



DAUG

LLC Davit Aghmashenebeli University of Georgia

Approved:

_____ 2023

The Statute of the LLC Davit Aghmashenebeli
University of Georgia
(Consolidated)

Tbilisi

2023

Chapter I. General Provisions

Article 1. Scope of the Statute

1. Statute of Davit Aghmashenebeli University of Georgia LLC (hereinafter - the university) regulates the process of educational and scientific-research activities in the university, its management principles and decision-making rules.
2. All the issues related to educational and scientific research activities that are not envisaged by this statute shall be regulated by the legislation of Georgia.

Article 2. University's legal status, name, address

1. The university is a legal entity of private law established as a limited liability company, which operates on the basis of the legislation of Georgia, the university charter and the present statute.
2. Full name of the university is: LTD Davit Aghmashenebeli University of Georgia
3. Abbreviated name of the university is DAUG.
4. The university has the appropriate stamp, letterhead and bank account.
5. Legal address of the university is: City of Tbilisi, I. Chavchavadze ave. N25
6. The University conducts its activities in accordance with its mission, objectives and purposes, on the basis of the Constitution of Georgia, the relevant legislation of Georgia, the existing state educational standards, and this statute.

Article 3. The University Mission

David Aghmashenebeli university of Georgia is a multi-profile private educational institution that strives: to develop students' critical, innovative and creative thinking, which plays a crucial role in the society success and development of the country; to ensure the integration across European Higher Educational space; to provide students with information through the academic and research activities and create new knowledge. to prepare the students for facing future new challenges; to select the most perspective, realizable and innovative projects and ideas; to get young people acquainted with freedom, independence, ethical values and ideals

defined by the “Great Charter of Universities”.

Article 4. The goal of the university

The goal of DAUG is to become a leading educational and scientific center with international standards in the face of global challenges and growing competition; To offer the society guaranteed high-quality educational services with the perspective of its continuous development and improvement; To take care of the raising and development of the university's visibility at the national and international level.

Article 5. Vision of the University

LTD David Aghmashenebeli University of Georgia is a recognized, multi-profile open academic space by 2025, which responds to existing challenges of the country with its innovative teaching methods, internationally recognized educational programmes and projects, ongoing researches and multi-profile services, serves the development of civil society and has a decent position in the public and educational activities of the country.

Article 6. Values and Principles

1. Academic Freedom - DAUG supports critical, innovative and creative thinking;
2. It operates based on principles of impartiality, transparency, cooperation with interested parties and continuous development and creates equal conditions for self-realization for all members of the university (regardless of nationality, beliefs, gender, physical capabilities, etc.).
3. Continuously evaluates and improves its activities and establishes academic culture;
4. Recognizes public responsibility and is involved in civil activities.
5. Quality assurance in teaching, learning, scientific-academic research fields, as well as university administrative activities.
6. Corporate feeling - open communication between employees, collegiality, teamwork and harmonious relationships.

Chapter II. Management and structure of the university

Article 7. The management bodies and structural units of the University

1. Management bodies of the university are:
 - 1.1. Rector
 - 1.2. The Academic Council
 - 1.3 Quality Assurance Service;
 - 1.4. Head of the Administration
2. Structural units of the university are:
 - 2.1 basic educational units - Faculties:
 - 2.1.1 Medicine ;
 - 2.1.2 Law;
 - 2.1.3 Business and Social Sciences;
 - 2.1.4 Journalism and Humanities.
3. The university's supportive structural units are:
 1. Educational Process Management Service
 2. Personnel Management Department;
 3. Public Relations and Internationalization Service;
 4. Case management service:
 5. Information Technology Department;
 6. Library;
 7. Legal Service;
 8. Financial Service;
 9. Material-Technical Resource Management Department;
 10. Student Career Development and Graduate Employment Center
 11. Sports and Youth Affairs Department;
 12. Safety and Security Service;
 13. Scientific-Research and Continuing Education Center;
 14. Service of Interdisciplinary Studies of Sustainable Development.
4. The university has a Georgian-English dental center for postgraduate education of doctors;
5. Center of Clinical Skills,
6. TV-radio broadcasters "SDASU-TV" and "SDASU-RADIO" authorized by the National Communications Commission of Georgia operate in the university
- .
7. Virtual simulations laboratory;
8. Forensic laboratory;
9. Student Self-government;
10. The University's management bodies and structural units conduct their activities in accordance with this statute and the provisions of the relevant bodies and structural units /

other acts regulating their activities.

10. The authority of each university management body is determined by the legislation, the norms of this statute and other legal acts applicable in the university.

Article 8. Rector of the University and his/her authority

1. The Rector is the highest administrative official in the university;
2. Rector is appointed by the university's founder in agreement with academic council;
3. As the founder of the LLC, he/she is authorized to enter into transactions on behalf of the university, including about the university's property;
4. The Rector is the Chairman of the Academic Council and represents the University within the country and abroad, for which he/she is entitled to conclude deals and agreements on behalf of the University;
5. The Rector conducts the general management of the University and issues individual administrative-legal acts within his/her competence;
6. The rector acts in accordance with the present statute and the regulations of the academic council respectively.
7. The rector manages the institution and represents it with third parties;
8. Submits the candidacy of the Head of Quality Assurance Service to the Academic Council for approval;
9. Submits the candidacy of the head of administration to the Academic Council for approval.
10. Makes a decision on determining the amount of the tuition fee, its payment forms and terms;
11. Issues acts related to the administration of the educational process.
12. Confirms the decision of the Faculty Council on awarding the qualification to the graduate student and makes a decision on issuing the diploma and supplement to the qualified graduate student;
13. determines the mechanisms for providing further education to the students of the relevant programme in case of changing or canceling the educational programme;
14. Appoints/dismisses academic, invited and administrative staff of the university, concludes employment contracts with them, monitors the performance, distributes duties among university staff, makes decisions on sending staff on business trips, on taking paid or unpaid leave, encouraging students, staff and imposing disciplinary liability .
15. Creates permanent and temporary commissions. Approves the composition of temporary commissions submitted by structural units;
16. Based on the dean's submission, approves the temporary commission of the faculty regarding the development of a new academic educational programme and approves the head of the programmne.
17. Signs educational contracts with students;
18. Based on the faculty's submission, makes a decision on granting/suspending/terminating student status.

19. Approves the University budget;
20. Issues a decree on decisions of the Academic Council;
21. Approves the agreements signed by the head of the administration;
22. Based on the submission of the dean of the faculty, the rector issues an order on the approval of the topic of bachelor's and master's theses and the appointment of the supervisor;
23. Exercises other powers determined by the legislation of Georgia, this statute and other acts of the university regarding the management of the university, based on the goals and tasks of the university.
24. Coordinates the international connections and relations of the University;
25. Exercises overall control over the implementation of educational programmes, scientific-research work plans.
26. Monitors the quality of the educational process;
27. Approves coefficients, admission quota for unified national exams, common master's exams;
28. In the absence of the rector, the functions of the rector are performed by the head of the quality assurance service of the university on the basis of delegated authority, or another employee of the university on the basis of the order/power of attorney issued by the rector.
29. Awards the nominal scholarships to honorable students based on the nomination of the dean of the relevant faculty.
30. Appoints /dismisses staff from the relevant position;
31. Implements other authorities.

