



**MINISTRY OF HIGHER EDUCATION, SCIENCE AND
INNOVATIONS OF THE REPUBLIC OF UZBEKISTAN
RECTOR'S ORDINANCE OF JIZKAZAKH POLYTECHNIC
INSTITUTE**

2025 "01" March

№ 80th AF

Jizzakh city

**Academically indebted to the
sciences to students on the
organization of an additional
semester**

Uzbekistan Republic Ministers Court The Regulation "On the Procedure for Introducing the Credit-Module System into the Educational Process in Higher Educational Institutions", approved by Resolution No. 824 of December 31, 2020 "On Measures to Improve the System Related to the Organization of the Educational Process in Higher Educational Institutions", and the Resolution of the Minister of Higher and Secondary Specialized Education of the Republic of Uzbekistan dated August 9, 2018 No. 19-2018 "On Approval of the Regulation on the System of Monitoring and Evaluation of Student Knowledge in Higher Educational Institutions" In order to ensure the implementation of the REGULATION "On the system of monitoring and evaluating student knowledge in higher education institutions" and the decision of the Institute Council, approved by order of

I ORDER:

1. In order to effectively organize the educational process, academic subjects debtor was daytime bachelor's degree education direction and An additional semester should be organized for re-studies on a paid basis for master's degree students.
2. In order to effectively organize the educational process, students of part-time undergraduate programs who have academic debts in subjects should be allowed to retake courses based on a personal schedule in the spring semester, based on the academic schedule, on a paid basis.
3. Based on labor legislation, it is determined that an additional semester will

be organized from March 5 to March 29, 2025 for students studying full-time.

4. To the Vice-Rector for Finance and Economic Affairs (O.Misirov), Chief Accountant (S.Berdikulov) and the "Registrar's Office" vacancy (D.Khamrakulov):

To determine the amount of the current non-scholarship contract for undergraduate (full-time and part-time) and master's degree students who wish to study in an additional semester.

To ensure that undergraduate students who express a desire to study in an additional semester are granted an additional contract in accordance with Appendix 1, and master's degree students are granted an additional contract based on the credit volume of the subjects.

To the Vice-Rector for Academic Affairs (J. Nasriddinov), Head of the Educational and Methodological Department (J. Nasriddinov) and the "Registrar's Office" vacancy (D. Khamrakulov)

In order to organize an additional semester, the academic hours of academic subjects should be recalculated (when calculating the academic hours of subjects, the conduct of lectures, practical, and laboratory classes should be taken into account)

Academic groups should be formed through the HEMIS platform for students who express a desire to study in an additional semester.

Students who have expressed a desire to study in an additional semester but have not formed groups in subjects should have a personal schedule created for academically indebted subjects through the HEMIS platform.

A class schedule should be developed and approved in an appropriate manner for students with academic debt to re-study and master, based on academic groups and personal schedules.

an order on hourly payment to teaching staff who conducted training sessions based on the notification of the heads of departments.

Planning and finance department boss to (AG'affarov)

Additional in the semester training process organization to grow for attraction Establish hourly wages for teaching staff.

Head of the Educational and Methodological Department (J. Nasriddinov) and the "Registrar's Office" to the space (D.Khamrakulov)

2024-2025 academic year Students who have academic differences in subjects during transfer and resumption of studies will be reimbursed for the additional semester of academic debt for students who have made payments under the established contract. Classes will be held in groups organized in accordance with the time standards (Order No. 3076 on approval of the number of teaching hours for higher education teaching staff) from March 5 to March 29, 2025, according to the lesson schedule.

The list of students who have expressed a desire to study in an additional semester should be formed according to the notification of the Head of the Registrar's Office.

Faculty deans, department leaders and chair to the managers

A list of students who have expressed a desire to study in an additional

semester should be formed.

2025 year March 5th until additional in the semester reading wish be tasked with monitoring the payment of the students' payments specified in the contract.

To organize the educational process in the additional semester, a list of teaching staff should be formed from the departments based on the nature of the academic subjects.

that the organization of the educational process and the assessment of student knowledge in the additional semester are carried out in accordance with the criteria

. This command performance control to do Training works according to vice-rector J. Nasriddinov on behalf of be loaded.

