

Agreed
Head of the Regional
Health Department
of Aktobe region
_____ A.A.Kaliev
_____ 2016

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Director
of Aktobe Medical College
_____ M.H.Kuzbakov
_____ 2016

**Admission Rules
in Aktobe Medical College
on the 2016-2017 academic year**

Admission Rules in Aktobe Medical College on the 2016- 2017 academic year.

1. General Provisions

1. Admission rules to the Aktobe Medical College compiled on the basis of:
- Resolution of the Government of the Republic of Kazakhstan № 130 of January 19, 2012 "On approval of the Model Rules of admission to the organization of education, realizing professional training programs of technical and vocational education", in accordance with the Law of the Republic of Kazakhstan dated 27 July 2007 "On education".

2. In the Aktobe Medical College accepted citizens of the Republic of Kazakhstan, foreign citizens and persons without citizenship who have basic secondary (basic general), general secondary (secondary general), vocational (primary and secondary vocational), post-secondary, higher (higher professional) education .

3. For admission to training provides a quota for admission, approved by the Government of the Republic of Kazakhstan from February 28, 2012 №264 «On the establishment of admission quotas for admission to study in the organization of education, realizing professional training programs of technical and vocational, post-secondary and higher education" for :

3.1. citizens with disabilities of I and II groups, disabled from the childhood, children - Invalids - 1%.

3.2. persons equated on privileges and guarantees to participants and invalids of the Great Patriotic War - 0.5%

3.3. citizens from among aul (rural) youth on the specialty, determining the socio-economic development of the aul (village) -30%.

3.4. Kazakh nationality not being citizens of the Republic Kazakhstan -2%.

3.5. orphans and children left without parental care - 1%.

4. For citizens who have professional (primary vocational, secondary vocational), higher medical education in related specialties admission is based on interviews with the document on education.

2. The organization of the reception of documents and entrance examinations.

5. In college, the selection committee is organized for receiving applications of persons for training, entrance examinations and enrollment of the students, which started its work on 1 June.

The composition of the selection committee includes the chairman, executive secretary, members of the selection committee.

6. Information on the results of the admission shall be communicated to the applicants for full-time training by a selection committee and 30 August by posting on information boards.

7. Acceptance of applications for training persons to college full-time education is carried out from 20 June to 20 August, on the evening form of education - from 20 June to 20 September.

8. To the application for admission to the college applicants give the original document on education, medical certificate №086-V form with flyuorographic picture (for the disabled groups I and II and disabled children the conclusion of medical-social expert commission), 4 photographs in the size 3 * 4.

Identity documents (identity card, passport or birth certificate) supplied personally by their parents or legal representatives.

Foreigners and stateless persons present document defining their status, with a note of registration by place of residence:

foreigner - a residence permit of the foreign citizen in the Republic of Kazakhstan;

stateless person - a certificate of a stateless person;

refugee - a refugee certificate;

face seeker – certificate of a face seeker;

immigrant - certificate of immigrant.

Statements from applicants registered in the log files in the forms of training.

The person who provided the certificate of complex testing (graduates of previous years, participating in complex testing this year for admission to higher education) or the certificate on results of unified national testing (graduates of the current year, participated in a unified national testing) are exempt from entrance exams and may be admitted to the competition under the conditions specified in paragraph 13.

Having worked for making a certified copy of the work book.

9. Entrance examinations are held in the form of testing for citizens:

9.1. Having secondary education are held on three subjects in the scope of training programs of basic secondary and general secondary education (Kazakh or Russian language, history of Kazakhstan and subject in profile).

9.2. Having a basic high school education - in two subjects in the curriculum volume of basic secondary education.

College entrance exams are held in the Kazakh and Russian languages according to the applications.

10. Entrance examinations (testing) for full-time students are held from 1 August to 28 August.

1) In conducting the entrance examinations: in the form of testing the number of test items (questions) in each subject - 25; the correct answer to each test task is estimated by 1 point; testing in three subjects assigned 2 hours and 15 minutes, and in two subjects - 1 hour 30 minutes; codes of correct answers are posted immediately after the end of the test; Test results are announced on the day of the testing.

2) in the form of examinations in the subjects evaluation "3", "4", "5", received by the results of entrance examinations are translated by a selection committee in the points on the following scale: score "3" - 8 points, "4" - 17 points "5" - 25 points.

3) Features of the entrance examinations for persons with disabilities:

Persons with disabilities to enroll in college take entrance tests, taking into account features of psychophysical development, individual empowerment and health status (hereinafter - the individual characteristics) of such applicants.