Article 9. The Academic Council and its authority

1. The highest representative body of the university is the academic council, which includes:
Chairman of the Academic Council – Rector, members of the Academic Council who are elected by the Faculty Councils and the Chairman of the University Self-Government.
2. The Academic Council shall carry out its activities on the basis of the Constitution of Georgia, the Law of Georgia "On Higher Education", the statute of the University and the regulations of the Academic Council.
3. Academic Council of the University:
 - a) develops and approves the main directions of the university's development, strategic and action plan, ensures the university's autonomy and the integration of scientists;
 - b) approves the structure of the university, makes decisions on the creation, reorganization and liquidation of structural units of the university, creation, reorganization and liquidation of the main educational unit - the faculty;
 - c) announces a competition for an academic position; approves the composition of the competition commission, based on the commission's recommendation, makes a decision on the appointment of the competition winners to academic positions;
 - d) Approves the terms and conditions of hiring academic staff and holding academic positions.
 - e) Approves the strategic and action plans of the faculty's development, educational and scientific-research programs on the submission of the faculty;
 - f) ensures the creation of appropriate conditions for independent scientific research;
 - g) promotes the integration of higher education in the European space, compliance of educational and scientific-research programmes with international standards, cooperation with other higher educational and scientific-research institutions, expansion of mobility of students and academic staff;
 - h) develops and/or approves the university statutes, internal regulations, regulations of the academic council, code of ethics, doctoral standards, regulations of the quality assurance service and structural units, other acts regulating their activities, regulation of the educational process, statutes of the dissertation council and doctoral studies;
 - i) on the submission of the quality assurance service, approves the method of evaluation of educational and scientific-research work;
 - j) based on the faculty's submission, makes a decision on awarding the title of honorary doctorate;
 - k) exercises other powers.

Article 10. Organizational provision of the activity of the Academic Council and the rules of the activity.

- a) The secretary of the academic council provides organizational, legal, document and information services for the members of the academic council.
- b) the secretary of the academic council shall be elected by the academic council from among the members of the academic council;
- c) The rector of DAUG or the composition of the academic council with at least 3 members

- has the right to nominate the secretary of the academic council;
- d) the secretary of the Academic Council shall be considered elected if he/she is supported by the majority of the members present in an open vote;
 - e) the academic council is chaired by the rector of the university;
 - f) The session of the Academic Council is authorized if more than half of the full membership is present. The decision is made by the majority of the members present at the session, by open voting; The Academic Council may decide on establishing a different decision-making procedure in order to resolve a specific issue;
 - g) in case of suspension of the authority of the member of the Academic Council, the number of votes is calculated by subtracting the number of suspended members from the list composition of the Council;
 - h) a member of the Academic Council has no right to abstain from voting;
 - i) Minutes are drawn up for each meeting of the Academic Council, which is signed by the Chairman and the Secretary of the Academic Council;
 - j) The rector of the university has the right to revise or cancel the decision of the academic council, if the decision contradicts the applicable legislation.

Article 11. The rule of electing the Academic Council

- a) Academic Council elections are held in compliance with the principles of fairness, transparency and publicity.
- b) Members of the Academic Council shall be elected by all members of the academic staff of the Faculty and students who are members of the Faculty Council (Faculty Council) on the basis of direct, free and equal elections, with open voting.
- c) The composition of the faculty council with no less than 3 members has the right to nominate a candidate for the person to be elected as part of the academic council.
- d) Elections are considered to have been held if more than half of the faculty council members are present.
- e) A person shall be elected to the Academic Council if he/she is supported by the majority of the members present.
- f) A maximum of 2 members from each faculty shall be elected to the academic council.
- g) A professor or an associate professor will be elected as a member of the academic council.
- h) The term of election of a member of the Academic Council is determined for 3 years.
- i) A person can be elected as a member of the Academic Council only twice in a row.
- j) In case of early termination of the term of office of the member of the Academic Council, elections can be held for the vacant place.
- k) In a vacant position, a person shall be elected to the Academic Council for the remaining term of office of the terminated member.

Article 12. Quality Assurance Office

1. The purpose of the quality assurance service is to ensure compliance with the standards adopted by the state, monitor the quality of the educational process and promote the development of the quality of education.
2. The quality assurance service is guided in its activities by the legislation of Georgia, the university's regulations, the quality assurance service's regulations and legal acts, the standards and guidelines developed by the National Center for Educational Quality Enhancement.
3. The functions of the quality assurance service of the university are:
 - a) development of quality assurance university policy, quality assurance mechanisms and procedures, teaching and research evaluation rules;
 - b) cooperation with the relevant services of foreign countries and their universities in order to establish transparent quality control criteria and their assurance methodology, developing recommendations in the direction of perfecting the educational and scientific-research activities of the university;
 - c) organizing and coordinating the development of projects of legal acts of the university related to the educational process, scientific research, authorization and accreditation;
 - d) implementation of monitoring of educational and scientific-research activities of the university, evaluation of educational and scientific-research activities;
 - e) Facilitating the establishment of business contacts with Georgian and foreign higher educational institutions, scientific circles, associations, organizations in order to implement the goals set in the university's mission;
 - f) developing criteria and indicators for technical monitoring and academic expertise of undergraduate programmes, programmes of certified medical doctor/dentist, master's, doctoral and continuing education educational programmes;
 - g) organization of systematic technical monitoring of undergraduate programmes, programmes of certified medical doctor/dentist, master's, doctoral and continuing education educational programmes based on developed criteria and indicators;
 - h) organization of periodic academic (including international) examination of undergraduate programmes, programmes of certified medical doctor/dentist, master's, doctoral and continuing education educational programmes in cooperation with Georgian and foreign experts;
 - i) submission of recommendations to the heads of educational programmes for the purpose of perfecting the undergraduate programmes, programmes of certified medical doctor/dentist, master's, doctoral and continuing education educational programmes;
 - J) submitting recommendations to the university faculties and the academic council regarding the measures to be carried out in order to further improve the educational programs, as a result of the recommendations of the relevant structural unit of the authorized institution carrying out technical monitoring of educational programs and external assessment of academic expertise;
 - k) organizing the development of student survey questionnaires and participating in the development of questionnaires;

