

Unofficial translation

CABINET OF MINISTERS OF THE REPUBLIC OF UZBEKISTAN DECISION

ON APPROVAL OF THE REGULATIONS ON MASTER'S DEGREE

In accordance with the Laws of the Republic of Uzbekistan “ On Education ” and “ On the National Program for Personnel Training ”, the Decree of the President of the Republic of Uzbekistan “On further improving the system of training and certification of highly qualified scientific and scientific-pedagogical personnel” No. PF-4456 dated July 24, 2012, the Resolution of the Cabinet of Ministers of the Republic of Uzbekistan “On measures to further improve the activities of the master's degree in the higher education system of the Republic of Uzbekistan, increase its effectiveness” No. 190 dated September 10, 2007 , and in order to increase the effectiveness of master's degree training in higher educational institutions, the Cabinet of Ministers decides:

1. The regulations on the Master's degree are to be approved in accordance with the appendix

2. The Academy of Sciences of the Republic of Uzbekistan, the Ministry of Higher and Secondary Specialized Education, ministries and departments with higher educational institutions, as well as other organizations that are consumers of highly qualified personnel, should coordinate their efforts to attract highly qualified specialists to supervise master's theses and create the necessary conditions for them to undergo internships and internships, and to ensure the implementation of experimental and test parts of master's theses.

3. Ministries and departments shall bring their regulatory legal acts into line with this resolution within one month.

4. The Deputy Prime Minister of the Republic of Uzbekistan AI Ikramov shall be responsible for monitoring the implementation of this resolution.

Prime Minister of the Republic of Uzbekistan Sh. MIRZIYOYEV

Tashkent city,
March 2, 2015,
Issue 36

ANNEX to the Resolution
of the Cabinet of Ministers No. 36 of March 2, 2015

About the Master's degree

CHARTER

I. General rules

1. This Regulation was developed in order to further improve and increase the efficiency of master's studies, enhance the quality of personnel training and their competitiveness, and establishes the basic rules and procedure for training masters in higher educational institutions, as well as the criteria and requirements for the content and quality of master's dissertations in accordance with generally accepted international standards.

This Regulation shall apply:

The Academy of Public Administration under the President of the Republic of Uzbekistan, the Academy of Law Enforcement of the Republic of Uzbekistan, the Academy of the Ministry of Internal Affairs of the Republic of Uzbekistan, the Banking and Finance Academy of the Republic of Uzbekistan, and the Higher School of Business and Entrepreneurship under the Ministry of Economic Development and Poverty Reduction of the Republic of Uzbekistan.

It does not apply to international and foreign higher education institutions operating in the territory of the Republic of Uzbekistan, which, taking into account the specifics of their activities in accordance with the established procedure, provide master's training.

The procedure for admission and training to the master's degree program at Tashkent State University of Law is determined by Tashkent State University of Law in agreement with the Ministry of Justice of the Republic of Uzbekistan.

2. A master's degree is a higher education program that lasts at least two years, based on a bachelor's degree, in a specific specialty.

Completion of a master's program is the final state certification that confers the degree of "master".

The organization of master's degree training in higher educational institutions of the Republic of Uzbekistan is carried out according to the scheme in accordance with [Appendix 1 to these Regulations](#).

3. Training of masters in relevant specialties is carried out in higher educational institutions that have passed state accreditation in accordance with the state grant and fee-based admission quotas determined by the resolution of the President of the Republic of Uzbekistan.

4. Coordination of the training of masters in higher education institutions is carried out by master's departments, which, together with departments and deaneries, carry out the following:

to assist in the organization and implementation of the educational process for the preparation of masters, and to monitor the quality of education and training provided to them;

the implementation of educational and research activities;

coordinate and control the activities of all departments of higher education institutions in the training of masters;

Ensures regular monitoring of the training of masters and their future employment, analyzes issues related to the training of masters, and regularly prepares reports on them.

