

APPROVED by
Decree No. V3-S-22 of the Senate of
Kaunas University of Technology of
18 June 2025

**ACADEMIC REGULATIONS OF
KAUNAS UNIVERSITY OF TECHNOLOGY**

CHAPTER I	4
GENERAL PROVISIONS	4
CHAPTER II STUDY, RESEARCH/ART AND INNOVATION MANAGEMENT	4
SECTION ONE MANAGEMENT OF STUDY, RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES	4
SECTION TWO	5
ACADEMIC DEPARTMENTS AND COMMITTEES	5
CHAPTER III	6
STUDIES	6
SECTION ONE	6
SYSTEM OF STUDIES	6
SECTION TWO	8
STUDY PROGRAMMES	8
SECTION THREE	11
STUDENT ADMISSION	11
SECTION FOUR	12
ORGANISATION OF STUDIES	12
SECTION FIVE	14
ASSESSMENT OF ACADEMIC ACHIEVEMENTS	14
SECTION SIX	15
ACADEMIC RECOGNITION OF COMPETENCIES	15
SECTION SEVEN	16
ACADEMIC MOBILITY	16
SECTION EIGHT	17
CHANGING, SUSPENSION AND TERMINATION OF STUDIES	17
SECTION NINE	18
COMPLETION OF STUDIES	18
SECTION TEN	19

FUNDING OF STUDIES	19
SECTION ELEVEN	20
INTERNAL STUDY QUALITY ASSURANCE SYSTEM.....	20
SECTION TWELVE	21
LIFELONG LEARNING	21
CHAPTER IV	22
RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES	22
SECTION ONE	22
ORGANISATION OF RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES	22
SECTION TWO	23
RESEARCH FIELDS	23
SECTION THREE.....	23
FUNDING OF RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES	23
SECTION FOUR.....	24
PROTECTION OF INTELLECTUAL PROPERTY AND DISSEMINATION OF RESEARCH RESULTS	24
SECTION FIVE.....	25
QUALITY ASSURANCE SYSTEM IN RESEARCH/ARTISTIC ACTIVITIES	25
CHAPTER V	25
ACADEMIC COMMUNITY.....	25
SECTION ONE	25
ACADEMIC EMPLOYEES.....	25
SECTION TWO	26
STUDENTS AND UNCLASSIFIED STUDENTS	26
SECTION THREE.....	26
ACADEMIC EMPLOYEES' EMPLOYMENT AND PERFORMANCE EVALUATION	26
SECTION FOUR.....	27
ACADEMIC EMPLOYEES' WORKLOAD PLANNING AND ACCOUNTING	27
SECTION FIVE.....	28
UPSKILLING OF ACADEMIC EMPLOYEES	28
SECTION SIX	28
ACADEMIC TITLES	28
SECTION SEVEN.....	28
INCENTIVES AND PENALTIES	28
VI CHAPTER	30
FINAL PROVISIONS	30

CHAPTER I

GENERAL PROVISIONS

1. The Academic Regulations of Kaunas University of Technology (hereinafter – Regulations) regulate the relations related to study, research/artistic and innovation activities at Kaunas University of Technology (hereinafter – University).

2. The academic community and administrative departments of the University implement the provisions of the Regulations. Students and unclassified students are obliged to comply with the provisions of the Regulations from the date they conclude the learning agreement with the University.

3. The Regulations are prepared following the Law on Higher Education and Research of the Republic of Lithuania, the Statute of Kaunas University of Technology (hereinafter – Statute) and other legislation related to the regulation of higher education, and are in line with the Guidelines of the European Higher Education and Research Area, the national policy of higher education, and the strategic priorities of the University.

4. The terms used in the Regulations are interpreted as defined in the Law on Higher Education and Research and other legislation regulating higher education.

CHAPTER II

STUDY, RESEARCH/ART AND INNOVATION MANAGEMENT

SECTION ONE

MANAGEMENT OF STUDY, RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES

5. The University's policy on studies, research/art and innovation is set out by the University Council and the Senate, and implemented by the rector, vice-rectors, administrative and academic departments.

6. The University Council approves the University's mission, vision, strategic action plan, plans for the University's restructuring, and performs other functions stipulated by the Law on Higher Education and Research and the Statute.

7. The University Senate approves the Regulations, study, research and experimental development, and art programmes, evaluates the quality and level of studies, research and artistic activities, approves the internal study quality assurance system, and performs other functions stipulated by the Law on Higher Education and Research and the Statute.

8. The rector manages the University, organises its activities, issues orders binding on employees and students, employs and dismisses employees, admits and expels students, determines the beginning and end of the academic year, semesters and vacation periods, and performs other functions stipulated by the Law on Higher Education and Research and the Statute.

9. The rector is assisted in the organisation of study, research/artistic and innovation activities by the vice-rectors and administrative departments.

10. The following persons are involved in the management of study, research/artistic and innovation activities:

- 10.1. the vice-rectors and the heads of administrative departments;
- 10.2. the heads of academic departments;
- 10.3. the heads of the faculty study committees;

10.4. chairpersons of the fields' study programme committees and doctoral committees of the science/art fields.

11. The University Council appoints the following vice-rectors at the proposal of the rector: vice-rector for education, vice-rector for research, vice-rector for strategic partnerships and vice-rector for community affairs. Vice-rectors are responsible for shaping the policy, developing and implementing the strategy in their assigned area. Vice-rectors administer the area of the University's activities or management assigned to them by the rector and act on behalf of the rector in their assigned areas.

12. The head of the first-level academic department (the dean of the faculty or the director of the science institute) manages the academic department, acts on its behalf, represents it and manages its property. The rights and duties of the head of the academic department are set out in the job description.

13. The head of the second-level academic department organises and coordinates the activities of the department, research and pedagogical activities of the department's employees and doctoral students, ensures the high-quality provision of study modules, properly distributes the overall workload of the second-level department's academic employees in terms of studies and research/artistic activities, and plans and organises the process of career planning and development of competencies for employees and doctoral students.

SECTION TWO

ACADEMIC DEPARTMENTS AND COMMITTEES

14. The faculty is a first-level academic department which provides studies, conducts research and experimental development, innovation activities and performs other functions set out in the Statute, the regulations of the faculty and other legislation of the University.

15. Science institute is a first-level academic department which conducts research and experimental development, participates in the second cycle studies and provides the third cycle studies, disseminates scientific knowledge to the public and performs other functions set out in the Statute, the regulations of the science institute, and other legislation of the University.

16. The University study quality committee is assembled at the University level to ensure study quality. It operates as an advisory body to the vice-rector for education by making proposals and recommendations on the development of the University's studies, the shaping of the University's study policy and quality culture, the development of new study programmes or improvement of the currently provided ones, and the quality assurance of study programmes. The regulations of the University study quality committee and the composition of the committee are approved by the rector of the University.

17. The University research strategy committee is assembled at the University level to shape and implement the research and innovation policy. It operates as an advisory body to the vice-rector for research by providing expert advice and proposing solutions on strategic issues of the University's research and innovation development. The regulations of the University research strategy committee and the composition of the committee are approved by the rector of the University.

18. The faculty study committees are assembled for the implementation of the university's and faculty's study objectives, ensuring the study quality at the faculties, and the development and implementation of inter-faculty and/or interdisciplinary study programmes. They are chaired by the

chairpersons. The regulations of the faculty study committees and the composition of the committees are approved by the rector of the University.

19. The fields' study programme committees are assembled for coordination, improvement and quality assurance of the study programmes of the first, second cycle, integrated and professional studies. They are chaired by the heads of study programmes. The regulations of the fields' study programme committees and the heads of study programmes are approved by the rector of the University. The compositions of the fields' study programme committees are approved following the regulations of the fields' study programme committees.

20. The doctoral committees are assembled for coordination, improvement and quality assurance of the study process in third cycle studies and research/artistic activities in individual science/art fields in which the right to provide doctoral studies is granted by the Minister of Education, Science and Sport. The work procedures of doctoral committees, which are regulated in the regulations on doctoral studies, are approved by the University Senate, and the compositions of the committees are approved by the rector of the University. The chairperson of the doctoral committee is appointed by the rector of the University from the members proposed by the doctoral committee.

CHAPTER III STUDIES

SECTION ONE SYSTEM OF STUDIES

21. The University provides cyclic (first, second and third cycle studies, integrated studies including first and second cycle studies), professional (pedagogical) and other (additional, partial) studies.