- l) organization of systematic survey of students and processing of survey results and development of recommendations based on analysis of survey results;
- m) developing recommendations based on the analysis of student evaluations in order to solve the problems in the educational process faced by the faculties of the university and the academic council;
- n) review of written applications related to the recognition of students' credits and development of relevant recommendations for the administration of the faculties;
- o) participation in the development of the rules for filling in the state certificate confirming higher education - diploma supplement and in the process of drawing up and preparing the diploma supplement of university graduates;
- p) organization of scientific conferences, trainings, seminars, consulting and informational meetings for academic and administrative staff of the university on current issues related to the development, authorization and accreditation of educational programmes;
- q) organization of the process of determining compliance with accreditation standards of educational programmes;
- r) determining the compliance of the material and technical base of the university with the authorization standards and submitting recommendations to the rector in order to bring the material and technical base into compliance with the authorization standards;
- s) participating in the development and survey of the evaluation questionnaires of administrative, academic and invited staff, graduates and employers;
- t) Organization of the survey to be conducted and the processing of the survey results for the purpose of evaluating administrative, academic and invited personnel, informing the relevant structures about the results, developing recommendations based on the analysis of the evaluation results for the university's faculties and administrative units regarding the further improvement of their activities;
- u) development of recommendations to ensure effective implementation of educational process management;
- v) participating in the development of the rules for the selection, acceptance and dismissal of academic staff and subsequently monitoring their educational and scientific-research activities;
- w) development of current, operational and strategic development plans of the service;
- x) organization of preparation of necessary documentation for authorization self-evaluation questionnaire and accreditation self-evaluation reports;
- y) Semester evaluation of the educational process and scientific-research activities, statistical analysis, development of recommendations and, if necessary, implementation of appropriate measures;
- z) within the competence of the service, preparation of drafts of academic council resolutions and legal acts of the rector, preparation, verification, initiation, development and issuance of correspondence related to the functions and tasks, individual administrative-legal acts defining the activity of the service;

aa) exercising other powers defined by the university regulations, rector's legal acts, academic council resolutions within the competence of the service.

Article 13. Head of Administration of the university

1. The head of the university's administration is guided in his/her activities by the legislation of Georgia, the university's regulations and other regulatory acts.
2. Head of University Administration:
 - a) Within the scope of competence represents the University with state and private structures;
 - b) Within the scope of competence holds negotiations and concludes agreements;
 - c) Participates in the development of drafts of individual administrative-legal acts, regulatory acts;
 - d) monitors the work of structural units/individual employees;
 - e) controls compliance with internal regulations in the university;
 - f) submits proposals for incentives and disciplinary actions against the employee;
 - g) Performs the Rector's orders and instructions;

Article 14. The main educational unit-faculty of the university

1. The main educational unit of the university is the faculty.
2. Faculties may include educational, scientific, auxiliary structural units of faculty importance.

Article 15. Faculty

1. The faculty is the main educational unit of the university, which, within the framework of academic freedom and institutional autonomy granted by the respective faculty/statutes, implements educational programmes of the relevant direction/areas, ensures the training of students in the specialty and granting them the appropriate academic degree.
2. Each faculty acts based on the principles of accountability and academic autonomy before the founders, rector and academic council of DAUG.
3. Each Faculty operates on the basis of the Constitution of Georgia, international treaties, agreements, declarations and conventions regulating the European higher education area, as well as the Law of Georgia "On Higher Education", the statute of DAUG and the statutes of the faculties.

Article 16. Faculty Council

1. The Faculty Council is a representative body that manages the Faculty.
2. The faculty council includes members of the academic staff of the respective faculty and representatives of the student self-government.
3. The number of representatives of the students' self-government in the faculty council is determined by the provision of the faculty, however it shall not be less than 1/4 of the council's total composition.

Article 17. Authority of the Faculty Council

1. The Faculty Council:
 - a) determines the main goals, current tasks and activity priorities of the faculty;
 - b) develops proposals regarding the necessary expenses of the faculty and submits them to the rector of the university;
 - c) on the proposal of the dean, develops strategic and action plans for the development of the faculty, educational and scientific-research programs of the faculty and submits them to the academic council for approval;
 - d) under the recommendation of the Dean, develops the Faculty structure and submits it to the Academic Council for approval;
 - e) upon presentation by the dean, develops the regulations of the faculty, the faculty council, the dissertation council and the doctoral studies and submits them to the academic council for approval;
 - f) presents a well-known public figure or a recognized scientist to the Academic Council for awarding the title of honorary doctor of DAUG.
 - g) exercises other powers.

Article 18. Faculty Dean

1. The administrative head of the faculty is the dean, who presides over the sessions of the faculty council and directs the ongoing activities of the faculty.
2. The dean of the faculty, in agreement with the faculty council, is appointed by the rector of the university.

Article 19. Authority of Dean of the Faculty

1. Faculty Dean:
 - a) independently determines the main directions of the faculty's current activity within the scope of the granted authority;
 - b) represents the faculty and faculty council inside and outside the university;
 - c) Submits the structure and statute of the faculty to the faculty council for review;
 - d) submits the strategic and action plan for the development of the faculty, educational and scientific-research programs to the Faculty Council for consideration;
 - e) submits the regulations of the Dissertation Council and doctoral studies for consideration to the Faculty Council;
 - f) coordinates the current teaching-methodical and scientific-research work at the faculty.
 - g) develops recommendations for the purpose of increasing the effectiveness of the current educational and research activities at the faculty.
 - h) ensures effective management of educational and scientific activities at the faculty;

- i) within the scope of his/her competence, he/she is responsible for the implementation of the decisions of the Academic Council, the Rector of the University, as well as the Faculty and Dissertation Councils;
- j) determines the communication policy of the faculty.
- k) reviews and responds to the statements, complaints and appeals received by the faculty council.
- l) carries out the admission of persons who have applied to the faculty.
- m) supervises and monitors the exercise of powers by the employees of the faculty, fulfillment of their obligations assumed by the contract and compliance with the internal regulations of DAUG.
- n) monitors students' rating data, conducts individual meetings with students;
- o) creates the necessary conditions for the professional development of professors and teachers, as well as for the individual and independent learning of students;
- p) is responsible for the management and protection of students' personal files; q) exercises other powers.

2. The dean of the faculty is assisted in his/her activities by persons appointed within the faculty, heads of programmes and others.

Article 20. Deputy Dean

1. In case of diversity of programmes implemented at the faculty, a large number of students or other objective reasons, a deputy dean is appointed at the faculty.
2. The deputy dean is appointed by the rector.
3. The deputy dean is accountable to the dean of the faculty and the rector of the university.
4. The functions of the deputy dean of the faculty are determined by agreement with the dean and the rector.

Article 21. Dissertation Council of the Faculty

1. Dissertation Council of the Faculty is a body awarding an academic degree of a Doctor.
2. Dissertation council of the faculty is composed of all the professors and associate professors of the faculty. According to the decision of the Dissertation Council, a person with PhD or a scientific degree equivalent to it can be included in the composition of the council.
3. The university is authorized to sign an agreement with another higher educational and scientific-research institution for the implementation of joint doctoral educational programmes.
4. The Dissertation Council of the faculty acts in accordance with the legislation of Georgia, the present statute, the standard of doctoral studies, the statutes of the Dissertation Council and doctoral studies, and other acts.