5. Second and subsequent higher education in master's degrees is carried out on a fee-based contract basis.

II. Requirements for Master's Degree Training

6. The requirements for the training of masters in a specific specialty are determined by the qualification requirements for master's specialties, approved by the authorized state body for the management of higher education.

7. Master:

to independently conduct research, scientific, pedagogical and professional activities in their chosen specialty;

to use modern information and communication technologies in professional activities;

to continue their education after graduation from a higher education institution in accordance with the master's degree program at an institute for senior research workers in their specialty;

Prepares for additional professional education in the system of retraining and advanced training of personnel.

8. The Master, in accordance with his specialty, scientific and scientific-pedagogical training, has the following types of professional activities:

scientific and pedagogical;

scientific and creative;

research and experimentation;

design and construction;

project-technological;

can also engage in production management, as well as other types of activities in accordance with the bachelor's degree program.

III. Rights and obligations of master's students

9. Master's degree students:

acquiring knowledge in accordance with modern trends in the development of education, science, culture, technology, economics, social and other spheres;

Direct participation in considering and resolving important issues related to the activities of a higher education institution ;

free use of the services of information and resource centers of a higher educational institution, including educational and methodological and scientific literature, as well as other types of services in accordance with the procedure established by the charter of the higher educational institution;

participation in research, conferences and symposiums;

submit their research work for publication in scientific publications;

To receive a referral to leading foreign and republican educational (scientific) institutions for internships, internships, or to complete experimental parts of a master's thesis, if there are relevant agreements with these institutions, in accordance with the recommendation of the Academic Council of the higher education institution;

To file a complaint with the relevant authorities in accordance with the established procedure if dissatisfied with the decisions of the management of the higher education institution;

Students have the right to receive scholarships, state scholarships, and scholarships awarded by legal entities and individuals who send them to study, in accordance with the procedures and amounts established by law.

A master's student may have other rights established by law or the charter of a higher education institution.

10. Obligations of Master's students:

acquire and master the knowledge provided for in the curricula and programs of the relevant master's degree specialty;

Complete all types of assignments provided for in the curriculum within the specified deadlines, as well as prepare a master's thesis;

compliance with the requirements of the charter and internal regulations of the higher education institution.

A master's student may also be assigned other obligations in accordance with the legislation.

IV. Organization of the educational process in the master's degree program

11. The educational process in the master's degree is organized in accordance with specific master's degree curricula and programs approved by the authorized state body for higher education management.

12. Taking into account the characteristics of the educational process and the duration of training (3 years), the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan, in agreement with the ministries and departments under whose jurisdiction higher education institutions are located, may make appropriate changes and additions to the curricula and programs of certain master's specialties.

13. The following requirements are imposed on the organization of the educational process in the master's degree:

the higher education institution is equipped with scientific and pedagogical staff in master's specialties, including professors and associate professors who are appropriate for the specialization and direction of personnel training;

the availability of the necessary educational, methodological, and material and technical base for conducting theoretical and laboratory classes, conducting research work, including the preparation of master's theses in accordance with the requirements;

the existence of contracts and agreements between these organizations and higher education institutions (faculties, departments) for master's degree students to complete internships, internships, and experimental parts of master's theses in organizations in accordance with their curricula and programs;

The involvement of leading scientists from scientific institutions of the Academy of Sciences of the Republic of Uzbekistan, industry research and project institutions, as well as foreign scientists,

highly qualified, experienced specialists on an hourly basis in the process of training master's students.

14. The activities of a master's student in educational and methodological, research, pedagogical work, practice, internship, and preparation of a master's dissertation are carried out in accordance with the master's student's calendar work plan in accordance with [Appendix 2 to these Regulations](#).

15. The content of the master's student's calendar work plan is developed together with the academic supervisor and approved by the vice-rector for academic affairs (deputy director) of the higher education institution. The master's student reports on the implementation of his calendar work plan every month at the department meeting.

