated their studies in the cases defined by the Clause 6 of the current Regulation, who reinstate their rights starting from the moment of termination regardless of the number of places defined by the license. According to the Clauses 3 and 4 of the current Regulation, the rights of the student expelled or dismissed from the YHU are reinstated at least one semester after the termination of study, irrespective of the form of study.

12. In cases mentioned in Clause 6 of the current Regulation, students who have terminated their studies are reinstated by maintaining the status they had before termination of study. In other case, the student rights are restored in the paid education system.

13. It is not allowed to reinstate the rights of a former student of non-accredited institutions (specialties) in accredited institutions (specialties).

14. The applications for the reinstatement of student rights in full-time education are submitted to the YHU Rector during two weeks preceding and following the semester studies, and in case of distance education – during three weeks preceding the semester studies. The academic reference or the copy of the student record book is attached to the application for reinstatement.

15. In case the student has academic debts only for the given semester at the time of reinstatement, the Rector issues a reinstatement order while making a positive decision on the reinstatement of student rights.

16. In case of subject differences or academic debts the student has from previous semesters, the Rector issues an attachment order while making a positive decision on the reinstatement of student rights. In accordance with the regulation established by the YHU, the student is ordered in the YHU prior to the beginning of the exam session of the given semester after passing the subject differences (with the possibility of maximum one retake).

17. The repayment of academic debts is carried out in the period of the exam session set by the curriculum, including the two retake phases.

18. In the paid education system, the order of the student reinstating the student rights is made only after the necessary payments have been made within the timeframe and regulation established by the University. The student is released from the academic courses of the subjects with previously accumulated credits and from the attestation. The student is required to pay only for the subject courses (modules) which he/she will study. The fee is calculated according to the total number/amount of credits, taking into account the value of one credit defined by the given specialty (study program) for the given year in the given institution.

19. The student is reinstated in the semester from which the study was terminated if, at the moment of reinstatement, the subject differences to be retaken and the academic debts do not exceed 20 credits, except for the cases set by the Clause 6 of the current Regulation. Otherwise,

the student is offered to reinstate his/her student rights from a lower semester, which meets the requirement mentioned in the current Clause related to the subject differences, in case the student continues his/her study.

20. According to Sub-clause 1 of the Clause 6 of the current Regulation, the student having terminated the study is reinstated from the moment of termination if he/she has submitted the application for reinstatement of student rights after the day of consideration of the reason of study termination, not later than within two months in case of winter military mobilization, and within three months - in case of summer military mobilization, regardless of the places defined by the license of the given specialty (study program), emerged subject differences and academic debts. In case the application for reinstatement is not submitted within the mentioned timeframe, the student is expelled from the University.

21. According to the Clause 6 of the current Regulation, in case of the absence of a corresponding course in the previous specialty (study program) at the moment of reinstatement, based on the proposal of the University and with the student's agreement, the student who has terminated the study can be reinstated in an adjacent specialty (study program), and in the absence of the latter - in a different specialty (study program), regardless of the places defined by the license of the given specialty (study program), emerged subject differences and academic debts.

22. According to Sub-clause 1 of the Clause 3 of the current Regulation, the student who has terminated the study is reinstated in the semester in which the subject debts predominate. However, the student pays 50 per cent of financial obligation of the given semester.

23. The application of the reinstated student, the academic reference, the copy of the order on reinstatement, the contract signed with the University, the document certifying the graduation of secondary or secondary vocational education, and the copy of the tuition payment receipt are kept in the student's personal file.

IV. TRANSITIONAL PROVISIONS

24. The Clause 11 of the current Regulation does not apply to students admitted to institutions with the right of deferment from compulsory military service, as well as to students and cadets studying under the order of the RA Ministry of Defense.