22. Studies at the University are organised in full-time and part-time forms, which vary in intensity and duration:

22.1. The volume of full-time form of the first and second cycle, integrated and professional studies must be at least 45 and not more than 60 study credits per year. The standard volume of one year's studies is 60 credits. The volume of part-time studies is at least 30 and not more than 45 study credits per year, but the total duration of studies cannot exceed one and a half times the duration of full-time studies, with the standard of 60 study credits for full-time studies.

22.2. The third cycle (doctoral) studies are organised at the University as full-time studies.

23. The University provides three cycles of degree studies:

23.1. First cycle studies: bachelor's studies, the graduates of which are awarded a bachelor's qualification degree corresponding to the sixth level of the Lithuanian Qualifications Framework, which entitles them to engage in professional activities and/or continue education in master's studies. The volume of a study programme can be 180, 210 or 240 study credits (in the cases specified in the description of the study field (group of study fields) by the Minister of Education, Science and Sport), and the duration of full-time studies can be 3, 3.5 or 4 years, respectively, and the duration of part-time studies can be 4.5, 5 or 6 years, respectively.

23.2. Second cycle studies: master's studies, the graduates of which are awarded a master's qualification degree corresponding to the seventh level of the Lithuanian Qualifications Framework, which entitles them to engage in professional activities and/or continue education in doctoral studies.

The volume of a study programme can be 90 or 120 study credits (in the cases specified in the description of the study field (group of study fields)), except for the Master of Business Administration (MBA) and Master of Public Administration (MPA) degrees, whose volume can be 60 credits. The duration of full-time studies can be 1.5 or 2 years, respectively, and part-time studies can take 2, 2.5 or 3 years. The duration of the Master of Business Administration (MBA) studies is 1 year.

23.3. Integrated studies comprise first and second cycle studies. The graduates of these studies are awarded a master's qualification degree corresponding to the seventh level of the Lithuanian Qualifications Framework, which entitles them to engage in professional activities and/or continue education in doctoral studies. The volume of study programmes can be 300 or 360 study credits (in the cases specified in the description of the study field (group of study fields)). The duration of full-time studies can be 5 or 6 years, respectively.

23.4. Third cycle: doctoral studies, the graduates of which, upon completion and defence of the doctoral dissertation (art project), are awarded a doctoral degree in science (art) corresponding to the eighth level of the Lithuanian Qualifications Framework. Research doctoral studies include studies (at least 30 study credits), research, and preparation and defence of a doctoral dissertation. Art doctoral studies include studies (at least 40 study credits), artistic-creative activities (at least 80 study credits), artistic or artistic and scientific research (at least 80 study credits), and preparation and defence of an art project. The duration of full-time studies is 4 years.

24. Study programmes of professional studies are designed for the acquisition of a qualification. The volume of these studies is 60 or 120 study credits, and the duration of full-time studies is 1 or 2 years. The University provides a professional study programme in the field of pedagogy, which provides graduates with a teaching qualification (60 study credits – a pedagogy study module) or a teaching qualification and subject-specific competencies (120 study credits – a pedagogy study module (60 study credits) and a subject-specific study module (60 study credits)).

25. Additional studies are intended for persons who have obtained a professional bachelor's degree or a bachelor's degree (a master's degree if they have completed integrated studies) and wish to continue their education in the second cycle studies. Additional studies comprise between 30 and 60 study credits with a duration of at least one semester.

26. Degree and/or qualification studies are organised at the University under the study programmes approved by the University Senate and registered in the Register of Studies, Training Programmes and Qualifications. Third cycle studies are organised at the University according to the regulations of research/art doctoral studies, which are approved by the University Senate or the Senate of the institution coordinating joint doctoral studies in agreement with the Research Council of Lithuania.

27. A qualification (bachelor's, master's) degree can be awarded upon completion of the relevant study programme and achievement of the learning outcomes stipulated therein. A joint qualification degree can be awarded upon completion of a joint study programme. The qualification degree is certified by a diploma (in the case of a joint programme, it may be a joint diploma) and a diploma supplement. A qualification can be awarded together with the qualification degree if the University has the approval of the competent authority to award the qualification.

28. The following types of qualification degrees are available:

28.1. A qualification degree awarded after completing the study programme in one field. It applies to the first and second cycle and integrated studies (in the cases specified in the descriptions

of the study fields (groups of study fields)). The name of the qualification degree corresponds to the name of the group of study fields that includes the field, or another qualification degree may be awarded in the case of a joint study programme with a foreign university. The qualification degree of the Master of Business Administration (MBA) and Master of Public Administration (MPA) may be awarded in the second cycle studies.

28.2. A qualification degree awarded after completing the study programme in two study fields. It applies to the first cycle studies. The title of the qualification degree corresponds to the titles of the groups of study fields of both fields, or one of them if both fields are classified in the same group of study fields.

28.3. A qualification degree awarded after completing an interdisciplinary study programme. It applies to the first and second cycle studies. The study programme may comprise the studies of a maximum of three study fields. The name of the qualification degree corresponds to the name of the group of study fields of the main (dominant) study field.

28.4. The doctoral degree in science/art in the relevant science/art field is awarded after completing third cycle studies and defending a doctoral dissertation (art project).

SECTION TWO

STUDY PROGRAMMES

29. A study programme is the entirety of the implementation of the studies of study field(s) at the University and its description (does not apply to third cycle studies), which stipulates the expected learning outcomes and the content of the studies, learning activities, study and assessment methods, tools, human and other resources required to achieve them.

30. The University only provides study fields and programmes approved under the established procedure by the Minister of Education, Science and Sport, and research/art doctoral studies, the right to provide which has been granted to the University by the Minister of Education, Science and Sport.

31. The study programmes of the first and second cycle and integrated studies have to comply with the general requirements for provision of studies approved by the Minister of Education, Science and Sport, and general and specific requirements set out in the descriptions of the study field (group of fields), and the legislation of the University.

32. New study programmes are developed at the University taking into account the national and University priorities, the prevailing trends in higher education and the labour market, the need for specialists to be trained, the employability of graduates, and the human, material and methodological resources of the University's academic departments required to provide a new study programme.

33. Study programmes are developed according to the Guidelines of Kaunas University of Technology for the Study Programme Management, approved by the University Senate. A working group is assembled for the preparation of the study programme intended to be provided, consisting of members of the academic community and social partners. The working group must include at least one student and at least one representative of the social partners. The concept and description of the study programmes intended to be provided are coordinated with the dean of the faculty, discussed in the faculty study committee, the faculty council and the University study quality committee. If the

study programme intended to be provided includes a study field supervised by another faculty, the dean coordinates the need for the study programme with the dean of the respective faculty.

34. The working group for the development of the study programme intended to be provided takes into account the submitted remarks, revises the description and submits it to the Department of Academic Affairs for review. After assessing the compliance of the study programme intended to be provided with the legislation governing the provision of study programmes, the Department of Academic Affairs forwards the description to the vice-rector for education, who submits the programme to the University Senate for approval. The study programmes intended to be provided and approved by the University Senate are accredited and/or registered under the procedure set out by the Minister of Education, Science and Sport.

35. The study objectives of each study programme have to be clearly formulated and linked to the competencies acquired by graduates and the learning outcomes. If the study programme leads to the acquisition of a qualification for which the requirements are set out by the legislation of the Republic of Lithuania or international legislation, the study objectives have to be linked to the requirements set out by these documents.

36. The study programme has to provide the opportunity for the student to personalise his/her studies by choosing study modules of the same study field or a different study field (a set of alternative study modules, an option of a flexible learning pathway, etc.).

37. The University may apply flexible learning pathways in its study programmes: the deeper competence pathway (specialisation), the interdisciplinary competence pathway, the innovation development pathway, the challenge-based pathway, the extended internship pathway, the pathway of minor studies in pedagogy, etc.

38. A study module is a component of the study programme consisting of one/several content-related and integrated subjects, having a common objective and expected learning outcomes. The study module is taught for one semester. The standard volume of one study module is 6 credits.

39. A micro-module is module of flexible learning, the volume of which is 1-3 credits. It provides specific and practically applicable knowledge, skills and competencies that meet personal, societal or labour market needs. Usually, the micro-module is not linked to the learning outcomes of a specific study programme but is offered as a separate learning opportunity.