At the end of each academic semester, at a meeting of the educational and methodological council of the relevant faculty (master's department), the head of the department reports on the implementation of the master's student's calendar work plan.

V. General qualification requirements for teachers involved in pedagogical activities at the master's level

16. Within the framework of the educational process, a teacher involved in pedagogical activities at the master's level:

- passes all types of training at a high level;
- plans, organizes and controls educational, scientific and educational-methodical work;
- supervises research work and the process of preparing master's theses of master's students;
- organizes and participates in scientific and research seminars in the department's specialty;
- leads student scientific seminars;
- supervises the quality of all types of training sessions by the department's teachers;
- develops sample and working curricula and programs for the relevant specialization of the master's degree;
- participates in meetings and conferences organized within the framework of the department's scientific research areas, including international conferences;
- organizes and plans the independent work of master's students;
- participates in the development and preparation for publication of textbooks and teaching aids for master's students;
- Monitors the implementation of the master's student's calendar work plan.

17. The following qualification requirements are imposed on teachers involved in pedagogical activities at the master's level:

- have a high level of knowledge of science and the ability to see its theoretical foundations and possible ways to achieve significant achievements;
- be able to formulate scientific problems, conduct research, and have published scientific papers based on their results;
- to have the ability to determine the directions of pedagogical activity of master's students, taking into account their individual characteristics, personal qualities, and the goals of their dissertations;
- readiness to use innovative pedagogical technologies that enable master's students to acquire knowledge and skills;
- the ability to formulate pedagogical tasks based on the analysis of pedagogical situations and find optimal solutions to solve them;
- Gain practical experience in developing innovative courses aimed at developing the professional skills of master's students;

Continuous learning to improve one's knowledge by systematizing and searching for information, and acquiring skills in using information, communication, and multimedia technologies in electronic data processing.

18. Persons with an academic title (scientific degree) and at least 3 years of continuous scientific and pedagogical (scientific) work experience, as well as a Doctor of Philosophy (Ph.D.) or

other equivalent academic degree from foreign countries, are involved in pedagogical activities at the master's level.

VI. Selection of topic and appointment of a supervisor

is the result of scientific and research work carried out on the basis of theoretical and practical knowledge acquired by a master's student in the process of studying and mastering the curriculum .

20. Topics for master's theses are developed by the teaching staff of departments of higher educational institutions, scientific institutions of the Academy of Sciences of the Republic of Uzbekistan, and employees of industry research and design institutions.

The topics of master's theses, as a rule, are devoted to current research issues or solving specific practical tasks.

21. The scientific supervision of the master's thesis is carried out by professors, doctors of sciences, associate professors, candidates of sciences working in higher educational institutions, scientists of scientific institutions of the Academy of Sciences of the Republic of Uzbekistan, highly qualified and experienced specialists of organizations, as well as foreign specialists who have master's degrees, scientific degrees or scientific titles in accordance with the established procedure.

If a master's student is assigned a scientific supervisor from among the employees who do not work at the higher education institution where he/she is studying, the student will be additionally assigned a scientific advisor from among the faculty members of the relevant department.

In accordance with the established requirements, the scientific advisor is also assigned the same responsibilities as the scientific supervisor within the framework of completing the master's thesis.

22. The work of a scientific supervisor and scientific advisor from the staff of the higher education institution where a master's degree student is studying with students on the preparation of their master's thesis is included in their academic workload, which is determined by their personal work plan for the academic year at the higher education institution.

The remuneration for the work of a scientific supervisor who is not an employee of the higher educational institution where the master's degree student is studying is carried out in accordance with the established procedure, on the terms of hourly remuneration for labor, in an amount not exceeding 50 hours per master's degree student per academic year, within the limits of the funds provided for these purposes in the cost estimate of the relevant higher educational institution.

23. A professor or doctor of science may supervise up to five master's theses, and an associate professor, candidate of science, and specialist may supervise up to three master's theses.

