

**Measures to Improve the Organization of the Education Process in Higher Education Institutions**

**Tashkent City**

In accordance with the Decree of the President of the Republic of Uzbekistan dated October 8, 2019, PF-5847 "On Approval of the Concept for the Development of the Higher Education System of the Republic of Uzbekistan until 2030" and the Decree of March 2, 2020, PF-5953 "On the State Program for the Implementation of the Five Priority Directions of Uzbekistan's Development for 2017-2021 within the framework of the Year of Science, Enlightenment, and Digital Economy," and in order to ensure the implementation of the tasks outlined in these documents, the Cabinet of Ministers decrees the following:

1. **Implementation of the Credit-Module System**: Starting from the 2020/2021 academic year, the credit-module system for organizing the educational process will be introduced step by step in higher education institutions of the Republic.
2. **Approval of Regulations**: The regulation on the introduction of the credit-module system in higher education institutions is approved as per Annex 1.
3. **Improvement of Educational Programs**: The Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan, in collaboration with relevant ministries and agencies, will, within one month, ensure the improvement of qualification requirements, curricula, and subject programs for bachelor's and master's degree programs where the credit-module system has been introduced.
4. **Improvement of Scientific Potential**: In order to enhance the scientific capacity of higher education institutions and ensure their staffing with highly qualified professors and teachers, after the primary expenses are carried out, the following measures will be implemented with additional budgetary funds:

a) Professors and teachers who sign contracts for 3 years will undergo internships and advanced training in prestigious foreign universities and research institutions.

b) Professors and teachers who sign contracts for 5 years will undertake teaching-related expenses in doctoral programs of prestigious foreign universities and research institutions.

b) Ensuring the improvement of the material-technical base of state educational and scientific institutions, including construction, current and capital repairs, reconstruction, and installation works, with necessary funding.

1. **Increased Academic Independence**: To further expand the academic independence of higher education institutions, from January 1, 2021:
	* Teachers from higher education institutions involved in the teaching process at technical colleges will be paid on an hourly basis for teaching students.
	* The teaching days for the educational process in higher education institutions will be determined independently by these institutions.
	* The chairs of final state certification commissions in higher education institutions will be appointed by the rector (director) of the institution.
2. **Implementation of Financial Self-Sufficiency**: The Cabinet of Ministers' decree on transferring higher education institutions to a step-by-step self-financing system (December 3, 2019, No. 967) will be supplemented by Annex 2.
3. **Normative Documents Coordination**: The Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan, together with interested ministries and agencies, will align the normative legal documents adopted within one month with this decree.
4. **Supervision of Implementation**: The implementation of this decree will be monitored by the Deputy Prime Minister of the Republic of Uzbekistan for Social Development B.A. Musaev and the Minister of Higher and Secondary Specialized Education I.U. Madzhidov.

**Prime Minister of the Republic of Uzbekistan A. Aripov**

"Annex 1 to the Resolution No. 824 of the Cabinet of Ministers dated December 31, 2020"

**Regulation on the Procedure for Introducing the Credit-Module System into the Educational Process at Higher Education Institutions**

**Chapter 1. General Provisions**

1. This Regulation establishes the procedure for introducing the Credit-Module system based on the European Credit Transfer and Accumulation System (ECTS) into the educational process at higher education institutions. This Regulation does not apply to higher education institutions under the Ministry of Justice and the Ministry of Health, as well as private and foreign higher education institutions operating in the Republic of Uzbekistan.
2. The phased introduction of the credit-module system into the educational process at higher education institutions will be carried out in accordance with the scheme provided in the annex to this Regulation.
3. The organizational aspects of introducing the credit-module system into the educational process, including curriculum, subject catalog, academic mobility, credit recognition and transfer documents, forms of diploma annexes, as well as indicators related to assessing the knowledge level of students during academic mobility periods, and other necessary document samples, will be developed and approved by the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan together with the National Higher Education Council.

**Chapter 2. Key Concepts**

1. The following key concepts are used in this Regulation:
* **GPA (Grade Point Average)** — The average grade achieved by the student in the program, calculated using the following formula:

 K1\*U1+K2\*U2+K3\*U3…+Kn\*Un

 GPA= K1+K2+K3…+Kn

where:

* + **K** is the number of credits allocated for a specific subject/module.
	+ **U** is the grade obtained by the student in the subject/module.