40. A study credit is a unit of study volume which measures the average working time required by a student to achieve the learning outcomes. One year of full-time studies of 1600 hours is equivalent to 60 credits. One credit is equivalent to one European Credit Transfer and Accumulation System (ECTS) credit and represents 26.67 hours of the student's on-campus and independent work.

41. The studies of a study module may require mandatory initial preparation. The studies of the module are completed by a final assessment (examination or the evaluation of the student's independently completed work/project), assigning it to the excellent, standard or threshold level of academic achievements according to the Guidelines of Kaunas University of Technology for the Evaluation of Student Academic Achievements, approved by the rector of the University.

42. According to the nature of the study module, it may be compulsory in the study programme, chosen from the list of alternative study modules, or freely selected from the University's list of study modules.

43. The learning outcomes of a study module are achieved through the student's contact (including synchronous distance) and independent work. The student's contact (including

synchronous distance) learning includes classes with the participation of students and teacher(s). The student's independent work includes preparing projects, completing assignments, preparing reviews, studying theoretical and methodological materials, preparing for classes and assessments, and performing other individual or group learning activities designed to acquire knowledge, skills and competencies.

44. The preparation of the descriptions of study modules and micromodules, their quality assessment, approval and registration are regulated by the Guidelines of Kaunas University of Technology for the Approval of Study Modules and Micromodules, approved by the rector of the University.

45. General university study modules are designed for the development of general competencies. To develop the fundamental learning outcomes of the study field(s), which are repeated in many study programmes, fundamental study modules are developed. The list of general university study modules and fundamental modules and their volume in credits are approved by the rector of the University after taking into account the opinion of the University Senate.

46. The academic staff of the study programme' has to meet the requirements of the study cycle, field and programme:

46.1. In the first cycle and integrated studies, at least half of the volume of the study field's modules has to be taught by scientists or recognised artists (arts subjects).

46.2. In the second cycle studies, except for the programmes for the Master of Business Administration (MBA) and Master of Public Administration (MPA) degrees, at least 80% of the study modules' teachers have to be scientists or recognised artists (arts subjects). The remainder may be practitioners who have gained at least 3 years of professional experience in applied subjects within the last 7 years. At least 20% of the volume of the study field's modules has to be taught by professors. For the Master of Business Administration (MBA) or Master of Public Administration (MPA) degree, more than half of the teachers of the study field must have practical experience in their subject area.

46.3. In the third cycle studies, teachers of all study modules have to be scientists or recognised artists and hold a position of at least an associate professor or senior researcher (for doctoral studies in the arts, they have to hold the academic title of professor or associate professor and/or meet the requirements for a senior researcher, and the fields of their artistic or research activities in the last five years have been relevant to the subject they teach).

47. The material and methodological basis for the provision of the study programme has to meet the requirements set out in the description of the study field (group of study fields) or, in its absence, the description of the General Requirements for Provision of Studies, approved by the Minister of Education, Science and Sport (not applied to third cycle studies).

48. The quality of study programmes is ensured through continuous monitoring, internal and external evaluation of study fields and programmes. Considering the internal monitoring criteria, feedback results, the findings of evaluation and accreditation, as well as the recommendations of experts, the fields' study programme committee updates the study programmes of the field. The quality of the third cycle studies is ensured through the external evaluation of the science/art fields of doctoral studies under the procedure set out in the regulations on research/art doctoral studies and other legislation.

49. To obtain the right to provide doctoral studies in a respective science/art field, the University submits an application and other documents to the Ministry of Education, Science and Sports of the Republic of Lithuania and the Research Council of Lithuania under the procedure set

out in the regulations on Research Doctoral Studies and the Regulations on Art Doctoral Studies. The right to provide doctoral studies in a respective science/art field is granted by the order of the Minister of Education, Science and Sport.

SECTION THREE STUDENT ADMISSION

50. The total number of positions of studies by study fields and/or groups of study fields and study cycles is determined by the University Senate. The number of positions in the third cycle studies science/art fields is approved by the Minister of Education, Science and Sport.

51. The University Senate annually approves the Regulations of Admission to the University by the deadline specified in the Law on Higher Education and Research. The regulations set out the procedure for the applicants to be admitted to the University's study programmes (science/art fields in the case of the third cycle studies).

52. The student admission is carried out to the study programmes registered under the procedure established by the Minister of Education, Science and Sport and following the minimum number of positions of studies in the study programmes set out by the order of the Minister of Education, Science and Sport. The admission to the state-funded third cycle studies is carried out according to the minimum number of state-funded positions in doctoral studies set out by the Ordinance of the Minister of Education, Science and Sport for the respective science/art fields.

53. Admission to the University can be carried out until the beginning of studies under the relevant study programme. The admission to the third cycle studies can be carried out until 1 October of the current year.

54. Admission to the first cycle and integrated studies is available under the procedure of the competition to persons who have a minimum of secondary education, meet the minimum requirements stipulated by the Law on Higher Education and Research, and the University, and considering the minimum and maximum number of students in the study programme. A list of competitive subjects by study fields and the principles of the composition of the competition score are set out by the University and published within the terms set out by the Law on Higher Education and Research.

55. Admission to the second cycle and professional studies is available to persons who have completed the first cycle or integrated studies and meet the admission requirements specified in the descriptions of the study fields (group of study fields) and the descriptions of the second cycle study programmes and other legislation. Holders of a bachelor's degree whose academic results do not meet the admission requirements for a specific second cycle study programme must have completed additional studies and/or have practical experience in the scope set out by the University, or meet other requirements set out by the University.

56. Admission to the third cycle studies is available under the procedure of the competition to persons who have completed the second cycle or equivalent studies and meet the general admission requirements set out by the University Senate and the admission requirements for the relevant science/art fields. Applicants are admitted to doctoral studies in the science/art fields coordinated and uncoordinated by the University. Admission to doctoral studies in the science/art fields uncoordinated by the University is carried out according to the admission rules approved by the institutions coordinating the science/art fields.

57. Persons wishing to resume their studies at the University are admitted to the second and subsequent semesters of studies (except for the third cycle studies). For admission to a further semester of studies, depending on the content of the study programme to be studied, the learning outcomes achieved in previous studies are included. Learning outcomes are included according to the Guidelines of Kaunas University of Technology for the Recognition of Learning Outcomes, approved by the rector of the University.

58. Persons who are at least 16 years of age and wish to study individual study modules of the University are admitted as unclassified students. Academic transcripts specifying the completed study modules are issued to these persons when they pass the assessment of the study modules.

59. The education required for the respective study cycle has to be certified by educational documents issued by the institutions of the Republic of Lithuania licensed for teaching or study activities. Documents issued by foreign institutions must be recognised in the Republic of Lithuania under the relevant procedure: an academic recognition of the qualification of these documents, the evaluation of academic results and their transfer into the Lithuanian evaluation system is mandatory. Recognition of education obtained at foreign institutions is carried out at the University by the International Relations Department.

60. Centralised admission to the first cycle and integrated studies is carried out under the procedure set out by the Ministry of Education, Science and Sport. Institutional admission to the first and second cycle, integrated, professional and additional studies, and admission of unclassified students is organised by the Department of Academic Affairs and academic departments. Admission of the students of the third cycle studies is organised by the Doctoral School and the doctoral committees of the science/art fields. Institutional admission of foreign citizens to state-non-funded first and second cycle and integrated studies is organised by the International Relations Department and academic departments.

61. The dates for the procedures of the institutional student admission to the University are set out by the order of the rector of the University (the decree of the University Senate in the case of the third cycle studies). The dates of the centralised admission procedures for the first cycle and integrated studies are set out under the procedure set out by the Ministry of Education, Science and Sport.

62. Persons who meet the admission requirements, have completed the admission procedures within the established deadlines and have been successful in the competition conclude a learning agreement with the University. The forms of agreements are approved by the rector of the University. They specify the financial conditions of the studies, the obligations of the University and the student, intellectual property rights and other conditions of the studies.

63. A student can simultaneously study under different study programmes or doctoral studies. A student is admitted to each study programme/ doctoral studies under the general procedure.

SECTION FOUR

ORGANISATION OF STUDIES

64. Studies are organised according to the academic calendar approved by the rector of the University which is drawn up for each academic year no later than one semester before the beginning of the new academic year.