24. The topics of master's theses of master's degree students and their scientific supervisors (scientific advisors) submitted by the departments and discussed by the educational and methodological council of the higher educational institution or faculty are approved by order of the rector (director) of the relevant higher educational institution within the first two months of the first academic year of study of the master's degree students, based on the submission of the vice-rector (deputy director) for scientific affairs.

25. The responsibilities of the scientific supervisor include:

Establish a consultation schedule to systematically assist with issues that may arise within the research topic;

Participate in the selection of research methods and assist the master's student in applying them in research work;

Monitoring the completion of work according to the established calendar work plan of the master's student and the timely preparation of the master's thesis;

to provide a summary of the master's thesis before the initial defense.

VII. Requirements for the structure and content of a master's thesis

26. The master's thesis should consist of the following components:

title page;

a brief abstract of the master's thesis in two languages (language of instruction and English);

content;
entrance;
main part;
conclusion;
list of references;
applications (if available).

27. The introduction should briefly include the following:

justification of the topic of the master's thesis and its relevance;
object and subject of research;
research goals and objectives;
scientific novelty;
main research questions and hypotheses;
literature review (analysis) on the research topic;
a description of the methodology used in the research;
theoretical and practical significance of the research results;
description of the work structure.

28. The main part of the master's thesis consists of at least three chapters, which should be proportional in size and include the following:

critical analysis of the results of theoretical, applied, and empirical research presented in other sources related to the research topic;

description of the research methodology and the practical part of the work;

A statement of the main results of the research, indicating the personal contribution of the master's student to solving the research problem.

29. The conclusion of the master's thesis should cover the scientific and practical significance of the results presented in all chapters, as well as conclusions on solving the scientific research problem. The conclusion should not exceed 4 pages.

30. Materials containing additional information directly necessary to describe the content of the master's thesis may be attached to the master's thesis. The size of the attachment should not exceed one third of the total size of the master's thesis.

31. A master's student working on a master's thesis must adhere to the rules of professional ethics (plagiarism, falsification of information, as well as false citations are prohibited).

32. The dissertation text is written on a standard sheet of paper and must comply with the following rules:

line spacing — 1.5 cm;

top and bottom margins 2 cm, line spacing: 3 cm from the left, 2 cm from the right;

The spacing between paragraphs is 5 or 6 characters.

It is recommended to write the text of the master's thesis in the Microsoft Word text editor using Times New Roman font.

33. It is recommended that the length of a master's thesis be 70-80 pages, excluding the title page, table of contents, list of references, and appendices.

34. The master's thesis is prepared in the language studied by the master's student (in a foreign language, as recommended by the department or master's department). An annotation written in the state language is attached to the master's thesis prepared in a foreign language. The initial and official defenses of such master's theses are held with translation.

35. Taking into account the nature of the master's degree specialty, the content and volume of the components of the master's thesis may be changed and increased by decision of the Faculty's Educational and Methodological Council.

VIII. Procedure for conducting the preliminary and formal defense

36. The initial defense of the master's thesis is organized by a commission formed by the department with the participation of the scientific supervisor (scientific advisor).

Experts from other departments, as well as other organizations, may be invited to the initial defense.

If an academic advisor is appointed, it is also required to obtain a conclusion on the master's thesis from him/her before the initial defense.

37. Before the initial defense, a master's student must have internal and external and supervisor reviews, as well as at least 2 scientific articles or theses on the topic of the dissertation.

The results of the preliminary defense are formalized in the minutes of the department meeting.

38. Internal and external reviewers are recommended by the relevant department of the higher education institution, and their list is approved by the vice-rector for academic affairs (deputy director).

39. The reviewer's duties include:

provide a conclusion on the relevance, scientific novelty, and completeness of the master's thesis;

submit a review at least 3 days before the initial defense;

In case of violations of professional ethics (plagiarism, falsification of information, false citations, etc.), highlight them in the review.

