



MINISTRY OF DEFENCE OF UKRAINE
KOROLOV ZHYTOMYR MILITARY INSTITUTE

**REGULATION
ON THE PROCEDURE FOR EXERCISING THE RIGHT
TO ACADEMIC MOBILITY
OF PARTICIPANTS IN THE EDUCATIONAL PROCESS
AT KOROLOV ZHYTOMYR MILITARY INSTITUTE**

APPROVED BY THE ACADEMIC COUNCIL
of the Korolov Zhytomyr Military Institute
protocol № 9 dated 27 February 2025

ENACTED
by order of the Chief of the Korolov Zhytomyr
Military Institute
№ 153 dated 28 February 2025

Zhytomyr
2025

FOREWORD

This Regulation was developed by the **working group** of the Korolov Zhytomyr Military Institute, established in accordance with the order of the Chief of the Military Institute dated 3 February 2025, No. 116.

Head of the Working Group –

Colonel Andrii Rifhatovych AMIROV, Deputy Head of the Institute for Academic Affairs.

Members of the Working Group:

Colonel Serhii Mykolaiiovych HANZHA, Head of the Academic Department;

Lieutenant Colonel Maksym Oleksandrovykh MATVIEIEV, Assistant to the Head of the Academic Department;

Employee of the Armed Forces of Ukraine Larysa Petrivna SBRODOVA, Head of the Academic and Methodological Office of the Academic Department.

CONTENTS

1. General provisions.....	4
2. Purpose and main objectives of academic mobility.....	6
3. Types and forms of exercising the right to academic mobility....	7
4. Organizational support for academic mobility.....	10
5. Procedure for preparing an individual study plan of a participant in academic mobility.....	12
6. Recognition of the results of participation in academic mobility programmes.....	14
7. Rights and responsibilities of participants in academic mobility.....	16
Annex 1. Report of a participant in academic mobility.....	17
Annex 2. Order of the Chief of the Military Institute.....	18
Annex 3. Individual study plan of a participant in academic mobility.....	20
Annex 4. Protocol of academic disciplines equivalence.....	24

1. GENERAL PROVISIONS

1.1. The Regulation on the procedure for exercising the right to academic mobility of participants in the educational process at the Korolov Zhytomyr Military Institute (hereinafter – the Regulation) defines the purpose, objectives, mechanisms of organizational support, as well as the rights and obligations of the parties and participants in academic mobility programmes at the Korolov Zhytomyr Military Institute (hereinafter – the Military Institute).

1.2. The Regulation has been developed in accordance with the following regulatory and legal documents:

The Law of Ukraine “On Higher Education” of 1 July 2014 No. 1556-VII;

the Procedure for Exercising the Right to Academic Mobility, approved by the Resolution of the Cabinet of Ministers of Ukraine of 12 August 2015, No. 579 (as amended by the Resolution of the Cabinet of Ministers of Ukraine of 13 May 2022 No. 599);

The principles of the Joint Declaration of the European Ministers of Education “The European Higher Education Area”, signed in Bologna on 19 June 1999 (Bologna Declaration);

The Specifics of Expulsion, Reinstatement, and Transfer of Cadets, Trainees, and Postgraduate Officers of Professional Pre-Higher Military Education Institutions, Higher Military Educational Institutions, Military Educational Units of Higher Education Institutions, and Research Institutions within the System of the Ministry of Defence of Ukraine, approved by the Order of the Ministry of Defence of Ukraine of 31 December 2024 No. 877;

The Methodological Recommendations on the Introduction of the European Credit Transfer and Accumulation System (ECTS) and Its Key Documents in Higher Education Institutions (Letter of the Ministry of Education and Science of Ukraine of 26 February 2010 No. 1/9-119);

The Regulation on the Procedure for Expulsion, Interruption of Studies, Reinstatement and Transfer of Persons Studying in Higher Education Institutions, and Granting Them Academic Leave, approved by the Order of the Ministry of Education and Science of Ukraine of 7 February 2024 No. 134;

The Instruction on the Organization and Implementation of International Cooperation within the System of the Ministry of Defence of Ukraine, approved by the Order of the Ministry of Defence of Ukraine of 23 July 2021, No. 218;