65. The academic year lasts from 1 September to 31 August. An academic year consists of two semesters: the autumn semester lasts from 1 September to 31 January and the spring semester lasts from 1 February to 31 August. The period of studies in one semester consists of 20 weeks, of which 16 weeks are allocated to classes of the study modules (studies and research in the third cycle studies) and the last 4 weeks are the examination session (student performance evaluation in the third cycle studies), which is conducted in January and June. Students (except for the third cycle studies) are granted three holidays during the academic year: winter holidays from 24 December to 1 January, spring holidays for one week after Easter, and at least one month of uninterrupted holidays in summer. The students of the third cycle studies are granted at least one month of uninterrupted holidays per academic year (up to a maximum of two months in total).

66. The procedure for the preparation of individual study plans for students is approved by the rector of the University. Study plans are prepared by an academic department according to the structure of study programmes. The individual study plan is prepared and revised by the student in the University's Academic Information System (hereinafter – AIS) at the time specified in the academic calendar. Individual study plans for students of the third cycle studies are prepared under the procedure and within the deadlines set out in the Regulations on Research/Art Doctoral Studies.

67. The student chooses the option of personalised studies included in the structure of the study programme before the academic year in which it begins. The choice of the personalised study plan is organised under the procedure set out by the University for the preparation of individual study plans.

68. Students of the first cycle and integrated studies have to complete a mandatory professional internship in the semester specified in the study programme, but not earlier than after the completion of half of the study programme (except for the professional studies). Students of professional studies complete a mandatory pedagogical internship. The procedure for the organisation of student internships is approved by the rector of the University.

69. The individual study plans of doctoral students usually include up to 5 study credits for general skills development modules and at least one study module (in the recommended volume of 1 to 6 study credits) completed at a foreign higher education institution. Third cycle students study their modules under the procedure set out in the Regulations on Research/Art Doctoral Studies.

70. The prepared individual study plans become the basis for determining the need for the teaching staff for the study modules, and the teaching staff salary fund, as well as planning the teaching workload.

71. The Guidelines of Kaunas University of Technology for the Organisation of the Assessment of Study Modules are approved by the rector of the University. The student's assessment of the modules of the individual study plan forms the basis for the issuance of the relevant documents certifying the completion of studies.

72. The Guidelines of Kaunas University of Technology for Making and Publishing Academic Timetables and the requirements for the timetables of the classes of general inter-faculty study modules are approved by the rector of the University. The semester timetables of study modules are prepared in the AIS no later than one month before the beginning of the semester, the timetables of examinations and other final assessments are prepared no later than one month before the beginning of the examination session, the registration for classes begins before the beginning of the semester, and the registration for examinations and other final assessments begins before the beginning of the

examination session. The assessments of the modules of cyclic studies are planned and organised at the end of the study cycle.

73. Studies can be provided as on-campus, distance or blended learning according to the approved organisation method for the study programme and module and under the procedure set out by the University.

74. The academic timetable can be organised as daytime (on weekdays), evening (on weekdays), weekend or cyclic studies. The classes are organised at times set out by the rector of the University.

75. Student attendance in classes and assessments of study modules is compulsory; the procedure for attendance is set out in the Guidelines of Kaunas University of Technology for the Assessment of Student Academic Achievements, approved by the rector of the University.

76. If a student is unable to participate in the classes and assessments of study modules under the standard procedure for objective reasons, he/she may apply for adjustments to his/her studies: advance or postponement of assessments, attendance of classes according to an individual timetable, justification of missed classes, etc. The procedure for adapting studies is approved by the rector of the University.

77. The administration of students' studies is carried out in the AIS. Student study data are processed in the AIS according to the Regulations of Kaunas University of Technology for the Processing of Student Personal Data, approved by the rector of the University, and is regularly transferred to the Lithuanian Student Register and other third parties under the procedure set out by the legislation. Only data collected in the AIS are used for internal and external reports on students submitted by the University.

SECTION FIVE

ASSESSMENT OF ACADEMIC ACHIEVEMENTS

78. The University uses a ten-point criterion-based proportional accumulative evaluation system to assess students' knowledge, understanding, skills and abilities, whereby the final grade for a study module is composed of the grades of the intermediate assessments and the final assessment, multiplied by weighting coefficients (percentages), and adding the multiplications. The evaluation of the final degree project study module consists of the grades of the final assessment. A study module that is not part of a study programme can be assessed as "Pass"/"Fail".

79. Assessment of students' achievements is carried out according to the Guidelines of Kaunas University of Technology for the Assessment of Student Academic Achievements, and the Guidelines of Kaunas University of Technology for the Preparation and Defence of Final Degree Projects, approved by the rector of the University. The procedures for the organisation, execution and supervision of the assessments of study modules are set out in the Description of the Procedure for the Organisation of the Assessments of Study Modules at Kaunas University of Technology, approved by the rector of the University.

80. When a student passes all intermediate assessments included in a study module and his/her achievements during the semester have been evaluated as "Pass", the student is allowed to take part in the final assessment. If a student fails the final assessment (not defending/failing to defend the final degree project), the evaluation "Pass" is applicable for 2 years from the date of its receipt, and the student can participate in the final assessment externally in the next semester when the

respective study module is taught. If the student fails to get the assessment of all the intermediate assignments included in the study module, he/she must repeat that study module, supplementing his/her individual study plan for the following semester accordingly.

81. The student is allowed to have repeated assessments during the semester (once in the case of the third cycle) if the student meets the requirements set out in the Guidelines of Kaunas University of Technology for the Assessment of Student' Academic Achievements. The first repeated assessment is free of charge, while the second repeated assessment is subject to the fee set by the University Senate.

82. At the end of the semester, the student's progress is determined and the learning outcomes achieved by the student during the semester are assigned to the level of academic achievements. A student is considered to be not advanced if at the end of the semester he/she has at least one academic debt during the entire study period. Academic debt is defined as the study module's negative final grade (less than 5), or the assessment "Fail".

83. The redistribution of state-funded and state-non-funded positions of studies (not applied to third cycle studies) is conducted according to the Guidelines of Kaunas University of Technology for the Establishment of the Levels of the Student' Academic Achievements, the Making of Comparative Queues and the Re-Allocation of State-Funded Positions of Studies, approved by the University Senate.

84. The academic integrity of students is defined in the Code of Academic Ethics of Kaunas University of Technology, the Guidelines of Kaunas University of Technology for the Organisation of the Assessment of Study Modules, the Guidelines of Kaunas University of Technology for the Student Plagiarism Prevention in Written Works, and the Guidelines of Kaunas University of Technology for the Similarity Check and Plagiarism Detection in the Doctoral Dissertations.

85. The student has the right to appeal if, in his/her opinion, academic ethics or procedures have been violated and/or technical errors have been made, and to lodge complaints if, in his/her opinion, his/her rights and legitimate interests have been violated, according to the Guidelines of Kaunas University of Technology for the Processing of the Student' Appeals and Complaints, approved by the rector of the University.

SECTION SIX

ACADEMIC RECOGNITION OF COMPETENCIES

86. If a person has graduated from, studied or is studying at a higher education institution in Lithuania or abroad under the higher education study programme and wishes to continue his/her studies at the University, his/her previously achieved learning outcomes may be recognised. The recognition of learning outcomes is regulated following the Guidelines of Kaunas University of Technology for the Recognition of Learning Outcomes, approved by the rector of the University.

87. A person who has acquired competencies through non-formal and/or informal learning may apply to the University for the assessment and recognition of these competencies according to the Guidelines of Kaunas University of Technology for the Evaluation of Achievements and Acknowledgement of Competences Acquired via Non-Formal and Informal Learning, approved by the University Senate. A person who intends to study in the second cycle studies and has relevant professional experience may apply to the University for the assessment and recognition of professional competencies according to the Guidelines of Kaunas University of Technology for the

Assessment and Recognition of Professional Competencies of Applicants to Second Cycle Study Programmes, approved by the rector of the University.

88. Academic recognition of foreign qualifications is carried out at the University according to the Guidelines for the Assessment and Academic Recognition of Education and Qualifications Concerning Higher Education and Acquired Under the Educational Programmes of Foreign States and International Organisations, approved by the rector of the University. During the academic recognition of foreign qualifications, the principle of acceptability is applied, and the specified learning outcomes are relied upon.

SECTION SEVEN ACADEMIC MOBILITY

89. Partial studies are designed for students of other higher education institutions who arrive at the University under the exchange programme or at their initiative and aim to acquire relevant knowledge and skills by studying a particular part of the programme. Upon completion of partial studies, an academic transcript is issued to the students, specifying the titles of the study modules they completed, their volume in study credits and the evaluations obtained.