**Academic Mobility** — The ability of students from higher education institutions to transfer to another institution within the country or abroad for a specified period.

**Mobility Program** — A program for academic mobility established between two or more higher education institutions based on agreements about mutual education.

**Credit** — A unit of measurement for the educational workload completed by the student in a particular subject/module. Credits are usually expressed as whole or fractional numbers.

**Higher Education Institution** — An institution that grants educational qualifications and certificates after the completion of a specified number of credits.

**Credit Assignment** — The formal process of awarding credits to students based on the results of their educational activities.

**Credit Transfer** — The process of transferring credits from one higher education institution to another to recognize and accept previously earned credits.

**Student's Personal Learning Trajectory** — The student’s chosen path of accumulating knowledge and skills sequentially to achieve specific competencies. The learning trajectory is documented through institutional records and may lead to similar qualifications.

**Curriculum** — The basic characteristics of the education program, including its content, outcomes, organizational conditions, subject programs, and all required educational resources.

**Curriculum Catalog** — Information about the higher education institution, its curriculum, educational programs, available resources, and descriptions of the educational courses.

**Learning Outcomes** — The competencies and abilities the student has developed and demonstrated after successfully completing the program, as confirmed by grades and assessments.

**Academic workload** refers to the total number of hours required for a student to achieve the expected learning outcomes through all types of educational activities, including lectures, practical classes, seminars, laboratory work, course projects (works), internships, and independent studies.

**The** **registration service** involves managing the educational process using information systems and software, forming a database of educational process-related information about faculty members, staff, and students. Additionally, it includes recording all student learning outcomes, monitoring their knowledge, and organizing all types of academic performance assessments, including the calculation of their academic ratings.

**Educational elements** are components of an academic program that contribute to achieving learning outcomes and help students master the knowledge specified in the curriculum.

**A transcript** is an official document in a prescribed format that contains a list of subjects completed during the relevant period of study, along with the corresponding credits and grades expressed in letters and numbers.

## **Chapter 3. Structure of the Educational Program**

* 1. The structure of the **educational program** for an academic year consists of one or more modules comprising educational elements and is approved by the university’s academic council. The program may include classroom sessions, research projects, independent studies, industrial internships, and other educational components.
	2. The structure of the **educational program** is designed to ensure that each educational element corresponds to specific learning outcomes (at least six indicators) and that one academic year equals 60 credits. The number of credits in the educational program is determined based on the academic workload.
	3. Specific requirements are established to ensure students successfully complete the **educational program** and acquire the required competencies. Mastery criteria may be expressed in the number of credits assigned at different stages of the educational process or as a range of credits.
	4. To support students in successfully completing the **educational program**, relevant university departments and staff, including the unit responsible for managing the credit-based education system and academic advisors, provide guidance and explanations. As part of this support, students are informed about the recognition of their achievements and experiences.
1. The university must publish the **educational program** catalog and detailed information about learning conditions on its official website at least one month before the start of the academic year. The information must be provided in an accessible format.
2. The instructors responsible for implementing the **educational program** must ensure consistency between the expected learning outcomes, teaching methods, and assessment procedures. This constructive alignment between learning outcomes, instruction, and assessment is a fundamental requirement for educational programs.

Faculty members responsible for delivering **educational elements** must ensure a balance between the specified learning outcomes, teaching approaches, and assessment processes.

## **Chapter 4: Planning, Monitoring, and Ensuring the Quality of the Learning Process**

1. The **learning process** includes a combination of educational and assessment activities. Educational activities involve organizing all types of classroom sessions, internships, and independent work. Assessment activities aim to evaluate students’ knowledge in relevant subjects and assess their academic performance.
2. The **learning process** is planned based on a student-centered approach that takes into account educational standards and is conducted through open communication between students, employers, faculty, and the administration. The expectations and requirements of both employers and students are discussed during this process. All stakeholders may participate in discussions regarding the development and implementation of the educational program. Student representatives may take part in these discussions through voting rights.
3. The **learning process planning** consists of the following stages:
* Developing a standard academic plan and course catalog based on advanced international educational practices, economic sector reforms, employer needs, and national values, as well as forming a catalog of elective courses.
* Creating standard course syllabi based on national and international literature.
* Developing course syllabi (syllabuses).
* Forming each student’s **individual educational trajectory** in accordance with the academic plan and the list of elective courses under the guidance of an academic advisor, with oversight from the educational-methodical department (administration) and the faculty dean.
* Creating working academic plans.
* Developing a schedule for the **learning process**.
* Designing class schedules for academic groups.
1. **Semester Credit Accumulation**