The Methodological Recommendations on the Procedure for Planning, Selection, Training, and Deployment of Service Members and Employees of the Armed Forces of Ukraine for Education Abroad, approved by the Director of the Personnel Policy Department of the Ministry of Defence of Ukraine of 30 December 2013 (inv. No. 255);

The Statute of the Korolov Zhytomyr Military Institute;

The Regulation on the Organization of the Educational Process at the Korolov Zhytomyr Military Institute;

The Regulation on the Competitive Selection of Candidates at the Korolov Zhytomyr Military Institute for Study Abroad under International Educational Programmes;

The Regulation on the Procedure for Recognition of Academic Disciplines, Determination and Elimination of Differences in Curricula by Higher Education Applicants at the Korolov Zhytomyr Military Institute;

Other regulatory and legal documents on higher education and the organization of the educational process.

1.3. In this Regulation, the terms and definitions are used in the following meanings:

academic mobility – an opportunity for participants in the educational process to temporarily study, teach, undertake internships, or conduct research activities at another partner institution within Ukraine or abroad;

partner institution – a Ukrainian or foreign educational institution (research establishment) participating in an academic mobility programme on the basis of international treaties of Ukraine on cooperation in the field of education and/or science, international programmes and projects, or cooperation agreements between the Military Institute and a Ukrainian or foreign educational institution (research establishment);

international academic mobility – an opportunity for higher education applicants to study at a foreign higher education institution (HEI) on the basis of bilateral agreements or within the framework of participation in international educational programmes;

international educational programme – an educational programme that provides for study and the implementation of an academic mobility programme by a Ukrainian participant at a foreign educational institution (research establishment);

educational process – a set of scientific-methodological and pedagogical activities aimed at the formation and development of an individual's competences;

academic mobility programme – a programme of activities of the Military Institute, Ukrainian and foreign educational institutions aimed at ensuring the exercise of the right to academic mobility by Ukrainian and foreign participants in the educational process, as well as by employees of an educational institution (research establishment), for a specified period of time, on the basis of an agreement between the Military Institute and another Ukrainian or foreign partner institution, under the terms and in the manner defined by this Regulation;

participants in academic mobility – participants in the educational process

and in the scientific or scientific-technical activities of the Military Institute, as well as of Ukrainian and foreign partner institutions, who are pursuing higher education at a certain educational or educational-scientific level, or a scientific degree on a full-time basis, or are employed full-time at the Military Institute or at a respective Ukrainian higher education institution (research establishment), and who exercise the right to academic mobility and participate in academic mobility programmes at a specific foreign or Ukrainian educational institution (research establishment) under the terms and in the manner defined by this Regulation.

1.4. The right to academic mobility may be exercised on the basis of international agreements in the field of education and science, participation in international programmes and projects, as well as on the basis of cooperation agreements concluded between the Military Institute and Ukrainian or foreign partner institutions or their main structural divisions.

Under martial law, such agreements may be concluded in electronic format using a qualified electronic signature. If the use of an electronic signature is not possible, an exchange of letters confirming the intention to cooperate, participate in academic mobility programmes, and guaranteeing the fulfilment of obligations after the termination or cancellation of martial law shall be permitted.

1.5. The criteria for selecting candidates to participate in academic mobility programmes, including the requirements for academic performance, foreign language proficiency, motivation, and the relevance of the study programme, are defined in the Regulation on the Competitive Selection of Candidates at the Korolov Zhytomyr Military Institute for Study Abroad under International Educational Programmes.

1.6. All matters related to reporting on the results of academic mobility, recognition of learning outcomes, transfer of credits and academic disciplines, identification and elimination of differences in curricula, as well as cases of violation of academic integrity, are regulated by the Regulation on the Procedure for Recognition of Academic Disciplines, Determination and Elimination of Differences in Curricula by Higher Education Applicants at the Korolov Zhytomyr Military Institute.