Article 22. Educational Process Management Service

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the regulations of the educational process management service and other regulatory acts;
2. Functions of the service are:
 - a) Management of mobility process of students at the University;
 - b) Systematization of information about persons enrolled in the educational programme;
 - c) checking the calculation and distribution of the academic load presented by the faculties according to the approved curriculum;
 - d) Participation at seminars and conferences related to educational process management, European Credit Transfer and Accumulation System (ECTS), and problems in higher education;
 - e) drawing up tables of academic groups' lessons;
 - f) Based on the information presented by the faculties (decision of the faculty council, report card) to submit vacant places and other necessary information to the academic council for approval at all levels of education (undergraduate, one-cycle, master's, doctorate) and preparation of relevant documentation to be submitted to the National Center for Education Quality Enhancement and the National Assessment and Examinations Center within the established terms;
 - g) determination of vacant places at all levels of education for the admission of citizens of foreign countries and persons without citizenship to the university;
 - h) Preparation of draft order of the Rector for the admission of persons enrolled by the Order of the Minister of Education and Science based on the results of the Unified National Exams to the Bachelor's programmes of the University, and submission of its copy to the Ministry of Education, Science Culture and Sports of Georgia.
 - i) Checking documentation of qualification commissions for all stages of education and its preparation for the order;
 - j) Creation of university students' database;
 - k) Process management of conducting specialized Master's examinations;
 - l) Management of admission process to PhD programmes;
 - m) preparation of information to be submitted to the National Assessment and Examinations Center and the National Center for Education Quality Enhancement along with the unified act of the rector regarding the enrollment of candidates for master's degree programmes in the university;
 - n) planning and organizing the examination process;
 - o) organization of the selection and distribution of observers for midterm and final exams;
 - p) monitoring of the educational process;
 - q) consideration of students' statements in the educational direction;
 - r) cooperation with international educational and scientific organizations in connection with other structures of the university to facilitate the mobility of affiliated/academic/invited staff and students;

s) Production of the registry of the higher educational institution, in accordance with the rule of production of the registry of the DAUG.

Article 23. Personnel Management Department

1. The department conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the statute of the personnel management department and other regulatory acts:
2. Functions of the personnel management department are:
 - a) Development of management policy oriented on personnel development, determining its implementation procedures and rules;
 - b) development of a transparent and objective evaluation procedure and mechanisms for the recruitment (selection/appointment) of personnel, which ensures the attraction and employment of qualified personnel for the positions of academic, scientific, administrative and support personnel;
 - c) participation in the development of documents regulating the rules and conditions of affiliation;
 - d) ensuring availability of personnel management policies and regulations and informing interested persons about them;
 - e) participation of academic and scientific staff in decision-making processes regarding educational, research and other important issues;
 - f) planning and implementing the activities focused on the professional development of personnel in accordance with the university strategy;
 - g) taking care of attracting highly qualified academic and scientific personnel;
 - h) determining the forms of boosting remuneration and incentives based on the evaluation of the results of the employees' work ;
 - i) setting target benchmarks for the staff and their performance and ensuring their improvement in order to effectively manage the activities of the university.
 - j) participation in the organization of the selection of academic and administrative staff of the university;
 - k) Development of recommendations on personnel management issues;
 - l) Determination of necessary staff units according to the structural units of the university.

Article 24. Public Relations and Internationalization Service

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the statute of the international relations service and other regulatory acts:
2. Functions of the service:
 - a) development of the public relations policy of the university, use of effective forms, mechanisms and means of its implementation;

- b) development and management of advertising policy of the university;
- c) ensuring the raising of public awareness on the university;
- d) systematic updating of the university website;
- e) promotion of university schools, television (SDASU TV) activities, as well as academic staff;
- f) management and development of the university website (www.sdasu.edu.ge);
- g) Management of official social media channels of the university and their development
 - The official Facebook page: www.facebook.com/universitysdasu/
(Davit Agashenebel University of Georgia*DAUG);
 - Official youtube channel;
- h) organization of university mission, action and strategic development plans, as well as presentations, press conferences;
- i) preparation of printed and electronic advertising materials about the activities of the university;
- j) organizing meetings of students, parents, high school principals, graduates and entrants in order to establish a connection with the university;
- k) planning-implementation of advertising and reference campaign in order to attract Georgian and foreign students;
- l) obtaining and disseminating information about exchange educational programmes among students and academic/invited staff;
- m) providing services to students and professors received and sent within the framework of the exchange programme;
- n) close cooperation with foreign organizations, professional associations and information centers;
- o) ensuring signing of memorandum of cooperation with foreign and local universities and scientific research centers;
- p) development and implementation of annual action and strategic development plans of the Public Relations and Internationalization Service;
- q) searching for international grant projects together with other structural units and involving the university in its implementation;
- r) informing and attracting foreign students regarding the educational programmes of the university;
- s) close cooperation with diplomatic corps accredited in Georgia and foreign organizations, foundations, information centers within the scope of its competence;
- t) Organizing reception and hosting of delegations from partner universities and scientific institutions;
- u) organization of international conferences, seminars, forums, symposiums and other activities;
- v) conducting works to obtain international accreditation within the scope of competence.

Article 25. Case Management Service

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the statute of the case management service and other regulatory acts;
2. Functions of the service:
 - a) To ensure unified proceedings at the University;

- b) review of incoming correspondence and organization of its submission to the addressee, control of the correctness of documents to be signed;
- c) organization of signing of correspondence and taking documents under control within the established period, their timely delivery to the executors, control and analysis of the progress of document execution, generalization of reports on the results and systematic informing of the rector of the university, according to the current regulations;
- d) technical provision of work on documents - organization of printing, photocopying and operational reproduction;
- e) registration of diplomas, duplicates of diplomas, production of issuing journal, implementation of process of changing and writing-off of forms;
- f) administration of the electronic document management program;
- g) ensuring the storage of university cases and the operative use of documentary information;
- h) organizing the work of the university archive;
- i) conducting activities on other matters belonging to the competence of the case management service.

Article 26. Information Technology Service

1. The service conducts its activities on the basis of the legislation of Georgia, the statute of the university, the statute of the information technology service and other regulatory acts:
2. Functions of the service:
 - a) definition and implementation of information security policy;
 - b) utilization and introduction of new system software and accompanying software;
 - c) creation, implementation and administration of software necessary for the educational process;
 - d) creation and protection of information security control mechanisms, Internet services (web service, e-mail), network infrastructure development (expansion and servicing);
 - e) Planning, deploying and ensuring proper functioning of the university's information and communication technology infrastructure, which includes hardware (server, network and audio/video transmission equipment), software and related services.

Article 27. Library

1. The library conducts its activities on the basis of the legislation of Georgia, university regulations, library regulations, the law of Georgia "On library affairs" and other regulatory acts. The library's functions are:
 - a) formation of the library fund according to university specialties, educational programmes and readers' requirements;
 - b) Protection of library funds, accounting, creation of reference and search facilities and their use;
 - c) providing readers of the university library with necessary information and library

documents;

- d) promoting the development of the information-educational sphere of the university;
- e) organization and management of catalogs, databases on the basis of information technologies;
- f) introduction, planning and implementation of forms of cooperation with partner libraries;
- g) protecting the equality of readers;
- h) unlimited access to information;
- i) study, analysis of the state of provision of educational, informational and scientific requirements of the university with library documents and planning and implementation of measures based on it;
- j) Unhindered implementation of educational activities of the university; k) provision of staff and students both with a modern book fund and with resources available on electronic and digital channels;
- l) periodic study and inspection of the book fund;
- m) organization, protection and bibliography of the fund of scientific-research and dissertation works performed at the university;
- n) The elaboration of the rules for the use of library and provide service in the reading halls for the readers in accordance with the applicable library rules;
- o) taking care of the protection of the library fund of the book store and reading rooms;
- p) Active participation in local and international library programs.