The number of credits a student must accumulate during a semester includes both mandatory and elective courses as specified in the curriculum. The composition of mandatory courses and the number of credits assigned to them are determined by the primary higher education institution. The structure and credit allocation for elective courses are independently determined by the higher education institution. Students can independently choose courses within the framework of elective subjects as part of their personal academic trajectory.

1. **Academic Year Duration and Credit Calculation**

The academic year lasts up to 36 weeks, of which:

* 1. 30 weeks are allocated for the academic period,
	2. 2 weeks for course registration,
	3. 4 weeks for assessments.

The duration of the academic year can be adjusted by the decision of the university council in accordance with the academic schedule.

In the credit-module system, 1 credit is equivalent to approximately 25-30 academic hours of workload. This means that in order to earn the required credits in a particular subject, a student must complete a certain academic workload.

* 1. In **bachelor's programs**, 40-50% of the workload consists of in-class hours, and 50-60% is independent study.
	2. In **master's programs**, 30-40% consists of in-class hours, while 60-70% is independent study (excluding internships and final qualification work).

The number of hours per credit and the total academic workload are determined by the university council and transparently published on the university’s website.

Bachelor's students are generally expected to accumulate:

* 1. **30 credits per semester**
	2. **60 credits per academic year**

When designing their academic trajectory, students must ensure that their chosen courses for a semester amount to 30 credits, including mandatory courses from the standard academic plan.

To graduate:

* 1. A **3-year** bachelor's program requires at least **180 credits**.
	2. A **4-year** bachelor's program requires at least **240 credits**.
	3. A **1-year** master's program requires at least **60 credits**.
	4. A **2-year** master's program requires at least **120 credits**.
1. **Monitoring the Educational Process**

Monitoring is conducted to evaluate whether students are achieving the expected learning outcomes, ensuring that academic workload and efficiency are appropriately assessed.

1. **Ensuring Education Quality**

The university is responsible for ensuring that bachelor's and master's degree programs comply with the standards and requirements set by authorized organizations. To improve education quality and encourage competition among faculty, students are given the opportunity to choose their professors.

At the beginning of each semester, students register online through the university's academic management system to participate in courses conducted by their chosen professors. This registration period lasts for one week.

1. **Summer Semester**

At the initiative of students with academic debts, a **summer semester** is usually organized by the university during vacation periods on a **fee-based** basis.

* 1. The duration of the summer semester is determined according to the academic calendar for bachelor's and master's programs.
	2. Students must express their intention to participate in the summer semester before it begins by notifying the academic department.
	3. The university prepares a class schedule, and students are allowed to attend after paying the required fees.
	4. The summer semester follows the standard grading system to ensure transparent assessment.
	5. Professors teaching summer semester courses are paid based on an hourly rate.

### **Chapter 5: Academic Mobility and Credit Recognition**

1. **Documents Required for Credit Recognition**

To ensure **academic mobility** and credit recognition, the following documents are required:

* 1. Course catalog
	2. Official learning agreement, transcript, and certificate

These documents reflect the learning outcomes and serve as a basis for recognizing and transferring credits.

1. **Credit Transfer Between Institutions**

The number of credits earned by a student at one university must correspond to the equivalent number of credits required for the program at the receiving institution.

1. **Academic Mobility Application**

A student applies for academic mobility by submitting the necessary documents to the host institution, based on the recommendation of the sending university. The sending university provides an official transcript.

1. **Changes to Learning Elements During Mobility**

A student cannot modify the agreed study elements of the mobility program without approval from the sending university. The learning outcomes of the host university must align with or supplement the curriculum of the sending university. Credit recognition is based on academic performance during mobility.