2. PURPOSE AND MAIN OBJECTIVES OF ACADEMIC MOBILITY

2.1. The purpose, objectives, and general principles for exercising the right to academic mobility are based on the principles of the Joint Declaration of the European Ministers of Education “The European Higher Education Area” (Bologna Declaration), signed on 19 June 1999 in Bologna, and shall comply with the programme documents in the field of education developed by international

organizations, the international treaties of Ukraine, and other documents defining Ukraine's policy in the fields of education and science.

2.2. The main **objectives** of academic mobility at the Military Institute are as follows:

- promotion of Ukraine's integration into the European Higher Education Area and the European Research Area;
- exchange of best educational and scientific practices and experience;
- updating and improvement of the higher education system;
- implementation of digital technologies in learning and educational management;
- enhancement of the quality of educational services and the effectiveness of research activities;
- promotion of the competitiveness of the national educational and research community;
- development of professional competences and personal qualities of participants in academic mobility;
- expansion of cooperation with international partners in the fields of education and science;
- support for social, economic, and cultural ties with other countries.

2.3. Main **tasks** of the participants of academic mobility of the Military Institute:

- improvement of theoretical knowledge, practical skills, and professional mastery;
- acquisition of international experience in teaching, research, and scientific-technical activities, as well as access to European and global research infrastructure;
- participation in joint educational, research, and scientific-technical projects;
- enhancement of foreign-language proficiency;
- promotion of the Ukrainian language and culture, and deepening of knowledge about the cultural features of other countries.

3. TYPES AND FORMS OF EXERCISING THE RIGHT TO ACADEMIC MOBILITY

3.1. Academic mobility of learners (degree seekers), as well as pedagogical, academic, research, and other participants of the educational process of the Military Institute, is divided into:

by the place of conduct:

internal, which provides for studying or fulfilling an academic mobility programme at another educational institution (research institution) within the territory of Ukraine, different from the regular place of study (work);

external (international), which provides for studying or fulfilling an academic mobility programme by a participant of the educational process of the Military Institute at an educational institution abroad, or by a foreign participant – at the Military Institute;

by the mode of conduct:

full-time, which provides for the physical presence of the participant in academic mobility at the partner institution;

virtual, which provides for interactive engagement of the participant in academic mobility through the use of relevant information and communication technologies, without physical relocation of the learner to a foreign or domestic partner institution, or without the departure of participants from the partner institution to the Military Institute;

blended, which combines elements of full-time and virtual participation of the participant in academic mobility;

by the duration of conduct:

short-term mobility – provides for participation at the partner institution for a period of up to three months to master separate components of educational programmes; the learning outcomes achieved within such mobility may be integrated into the educational programme of the Military Institute;

long-term mobility – carried out for a period of not less than three months on the basis of coordinated curricula (study plans) and may be implemented through the following programmes:

semester exchange programme – provides for the exchange of learners with the partner institution to undertake studies for one semester;

double degree programme – implemented through studies of the learner both at the Military Institute and at the partner institution, with subsequent awarding of diplomas by both higher education institutions; the learning outcomes achieved within such academic mobility are recognised by both parties, and credit transfer for educational components takes place;

parallel studies – simultaneous attainment of higher education in two specialities (educational programmes) at the Military Institute and the partner institution, using part-time (distance) or full-time modes of study;

by the field of activity:

educational;
research.

Educational academic mobility, according to the procedure for recognition of the results of an academic mobility programme, is divided into:

credit mobility, which provides for the studies of a participant of the educational process of the Military Institute at a foreign or Ukrainian (different from the regular place of study) partner institution, or of a foreign participant at the Military Institute, with the aim of achieving learning outcomes and/or relevant

competences with or without obtaining credits of the European Credit Transfer and Accumulation System (ECTS), which shall be recognised either by the Military Institute or, for a foreign participant, by their home (partner) institution;

degree mobility, which provides for the studies of a participant of the educational process of the Military Institute at a foreign or Ukrainian partner institution, or of a foreign participant at the Military Institute, under coordinated educational (educational-professional) programmes with the aim of obtaining a certain level of education, entitling such a person to receive a qualification document of professional pre-higher or higher education in accordance with the legislation in force.

