

**The procedure for organizing admission of foreigners and stateless persons to
Odessa National Medical University**

I. General provisions

1.1. The procedure for organizing admission of foreigners and stateless persons to Odessa National Medical University (hereinafter - the Procedure, hereinafter - ONMedU) developed by the Admissions Board of ONMedU (hereinafter - the Admissions Board) in accordance with the Terms of admission to higher education institutions in 2025 (hereinafter - Terms of admission), approved by the order of the Ministry of Education and Science of Ukraine of February, 2025, No. 168 and registered at the Ministry of Justice of Ukraine on February 26, 2025 No. 15/41360

This Procedure is an appendix to the Rules of Admissions to ONMedU in 2025 (hereinafter - the Rules of Admission).

This Procedure does not apply to foreigners and stateless persons, including foreign Ukrainians permanently residing in Ukraine, persons recognized as refugees, and persons in need of additional protection

1.2. Admission of foreigners and stateless persons to ONMEDU is carried out in accordance with the Laws of Ukraine "On Higher Education", "On the Legal Status of Foreigners and Stateless Persons", "On Foreign Ukrainians", "On Refugees and Persons in Need of Additional or Temporary Protection", "On Establishing Additional Legal and Social Guarantees for Citizens of the Republic of Poland who are on the Territory of Ukraine"; Resolution of the Cabinet of Ministers of Ukraine dated September 12, 2018 No. 729 "Issues of Obtaining Higher Education by Certain Categories of Persons"; The procedure for organizing admission to institutions of professional (vocational and technical), professional pre-higher and higher education in Ukraine and training (internship) of foreigners and stateless persons using the *Unified Interdepartmental Information System of Ukraine for Foreigners and Stateless Persons* wishing to study in institutions of professional (vocational and technical), professional pre-higher and higher education of Ukraine, approved by the Resolution of the Cabinet of Ministers of Ukraine dated June 28, 2024 No. 758; by the Order of the Ministry of Education and Science of Ukraine dated November 1, 2013 No. 1541 "Some Issues of Organizing Recruitment and Training (Internship) of Foreigners and Stateless Persons", registered with the Ministry of Justice of Ukraine on November 25, 2013 under No. 2004/24536; by order of the Ministry of Education and Science of Ukraine dated December 2, 2019, No. 1498 "On approval of the Procedure for establishing quotas for obtaining higher education by foreigners and stateless persons within the scope of the state order in accordance with international treaties of Ukraine", registered with the Ministry of Justice of Ukraine on February 10, 2020, No. 153/34436.

Citizens of the Russian Federation, the Islamic Republic of Iran, the Republic of Belarus and the Democratic People's Republic of Korea who do not have a permanent residence permit in Ukraine are admitted to study with an individual permit from the Ministry of Education and Science of Ukraine.

1.3. Foreigners and stateless persons, stateless persons who have applied for recognition as refugees, persons in need of subsidiary protection and provided a Certificate of application for protection in Ukraine (hereinafter - foreigners) may obtain higher education at the expense of individuals and/or legal entities, unless otherwise provided for by international treaties of Ukraine, the binding consent of which has been granted by the Verkhovna Rada of Ukraine, legislation or agreements between institutions of higher education on international academic mobility.

Admission of foreigners and stateless persons, in particular foreign Ukrainians permanently residing in Ukraine, citizens of the Republic of Poland, persons recognized as refugees, and persons in need of subsidiary protection, to state-funded places is carried out in accordance with paragraph 5 of Section III of the Admission Rules. Admission of other categories of foreigners to higher education institutions for state-funded places is carried out within the quotas for foreigners.

Admission of foreigners to study for higher education is carried out in accredited educational programs, as well as for training in the programs of the preparatory faculty, for studying the state language and/or the language of instruction, as well as for obtaining postgraduate education, advanced training and internships.

1.4. Foreigners who receive state scholarships under international treaties, national programs, and other international obligations of Ukraine are admitted to studies within the established quotas for foreigners on the basis of directions from the Ministry of Education and Science of Ukraine.

1.5. Foreigners arriving in Ukraine to participate in academic mobility programs or to obtain higher education in educational programs agreed between ONMedU and a foreign higher education institution are admitted to studies subject to the relevant contractual obligations of ONMedU.

1.6. Foreign Ukrainians, whose status is certified by a certificate of a foreign Ukrainian (except for persons permanently residing in Ukraine), can be enrolled for state-funded places within the established quotas for foreigners based on the results of entrance exams in subjects stipulated by the Admission Rules.

II. Requirements for the level of education of applicants

2.1. The list of educational degrees, specialties and educational programs to which foreigners can be admitted is given in Appendix 5 to the Admission Rules.

2.2. Foreigners who have documents of complete secondary education, which give the right to continue their studies at the appropriate level of higher education in accordance with the legislation of the country that issued the document on the level

of education obtained, are admitted to the first year of study for a master's degree in medicine or pharmacy.