Basis: Institute Council 2025 February 26th Number 7 decision

Rector



A. Usmankulov

The project presented provider:

Head of the Registrar's Office



D.Khamrakulov

Agreed:

Training works according to vice-rector



J.Nasriddinov

Vice-Rector for Finance and Economic Affairs



O.Misirov Head

of Personnel Department



F. Eshmuratov

Legal consultant:



D. Ergasheva



O‘ZBEKISTON RESPUBLIKASI
OLIY TA’LIM, FAN VA INNOVATSIYALAR VAZIRLIGI
JIZZAX POLITEKNIKA INSTITUTI REKTORINING
B U Y R U G‘I

2025-yil “01” mart

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Jizzax shahri

**Fanlardan akademik qarzidor
bo‘lgan talabalarga qo‘shimcha
semestr tashkil etish to‘g‘risida**

O‘zbekiston Respublikasi Vazirlar Mahkamasining 2020-yil 31-dekabrda “Oliy ta’lim muassasalarida ta’lim jarayonini tashkil etish bilan bog‘liq tizimni takomillashtirish chora-tadbirlari to‘g‘risida”gi 824-sonli Qarori bilan tasdiqlangan “Oliy ta’lim muassasalarida o‘quv jarayoniga kredit-modul tizimini joriy etish tartibi to‘g‘risida”gi Nizom hamda O‘zbekiston Respublikasi Oliy va o‘rta maxsus ta’lim vazirining 2018-yil 9-avgustdagi “Oliy ta’lim muassasalarida talabalar bilimini nazorat qilish va baholash tizimi to‘g‘risidagi nizomni tasdiqlash haqida”gi 19-2018-son buyrug‘i bilan tasdiqlagan “oliy ta’lim muassasalarida talabalar bilimini nazorat qilish va baholash tizimi to‘g‘risida”gi NIZOM hamda Institut Kengashi qarorining ijrosini ta’minlash maqsadida

B U Y U R A M A N:

1. O‘quv jarayonini samarali tashkil etish maqsadida fanlardan akademik qarzidor bo‘lgan kunduzgi bakalavriat ta’lim yo‘nalishi va magistratura mutaxassisliklari talabalariga qayta o‘qish uchun pullik asosida qo‘shimcha semestr tashkil etilsin.

2. O‘quv jarayonini samarali tashkil etish maqsadida fanlardan akademik qarzidor bo‘lgan sirtqi bakalavriat ta’lim yo‘nalishi mutaxassisliklari talabalariga qayta o‘qish uchun pullik asosida o‘quv jarayoni grafigiga asosan bahorgi semestrda shaxsiy grafik asosida o‘zlashtirishga ruxsat etilsin.

3. Mehnat qonunchiligidan kelib chiqqan holda kunduzgi ta’lim shakilida tahsil olayotgan talabalarga 2025-yil 5-martdan 29-martgacha qo‘shimcha semestr tashkil etilishi belgilansin.

4. Moliya-iqtisod ishlari bo'yicha prorektor v.v.b (O'.Misirov), bosh hisobchi (S.Berdiqulov) va "Registrator ofisi" bo'shlig'i (D.Xamraqulov) ga:

4.1. Qo'shimcha semestrda o'qish istagini bildirgan bakalavriat (kunduzgi va sirtqi) ta'lim yo'nalishlari va magistratura mutaxassisliklari talabalariga amaldagi stipendiyasiz kontrakt summasidan kelib chiqqan holda belgilasin.

4.2. Qo'shimcha semestrda o'qish istagini bildirgan bakalavriat ta'lim yo'nalishi talabalari 1-ilovaga muvofiq va magistratura mutaxassislik talabalariga fanlarning kredit hajmidan kelib chiqqan holda qo'shimcha shartnoma berish ta'minlansin.