Article 28. Legal Service

1. The service conducts its activities on the basis of the legislation of Georgia, the statute of the university, the statute of the legal service and other regulatory acts:
2. Functions of service are:
 - a) development/participation in the development of the internal regulations of the university, the statute of the educational process, the regulations of the structural units of the university (other acts regulating their activities); b) to participate in the development of projects of legal acts of the university within the scope of the competence;
 - c) development/participation in the development of drafts of preparatory agreements and administrative acts in the university and the university's auxiliary structural units;
 - d) bringing the agreements and administrative acts prepared in the university and the auxiliary structural units of the university into compliance with the legislation of Georgia;
 - e) legal provision of activities of auxiliary structural units of the university;
 - f) representing the university and protecting its interests in state, private institutions and courts;
 - g) preparation of reports on drafts of legal acts developed and presented by the university and other bodies, organizations/institutions within its competence;
 - h) reviewing/participating in the review of incoming statements and preparing/participating

in the preparation of relevant answers within the scope of its competence;

- i) ensuring compliance of individual administrative-legal acts of the university with normative acts having superior legal force;
- j) performing other functions and tasks within the scope of its competence.

Article 29. Financial Service

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the statute of the financial service and other regulatory acts:

2. Functions of service are:

- a) Drafting and monitoring of execution of the University's budget;
- b) development of financial policy implementation procedures and rules;
- c) organizational provision of financial accounting and reporting; d) organization of procurement;
- d) provision of accounting of fixed assets, commodity values and capital investments;
- f) stock-taking of property and financial liabilities;
- g) complex and operative analysis of the financial situation based on accounting statements;
- h) Developing and updating financial policies, procedures, norms, rules of the university.
- i) managing the accounting and reporting process; j) preparation of financial statements;
- k) monitoring of cost estimates and reports of grants; l) implementation of accounting and reporting;
- m) accrual and disbursement of salaries and scholarships;
- n) implementation and accounting of cash operations, unexpected cash inventory and comparison of inventory results with accounting data;
- o) implementation and accounting of banking operations;
- p) accounting of fixed assets and small items, inventory of material values, comparison of results with accounting data;
- r) accounting of expenses and incomes;
- s) development of the university budget project;
- t) if necessary, preparation of the adjusted budget project based on the results of the first half of the year;
- u) ensuring budget execution;
- v) quarterly and annual analysis of budgetary performance; w) systematic supervision of the implementation of budgetary indicators;
- x) settlement with the budget in compliance with the requirements defined by the tax legislation;
- y) conducting procurement procedures, etc.

Article 30. Material-Technical Resource Management Service

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the statute of the material and technical resources management service and other regulatory acts:
2. Functions of service are:
 - A) Conduct of construction, repairs and field operations in an organized manner;
 - B) Provision of a proper operation of power engineering, plumbing, communications and other systems;
 - C) Provision of a proper functioning of buildings and constructions, equipment, lighting, heating, sewage, water and other systems and control of their utilization in accordance with their purpose;
 - D) Provision of the university structural units with the necessary material assets, materials, economic, stationery inventory, performance of a regular control over the warehouse economic activity;
 - E) Establishment of proper conditions for the student with special educational needs and the disabled students and to provide the ability to conduct the learning process in an adapted environment;
 - F) ensuring compliance with safety norms in educational/scientific-research laboratories;
 - G) Ensure an uninterrupted system for the delivery of electricity to the university;
 - H) Separation of sanitary units, their constant supply with water, provision of constant lighting and ventilation, setting up control for the adherence to the sanitary and hygienic standards;
 - I) installation of fire-fighting equipment on all floors of the building, posting instructions for its use and evacuation plans approved by the competent authority in a visible place;
 - J) Equip the building with additional evacuation exit/exits, the door of which will open inside out and will not be made of iron;
 - K) equipping the medical office with natural and artificial lighting, the necessary inventory for finding first aid, ensuring its natural ventilation and constant supply of hot and cold water;
 - L) maintenance and cleaning of the university building, material values, maintenance of plants.

Article 31. Student Career Development and Graduate Employment Center

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the regulations of the Student Career Development and Graduate Employment Center, and other regulatory acts:
2. Functions of service are:
 - a) To provide regular trainings to students with the purpose of developing their practical skills and adapting them to the demands of the labor market;
 - b) To plan and implement certain thematic events with the purpose of guaranteeing a close cooperation between the students and the employers;

- c) To ensure the inclusion of the employers and experts of a certain field in the process of elaboration and development of the educational programmes;
- d) quantitative and qualitative analysis of vacancies announced on employment websites in order to determine required specialties and qualifications;
- e) periodic questionnaire survey of students and employers for the purpose of labor market research with the aim of determining supply and demand for human resources of various specialties;
- f) To cooperate with the state, non-governmental and international organizations implementing researches on the labour market and employment problems in order to ensure the exchange of information and jointly participate in thematic relevant events;
- g) promotion of bringing students and graduates closer to the labor market by combining theoretical teaching and practical component;
- h) to implement the creation of start-ups, incubators and pre-accelerators in the university market in order to integrate into the global educational space, to form the knowledge economy, to share knowledge, to generate, implement and promote new ideas;
- i) in order to promote the employment of disabled students and students with special needs, as well as other vulnerable groups (socially vulnerable, displaced families, etc.), ensure their registration and development of personalized approaches to the employer;
- j) providing communication between university graduates, finding, processing and systematizing contact information about them;
- k) continuously informing university graduates about vacancies in the labor market in order to employ them in accordance with their professional knowledge;
- l) signing memorandums of cooperation with state institutions operating in Georgia, private companies, international and non-governmental organizations;
- m) establishing connections with state institutions, local self-government units, companies operating in the private sector and non-governmental organizations for the purpose of internship and employment of students;
- n) Periodic organization / participation in employment forum and etc.
- o) To facilitate the professional development of the university alumni and students, by the involvement of local and international organizations;
- p) To plan and implement different activities with the purpose of involving the alumni into the university life, popularize the idea and advance the university image;
- q) To offer special program/professional training courses to students with the purpose of ensuring the compliance with modern student requirements;
- r) To elaborate and introduce short-term, alternative, flexible and diverse programs;
- s) creation of necessary conditions for the success of university students, both while studying at the university and for ensuring career advancement after graduation.
- t) reporting on the activities of the service.