3.2. The main **forms** of academic mobility are:

for participants in academic mobility pursuing educational degrees of *professional junior bachelor, bachelor, or master*:

studies under educational (educational-professional) programmes of credit or degree academic mobility;

language traineeship (improvement of practical foreign language proficiency in a specific professional activity or field of knowledge);

academic and research traineeship (activities aimed at gaining practical experience based on research and developing new professional competences in research, organizational and managerial, or psychological and pedagogical activities within a specific speciality or field of knowledge);

research traineeship;

practical training (acquisition of professional experience in the field of the future, current, or related speciality under the supervision of staff of the partner institution, aimed at developing professional competences and skills in real, including production, conditions for making independent decisions in practical activities, and mastering the methods, forms of organization, and means of work in a specific professional activity or field of knowledge);

for participants in academic mobility pursuing the educational and scientific degree of *Doctor of Philosophy, the scientific degree of Doctor of Sciences*, or for academic (pedagogical), research, and other staff:

participation in credit academic mobility programmes for participants pursuing the educational and scientific degree of Doctor of Philosophy;

participation in joint educational and/or research projects (activities within a temporary project group established for a certain period to achieve the objectives and perform the tasks of a specific educational or research project funded by a grant awarded to the partner institutions);

teaching activities;

traineeship, research and language traineeship;

research work;

professional development;

other forms (participation in seminars, conferences, presentations, and publications within a specific speciality or field of knowledge, etc.) that do not contradict the legislation in force.

4. ORGANIZATIONAL SUPPORT FOR ACADEMIC MOBILITY

4.1. The organizational support for academic mobility is carried out with the aim of internationalizing the activities of the Military Institute, as well as stimulating and supporting international exchange of learners and academic staff in combination with the educational process.

4.2. Information support, advisory and documentary assistance, as well as organizational support for the implementation of academic mobility and reporting on its results, are provided by the International Military Cooperation Group of the General and Long-Term Planning Department of the Headquarters of the Military Institute (hereinafter — the International Military Cooperation Group).

The Head of the International Military Cooperation Group systematically communicates to the heads of divisions information regarding:

current academic mobility programmes for participants of the educational process;

annual academic mobility programmes, other projects, grants, and programmes aimed at training, traineeship, and professional development in Ukrainian or foreign partner institutions;

current joint agreements, programmes, and projects of the Military Institute with partner institutions;

scholarships and grants that support academic mobility and in which the Military Institute participates or plans to participate;

types, forms, stages of implementation of academic mobility, its sources of funding, duration, content, and procedures for recognition of results;

requirements for participants in academic mobility, as well as procedures and deadlines for submitting the required documents;

results of participation in academic mobility programmes.

4.3. When exercising the right to academic mobility of any type or form, the following **conditions** shall be met:

the purpose and objectives of academic mobility correspond to the educational goals aimed at obtaining professional experience in the field of the future, current, or related speciality, developing professional competences and skills;

studies under an academic mobility programme are carried out under the supervision of an appointed staff member of the educational institution (research institution) in accordance with the coordinated educational (educational-professional) programmes of the partner institutions, provided that they correspond to the educational programme pursued by the learner or to the field of professional activity of the staff member (except for language traineeship programmes);

the programme learning outcomes of the educational components defined for recognition in the learning agreement and specified in the individual study plan of the participant in academic mobility shall correspond to the learning outcomes provided for by the educational programme under which the learner is trained at the Military Institute;

the results of academic mobility are determined in ECTS credits and/or in the corresponding competences or learning outcomes (without obtaining ECTS credits), which shall be recognized by the Military Institute or, for a foreign participant, by their home institution;

the period of obtaining a certain educational, educational and scientific level, or scientific degree shall not be extended (in cases where this requirement is not fulfilled or cannot be fulfilled, the completion of studies for such educational, educational and scientific level, or scientific degree after the expiry of the standard period of study shall be carried out at the expense of individuals or legal entities), that is, academic mobility shall be completed before the end of the period of study at the Military Institute;

the learner shall meet the eligibility criteria for the competitive selection of participants in academic mobility programmes (see paragraph 1.5).