5. O'quv ishlari bo'yicha prorektor v.v.b (J. Nasriddinov), O'quv-uslubiy boshqarma boshlig'i (J. Nasriddinov) va "Registrator ofisi" bo'shlig'i (D.Xamraqulov) ga

5.1. Qo'shimcha semestrni tashkil qilish maqsadida akademik qarzdorlik fanlari o'quv soatlari qayta hisoblab chiqilsin (fanlarning o'quv soatlarini hisoblashda ma'ruza, amaliy, laboratoriya ko'rishida o'quv mashg'ulotlari olib borilishi inobatga olinsin)

5.2. Qo'shimcha semestrda o'qish istagini bildirgan talabalarga HEMIS platformasi orqali akademik guruhlar shakllantirilsin.

5.3. Qo'shimcha semestrda o'qish istagini bildirgan ammo fanlardan guruhlar shakllanmagan talabalarga HEMIS platformasi orqali akademik qarzdor fanlar uchun shaxsiy grafik shakllantirilsin.

5.4. Akademik guruhlar hamda shaxsiy grafikka asosan akademik qarzdor talabalarga qayta o'qishi va o'zlashtirishi uchun dars jadvali tegishli tartibda ishlab chiqilsin va tasdiqlansin.

5.5. Kafedra mudirlarining bildirishnomasiga asosan o'quv mashg'ulotlari olib borgan pedagog xodimlarga soatbay haq to'lash bo'yicha buyruq rasmiylashtirsin.

6. Reja-moliya bo'lim boshlig'i (O.G'afforov)ga

6.1. Qo'shimcha semestrda o'quv jarayonini tashkil etish uchun jalb etilgan pedagog xodimlarga soatbay haq to'lash belgilansin.

7. O'quv-uslubiy boshqarma boshlig'i (J.Nasriddinov) va "Registrator ofisi" bo'shlig'i (D.Xamraqulov) ga

7.1. 2024-2025 o'quv yili O'qishni ko'chirish va tiklash vaqtida fanlardan akademik farqi chiqqan talabalarning belgilangan shartnoma bo'yicha qo'shimcha semestr uchun akademik qarzdor fanlaridan to'lov summasini amalga oshirgan talabalarga amaldagi vaqt me'yorlariga asosan (3076-sonli oliy ta'lim pedagog xodimlarining o'quv soatlar miqdorini tasdiqlash to'g'risidagi buyrug'i) tashkil etilgan guruhlarda 2025-yil 5-martdan 29-martgacha dars jadvaliga asosan o'quv mashg'ulotlari olib borilsin.

7.2. Qo'shimcha semestrda o'qish istagini bildirgan talabalar ro'yhati Registrator ofisi boshlig'ining bildirishnomasiga ko'ra shakllantirilsin.

8. Fakultet dekanlari, bo'lim boshliqlari va kafedra mudirlariga

8.1. Qo'shimcha semestrda o'qish istagini bildirgan talabalar ro'yxati shakllantirilsin.

8.2. 2025 yil 5-martga qadar qo‘shimcha semestrda o‘qish istagini bildirgan talabalarning shartnomada ko‘rsatilgan to‘lovlarni amalga oshishini nazorat qilish vazifasi yuklatilsin.

8.3. Qo‘shimcha semestrda o‘quv jarayonini tashkil etish uchun kafedralardan akademik qarzдорlik fanlari xususiyatidan kelib chiqqan holda pedagog xodimlar ro‘yxati shakllantirilsin.

8.4. Qo‘shimcha semestrda o‘quv jarayonini tashkil etish va talabalar bilimini baholash me‘zonlariga amal qilgan holda amalga oshirilishi ta‘minlansin.

9. Ushbu buyruq ijrosini nazorat qilish O‘quv ishlari bo‘yicha prorektor v.v.b J.Nasriddinov zimmasiga yuklatilsin.

***Asos:** Institut Kengashining 2025-yil 26-fevraldagi 7-sonli qarori*

Rektor



A.Usmankulov

Loyihani taqdim etuvchi:

Registrator ofisi boshlig'i



D.Xamraqulov

Kelishilgan:

O'quv ishlari bo'yicha prorektor v.v.b



J.Nasriddinov

Moliya-iqtisod ishlari bo'yicha prorektor v.v.b



O'.Misirov

Xodimlar bo'limi boshlig'i



F.Eshmuratov

Yuriskonsult:



D.Ergasheva