90. The University student who has won international programmes or other competitions, as well as at his/her initiative, may go for partial studies to other higher education institutions and/or complete his/her internship at other higher education institutions or enterprises/organisations subject to prior agreement with the faculty's vice-dean for education (or the chairperson of the doctoral committee in the case of the third cycle) on the recognition of the learning outcomes.

91. The University employee who has won international programmes and other competitions, as well as at his/her initiative, may go to other research and academic institutions or enterprises/organisations for teaching and/or training, and/or research.

92. Academic mobility can be physical, virtual and blended:

92.1. Physical mobility is mobility in which students physically travel to another institution.

92.2. Virtual mobility is the activities of partial studies and teaching based on information and communication technologies. Virtual mobility is carried out without going to another institution.

92.3. Blended mobility is a combination of physical mobility and virtual activities. The virtual part of the mobility is carried out remotely, without going to another institution and may take place before, during or after the physical mobility.

93. Student and staff academic mobility and its financing is regulated by the Guidelines of Kaunas University of Technology for the Organisation of Partial Studies under the Erasmus+ Programme and Bilateral Cooperation Agreements, the Guidelines of Kaunas University of Technology for the Organisation of the Internship under the Erasmus+ Programme for the Students and Graduates, the Guidelines of Kaunas University of Technology for the Organisation of Incoming Staff Mobility under the Erasmus+ Programme, and the Guidelines of Kaunas University of Technology for the Organisation of Outgoing Staff Mobility under the Erasmus+ Programme, approved by the rector of the University. The University can use other funds or programmes to finance student and staff mobility.

SECTION EIGHT

CHANGING, SUSPENSION AND TERMINATION OF STUDIES

94. The form of studies and/or study programme, maintaining state funding (except for the third cycle studies), in the same group of study fields, can be changed at the University or another higher education institution under the procedure set out by the Government of the Republic of Lithuania.

95. The type of funding, except for the third cycle studies, can be changed under the procedure set out in the Guidelines of Kaunas University of Technology for the Establishment of the Levels of the Student Academic Achievements, the Making of Comparative Queues and the Re-Allocation of State-Funded Positions of Studies, approved by the rector of the University.

96. Temporary interruption of studies is allowed under the procedure set out by the University, due to academic leave of absence or suspension of studies.

97. Academic leave of absence is granted by the dean of the faculty at the student's request, or the rector or his/her authorised person in the case of the third cycle studies. Academic leave of absence is granted for the following periods: due to illness – up to one year, with the possibility of extending the period for one more year (during the same semester, an academic leave of absence with an extension can last for up to 2 years); for pregnancy and childbirth – 70 calendar days before childbirth and 56 calendar days after childbirth (70 calendar days in the case of complicated childbirth, or the birth of two or more children); for childcare – until the child reaches the age of 3 years; for military service – for the period specified in the legislation of the Republic of Lithuania; for personal reasons – once during the period of studies for up to one year. Suspension of studies is available only to students of state-non-funded positions, after the opportunity for an academic leave of absence has been used, once per period of studies for up to one year (except for third cycle students).

98. Upon resuming the studies after their suspension, students may be subject to tuition fees according to the Guidelines of Kaunas University of Technology for the Payment of Tuition Fees, approved by the rector of the University.

99. If the content of the study programme of the student who has resumed his/her studies after their suspension has partially changed, he/she is allowed to eliminate the differences. If the nature of the organisation of the study programme (language, organisation method, etc.) has changed, the student is offered to resume his/her studies under the new procedure. If the study programme is no longer provided at the University, the student is offered to change to another study programme closest to the former study programme. The student is informed about these conditions before the suspension of studies.

100. The student's studies are completed when the requirements stipulated in the study programme (science/art field) and the conditions of the learning agreement have been fulfilled. The student's studies can be terminated at the student's request or if the student has been expelled from the University under the procedure set out in the Academic Regulations of the University, or the studies have become impossible due to any other objective reason.

101. Students who have completed or terminated their studies have to settle with the University according to the Guidelines for the Student Settlement with Kaunas University of Technology, approved by the rector of the University.

SECTION NINE

COMPLETION OF STUDIES

102. The study programme is completed by an evaluation of the learning outcomes achieved by the student: the preparation and defence of the final degree project. At least 15 study credits are allocated for the project of the first cycle studies, and at least 30 study credits for the project of the second cycle and integrated studies. Doctoral studies in the science/art field are completed by the preparation and defence of a doctoral dissertation (art project) under the procedure set out by the University.

103. Final degree projects are prepared and defended according to the Guidelines of Kaunas University of Technology for the Preparation and Defence of Final Degree Projects, approved by the rector of the University, and doctoral dissertations (art projects) are prepared and defended under the procedure set out in the Regulations of Research/Art Doctoral Studies, the Requirements of Kaunas University of Technology for the Preparation of the Doctoral Dissertation, and the Guidelines of Kaunas University of Technology for the Defence of Doctoral Dissertations.

104. A graduate is a person who has fulfilled all the requirements of the study programme (the science/art field in the case of the third cycle studies). The qualification of the bachelor's degree, master's degree or professional qualification is granted by the qualification commission; the qualification of the doctor in science/art is granted by the research/art doctoral dissertation defence board.

105. A document certifying the completion of studies is issued to a graduate according to the Guidelines of Kaunas University of Technology for the Preparation and Issue of Diplomas, Supplements, Study Certificates, Academic Title Certificates and Duplicates Thereof, approved by the rector of the University.

106. A bachelor's diploma is awarded to the graduate of the first cycle study programmes, a master's diploma is awarded to the graduate of the second cycle or integrated study programmes, a doctor in science/art diploma is awarded to the graduate of the third cycle studies. The diploma is accompanied by a diploma supplement (except for the case of the third cycle) containing information about the content of the acquired education and completed study modules. Bachelor's and master's diplomas may be standard, *Cum Laude*, *Magna Cum Laude*, or joint. The doctoral diploma may be accompanied by a European *Doctor Europaeus* certificate under the procedure set out by the University Senate. An academic certificate is issued to the graduate of professional studies. The academic certificate is accompanied by an academic transcript containing the data of the completed study modules.

107. A certificate of additional studies is issued to the person who has completed additional studies, entitling him/her to apply for admission to the second cycle studies.

108. An academic transcript is issued to the person who has completed partial studies or individual study modules.

109. The document certifying the acquired education is issued only after the person has settled with the University's departments according to the Guidelines for the Student Settlement with Kaunas University of Technology, approved by the rector of the University.

110. A duplicate of the lost document is issued upon request to the person who has lost his/her diploma, its supplement or academic certificate according to the Guidelines of Kaunas

University of Technology for the Preparation and Issue of Diplomas, Supplements, Study Certificates, Academic Title Certificates and Duplicates Thereof, approved by the rector of the University.

111. Data on the learning outcomes achieved by persons are stored in the AIS within the time limits specified in the University's documentation plan. Personal files are stored at academic departments (the Doctoral School in the case of the third cycle studies) during the period of studies and for a specified period after the end of the studies, and later transferred to the University archive.

112. A Memory Diploma is awarded to the person who studied at the University but did not complete their studies due to ideological coercion, political imprisonment, exile, genocide, the Holocaust, trauma, or death while defending (directly or indirectly) Lithuania's freedom and independence, according to the Regulations of Kaunas University of Technology for Awarding Memory Diplomas, approved by the University Senate.

SECTION TEN

FUNDING OF STUDIES

113. Studies at the University are financed from the state budget, students' personal funds and funds from third parties. The University may also allocate its own funds for the organisation of studies.

114. Funds for studies from the state budget are allocated for the payment of tuition fees at state-funded positions of studies, scholarships and other support. The Ministry of Education, Science and Sport determines the standard tuition fees applied to persons admitted to state-funded studies.

115. The tuition fees applied to persons admitted to state-non-funded positions of studies, as well as the amounts of fees not directly related to the implementation of study programmes, are determined by the University Senate. Tuition fees are paid according to the Guidelines of Kaunas University of Technology for the Payment of Tuition Fees, approved by the rector of the University.

116. The price of studies or a part thereof for the person studying in a state-non-funded position of studies may be paid by the University, other natural persons or legal entities under the procedure established by the rector of the University.