4.4. The organization, list of required documents, and procedure for the competitive selection of learners (cadets, trainees) who are candidates for studies abroad shall be determined by the Regulation on the Competitive Selection at the Korolov Zhytomyr Military Institute for Candidates for Studies Abroad under International Educational Programmes.

4.5. Participants of the educational process of the Military Institute from among the learners pursuing the educational and scientific degree of Doctor of Philosophy, as well as academic or research staff who intend to take part in a particular academic mobility programme, shall submit a service request addressed to the Chief of the Military Institute. The service request shall be preliminarily approved by the Head of the respective division, the Deputy Head of the Institute for Academic Affairs, and/or the Deputy Head of the Institute for Research – Head of the Research-Organizational Department (depending on the focus of the programme). The service request shall be accompanied by:

a copy of the official invitation to participate in the academic mobility programme and, if necessary, its translation certified in accordance with the requirements of the Law of Ukraine “On Notariate”;

a copy of the cooperation agreement in the field of education and science concluded between the Military Institute and the partner institution, which provides for the implementation of the right to academic mobility (if available);

proposals for amendments to the class schedule (for academic staff), coordinated with the Head of the Academic Department;

documents on research activities, a motivation letter, or other documents (as required by the partner institution).

4.6. In case the service request is approved by the Chief of the Military Institute, the participant in academic mobility shall, without delay, submit copies (or duplicate originals) of the documents specified in paragraph 4.5 of this Regulation to the International Military Cooperation Group, and, if necessary:

to the Research-Organizational Department – if the participant is pursuing the educational and scientific degree of Doctor of Philosophy or is a research staff member;

to the Academic Department – in the case of participation of academic staff.

4.7. The assignment of participants of the educational process of the Military Institute to a partner institution for participation in an academic mobility programme shall be carried out in accordance with this Regulation and the requirements of the legislation of Ukraine in force.

4.8. The coordination and supervision of the implementation of the academic mobility programme or traineeship at each faculty or department shall be carried out by the academic mobility coordinator.

5. PROCEDURE AND PROCESS FOR THE PREPARATION OF AN INDIVIDUAL STUDY PLAN OF THE ACADEMIC MOBILITY PARTICIPANT

5.1. For the duration of studies under the academic mobility programme, the participant shall conclude an agreement on participation in the programme and prepare an Individual Study Plan of the academic mobility participant (hereinafter referred to as the Individual Study Plan) to reflect their individual educational trajectory.

5.2. *The Individual Study Plan of the academic mobility participant* is a document that defines the order of studying educational components and completing assessment activities based on the learning outcomes, taking into account the specific features of the educational programme of the student at the Military Institute, as well as the academic mobility or internship programme abroad.

5.3. The Individual Study Plan is provided to the learner, as a rule, for one semester or academic year, depending on the starting time and duration of the academic mobility or internship programme abroad, the number of recognised credits, as well as the participant's actual ability to complete assessment activities in the educational components included in the study plan of the Military Institute for the period coinciding with the academic mobility or internship programme.

5.4. All educational components included in the Individual Study Plan are mandatory for study at the Military Institute, except for those that will be recognized as the learner's learning outcomes obtained through the academic mobility or internship programme. The academic mobility participant shall bear personal responsibility for the proper implementation of the Individual Study Plan.

5.5. Failure to complete the Individual Study Plan shall constitute grounds for the learner's exclusion from the academic mobility programme.

5.6. Procedure for the preparation of the Individual Study Plan of the academic mobility programme participant

5.6.1. The Individual Study Plan shall be prepared by the academic mobility coordinator, taking into account the proposals of the academic mobility participant, endorsed by the Head of the department where the learner is enrolled, and approved by an order of the Chief of the Military Institute.

5.6.2. The template of the Individual Study Plan for academic staff and learners of the third (educational and scientific) level of higher education is provided in Annex 3.

5.6.3. The Individual Study Plan shall include all educational components, both educational and research elements, envisaged for the period of participation in the academic mobility or traineeship programme, with mandatory indication of those educational components whose learning outcomes will be recognized upon completion of the academic mobility programme.