40. In cases where the master's thesis does not meet the established requirements, if it is determined that the master's student has violated the rules of professional ethics (plagiarism, falsification of information, false citation, etc.), as well as if there is no possibility of correcting these circumstances in a short time, the reviewer will issue a conclusion that it is not appropriate to defend the master's thesis.

41. The date of the official defense of the master's thesis is determined by the order of the rector (director) of the higher educational institution based on the schedule approved.

42. The official defense of the master's thesis is conducted by the State Final Attestation Commission of the higher education institution (hereinafter referred to as the Commission).

43. The formal defense of a master's thesis by a master's student should be accompanied by presentation materials and should not exceed 20 minutes.

44. At the formal defense, the Commission members evaluate the master's student based on the following criteria:

The master's thesis should demonstrate the relevance of the research topic and its relevance to practice;

the independent approach of the master's student to research and problem solving;

the completeness and depth of the critical analysis of the used scientific literature, scientific publications, regulatory and legal documents, statistical data, as well as literature in foreign languages;

the validity of the research methods used in practice;

the practical significance of the recommendations developed based on the results obtained;

the ability of a master's student to see the prospects for developing the research and results obtained within the framework of the master's thesis;

The ability to observe the logical interconnection between the theoretical and practical parts of a master's thesis.

45. In the event of an "unsatisfactory" grade or failure to formally defend the master's thesis, the master's student has the right to re-defend it within the next 3 years.

46. The results of the official defense of master's theses are discussed at the Academic Council of the higher education institution.

47. Defended master's theses are stored at the higher education institution for 3 years.

IX. Monitoring the activities of master's students

48. In order to continuously monitor the activities of master's students and improve the quality of the organization of the educational process in the master's program, a Working Group is established by order of the rector (director) of the higher educational institution, consisting of leading teachers, scientists from scientific institutions of the Academy of Sciences of the Republic of Uzbekistan, and specialists from organizations-consumers of personnel.

49. Monitoring of the activities of a master's student is carried out based on the following indicators:

a) in the first year:

timely completion of the master's student's calendar work plan within the established deadlines;

published one scientific article or one thesis at a national or international scientific conference;

participation in scientific seminars;

Level of mastery of academic subjects in the specialty.

b) in the second year:

timely completion of the master's student's calendar work plan within the established deadlines;

published two scientific articles or two theses at a national or international scientific conference;

the master's thesis has passed its initial defense, if it is scheduled during the monitoring period;

participation in scientific seminars;

Level of mastery of all academic subjects in the specialty.

50. Taking into account the characteristics of the educational process and the duration of study (3 years), the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan, in agreement with the ministries and departments under whose jurisdiction higher education institutions are located, may make appropriate changes and additions to the monitoring indicators for certain master's specialties.

51. During the monitoring process, interviews are held with master's students, and relevant suggestions and recommendations are made.

52. At the end of the academic year, the Working Group will submit a report on the results of the monitoring to the Academic Council of the higher education institution.

X. Final provision

53. Disputes shall be resolved in accordance with the procedure established by law.

ANNEX 1 to the Regulations on Master's Degree

Organization of master's degree training in higher educational institutions of the Republic of Uzbekistan