1. **Integration of Mobility Credits**

The set of courses completed by the student at the host institution must be explicitly stated in the learning agreement. The credits earned must correspond to the duration of the mobility period (3-6 months or 1-3 years). The sending university recognizes the credits (fully or partially) upon the student's return. Based on the number of credits earned, the student may either progress to the next year or be required to repeat coursework.

1. **Registration and Responsibility of the University**

The home university formally registers the student for the mobility program and ensures that the planned learning elements can be completed.

1. **Joint Programs with Partner Institutions**

If an educational program is developed jointly with partner universities, centers, or organizations, no additional learning agreement is required for academic mobility.

1. **Credit and Grade Conversion**

The student's academic performance during mobility is evaluated based on the grading system of the host institution and converted into the home university’s grading system using an established equivalency table.

1. **Internship Agreements**

An internship agreement is signed by the student, the university, and the receiving organization.

1. **Internship Certification**

Upon completion of an internship, the receiving organization issues a certificate to confirm the student's participation and acquired knowledge.

### **Chapter 6. Assessment and conversion of grades**

1. Students are assessed based on the grading criteria established by the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan, regardless of the form of education within the curriculum.
2. Credits are awarded to students who receive positive grades according to the grading procedures specified in the syllabus. If a student fails to achieve the required learning outcomes, credits will not be awarded.
3. Assessment methods include various forms such as written, oral, practical work, projects, portfolios, and examinations, reflecting and verifying students' achievements in the subject or module. The grading criteria must accurately reflect the learning outcomes achieved.
4. The conversion of credits in higher education institutions is carried out by comparing the grading system of one institution with the conversion table established in another higher education institution.

### **Chapter 7. Organization of student registration services in the credit-module system**

1. Registration services are established to manage education and student assessment processes separately, automatically control academic data in electronic form, and conduct final examinations.
2. The registration service is aimed at helping students acquire high-level knowledge, skills, and competencies in their chosen specialty and performs the following functions:
	1. Developing and monitoring the implementation of the academic schedule;
	2. Controlling student enrollment in subjects;
	3. Forming academic groups;
	4. Conducting mid-term and final assessments, as well as final state certification;
	5. Creating and regularly updating the database;
	6. Archiving students' academic records;
	7. Generating transcripts and entering student information;
	8. Maintaining student statistics.
3. Registration services operate under the academic-methodological department (administration). Higher education institutions may establish a department for managing the credit system of education within the framework of the state budget or using extra-budgetary funds.
4. The registration service enrolls students in subjects according to a predetermined schedule and forms their individual learning trajectory. The personal learning trajectory is developed independently by the student with the assistance of an academic advisor based on the model curriculum and the elective courses catalog.
5. Based on students’ individual learning trajectories, the registration service forms academic groups and notifies students if a subject lacks sufficient enrollment. Once the individual learning trajectories are finalized, the registration service provides the academic-methodological department with the necessary information to create class schedules.
6. The registration service determines the date and time for student enrollment, usually considering the student's accumulated GPA and completion of tuition payments. First-year student registration begins after orientation programs and academic advising sessions.
7. Students may change their selected subjects within the first week of the semester.
8. The registration process for first-year students follows these steps:
* The academic advisor receives the assigned group’s login credentials from the registration service, explains the educational process, introduces students to the curriculum, provides login details, and teaches them how to use the student portal;
* Students attend orientation sessions conducted by professors and become familiar with required and elective courses before enrolling through the student portal;
* Students verify their class schedules through the student portal and attend lectures.

### **Chapter 8. Mechanisms for student dismissal, reinstatement, and transfer between courses**

1. A student who misses more than 25% of the allocated contact hours for a subject without a valid reason will be dismissed from that subject, will not be allowed to take the final examination, and will not earn the corresponding credits. If a student fails or is not allowed to take the final assessment, they will be considered academically deficient.

Students with academic deficiencies may retake missed subjects during breaks or in subsequent semesters by paying the required tuition fees based on the number of unearned credits.