5.6.4. The Individual Study Plan shall indicate the educational components specified in the educational programmes of the Military Institute, for which full recognition of the results obtained under the academic mobility programme is granted. For those educational components not covered by the academic mobility programme, the Plan shall specify the time frames for assessment activities at the Military Institute.

5.7. The basis for the preparation and submission by the International Military Cooperation Group of a draft order on the nomination of an academic mobility participant for participation in an academic mobility programme (Annex 2), regardless of its form, shall be the following documents:

a service request (application) for the assignment of the academic mobility participant, addressed to the Chief of the Military Institute and endorsed by the academic mobility coordinator, the Head of the department, the Head of the faculty, and the Deputy Head of the Institute for academic (research) affairs (Annex 1);

the Individual Study Plan in two copies.

5.8. The documents serving as the basis for formalizing participation in the academic mobility programme shall be submitted by the learner to the International Military Cooperation Group no later than fifteen working days before the start of the studies or traineeship.

6. RECOGNITION OF THE RESULTS OF PARTICIPATION IN ACADEMIC MOBILITY PROGRAMMES

6.1. The basis for the recognition of the results of participation in credit mobility programmes shall be the academic transcript (Transcript of Records or an equivalent document issued by the partner institution containing information on the titles of the studied educational components, their volume in ECTS credits, and the grades obtained) of the participant, reflecting the learning outcomes achieved during the period of study at the partner institution.

6.2. Grade conversion shall be carried out in accordance with The Regulation on the Procedure for Recognition of Academic Disciplines, Determination and Elimination of Differences in Curricula by Higher Education Applicants at the Korolov Zhytomyr Military Institute.

6.3. The procedure for recognition of learning outcomes obtained under the academic mobility programme, as provided for in the individual study plan, shall be implemented by the Deputy Head of the Faculty for Academic and Research Work in cooperation with the Academic Mobility Coordinator.

The decision on the recognition of learning outcomes shall be formalized in the form of a protocol according to the template given in Annex 4. A copy of the report shall be submitted to the International Military Cooperation Group.

6.4. The recognition of learning outcomes for educational components added to the individual study plan during the implementation of the academic mobility programme, exceeding the planned number of credits, shall be enacted by the Head of the Faculty on the basis of the recommendation of the Commission for Recognition and Re-Validation of Academic Disciplines, established in accordance with the Regulation on the Procedure for Recognition of Academic Disciplines.

For this purpose, the participant of the academic mobility programme shall submit to the commission the relevant document (a certificate, diploma, or other document containing information on the titles of the studied educational components, their volume in ECTS credits, and the obtained grades or research results).

6.5. The participant of the academic mobility programme must obtain positive grades in all disciplines specified in the individual study plan and thereby acquire the agreed and duly documented number of ECTS credits required to meet the qualification requirements of the chosen educational programme.

The participant of the academic mobility programme may be admitted to continue studies at the Military Institute only upon successful and timely completion of the individual study plan.

6.6. If, at the time of expiry of the individual study plan established by the order of the Military Institute, the documents confirming the learning outcomes of the higher education applicant at the partner institution have not been provided for reasons beyond the applicant's responsibility, the International Military Cooperation Group, upon the request of the Academic Mobility Coordinator, shall prepare a draft order to extend the validity period of the individual study plan and introduce the corresponding amendments, taking into account the information received from the partner institution regarding the timeframe for the submission of the documents.

6.7. Recognition of the Results of Participation of the Academic Staff of the Military Institute in Academic Mobility Programmes

6.7.1. The recognition of the results of participation of the academic staff of the Military Institute in academic mobility programmes shall be carried out on the basis of the fulfilment of the terms of the technical assignment.

6.7.2. The results of participation of an academic staff member of the Military Institute in an academic mobility programme shall be confirmed by the report on participation in the academic mobility programme and by the documents on successful completion of the academic mobility programme issued by the partner institution.

6.7.3. The requirements for the documents are defined in the Regulation on Professional Development of Academic (Pedagogical) Staff of the Korolov Zhytomyr Military Institute. The documents shall be duly prepared and submitted within two weeks after returning to the Military Institute.