Foreigners who have documents of a previously obtained bachelor's degree (NQF 6 (National Qualification Framework)) in the specialties of the field of knowledge 07- Management and administration or a master's/specialist (NQF7) in any specialty are admitted to study for a master's degree in the field of knowledge D "Business, Administration and Law" specialty D3 "Management".

2.3. To obtain a higher education degree of Doctor of Philosophy in medical specialties, ONMedU accepts foreigners who have a master's degree/specialist in the relevant medical specialty.

2.4. Foreigners who enter ONMedU must have a sufficient level of Ukrainian or English, in accordance with the language of instruction in the chosen educational program (specialty).

III. Deadlines for submission of applications and documents, competitive selection and enrollment for studies

3.1. Submission of applications and documents, registration of personal files of applicants and other functions related to the admission of foreigners to ONMedU are performed by the Selection Committee for the Admission of Foreign Citizens and Stateless Persons (hereinafter - the Selection Committee), which is a structural unit of the Admissions Board.

Schedule of work of the Selection Committee:

- Monday to Friday – from 8:30 to 17:00;
- Saturday, Sunday – days off.

3.2. Enrollment of foreign applicants for studies at the expense of individuals and/or legal entities is carried out by ONMedU:

1) before and at the beginning of the autumn academic semester (but not later than November 1), for obtaining master's and PhD degrees;

2) during the year for training in the programs of the preparatory department, for studying the state language or the language of instruction - based on the decision of the ONMedU Admissions Committee based on the decision of the Admissions Committee of ONMedU after reviewing the documents submitted in accordance with paragraph 4.2 of these Procedures;

3.3. Acceptance of applications and documents, entrance examinations and enrollment of applicants for the Master's degree is carried out in three stages in the following terms:

- acceptance of applications and documents: July 1 to October 31;
- entrance examinations: July 2 to November 01;
- enrollment for training at the expense of individuals and/or legal entities: not later than November 1.

Acceptance of applications and documents, entrance examinations and enrollment of applicants for the Doctor of Philosophy degree is carried out in accordance with Appendix 1 to the Admission Rules.

3.4. Regarding the procedure for issuing invitations to study, the Selection Committee is guided by the Resolution of the Cabinet of Ministers of Ukraine "On the implementation of a pilot project on the organization of recruitment to higher education institutions and training (internship) of foreigners and stateless persons using the Unified Interagency Information System for the recruitment of foreign entrants to higher education institutions" dated June 16, 2021, No. 686 and the Admission Rules.

The Selection Committee calculates the applicant's points/grades based on the document on the previously obtained level of education and establishes the minimum number of points/grades required for admission in general education subjects in which the entrance exam is conducted.

IV. Procedure for receiving applications and documents

4.1. Admission of foreigners to study is carried out in person and remotely. Recruitment of foreigners to study is carried out using the Unified Interagency Information System of Ukraine for foreigners and stateless persons wishing to study in institutions of professional (vocational and technical), professional pre-higher, higher education of Ukraine (hereinafter - the Unified System).

The term of validity of an electronic invitation to study issued by the Unified System does not exceed six months from the date of imposition of an electronic qualified seal or qualified electronic signature of an authorized person of ONMedU.

An invitation to study issued by the Automated System "Electronic Journal" of a state enterprise authorized by the Ministry of Education and Science of Ukraine is valid until April 1, 2025 inclusive.

Distance admission can be applied to foreigners who have received an electronic invitation to study, provided by a set of services for information and consulting support (in case of receiving an invitation to study using the Automated System "Electronic Journal" of a state enterprise authorized by the Ministry of Education and Science of Ukraine), and completed the procedure for legalizing education documents in the country of their issuance: the procedure of legalization at the Ministry of Foreign Affairs of the country that issued the education document and legalization at the consular department of the diplomatic mission of Ukraine abroad (consular legalization or apostille).

To organize the distance enrollment of foreigners for higher education and for studying under the programs of the preparatory faculty, for studying the state language and/or the language of instruction, as well as for obtaining postgraduate education, advanced training and internships, ONMedU conducts personal identification and entrance tests in a remote format with their video recording (including from the screen of the applicant's device). The video recording of the entrance exam is stored after the entrance exam for foreigners for five years in ONMedU, and a link to this record is included in the Unified Database.

In the case of distance admission, the foreigner sends legalized or notarized copies of documents on previous education by mail to ONMedU. When first crossing the state border of Ukraine and upon arrival at the educational institution, the foreigner hands over the original documents in person.

4.2. To enter ONMedU, a foreigner personally submits an application in paper or electronic form to the Selection Committee.