Article 32. Sports and Youth Affairs Office

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the regulations of the sports and youth affairs office and other regulatory acts:
2. Functions of office are:
 - a) development of university sports and its promotion, planning and organization of sports events;
 - b) Ensuring the participation of student athletes of the university in various sports and high-ranking events held in the country
 - c) establishing friendly relations with sports organizations of foreign universities within their competence;
 - d) identifying talented students and facilitating their participation in sports events of various scales and types;
 - e) preparation, management and organization of creative programmes in the field of youth;
 - f) supporting and facilitating the activities of student and youth organizations;
 - g) carrying out research activities related to the problems of young people, identifying priority issues and taking appropriate measures to solve them, developing recommendations and suggestions;
 - h) planning and implementation of international and local youth projects;
 - i) planning, implementing and participating in various events for the purpose of popularizing sports and a healthy way of life among student youth;
 - j) encouraging and promoting projects for the development of the institution of volunteerism and social entrepreneurship among students;
 - k) support of student initiatives and ideas, development of programs to encourage talented young people;
 - l) development and implementation of projects to promote the integration of socially vulnerable, ethnic minority, internally displaced, students with special needs and disabilities into society;
 - m) promotion of students' involvement in large-scale programs organized by Tbilisi City Hall, other agencies, universities;
 - n) development of relations and cooperation with student and youth organizations;
 - o) conducting, organizing and popularizing cultural-creative activities in the university;
 - p) establishing creative contacts;
 - r) taking care of students' and staff's involvement in creative activities;
 - s) active cooperation with the student self-government of the university in order to promote the planning and implementation of sports and creative events, with various structural units of the university, as well as with relevant non-university structures;
 - t) creation of sports clubs and promotion of activities of amateur teams;
 - u) taking care of mental, physical, moral, aesthetic and socio-emotional development of

- students, promoting care of socially vulnerable students of various categories;
- v) organizing free time for students and promoting the development of student tourism;
- w) promoting the creation of profile circles, centers, clubs and studios in accordance with the interests of students, implementing large-scale programs for students' cognitive-creative events and recreation-rehabilitation;
- x) Promoting the creative potential of students gifted with special talent, finding help in organizing mass youth events, youth days, games for initiative groups;
- y) organizing training seminars, conferences, symposia, concerts, festivals, exhibitions, Olympics, charity actions and other events for student unions, socially disadvantaged students, as well as students who are particularly outstanding in studies, arts and sports;
- z) promotion of international relations and cooperation of students and also promotion of friendship with foreign students and for this purpose implementation of exchange programs;
 - aa) Preparation of mandatory documentation for sports tournaments and submission of application to the organizing committee;
 - ab) performing other functions and tasks within the scope of its competence.

Article 33. Safety and Security Service

1. The service conducts its activities on the basis of the legislation of Georgia, the regulations of the university, the statute of safety and security service and other regulatory acts.
2. Functions of the service are:
 - a) ensuring the protection of order, labor safety and fire safety in the university, as well as the safety of the university staff and students, other persons on the territory of the university during their stay on the territory of the university;
 - b) compliance with legal regulatory norms and rules established by Georgian legislation in the field of labor safety;
 - c) ensuring the minimum requirements for labor safety and health protection in the use of personal protective equipment and work equipment at the workplace;
 - d) protecting the building and the inventory of the university;
 - e) controlling the entry into and exit from the building;
 - f) to identify violation of university regulations and implement appropriate activities;
 - g) supporting the provision of free orientation, transportation and other service to the students with special educational needs at the university;
 - h) performing other functions related to security mechanisms;
 - i) exercising other powers and performing separate tasks of the rector in order to ensure protection and security in the university.

Article 34. Scientific-Research and Continuing Education Center

1. The center conducts its activities on the basis of the legislation of Georgia, the statute of the university, the statute of the scientific research and continuing education center and other regulatory acts:
2. Center Functions:

- a) promotion and coordination of the development of scientific-research activities in the university;
- b) relations with the Ministry of Education, Science, Culture and Sports of Georgia, Shota Rustaveli National Science Foundation of Georgia, other governmental and non-governmental institutions within the scope of the service's competence;
- c) cooperation with Georgian and foreign organizations, foundations, state and private structures, preparation, presentation and implementation of projects;
- d) promotion of the university and coordination;
- e) at the end of each academic year, carrying out an analysis of the university's scientific and research activities based on the self-assessment questionnaire of the academic staff;
- f) if necessary, provision of consulting services for the staff in order to protect scientific and copyright rights;
- g) search for other Georgian and foreign funds, preparation of grant projects, creation of patents with universities, non-university scientific centers, scientific-research activities, provision of international peer review of doctoral students' articles;
- h) introduction of continuous education system in the university;
- i) promoting the development of scientific research at the university;
- j) coordination of the planning and evaluation processes of the scientific-research component within the educational programmes of the university, organizational support for the implementation of scientific activities of the academic staff, control of the protection of academic integrity within the research;
- k) Administration of upskilling and reskilling programmes;
- l) organization of various seminars, trainings, educational and certificate courses for the purpose of professional development of university staff ;
- n) participation in grant competitions announced by foreign universities, scientific-research institutes and centers;
- o) development of annual, action and strategic plans of university research activities;
- p) organization of university research activities (conferences, seminars, workshops, etc.); .
- q) development of reports on the scientific-research activity of the academic staff;
- r) administration of university scientific grants;
- s) protection of academic integrity within the university and implementation of measures to eliminate plagiarism;
- t) coordination of joint grant, scholarship and research projects with the public relations and internationalization service on behalf of the university;
- u) inviting foreign researchers to the university;
- v) development of institutional capabilities of the Continuing Education Center in close cooperation with structural units of the University;
- w) offering continuing education programs to the general public;
- x) finding the human resources necessary for the implementation of continuing education

programs in the university and outside it and creating relevant bases - for the purpose of human resources development;

y) In order to ensure the development of scientific and innovative capital, the involvement of academic staff, researchers and doctoral students in competitions and international grant projects announced by the Georgian Innovation and Technology Agency, Shota Rustaveli National Science Foundation;

z) identification of priority fields of research and implementation of internal grant funding system;

aa) cooperation with local, regional and international scientific-research institutes and centers, participation in the preparation of memorandums;

ab) Ensuring the participation of affiliated/academic/guest personnel in scientific forums, international conferences, symposiums and seminars, as well as in joint educational and scientific projects in order to integrate into international scientific circles;

ac) cooperation with governmental, cultural and educational institutions of Georgia and abroad, participation in the preparation of memorandums;

ad) participation in international conferences, symposiums and seminars;

ae) Organization of trainings and workshops for academic/invited and administrative staff on modern teaching methods within the framework of university continuing education programs.

Article 35. Service of Interdisciplinary Studies of Sustainable Development

1. The service conducts its activities on the basis of the legislation of Georgia, the statute of the university, the statute of the Service of Interdisciplinary Studies of Sustainable Development and other regulatory acts.