1. A student’s progression from one academic year to the next is determined by their GPA. Each higher education institution independently sets the required GPA threshold, which must be between 2.4 and 3.0. If a student fails to meet the required GPA, they must repeat the course. However, students with academic deficiencies will not be dismissed from the university.Students repeating a course only need to retake the subjects they failed and pay the corresponding tuition fees. There is no limit to the number of times a student can repeat a course under a tuition-based contract. The maximum duration for completing a bachelor's degree is eight years from the time of initial enrollment, while for a master’s degree, it is four years.
2. Students have the right to reinstate their studies based on the legislation of the Republic of Uzbekistan. Previously earned credits are fully recognized by the higher education institution upon reinstatement.

### **Chapter 9. Final provisions**

1. The tuition fees for higher education are determined in accordance with the applicable laws of the Republic of Uzbekistan.
2. The cost of retaking courses is determined by each higher education institution based on the annual tuition fees. The payment mechanism for repeated courses is calculated based on the per-credit cost of tuition. The per-credit fee is determined by dividing the total annual tuition fee by the number of planned credits.
3. Students who successfully complete their academic program at a higher education institution will be awarded a diploma confirming their academic degree.

**To the Resolution No. 24 of the Cabinet of Ministers of the Republic of Uzbekistan, dated December 31, 2020**

### **Amendments to the Resolution of the Cabinet of Ministers No. 967 dated December 3, 2019, "On the Phased Transition of Higher Education Institutions to the Self-Financing System"**

1. The following paragraph shall be added to Clause 4:
	* "With the decision of the council, new positions, structural units, and staff positions may be introduced into the organizational structure of the higher education institution."
2. The following paragraphs shall be added to Clause 8:
	* "Higher education institutions transferred to the self-financing system shall fully accumulate and use the funds obtained from the sale of fixed assets and material assets (excluding buildings, structures, and educational-research laboratory equipment) in their development fund through their dedicated treasury account."
	* "Higher education institutions transferred to the self-financing system shall independently determine the allocation of all funds received in their development fund for strengthening the material and technical base, ensuring social protection and financial incentives for employees, and other measures related to the effective organization of activities."
	* "Higher education institutions transferred to the self-financing system shall determine the remuneration of highly qualified foreign teachers and specialists involved in the educational process based on market conditions (not less than the minimum amounts established by law)."
	* "Starting from January 1, 2021, 1% of the funds obtained from leasing state property of higher education institutions transferred to the self-financing system shall be directed to the State Property Lease Centers under the territorial divisions of the Agency for State Asset Management of the Republic of Uzbekistan, while the remaining amount, after deducting the operator’s service fee for the electronic trading platform, shall be allocated to the institution’s development fund."
	* "Higher education institutions transferred to the self-financing system shall be considered state institutions with the status of a legal entity and recipients of budgetary funds."

**To the Regulation on the Implementation of the Credit-Module System in the Educational Process of Higher Education Institutions**

##  **SCHEME FOR THE PHASED IMPLEMENTATION OF THE CREDIT-MODULE SYSTEM IN THE EDUCATIONAL PROCESS**

Stage 1

 **Stages**

 **Activities**

**Responsible Entities**

**Completion Timeline**

 Organizing the learning process within the educational program: - Adapting

 curricula and course syllabi to international standards and approving them. –

 Distributing credits for each subject. - Forming and publishing the course

 catalog.

 Higher Education

 Institution

Before the start of the

 academic year

Stage 2

Enrolling students (bachelor's and master's levels) in the first year according to the credit system.

 Higher Education

 Institution

Before the start of the

 academic year

Stage 3

Defining students’ individual learning trajectories to allow them to acquire sequential knowledge and competencies according to their chosen path.

 Higher Education

 Institution

From the 2020/2021 academic year, before the start of each academic year

Stage 4

 Implementing academic mobility: - Establishing agreements with partner

 organizations for faculty mobility. - Introducing mobility options in master's

 students' learning trajectories. - Developing and implementing mobility

 programs for bachelor's students.

Higher Education Institution, Relevant Ministries, and Agencies

Continuously from the

2020/2021 academic

 year

Stage 5

 Ensuring the quality of education: - Concluding agreements with authorized

 organizations for the accreditation of the credit-module system. - Conducting

 accreditation of credit-based education systems.

Higher Education Institution, Relevant Ministries, and Agencies

Continuously from the

2021/2022 academic year

Stage 6

**Starting from 2022**
at the end of the educational program

 Higher Education

 Institution

To confirm learning outcomes, an internationally recognized higher education diploma will be awarded.