4.3. The foreigner attaches to the application for admission in full-time format, or in distance after crossing the state border of Ukraine and upon arrival at ONMedU the following:

- 1) a Document (original and its copy) on the previously obtained educational (educational and qualification) level, on the basis of which admission is made;
- 2) the Supplement (original and its copy) to the document on the previously obtained educational (educational and qualification) level, on the basis of which admission is made (if available);
- 3) a Transcript of Records issued by a foreign/Ukrainian educational institution (in case of transfer or resumption of studies, starting from the second year, a transcript of records is attached);
- 4) the original and a copy of the document containing information on the content of the curriculum for the previous degree (level) of higher education, credits received, duration of study and academic performance in academic disciplines (in the absence of this information in the Supplement to the document on education) when applying for a master's degree, if the absence of this information makes it impossible to recognize the qualification according to the document;
- 5) a copy of the passport of a foreigner or a document certifying a stateless person;
- 6) a certificate of prior language training in the case of admission to studies in the Ukrainian language;
- 7) a health insurance policy, unless otherwise provided for by international treaties of Ukraine;
- 8) 4 photographs measuring 30 × 40 mm;
- 9) a copy of the certificate of a foreign Ukrainian (if available).

4.4. When applying for postgraduate studies, documents are submitted in accordance with Appendix 1 to the Admission Rules.

4.5. Foreigners who enroll in academic mobility programs submit documents stipulated by the requirements of international programs and/or agreements under which academic mobility is implemented.

4.6. The documents specified in subparagraphs 1 – 5 of paragraph 4.2 must be translated into Ukrainian with a notarized translation. The documents specified in subparagraphs 1 – 4 of paragraph 4.2 must be certified in the country of their issuance in the manner officially used in this country for such certification, and legalized by the relevant foreign institution of Ukraine, unless otherwise provided for by international treaties of Ukraine.

4.7. The application and documents specified in paragraphs 4.2 – 4.5 are stored in the personal file of applicants/students.

V. Organization of competitive selection and enrollment

5.1. Enrollment of foreigners for study at the relevant level of higher education is carried out based on the results of entrance examinations (entrance exams in person or remotely) in certain subjects and the language of instruction and on the basis of academic rights to continue education provided by a document on the level of education obtained in the country of their origin, and taking into account the academic performance scores provided by the document on the degree (level) of education obtained.

The decision to enroll in the preparatory department of the international faculty to study the state language or language of instruction is made based on the results of consideration of documents submitted to the Selection Committee.

5.2. A schedule for conducting entrance exams is approved by the head of the Admissions Board. The Selection Committee informs the applicant or partner organization about the schedule of entrance exams.

5.3. Competitive selection for obtaining a master's degree in medical and pharmaceutical fields based on complete general secondary education is carried out based on the results of:

- entrance testing in the language of instruction (Ukrainian or English)
- entrance testing in competitive subjects: biology and chemistry.

Competitive selection for obtaining a master's degree in the field of knowledge D "Business, Administration and Law" specialty D3 "Management" based on NQF6 and NQF7 is carried out based on the results of:

- entrance testing in English
- entrance testing in management and administration.

Entrance testing is regulated by the Regulations on the entrance examination for foreign citizens and stateless persons at ONMedU in 2025 and the Regulations on the entrance examination (in distance format) for foreign citizens and stateless persons at ONMedU in 2025.

5.4. Foreigners who arrive in Ukraine for the purpose of postgraduate studies at the expense of individuals and legal entities are enrolled in ONMedU in accordance with the procedure reflected in Appendix 1 to the Admission Rules.

5.5. The programs of entrance examinations with the criteria for assessing knowledge are approved by the Head of the Admissions Board and published on the official website.

5.6. Entrance examinations (in person or distance format) in the language of instruction and competitive subjects are evaluated on a scale from 100 to 200 points. Entrants received a score below the minimum score established by the Admissions Board (100 points) are not allowed to participate in the competitive selection.

The competitive score for obtaining a master's degree in medicine and pharmacy based on complete general secondary education is calculated according to the formula:

Competitive score (CS) = P1 + P2 + P3,

P1, P2 – results of entrance testing in the second and third subjects (on a scale from 100 to 200 points),

P3 – assessment for the language of instruction.

The competitive score for obtaining a master's degree in the field of knowledge D "Business, Administration and Law" specialty D3 "Management" based on NQF6 and NQF7 is calculated according to the formula:

Competitive score (KB) = P1 + P2,

P1 - result of the entrance testing in English (on a scale from 100 to 200 points),

P2 - result of the entrance testing in management and administration.

The results of the entrance exams are published on the stands of the Admissions Board of ONMedU. They can also be sent to personal e-mail (at the applicant's request).

5.7. The Admissions Board makes a decision on the recommendation for admission of applicants at the expense of individuals and legal entities within the terms specified in paragraph 3.3 of these Procedures. Admission is carried out after concluding an individual agreement on the provision of educational services.

5.8. All categories of foreigners who enter the University are enrolled in ONMedU on the basis of enrollment orders. Confirmation of the fact of study can be a certificate generated in the USEDE (Unified State Electronic Database on Education).