2. The functions of the service are:

a) in the directions determined by the goals of sustainable development, with the participation of individual university faculties, the preparation and development of interdisciplinary training, scientific-research programs - promotion of excellence, preparation of grant projects - organization and coordination of the submission process;

b) Taking into account the difficulties of university educational levels (bachelor's, master's, doctorate),

the involvement of professors and students in interdisciplinary studies of sustainable development problems and the formation of appropriate skills.

c) Organization of local and international level conferences and scientific seminars on interdisciplinary topics of sustainable development.

d) Organization and implementation of joint scientific and applied research and other activities on the problems of sustainable development with international organizations, foreign and local partner universities, scientific research centers, governmental and non-governmental structures, international funds, representatives of the business sector.

Article 36. Georgian-English Dental Institute of Postgraduate Education of Doctors

1. The goal of the Georgian-English Dental Institute of Postgraduate Education of Doctors is to provide a one-cycle educational programme of dentistry of the Faculty of Medicine (practical/curative courses), alternative post-diploma education (professional preparation) programmes of residency, separate courses/modules of post-diploma education (professional preparation) with a clinic base.
2. Main directions of the Institute's activities are:
 - a) implementation of one-cycle educational programme of dentistry (practical/curative courses);
 - b) Implementation of residency alternative postgraduate education (professional training) programmes;
 - c) implementation of separate courses/modules of post-diploma education (professional preparation);
 - d) implementation of relevant programmes and trainings for continuous medical education on the basis of the clinic;
 - e) Implementation of medical (dental) services in accordance with professional and ethical standards recognized in the country in the process of training and methodological works.

Article 37. Center of Clinical Skills

1. The Clinical Skills Center operates at the Faculty of Medicine of DAUG.
2. The aim of the center is to train future doctors with practical clinical skills corresponding to the international requirements of modern medical education.
3. Facilitating the development of basic clinical, emergency, obstetric-gynecological, resuscitation, therapeutic and surgical practical skills for students .
4. Clinical skills center of DAUG plays an important role in education and formation of highly professional medical personnel.

Article 38. Virtual simulations laboratory

1. The virtual simulations laboratory operates on the basis of the Faculty of Medicine of DAUG within the framework of the Tempus project, financed by the European Union, with the participation of the University of Westminster.
2. The virtual simulation laboratory allows for the students:
 - a) to have hundreds of ready-made experimental materials in different educational courses at the same time;
 - b) to conduct an experiment without a real laboratory in different educational courses.

Article 39. Forensic laboratory

1. A forensic laboratory operates on the basis of the Faculty of Law of DAUG.
2. The Forensic Laboratory allows for the law students:
 - a) master forensic techniques, tactics and the art of investigating and solving certain types

- of crimes;
 - b) to discover, remove, fix and examine traces and other evidence;
 - c) to understand the peculiarities of the methodology of conducting an investigative action, investigating crimes against human life, property, and other types of crimes.
3. Upon successful completion of the criminology course, students of the Faculty of Law will be awarded a certificate.

Article 40. University TV radio Broadcaster "SDASU-TV" and "SDASU" - RADIO"

1. Joint internet TV-radio broadcasting - "SDASU-TV" and "SDASU-RADIO" (hereinafter - "Broadcaster"), is established and carries out its activities on the basis of the laws "On Broadcasting", "On Higher Education" and other valid legislation of Georgia.
2. The broadcaster is a structural unit of the Faculty of Journalism and Humanities of Davit Agmashenebeli University of Georgia (hereinafter - "DAUG").
3. The purpose of the broadcaster:
 - a) providing diverse programs to the public, free from political and commercial influence, corresponding to their interests;
 - b) meeting the demands of the society in the field of TV-radio broadcasting with the created TV-radio production, the services rendered and the works performed;
 - c) promotion of students' professional development and practical experience.
4. The tasks and activities of the broadcaster are:
 - a) implementation of Internet TV-radio broadcasting;
 - b) production of TV-radio programs, dubbing and delivery to the public;
 - c) creating a TV-radio broadcasting network;
 - d) obtaining, processing and providing information to the public for TV-radio broadcasts;
 - e) study of public opinion about TV-radio products distributed by the broadcaster;
 - f) purchase of audio-video, audio-visual and film products, acquisition of copyright, intellectual property and other rights on these products in accordance with the law.

Article 41. Student self-government

1. Student Self-Government is a representative body of students elected on the basis of universal, equal, direct and secret elections of the university students in compliance with the requirements of the Law of Georgia on Higher Education;
2. Student self-government performs its activities in accordance with the Statute of the self-government, which is approved by the majority of the votes of the self-government members; Student self-government enjoys freedom from the university while choosing any direction or implementing any type of activity;
3. Goals of student self-governance are:
 - A) to ensure a full involvement of every student into the management of the higher education

institution;

B) to defend and represent the rights and legal interest of every student, within the scope of its competence, in the relations with the university administration and management authorities;

C) to support students in the protection of their rights, freedoms, legitimate interests, their strengthening and practical realization;

D) to take care of development of professional skills of students and formation of competitive professionals.

E) to provide assistance to the university administration in refining, developing and perfecting the educational process;

F) to promote the integration of the university into the country and international education space and fully support the inclusion of students in this process;

G) to create favorable conditions for organizing creative, social-cultural, sports and entertaining events for students and diversifying their student life;

H) to support bringing closer the students of different nationalities and exposing their cultures within the frames of the university;

I) to establish the relations with the self-governments of Georgian and foreign universities and student organizations;

J) to raise the level of legal self-awareness and respect for the rule of law among students.

K) to select relevant representatives in the main educational unit - faculty council;

L) within the scope of its competence, to develop specific proposals to present to the relevant management bodies in the direction of increasing the effectiveness of the management system of the higher educational institution and the quality of education;

M) within the scope of its competence, to ensure awareness of students with all the necessary information.

4. Student self-government within its powers:

a) protects the rights and legal interests of each student of the university;

b) submits the candidacies of representatives of the relevant faculty of the student self-government to the faculty council for approval;

c) represents students' interests in relations with university management bodies;

d) within the scope of its competence, develops and submits proposals to the faculty council in relation to current and problematic issues raised by the university;

e) periodically evaluates the work of the academic staff by various methods in cooperation with the quality assurance service of the university and presents the results to the faculty council;

f) ensures students' participation in university management;

g) arranges relevant meetings, debates, discussions, trainings, intellectual games, educational, literature, sports, cultural, entertainment, scientific, charity and other types of events allowed by the law;

h) cooperates with the universities in Georgia and abroad, governmental and non-governmental

organizations, unions, state and international organizations;

i) develops proposals in the area of enhancing the quality of education and the optimization of the university management system and presents them for review to the relevant structural units of the university;

j) On the basis of equal cooperation with the management bodies of the university, resolves the issues related to the educational process, material and other issues, within the scope of its authority.