SCHEME

Босқичлар	Тадбирлар	Бажариш муддати
I босқич	Абитуриентларнинг ҳужжатларини қабул қилиш (Вазирлар Маҳкамасининг 2010 йил 18 июндаги 118-сон қарори билан тасдиқланган Олий таълим муассасалари магистратурасига қабул қилиш тартиблари тўғрисидаги низоми)	Июль
II босқич	Магистратурага кириш имтиҳонларини ўтказиш (Вазирлар Маҳкамасининг 2010 йил 18 июндаги 118-сон қарори билан тасдиқланган Олий таълим муассасалари магистратурасига қабул қилиш тартиблари тўғрисидаги низоми)	Август
III босқич	Педагоглар таркибини шакллантириш Вазирлар Маҳкамасининг 2006 йил 10 февралдаги 20-сон қарори билан тасдиқланган Олий таълим муассасаларига педагог ходимларни танлов асосида ишга қабул қилиш тартиби тўғрисидаги низоми ва Вазирлар Маҳкамасининг 2015 йил 2 мартдаги 36-сон қарори билан тасдиқланган Магистратура тўғрисидаги низоми)	Август-сентябрь
IV босқич	Магистратура таълим жараёнини ташкил қилиш (Вазирлар Маҳкамасининг 2001 йил 16 августдаги 343-сон қарори)	Қамиди икки йил
V босқич	Магистрлик диссертацияси мавзусини танлаш ва илмий раҳбарни тайинлаш (Вазирлар Маҳкамасининг 2015 йил 2 мартдаги 36-сон қарори билан тасдиқланган Магистратура тўғрисидаги низоми)	Биринчи ўқув йилининг биринчи икки ойи давомида
VI босқич	Магистрлик диссертациясини тайёрлаш (Вазирлар Маҳкамасининг 2015 йил 2 мартдаги 36-сон қарори билан тасдиқланган Магистратура тўғрисидаги низоми)	Магистратура талабасининг календарь иш режаси бўйича
VII босқич	Магистратура талабаси фаолияти устидан мониторинг олиб бориш (Вазирлар Маҳкамасининг 2015 йил 2 мартдаги 36-сон қарори билан тасдиқланган Магистратура тўғрисидаги низоми)	Апрель-май
VIII босқич	Магистрлик диссертациясининг дастлабки ва расмий ҳимояси (Вазирлар Маҳкамасининг 2015 йил 2 мартдаги 36-сон қарори билан тасдиқланган Магистратура тўғрисидаги низоми)	Жадвал асосида

ANNEX 2 to the Regulations on Master's Degree

Sample

MINISTRY OF HIGHER AND SECONDARY SPECIALIZED EDUCATION OF THE REPUBLIC OF UZBEKISTAN

(name of higher education institution)

“I CONFIRM” “_____” Head of the Master's Department 20 years old “_____” _____

(Master's student FIO)

For the academic years 20____ – 20____ in the specialty _____

MASTER'S STUDENT'S SCHEDULE

This calendar work plan of the master's student was discussed at the meeting of the _____ department on “_____” _____, 20____.

Head of Department:

(Name)

(signature)

I came across the plan:

Master's student

(Name)

(signature)

Scientific advisor:

(Name)

(signature)

Calendar work plan for a master's student on educational methodology, scientific research, and pedagogical practice

1. Educational methodology

T/r	Event name	Deadline	Results: marks for completion
1.			
2.			

2. Scientific research work

T/r	Event name	Deadline	Results: marks for completion
1.			
2.			

3. Scientific and pedagogical work

T/r	Event name	Deadline	Results: marks for completion
1.			
2.			

4. Pedagogical practice

T/r	Event name	Deadline	Results: marks for completion
1.			
2.			

II. Calendar plan for the preparation of the master's thesis

T/r	Stages of work execution and content of main activities	Deadline	Results: marks for completion
1. Preparing for the study			
1.			
2.			
2. Planning scientific research work			
1.			
2.			
3. Conducting research: collecting and analyzing materials (or conducting experimental tests)			
1.			
2.			
4. Formalization of the results of scientific research			
1.			
2.			
5. Submitting the Master's Thesis for Defense			
1.			
2.			

(Collection of Legislative Documents of the Republic of Uzbekistan, 2015, No. 9, Article 98, No. 43, Article 549; National Database of Legislative Documents, 11.08.2018, No. 09/18/638/1690, 22.10.2019, No. 09/19/886/3941; 14.12.2020, No. 09/20/777/1620; National Database of Legislative Documents, 04.06.2021, No. 09/21/345/0522, 16.11.2021, No. 09/21/682/1050; 05.04.2022, No. 09/22/153/0266; 04/07/2023, No. 09/23/143/0199; 07/24/2024, No. 09/24/439/0543)