117. The following persons pay tuition fees at the University:

117.1. A student admitted to a state-non-funded position of studies;

117.2. An unclassified student who studies individual study modules;

117.3. A student who repeats individual modules of the study programme or the student who chooses to take additional study modules which are not included in the structure of the study programme (except for the study modules funded by the University);

117.4. A student who gets a repeated assessment of the study module or defends a final degree project after the set deadline;

117.5. A person who seeks the evaluation of academic achievements acquired through non-formal and/or informal learning and their recognition as learning outcomes;

117.6. A person who defends a doctoral dissertation (art project) externally, or the person who has completed his/her doctoral studies at a joint doctoral institution and submits a doctoral dissertation (art project) for the defence at the University.

118. Fees are charged at the University for the preparation of duplicates of diplomas, diploma supplements, academic transcripts, certificates and other documents in the Lithuanian or

English language. The amounts of fees for the preparation of these documents are approved by the rector of the University.

SECTION ELEVEN

INTERNAL STUDY QUALITY ASSURANCE SYSTEM

119. The quality of the University's studies is ensured through the University's internal study quality assurance system, external evaluation and approval of study fields, external evaluation and approval of the institution, and the participation of the entire academic community in quality management activities.

120. The Description of the Internal Study Quality Assurance System of Kaunas University of Technology, which sets out the main provisions of the internal study quality assurance system, is approved by the University Senate.

121. The University's internal study quality assurance is based on a holistic approach to the processes taking place at the University, taking responsibility for the study quality, involving teachers, students, administrative employees, graduates and employers in the processes of improving the quality of studies. The University promotes continuous improvement and a culture of dialogue which is fostered by the values enshrined in the University's mission, the provisions and guidelines for quality assurance in the European higher education arena, and the principles of social dialogue and responsibility.

122. The internal study quality assurance system comprises the processes, procedures, measures and activities applied by the University autonomously to meet internal and external quality standards and requirements. The internal study quality assurance system is based on the main higher education policy documents of the European Union, complies with the quality assurance provisions and guidelines for quality assurance in the European higher education arena, the European Qualifications Framework, European standards and guidelines, and the laws and legislation regulating higher education in the Republic of Lithuania.

123. The study quality is ensured at the level of the University, the first-level academic department, study field, study programmes and study modules, covering all activities through planning, implementation, evaluation and improvement. The University's study quality is the responsibility of the University Senate, together with the vice-rector for education and the University study quality committee; the quality of the first-level academic department is the responsibility of the dean of the faculty, together with the faculty council and the faculty study committee; the quality of a study field and study programme is the responsibility of the head of study programmes, together with the fields' study programme committee; and the study module's quality is the responsibility of the second-level academic department and the study module's coordinating teacher, together with the team of teachers. The Department of Academic Affairs is responsible for supervising the implementation of the study policy, monitoring the study quality at the University, as well as regulating, administering and coordinating the main processes of studies. The doctoral committee of the relevant study field is responsible for the quality of doctoral studies in the science/art field.

124. The faculty study committee prepares an annual plan and report for the improvement of the study quality at the faculty. The fields' study programme committee prepares the annual plan and report on the activities of the field's (fields') study programme committee, and, depending on the

deadline for the approval of the study field, a report on the follow-up activities in improvement plan. The doctoral committee for the science/art field prepares an annual activity plan for the committee.

125. Students are involved in the governing bodies of the University at all levels, as well as commissions, committees and working groups according to their area of responsibility. Alumni participate in the University's events, share their knowledge and experience with the academic community, and express their position on relevant issues. Social stakeholders are involved in all processes of the study programme's development, quality assessment, quality improvement and quality assurance according to their level of competence.

126. Feedback from the University's stakeholders includes feedback and evaluation from students, academic employees, administrative employees, alumni, employers and social partners. The procedure for organising feedback at the University is regulated by the Guidelines of Kaunas University of Technology for the Organisation of Feedback from Social Stakeholders, approved by the rector of the University.

127. The quality of the University's teachers' performance is ensured through a continuous process of qualification and competence improvement of teachers. The EDU_Lab Centre for Excellence in Learning and Teaching, in cooperation with academic departments, is responsible for the development of didactic competencies of teachers. Academic departments are responsible for the development of subject-specific competencies of teachers.

128. The University collects various quantitative and qualitative data to analyse and evaluate the study process and the study quality, monitors the progress of student achievements and has an early warning system allowing it to identify the need for assistance for students.

129. The University's website publishes information about study programmes, higher education qualifications awarded, research/artistic activities, self-assessment results, opinions of students, graduates and other stakeholders on the study quality, evaluations of the University's activities and study fields carried out by recognised institutions and indicators of the graduates' careers.

SECTION TWELVE LIFELONG LEARNING

130. The University constantly monitors and analyses lifelong learning needs. Non-formal education programmes provided at the University are developed, approved and implemented according to the Guidelines of Kaunas University of Technology for the Organisation and Provision of Non-Formal Education Programmes, approved by the rector of the University. The University may also provide non-formal education programmes that are recognised at the national level, international, joint or approved by other external bodies.

131. Non-formal education provided at the University is coordinated by the Lifelong Learning Centre. The University's departments (providers) are responsible for the organisation and provision of non-formal education programmes.

132. Each year, the departments that organise non-formal education submit a list of non-formal education programmes to be provided by the department in the following calendar year to the Lifelong Learning Centre for publicity.

133. Non-formal education programmes for children have to comply with the purpose of non-formal education for children as defined in the Law on Education of the Republic of Lithuania

and other current legislation of the Republic of Lithuania regulating non-formal education for children. Persons implementing the programmes must comply with the requirements regarding lawful work with minors established by the legislation.

134. The right to issue the graduation certificates for non-formal education programmes is limited to those departments whose non-formal education programmes have been approved under the procedure set out by the rector of the University. The certificate is prepared using the form approved by the University. If the non-formal education programme is approved by external organisations, a certificate or another document in a form approved by external organisations may be issued.

135. A person studying under a non-formal education programme is an unclassified student. Persons wishing to acquire new competencies and improve their current competencies, and who meet the minimum preparation requirements (if any) set out in the non-formal education programme, can be admitted as unclassified students of non-formal education.

136. A fee is charged for participation in non-formal education programmes (except for programmes of public interest), and the price is specified in the description of the non-formal education programme.

137. Quality assurance in non-formal education is carried out through the programme's approval, monitoring of its implementation and feedback from the programme participants. The departments organising the non-formal education (providers) ensure the quality of the content, organisation and provision of non-formal education programmes and the development of the programme.

CHAPTER IV

RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES

SECTION ONE

ORGANISATION OF RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES

138. Academic departments conduct fundamental and/or applied research and experimental development, artistic and/or innovation activities, participate in the projects of national and international programmes, disseminate new scientific and technological knowledge, develop competitive products, develop and implement advanced technologies, and promote innovations in various industrial and service sectors, economic sectors, culture and social environment.

139. Research/artistic activities are conducted by all academic departments. Research is the main activity of science institutes.

140. In the faculties, research activities are organised and coordinated by the vice-deans for research, and the performance of research activities is ensured by the deans. In science institutes, these functions are performed by their directors.

141. In faculties and science institutes, research activities are conducted according to the strategy of the department. When making strategic decisions, the deans of faculties and the directors of science institutes aim to ensure a consistent qualitative and quantitative increase in the results of the department's research and experimental development and innovation performance, as well as the synergy between research/artistic activities and studies.

142. Academic and non-academic employees, research fellows, project researchers and doctoral students may form research groups at the faculties. Research groups research a specific topic

at the international level, contributing to the sustainable development of the region and research-based studies, cooperation with industry, business and the public sector, and talent development. The principles for establishing and dissolving research groups are specified in the Guidelines of Kaunas University of Technology for the Management of Research Group Activities, approved by the rector of the University.

143. Academic employees conduct research following the principles of academic ethics, equal opportunities, research ethics and the processing of personal data for research purposes.

SECTION TWO RESEARCH FIELDS

144. Priority areas and directions of research activities are approved in the University Strategy and linked to the University's, country's and international priorities, competencies of academic employees, research and experimental development infrastructure, the University, national and international priorities, needs of business, industry, public sector and society.

145. The directions of research activities have to ensure that the ongoing or planned study programmes and doctoral studies are related to research and experimental development, project activities of national and international programmes, and national needs.