6.7.4. The recognition of the results of internships or research internships within the framework of the academic mobility programme shall be carried out in accordance with the Regulation on Professional Development of Academic (Pedagogical) Staff of the Korolov Zhytomyr Military Institute.

6.7.5. The duties of an academic (research) staff member of the Military Institute regarding the submission of the report on participation in the academic mobility programme and the implementation of its results in the educational

process within a specific educational programme, or their use in performing pedagogical, research, administrative, and other assigned tasks, shall be specified in the technical assignment for the official trip.

7. RIGHTS AND RESPONSIBILITIES OF PARTICIPANTS IN ACADEMIC MOBILITY

7.1. Participants in academic mobility among higher education applicants who are temporarily admitted to the educational process of partner institutions shall have rights and obligations in accordance with their study programme.

7.2. For the period of exercising the right to study abroad, higher education applicants shall retain their place of study at the Military Institute; they shall not be expelled from the Military Institute and shall remain registered in the Unified State Electronic Database on Education.

7.3. Participants in academic mobility **shall have the right to:**
 use the educational, research, production, cultural, and sports resources of the host partner institution (within the limits defined by the terms of the study programme);
 submit their own research papers for publication;
 participate in scientific events, including conferences, symposia, exhibitions, competitions, and others;
 receive an official document confirming the completion of the academic mobility programme (a certificate, diploma, academic transcript, or Transcript of Records, etc.).

7.4. Participants in academic mobility **shall be obliged to:**
 arrive at the partner institution on time to take part in the academic mobility programme;
 comply, during their stay at the partner institution, with the legislation of the host country, the internal regulations, the statute, and other normative and legal acts of that institution (organization);
 observe safety rules throughout the entire period of the programme;
 return to the Military Institute on time upon completion of participation in the academic mobility programme and submit all required reports and documents.

Annex 1
to the Regulation on Academic
Mobility

**Application Report of an Academic Mobility Participant
for Assignment to Study / Internship**

To the Chief of the Military Institute
from a higher education applicant of the
____ year of study

____ group
group code

____ level of higher education
Faculty

Form of study: _____
(full-time / part-time, state-funded /
contract-based)

First name SURNAME

Application Report

I hereby request to be assigned for study (*specify the type and form: internship, language or research internship, etc.*) under the academic mobility programme abroad / in Ukraine at (*name of the partner institution in English / name of the partner institution in the state language*) city, country, from _____._____.202__ to _____._____.202__. The studies shall be financed by _____.

" ____ " _____ 20____

Signature

First name SURNAME

Annex 2
to the Regulation on Academic
Mobility

**Order of the Chief of the Military Institute on the Assignment of an
Education Applicant for Study under the Academic Mobility Programme**



MINISTRY OF DEFENCE OF UKRAINE

ORDER

of the Chief of the Korolov Zhytomyr Military Institute
(on Administrative and Economic Activities)

____._____.20__

Zhytomyr

No. ____

On the Assignment of a
Higher Education Applicant
for Study under the Academic
Mobility Programme Abroad /
within Ukraine

In accordance with the invitation / agreement / memorandum / contract
between the Military Institute and _____ (full name of the
partner institution in Ukrainian and English / in the original language), and in
implementation of the terms and conditions of (reference details of the invitation
/ agreement / memorandum / contract)

I HEREBY ORDER:

1. [Full name] — an education applicant / cadet of the 317th training
group, specialising in “Tactical-Class Unmanned Aerial Systems,” within the
framework of *international* / *internal* and *degree* / *credit* academic mobility —
shall be assigned from 01 March 2025 to 10 May 2025 to the Warsaw University
of Technology, Warsaw (Republic of Poland), for *study* / *internship* / *language*
internship / *research internship*, under the _____ programme.

2. The study / internship / language internship / research internship shall be financed under the programme.

3.° I shall retain control over the implementation of this order.