In conducting the entrance examinations provided the following requirements:

- entrance test conducted for persons with disabilities in the same classroom together with applicants, not having the limited possibilities of health if it does not create difficulties for applicants of introductory tests;
- Presence of the assistant rendering applicants necessary technical help taking into account their specific features (to occupy a workplace, move, read and issue the task, communicate with the examiner);
- Applicants are available in hard copy instruction on the procedure of entrance examinations;
- Applicants taking into account their specific features can use in the course of test technical means necessary for them;
- material and technical conditions should allow unimpeded access arriving in the classroom, toilet and other facilities, as well as their stay in these areas (presence of ramps, handrails, expanded doorways, elevators, in the absence of lifts the audience must be located on the first floor, the presence of special chairs and other accessories).

In addition, during the entrance examinations provided the following requirements, depending on the categories of applicants with disabilities:

a) for the blind:

- tasks to perform on the entrance test, as well as instructions on how to conduct the entrance examinations are made in Braille Braille or as an electronic document, accessible with the help of computer with specialized software for the blind, or credited by an assistant;

- Writing tasks are performed on paper in Braille Braille or on a computer with specialized software for the blind, or dictated by an assistant;
- Applicants are given a set of stationery and a paper for writing Braille Braille, computer with specialized software for the blind for the completing tasks if it's necessary ;

b) for the visually impaired:

- provided individual lightening not less than 300 lux;
- Applicants are provided magnifying device for the job, if it's necessary;
- tasks to perform, as well as instructions on how to conduct the entrance examinations are made in large print;

11. In order to ensure compliance with the common requirements and resolve contentious issues in the evaluation of test tasks (questions) in subjects, protection of the rights of applicants creates the appeal commission.

A person who does not agree with the test results, may apply for an appeal.

The statement of appeal is served in the Appeals Commission before 13 o'clock of the next day after the announcement of the test results and considered by the appeal commission with participation of the applicant in a single day.

The decision of the appeal commission adopted by a majority of votes of the total number of deputies of the commission. In case of equality of votes, the chairman of the commission has the right to vote. The commission is made out protocols to be signed by the chairman and all members of the commission.

12. Retake the test in the subjects are not allowed.

3. Enrollment of the students.

13.Enrollment of persons to study in college is carried out on the applications on a competitive basis persons.

The competition is held:

- based points UNT certificates;
- on the basis of points of certificates issued as a result of entrance examinations held in the form of complex test for admission to higher educational institutions of the Republic of Kazakhstan;
- obtained by the results of entrance based on the score (ratings) examinations in the form of testing conducted by college.

During the competition for enrollment is taken into account the amount of points from three subjects, according to paragraph 9.1., 9.2. of this Regulation specified in the certificate of UNT or complex testing.

Not allowed to participate in the competition for the enrollment of the students those who obtain less than **25 points from two subjects** for having basic general education and less than **35 points out of three subjects** for having secondary education (medical specialties).

The enrollment of students in the full-time college teaching are conducted on a competitive basis from August 25 to August 30 in the evening form of education - from 15 September to 30 September.

14.Enrollment to the College is conducted in an open meeting of a selection committee separately by specialty, office departments, learning language.

15. The selection committee of college has the right to reception of persons who have not passed the competition in other medical colleges and universities, on the basis of state certificates and related certificates of standard pattern on the seats remaining after the enrollment of all who passed the entrance exams to college.

16. The selection committee of college must submit statistical reports to the regional education management according to established forms every 10 days, and after enrollment in ten days text report on the organization and conduct of admission of students.

Code of specialty of technical and vocational education	Name of specialty	Name of the profile subject:	
		Basic secondary education (basic general)	Secondary education (general secondary)
0301000 Qualifications: 0301013 «Doctor assistant»	Curative Affair	Biology	Biology
0302000 Qualifications: 0302011 "The younger nurse care" 0302033 - «Nurse of general practice » 0302022 - «Masseur» for the blind and partially sighted	Nursing Affair	Biology	Biology
0304000 Qualifications: 0304023 - «Dentist»	Stomatology	Biology	Biology
0305000 Qualifications: 0305013 - «Medical laboratory assistant »	Laboratory diagnosis	Biology	Biology
0306000 Qualifications: 0306013 - «Pharmacist»	Pharmacy	Chemistry	Chemistry

Responsible Secretary
of the selection committee:

Alipova Z.S.

Reviewed and approved by the pedagogical council protocol №6 from 11.04.2016.