146. The scope of research is determined by the needs for the preparation of study programmes and training of highly-qualified specialists and scientists, as well as other needs of the state, the scope of orders from economic entities, competitive funding and support.

SECTION THREE FUNDING OF RESEARCH/ARTISTIC AND INNOVATION ACTIVITIES

147. Research and experimental development, artistic and innovation activities at the University are financed from various sources: the state budget appropriation for the development of research and artistic activities, the funding of national and international programmes, the funds received from the orders of the Lithuanian and foreign entities, and the support funds.

148. The University manages the funds received from the state budget appropriations and uses them for research and experimental development, development of artistic activities, maintenance of research infrastructure, and strategic research and innovation initiatives. The University uses the funds from competitive funding and funds received from economic operators based on contractual obligations.

149. State budget appropriations allocated to the University for the development of research and artistic activities are allocated to the academic departments based on the results of external comparative peer review and formal evaluation of the departments' research and experimental development and artistic activities.

150. Academic departments provide conditions and allocate financial and material resources to students to participate in research activities and conduct research.

SECTION FOUR

PROTECTION OF INTELLECTUAL PROPERTY AND DISSEMINATION OF RESEARCH RESULTS

151. The creation, management, use, and disposal of intellectual property objects and their transfer to third parties is a strategic activity of the University. The University encourages its employees and students to create intellectual property objects and facilitates their access to information on the management, use, disposal, transfer and protection of intellectual property.

152. Intellectual property is managed, used and protected at the University according to the Regulations of Kaunas University of Technology on the Management and Transfer of Intellectual Property, approved by the rector of the University, and other legislation.

153. All property rights to intellectual property objects created by the employees of the University and the related tangible materials belong to the University to the maximum extent provided by law, within the unlimited territory, unless otherwise stipulated by contracts, and if they are created by the employee while performing his/her job duties or functions, University projects or contracts, other lawful assignments or tasks assigned to him/her, or the employee has used the resources of the University.

154. All property rights to the objects of intellectual property rights and related tangible materials created by students of the University are owned by the University to the maximum extent provided by law, within the unlimited territory, unless otherwise provided for in the contracts, and if they are created during the student's studies at the University as a result of the student's participation in University projects or contracts, upon the receipt of University funding for the creation of the object of intellectual property rights, or the student has significantly used the resources of the University.

155. Personal non-property rights to intellectual property objects belong to the authors who have created them.

156. The University has the right, under the procedure set out by law, to agree with third parties on the granting or assignment of the right to use intellectual property objects, whether or not compensated. The University commercialises the University's intellectual property in Lithuania and abroad, provides conditions for the establishment of new knowledge- and technology-intensive enterprises, and licenses intellectual property.

157. The University supports the European Union's policy of open access to the results of research obtained with public funds and the possibilities for users to access them without any financial, technical or legal restrictions. The University supports and encourages open access to intellectual property objects insofar as this does not conflict with the legislation of the Republic of Lithuania and the University and the University's interest in commercialisation or industrial development purposes. The academic employees of the University, without disclosing confidential information, publish the research results in scientific monographs, scientific studies, scientific papers, analytical reviews of scientific works, presentations or plenary lectures at international or national scientific conferences.

158. The basic principles, procedures, obligations and responsibilities of open access to scientific publications and data are regulated by the Regulations of Kaunas University of Technology on Open Access to Scientific Publications and Research Data, approved by the rector of the University.

SECTION FIVE

QUALITY ASSURANCE SYSTEM IN RESEARCH/ARTISTIC ACTIVITIES

159. The quality of the University's research/artistic activities is ensured through the University's external comparative expert peer review and formal evaluation of its research and experimental development and artistic activities, external institutional evaluation and/or approval, and the establishment of minimum qualification and certification requirements for academic employees.

160. The quality of research/artistic activities is ensured at the University, faculty/science institute levels, covering all activities through planning, implementation, evaluation and improvement.

161. The quality of the University's research/artistic activities is the responsibility of the University Senate, together with the vice-rector for research and the University's research strategy committee, and the quality of the activities of the faculty/science institute is the responsibility of the dean of the faculty/the director of the science institute, together with the faculty/research institute council.

162. The University collects various quantitative and qualitative data to analyse and assess the quality of research/artistic activities. The results of the evaluation of the quality of research/artistic activities and the actions taken in response to these evaluations are presented to the University's governing bodies and the academic community.

163. The management of the University's research/artistic activities is continuously improved, taking into account the results of external comparative expert or formal evaluations.

164. The University strives for high-quality research and experimental development in each field, and promotes interdisciplinary and cross-disciplinary research.

165. The University observes high ethical standards in all its activities, including its research/artistic activities, and its management is transparent, aiming to minimise the possibility of conflicts of interest and prevent violations of academic and research ethics.

166. The University participates in, forms and maintains international networks for research, experimental and innovation development. The University involves talents from other countries in collaborative research.

167. The University develops, maintains and upgrades the necessary research and experimental development infrastructure. The University carries out pilot production with business partners.

CHAPTER V

ACADEMIC COMMUNITY

SECTION ONE

ACADEMIC EMPLOYEES

168. Academic employees of the University are employees holding the positions of teachers and researchers. Researchers or recognised artists can hold the positions of teachers (professors, associate professors, assistant professors, junior assistant professors) and researchers (chief

researchers, senior researchers, researchers, research fellows, junior researchers) at the University. Persons who are not researchers or recognised artists can hold the following teaching positions at the University: senior lecturer and lecturer.

169. The University may involve non-academic employees with significant professional experience or highly qualified artists in the study process by appointing them to the positions of lecturer practitioners, associate professor practitioners or professor practitioners.

170. Senior (hourly-paid) lecturers and (hourly-paid) lecturers can be employed by the University for pedagogical and expert-consultation work in studies for a period not exceeding one year.

SECTION TWO

STUDENTS AND UNCLASSIFIED STUDENTS

171. A student is a person studying at the University in degree or professional studies under a study programme or doctoral studies. A student of partial studies is a person studying at another higher education institution and simultaneously completing a part of the study programme or individual study modules (groups thereof) at the University.

172. An unclassified student is a person studying individual study modules (groups of study modules) at the University or studying at the University under a non-formal education programme. An unclassified student of additional studies is a person studying a set of study modules designed for the preparation for studies in the second study cycle.

173. A candidate is a person seeking to have his/her competencies acquired through non-formal and/or informal learning assessed and recognised as learning outcomes.

174. A doctoral candidate is a person who is preparing a doctoral dissertation (art project) for public defence.

175. A person aiming to become a student, unclassified student, doctoral candidate or candidate of the University concludes an agreement with the University in the form set out by the University, which stipulates the basic conditions of studies (or learning) and the obligations of both parties. The learning agreement is not concluded with a student of partial studies who comes from a higher education institution with which the University has concluded a bilateral cooperation agreement.

176. The conditions, rights and obligations for the preparation and defence of the doctoral dissertation (artistic project) of the doctoral candidate are set out in his/her agreement with the University.

SECTION THREE

ACADEMIC EMPLOYEES' EMPLOYMENT AND PERFORMANCE EVALUATION

177. Teachers (professors, associate professors, assistant professors, senior lecturers, lecturers) and researchers (chief researchers, senior researchers, researchers) are appointed to the job position for at least 0.25 of the standard working hours by the procedure of public competition. The requirements and procedures for the competitions for academic employees, as well as the requirements and procedures for evaluation of activities and performance evaluation, are set out in

the Guidelines of Kaunas University of Technology for the Organisation of Performance Evaluation and Competitions for the Positions of Teachers and Researchers, approved by the University Senate.

178. The requirements and procedures for the recruitment of teachers and researchers without a competition are set out in the Guidelines of Kaunas University of Technology for the Recruitment of Teachers and Researchers without a Competition, approved by the rector of the University.

179. Research fellows are appointed according to the Guidelines of Kaunas University of Technology for the Competitions for the Positions of Research Fellows, approved by the rector of the University. Research fellows are appointed to the position under the procedure of a public competition (subject to their compliance with the requirements) for a period not exceeding 3 years.