Chief of the Korolov Zhytomyr Military Institute
Colonel

Andrii SLIUSARENKO

Annex 3
to the Regulation on Academic Mobility

Individual Study Plan of an Academic Mobility Programme Participant

KOROLOV ZHYTOMYR MILITARY INSTITUTE

(name of the structural division)

APPROVED
by Order of the Chief of the Military Institute
dated “ ____ ” _____ No. ____

INDIVIDUAL STUDY PLAN OF AN ACADEMIC MOBILITY PROGRAMME PARTICIPANT No.____
for the period from _____ to _____ of the 20__/20__ academic year

Full name of the education applicant _____

Name of the faculty _____

Speciality, group code _____

Educational programme _____

Full name and position of the academic mobility coordinator _____

No.	Title of the Educational Component at Korolov Zhytomyr Military Institute	Number of ECTS Credits	Type of Assessment (Exam / Credit)	Date of Semester Assessment	Title of the Educational Component of the Partner Institution Subject to Recognition, or Conditions for Semester Assessment at Korolov Zhytomyr Military Institute

Studies from _____ to _____ in accordance with the curriculum of speciality No. _____ dated ____ / _____ / 20____, approved by the Chief of the Korolov Zhytomyr Military Institute.

Head of Department

Signature

Full Name

Academic Mobility Coordinator

Signature

Full Name

Education Applicant

Signature

Full Name

Annex 3
to the Regulation on Academic Mobility

**Individual Study Plan of an Academic Mobility Programme Participant
(for academic staff and third-level higher education applicants)**

KOROLOV ZHYTOMYR MILITARY INSTITUTE

(name of the structural division)

APPROVED
by Order of the Chief of the Military Institute
dated “___” _____ No. ___

INDIVIDUAL STUDY PLAN OF AN ACADEMIC MOBILITY PROGRAMME PARTICIPANT No. ___
for the period from _____ to _____ of the 20___/20___ academic year

Full name of the education applicant

Name of the faculty

Speciality, group code

Educational programme

Full name and position of the academic mobility coordinator

EDUCATIONAL COMPONENT					
No.	Title of the Educational Component at Korolov Zhytomyr Military Institute	Number of ECTS Credits	Type of Assessment (Exam / Credit)	Date of Semester Assessment	Title of the Educational Component of the Partner Institution Subject to Recognition, or Conditions for Semester Assessment at Korolov Zhytomyr Military Institute

RESEARCH COMPONENT		
Title of the Research Component (Research Topic) and Description of Task	Expected Results of Task Completion	Type of Report and Date

Studies from _____ to _____ in accordance with the curriculum of speciality No. _____ dated ____ / _____ / 20____, approved by the Chief of the Korolov Zhytomyr Military Institute.

Head of Department

Signature

Full Name

Academic Mobility Coordinator

Signature

Full Name

Education Applicant

Signature

Full Name

Annex 4
to the Regulation on Academic Mobility

Protocol on the Recognition of Learning Outcomes under the Academic Mobility Programme

APPROVED
Head of the Faculty / Department

(name of the faculty / department)

(rank, signature, First name SURNAME)

PROTOCOL
on the Correspondence between Academic Disciplines Studied at the Previous Place of Study
and the Academic Disciplines of the Individual Study Plan
of the Korolov Zhytomyr Military Institute

Establish the correspondence between the academic disciplines (educational components) for which the applicant was certified at

(previous educational institution)

(full name of the applicant)

and the credits of which are recognised by the decision of the Faculty / Department Commission on Recognition of Learning Outcomes of _____ under the educational programme _____ on the basis

(name of the division)

of the application and the academic transcript No. _____ / a certified copy of the student record card / diploma

(number of transcript)

supplement.

No.	Disciplines for which learning outcomes have been recognized, and credits subject to transfer				Disciplines of the Military Institute Corresponding to the Recognised Disciplines, Including Credits, Grades, and Assessment Scale of the Military Institute			
	Title of the Discipline	Number of Credits	Points	Grade according to the Partner Institution's Scale	Title of the Discipline	Number of Transferred Credits	Transferred Points	Grade according to the Military Institute's Scale
1	2	3	4	5	6	7	8	9
1.								
2.								
3.								
4.								
5.								

Commission on the Recognition of Learning Outcomes:

Head of the Commission _____
(signature)

(First name, SURNAME)

Members of the
Commission _____
(signature)

(First name, SURNAME)

(signature)

(First name, SURNAME)

(signature)

(First name, SURNAME)