

## ALGORITHM OF ACTION

for students of higher educational institutions on the procedure of elective component of the individual curriculum choice

1. Acquaintance with the approved list of the elective subjects for the next academic year on the official website of the university in the supplement "Educational programs. Elective components" / on the information stands of departments or deans' offices with the indication of the volume in ECTS credits and the semester of teaching, teachers who provide this discipline, annotations of the discipline.
2. Decision on the choice to study specific disciplines is taken:
  - until March 15 of the current academic year for the next academic year;
  - until October 1 of the current academic year for applicants for the first year of study (1st year or 2nd year, with the standard term of study);
3. Submission of a written application addressed to the dean of the faculty (Appendix 1) in the above terms to the dean's office.
4. Applicants who have not submitted an application to the dean's office within the specified time, the dean of the faculty assigns to study basic of the elective disciplines, or disciplines for reasons of study groups optimization.
5. Information on elective disciplines is included into the individual plan of the student by the dean's office and becomes compulsory. Not performing the curriculum for elective courses is academic indebtedness of the student.
6. Changing elected disciplines after the beginning of the semester in which they are taught is NOT ALLOWED.

Appendix 1

To the Dean of the faculty

\_\_\_\_\_  
(full name)  
From the student  
\_\_\_\_\_ year \_\_\_\_\_ group  
\_\_\_\_\_ study mode  
\_\_\_\_\_ higher education level  
Speciality \_\_\_\_\_  
(сцшву, name)  
Faculty \_\_\_\_\_  
(full name)

Application

Please include in my individual curriculum for 20\_\_/20\_\_ academic year the following elective subjects :

1.  
\_\_\_\_\_  
(name of the discipline, semester in which the study is planned)
2.  
\_\_\_\_\_  
(name of the discipline, semester in which the study is planned)
3.  
\_\_\_\_\_  
(name of the discipline, semester in which the study is planned)
4.  
\_\_\_\_\_  
(name of the discipline, semester in which the study is planned)
5.  
\_\_\_\_\_  
(name of the discipline, semester in which the study is planned)

« \_\_ » \_\_\_\_\_ 20\_\_ . / \_\_\_\_\_ /  
signature (full name)

Dean's resolution

« \_\_ » \_\_\_\_\_ 20\_\_ . / \_\_\_\_\_ /  
signature (full name)