

ADMISSION REGULATIONS FOR INTERNATIONAL STUDENTS  
APPLYING TO FULL-TIME STUDIES IN 2023

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DAUGAVPILS UNIVERSITY

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TERMS USED IN THE ADMISSION REGULATIONS

<i><b>International student</b></i>	– a foreign national who is not a citizen of the European Union or the European Economic Area and has previous education acquired outside Latvia.
<i><b>Matriculation</b></i>	– a person's enrollment at Daugavpils University (hereinafter DU).
<i><b>Credit point</b></i>	– a unit of measuring the study load corresponding to 40 hours of work (one study week), with up to 50 % of hours assigned for contact hours.
<i><b>Application</b></i>	– a person's desire to participate in the competition for the study place in a certain study programme submitted in a written or electronical form (application).
<i><b>Full-time studies</b></i>	– a type of study which corresponds to 40 credit points per academic year and not less than 40 academic hours per week.
<i><b>Applicant</b></i>	– an applicant who, upon the results of the competition, has obtained the right to be enrolled to the study place.
<i><b>Candidate</b></i>	– a person who has submitted an application for the study place at DU.
<i><b>Concluding a study agreement</b></i>	– a written commitment of the applicant to commence studies at DU.
<i><b>Commencement of studies</b></i>	– commencement of acquiring the study programme in the first semester.
<i><b>Number of study places</b></i>	– number of study places available for matriculation according to study programmes, types and levels.
<i><b>Admission</b></i>	– a procedure of commencing studies at DU, which consists of: <ul style="list-style-type: none"><li>▪ receiving the applications and processing of documents;</li><li>▪ organization of the competition for study places;</li><li>▪ publication of the competition results;</li><li>▪ registration for studies (conclusion of a study agreement);</li><li>▪ matriculation.</li></ul>

## **ADMISSION REGULATIONS FOR INTERNATIONAL STUDENTS APPLYING TO FULL-TIME STUDIES IN 2023**

### **1. GENERAL PROVISIONS**

- 1.1. The right of foreign nationals having no permanent residence permit in the Republic of Latvia to study at DU is stipulated by Section 83 of the Law on Higher Education Institutions, Regulation on Studies at DU.
- 1.2. DU organizes studies for foreign national at the expense of applicants or other legal or natural persons.
- 1.3. Each year DU determines the study programmes that admit foreign nationals and the list of programmes is published on DU home page [www.du.lv](http://www.du.lv).

### **2. CANDIDATES' APPLICATION FOR STUDIES**

- 2.1. To apply for studies, a foreign national must electronically submit the application form through <https://apply.du.lv> and present copies of the following documents on arrival:
  - 2.1.1. documents verifying prior learning and their supplements and notarized translations in case the documents are compiled not in the Latvian, English, German or Russian languages;
  - 2.1.2. 2 photographs (size 3x4 cm);
  - 2.1.3. personal identification document (a passport);
  - 2.1.4. a CV (Curriculum Vitae) and a report in case the application is for Doctoral studies;
  - 2.1.5. a receipt verifying the applicant's payment of the registration fee to DU bank account;
  - 2.1.6. a document certifying the change of name/surname, e.g. a marriage certificate, a certificate on the change of surname/name, in case the documents submitted are under a different surname;
  - 2.1.7. a language proficiency certificate issued during the last 5 years by the internationally recognized testing language institution confirming the knowledge of the language required for the study programme of B2 level minimum. The university has right to test the level of the language required for the study programme in accordance the accepted methodology and to issue the certificate on the foreign language test and its results confirming the B2 level of language knowledge. If the prior education was acquired in the language required for the study programme, no language certificate is required.
  - 2.1.8. a social security certificate or a disability certificate in case the applicant is an orphan or a disabled person of Group 1.
- 2.2. A DU authorized person verifies the documents submitted, registers the application of the foreign national and sends the documents of prior learning for verification to the Academic Information Centre.
- 2.3. A DU authorized person conducts interviews with international students, who have met the application requirements and submitted all documents, to make sure about motivation of studies in chosen study program.
- 2.4. One can apply for a maximum of two study programmes in priority order.
- 2.5. The applications of foreign nationals for studies at DU are registered in DU International and Public Relations Office.

### **3. ADMISSION EXAMINATIONS**

- 3.1. Interviews according to the study direction for the applicants wishing to study in Master's and Doctoral study programmes.

- 3.2. If the applicant cannot submit a document issued by an international testing institution during the last five years, which certifies English language skills at least B2 level, the applicant applies to take a paid English language test at the university and the university issues a certificate of foreign language skills and compliance with the level B2.

#### **4. COMPETITION RESULTS**

- 4.1. The Admissions Committee verifies the compliance of the submitted documents with the requirements for admission to the study programme and decides on the competition results in each study programme, indicating to the applicant which study programme with the highest priority he/she has passed and where he/she has become a candidate or if he/she has failed the admission to any study programme.
- 4.2. The results of the competition will be available the next working day after the meeting of the Admission Committee at the DU Admissions Committee Secretariat (Daugavpils, Vienības str. 13, Room 111, tel. 65421198), as well as in DU International and Public Relations Office.
- 4.3. Provided a foreign national has met the requirements for the application procedure and has submitted all the required documents, DU shall issue a letter of confirmation acknowledging DU commitment to ensure the study process and a place in DU dormitory along with other actions required for the applicant to apply for a temporary residence permit in the consular agencies or other competent institutions of the Republic of Latvia and commence studies at DU.
- 4.4. The applicant may appeal the decision of the Admission Committee on the results of the competition in accordance with the DU Procedure for appealing the decisions regarding admission to the study programmes at DU.

#### **5. CONCLUSION OF THE STUDY AGREEMENT AND MATRICULATION**

- 5.1. Applicants may conclude a study agreement for only one study programme, following the order in which the programmes have been selected.
- 5.2. After having the agreement signed, the first tuition fee for the first study year paid and the documents verifying the right to reside in the territory of the Republic of Latvia presented, the DU authorized person enters the applicant's data into DU Information System and prepares the ordinance on matriculation in compliance with DU procedure.