SECTION FOUR

ACADEMIC EMPLOYEES' WORKLOAD PLANNING AND ACCOUNTING

180. The workload of an academic employee is calculated in hours. For each academic employee, except for the (hourly-paid) senior lecturers and (hourly-paid) lecturers, the standard pedagogical workload makes up half of his/her working time, the research/artistic activities make up at least one-third of his/her working time, and the remaining time is devoted to expert consultation and methodological activities. The standard pedagogical workload of a senior lecturer and lecturer makes up approximately 70% of his/her working time, with the remaining time devoted to expert consultation and methodological activities. The standard pedagogical workload can be changed in agreement with the head of the department and the teacher, taking into account the strategic objectives of the first level academic department, the scope of the department's pedagogical work and research/artistic activities, and the teacher's competencies.

181. The pedagogical work of teachers is planned according to the Pedagogical Work Plan of Kaunas University of Technology. The pedagogical workload of the academic department during the academic year is determined based on the individual study plans of students. The rector of the University approves the legislation regulating the calculation of the need for teachers' positions and the accounting of the work of academic employees.

182. Researchers and doctoral students also have the right to participate in pedagogical work. Doctoral students may teach classes on a volunteer agreement or an employment contract.

183. The work record of pedagogical work is counted if the scope of the employee's pedagogical work makes at least 0.25 full-time equivalent. (Hourly-paid) senior lecturers and (hourly-paid) lecturers are credited with half a year of the work record of pedagogical work for each semester in which the scope of the teacher's pedagogical work was equivalent to at least 90 hours of pedagogical workload. The work record of pedagogical work of doctoral students and employees, who have not made a (hourly-paid or full-time) teacher's employment contract, is calculated the same as the (hourly-paid) lecturers.

184. A researcher's research activities make up at least 70% of his/her working time, the remainder is devoted to expert consultation and methodological activities. By mutual agreement between the head of the first level academic department and the researcher, a researcher may also carry out pedagogical activities (supervising doctoral students, students' final degree projects), which make up no more than 1/4 of his/her working time.

SECTION FIVE

UPSKILLING OF ACADEMIC EMPLOYEES

185. The requirement for academic employees to systematically improve their qualification is determined by the minimum requirements for the position according to the Guidelines of Kaunas University of Technology for the Performance and Competency Evaluation, Certification and Competitions for the Job Positions of Teachers and Researchers, approved by the University Senate.

186. The upskilling of teachers and researchers is organised according to the Regulations on Improvement of Qualification of the Employees of Kaunas University of Technology, approved by the rector of the University.

187. The acquisition and development of didactic competencies of teachers are organised according to the Guidelines of Kaunas University of Technology for the Development of Teacher Didactic Competencies, approved by the rector of the University.

188. The methods of qualification development of academic employees include an internship in higher education and/or academic institution, an internship in an industrial, business or public sector institution, a conference with a presentation, a conference without a presentation, courses, training, seminars, improvement programmes, and completing study modules as unclassified students.

SECTION SIX

ACADEMIC TITLES

189. Academic titles of professor and associate professor are awarded by the University. The academic titles of professor and associate professor are awarded by the University Senate at the proposal of the faculty board.

190. The conditions and procedure for awarding the academic titles of professor and associate professor are regulated by the Guidelines of Kaunas University of Technology for the Award of Academic Titles of Professor and Associate Professor, approved by the University Senate.

SECTION SEVEN

INCENTIVES AND PENALTIES

191. The following incentives may be granted to students and unclassified students: a document certifying their achievements in studies, research, creativity or sport, a statement of gratitude, scholarships (not applied to unclassified students) or other incentives stipulated by the legislation of the University and the Republic of Lithuania.

192. Financial support for studies is allocated to students from the state budget, the University's own funds, the funds of patrons, sponsors or other funders.

193. Following the Guidelines of Kaunas University of Technology for the Award of Scholarships, approved by the Senate of the University, incentive scholarships for learning outcomes, one-off scholarships, social and other scholarships are awarded to the students of the first and second cycle, integrated and professional studies. Mobility scholarships, "Erasmus+" scholarships, scholarships from patrons/sponsors and enterprises, and scholarships for the development of students' research competencies may also be awarded to students. Scholarships are awarded to students in state-

funded and state non-funded positions under a competition procedure and/or by the decision of the commissions assembled by the rector of the University.

194. Students of the third cycle studies studying in state-funded positions are paid support for studies during the period of their studies in the amount determined by the Government of the Republic of Lithuania following the Guidelines of Kaunas University of Technology for the Award and Payment Procedure of Support for Studies and Scholarships to Doctoral Students, approved by the University Senate. Third cycle students studying in state-funded and non-state-funded places may be awarded incentive one-off scholarships, mobility scholarships, “Erasmus+” scholarships, and scholarships from patrons/sponsors.

195. Social scholarships, state loans and state-supported loans are awarded to students of the University under the procedure set out by the Government of the Republic of Lithuania. These scholarships and loans are allocated and paid by the State Studies Foundation.

196. The University may provide co-financing of students’ participation in national and international scientific and academic events according to the Regulations of the Co-financing of Student Participation in the National and International Events, approved by the vice-rector of education of the University.

197. The University also offers non-financial support for studies: tutoring, mentoring, career planning programmes, psychological support, as well as adaptation of studies for students with disabilities or individual educational needs.

198. The salary and additional remuneration of academic employees are regulated by the Regulations of Kaunas University of Technology for the Employee Remuneration, approved by the University Council.

199. Members of the academic community of the University who violate the University’s internal or public order may be subject to penalties according to the Guidelines of Kaunas University of Technology for Investigating Violations by Students and Employees, approved by the rector of the University. The penalties may be the following:

199.1. An academic remark, an academic reprimand, a severe academic reprimand;

199.2. An expulsion from the University (applied to students and unclassified students).

200. The validity term of a penalty (except for the expulsion from the University) is one year from the date of its imposition. A penalty can be imposed no later than one month after the fact of academic misconduct has been revealed.

201. A student is expelled from the University:

201.1. If the penalty specified in Paragraph 199.2 of the Regulations is imposed, when a student or unclassified student violates the University’s internal or public order, and the fact of the violation is confirmed. The following is considered a violation of the University’s internal order: a repeated violation during the validity term of an academic penalty imposed on a student or unclassified student, or academic dishonesty in the preparation of the final degree project/dissertation (art project), or another violation of the University’s internal order;

201.2. If the student’s or unclassified student’s studies are terminated, when he/she fails to meet the requirements set out in the study programme (science/art field) or the terms of the learning agreement.

202. A student expelled from the University under the procedure stipulated in Paragraph 199.2 of the Regulations, can be readmitted to studies no earlier than 2 years after the expulsion. If

the student is repeatedly expelled from the University under the procedure stipulated in Paragraph 199.2 of the Regulations, he/she is no longer admitted to studies.

203. If plagiarism is detected in a student's final degree project, following the Guidelines of Kaunas University of Technology for Student Plagiarism Prevention in Written Works, approved by the rector of the University, the student is not allowed to defend the final degree project at the qualification commission. If plagiarism is detected in a doctoral dissertation, the decision on the dissertation defence is made according to the Guidelines of Kaunas University of Technology for the Similarity Check and Plagiarism Detection in the Doctoral Dissertations.

204. If a person has already defended his/her final degree project in the qualification commission or a doctoral dissertation (art project) in the defence board and has been awarded a qualification degree, and a case of academic dishonesty is revealed, the Senate of the University is addressed and it assembles a group of experts in the relevant study or research/art field and assigns it with the task of evaluating the extent of the academic dishonesty and taking a decision on the annulment of the results of the defence of the final degree project or a doctoral dissertation (art project) and the revocation of the relevant qualification degree.

205. An academic penalty imposed on the academic employee is the basis for withholding or reducing the financial incentives, and a severe reprimand is a basis for refusal to extend the contractual relationship after the expiry of the existing contract.

206. If an academic employee commits a serious breach of his/her duties or commits a second such breach of his/her duties within the last twelve months, his/her employment contract with the University can be terminated.

207. A student or unclassified student who disagrees with the imposition of an incentive or penalty has the right to appeal to the University dispute settlement commission.

VI CHAPTER FINAL PROVISIONS

208. The Regulations, legislation regulating student admission and general information on the study process are available on the University's website. All relevant legislation of the University is available on the University's student intranet and the University's employee intranet.

209. The vice-rectors of the University are responsible for monitoring the implementation of the provisions of the Regulations within their areas of competence.

210. Upon receiving proposals from the University community, the chairperson of the University Senate initiates a review of the Regulations in the University Senate as necessary, but not more than once per year.

211. The Regulations may be amended, supplemented, or revoked by the decree of the University Senate.