Chapter III. Personnel of the University

Article 42. The university Personnel

1. Academic, administrative and support staff positions have been introduced in the university.

Article 43. Academic personnel of the university;

1. The academic staff of the University consists of a Professor, an Associate Professor, an Assistant Professor and an Assistant. Professors participate in and/or manage the educational process and scientific research.
2. A Professor is a person holding an academic position at the university, who leads the study process and directs students' scientific research work.
3. An associated Professor is a person holding an academic position, who participates in the study process and directs students' learning and scientific research work.
4. An assistant Professor - is a person holding an academic position, who participates in the academic and scientific research process in accordance with his/her competence.
5. An Assistant - a person holding an academic position at the university, who conducts seminar and research activities in the main educational unit under the supervision of a professor, associate professor or assistant-professor within the ongoing academic process;

Article 44. The Procedure of Holding an Academic Position

1. An academic position at the University may be held only by an open competition, which shall comply with the principles of transparency, equality and fair competition.
2. The competition for holding an academic position in the university is announced by the order of the rector.
3. The date and conditions for conducting the competition are published in accordance with the established rules of the legislation of Georgia, at least one month before receiving the documents. The date of the competition, conditions and other information related to the competition (the number of vacancies for academic positions, the list of documents to be submitted by the contestant, contact information, etc.) will be posted on the university's website and in the official press.

Article 45. Conditions for election on the academic position

1. The contestant must meet the conditions established by the Law of Georgia on Higher Education for the relevant academic position:
 - a) A person with a doctorate or equivalent academic degree, who has at least 6 years of scientific-pedagogical experience, can be elected to the position of professor. Who has special professional and/or scientific achievements and who meets the conditions defined by the university regulations; Additional requirements for clinical direction: 9 years of clinical experience and state certificate of relevant/adjacent specialty of medical activity.
 - b) a person with a doctor's degree or an equivalent academic degree, who has at least 3 years of experience in scientific-pedagogical work, may be elected to the position of associate professor; Additional requirements for clinical direction: 5 years of clinical experience and state certificate of relevant/adjacent specialty of medical activity.
 - c) a person with a doctorate or equivalent academic degree can be elected to the position of assistant professor for a period of 3 or 4 years; Additional requirements for clinical direction: 3 years of clinical experience and state certificate of relevant/adjacent specialty of medical activity.
 - c) A doctoral student can be elected to the position of assistant for a period of 3 or 4 years. Additional requirements for clinical direction: Active status of a doctoral student of a valid doctoral programme in a clinical specialty in a higher educational institution of Georgia, or active status of a doctoral student of a doctoral programme in a foreign higher educational institution in a clinical specialty, on condition of presentation of the appropriate recognition document, state certificate of the relevant/adjacent specialty of medical activity.
2. It is possible for the personnel having a professional qualification to hold an academic position. In this case the person's qualification must be proved by professional experience, special training and / or publications. A person shall be deemed to have appropriate qualification if he/she has the competence required for achieving the learning outcomes provided for under the programme.
3. It is possible to determine additional conditions for being elected to an academic position by the legislation of Georgia and the regulatory acts of the university.

Article 46. Grounds for the dismissal of the academic personnel

1. Grounds for the dismissal of the academic personnel of the university are:
 - a) Personal statement;
 - b) Expiry of the term of election to the academic position;
 - c) Violation of the conditions of the Internal regulations/ employment contract;
 - d) Other cases defined by the legislation.

Article 47. Rights of academic personnel

1. The academic personnel shall have the right to:

- a) participate in the management of the university;
- b) independently carry out teaching, research, creative activities and publication of scientific works;
- c) determine the content of the syllabi of educational programmes independently , as well as the teaching methods and mechanisms within the scope of educational programmes;
- d) Exercise other powers granted to them by the legislation of Georgia.

Article 48. Obligations of academic personnel

1. Academic personnel shall be obliged to:
 - a) to follow the university statute, internal regulations and code of ethics;
 - b) fulfill the obligations under the employment contract;

Article 49. Administrative positions and other personnel of the university

1. Administrative positions of the university are: Rector, head of quality assurance service, head of administration, deans of faculties and their deputies.
2. Supporting staff includes other persons necessary for the University's activities, provided for in the staffing schedule.
3. The university is authorized to invite a person of a relevant qualification, as an invited personnel, or research staff for the purpose of participating in academic or/and scientific-research activities or/ and directing such activities without holding an academic position, stipulated by the present Statute.

Chapter IV. Student

Article 50. Status of a university student

1. A university student is a person who is enrolled and studying at the university in accordance with the law, to complete bachelor's, one-cycle or master's and doctoral educational programmes.
2. The rule for granting, suspending, terminating a student status and performing mobility is determined by the regulation for the academic process of the university.

Article 51. Student rights

1. In accordance with the Law of Georgia "on Higher Education" and the present Statute, a student is entitled to:
 - a) Obtain quality education;
 - b) participate in a scientific research and professional practice, within the frames of the educational programme and in accordance with the offered terms;
 - c) use the university's material-technical, library, information and other facilities under equal conditions, in accordance with the rules established by the university's regulations, internal regulations and other regulations;

- d) to receive information on the activity of the university, in accordance with the rules established by the legislation of Georgia;
 - e) elect a representative or be elected in students Self-governance on the basis of general, direct and equal elections, through the secret ballot;
 - f) use the right of mobility and transfer to another higher education institution from the second academic year and transfer the state financing allocated for him/her to the corresponding institution, according to the legislation of Georgia and the regulation stipulated by the Statute of the university;
 - g) receive scholarships, financial or material assistance and other benefits from the state, university or other sources in accordance with the Georgian legislation and the Statute of the university;
 - h) to choose an educational programme, as well as separate elective components provided by the programme;
 - i) participate in the elaboration of an individual educational programme;
 - j) evaluate the performance of the university and the academic personnel within the frames of the educational programme assessment;
 - k) to benefit from tuition fees established by the university;
 - l) receive, in writing, a substantiated decision on the disciplinary proceeding against him/her;
 - m) attend the discussion of disciplinary proceedings and enjoy the right to defense;
 - n) to provide the information and evidence at his/her disposal to the relevant faculty council of the university;
 - o) participate in the examination of the obtained evidence;
 - p) request the review of the issue of a disciplinary proceeding against him/her at a public session.
 - q) enjoy other rights granted to him/her by law.
3. Information regarding exercising disciplinary measures against a student is confidential unless there is a student's written permission to disclose information, or if the university administration deems it necessary for protecting lawful interests or safety of others.
 4. During the disciplinary proceedings the burden of proof shall be borne by the prosecution. The decision about implementing the disciplinary proceedings must be justified and based on the evidence obtained in accordance with the legislation of Georgia and the university acts. The board shall be liable to investigate all evidences, serving the basis for the disciplinary proceedings;
 5. A student is entitled to submit an appeal to the Court regarding the decision against him/her.
 6. The university is responsible for providing the same educational environment for all the students. It is responsible for adapting the infrastructure for the students with special needs;
 7. The University ensures the availability of announcements/information issued by the administration for all students.

8. The university is obliged to integrate students with citizenship of a foreign country, raise their awareness regarding the necessary details of life in Georgia, arrange educational and cognitive tours, ensure religious and ethnic freedom, support cultural events, etc.

Article 52. Responsibilities of a student

1. The student is responsible:
 - a) to comply with the university statutes, internal regulations and other internal legal acts;
 - b) within the framework of the educational program chosen by him/her, to study all the courses he/she chose of his/her own free will, provided by the curriculum and the study of which is mandatory;
 - c) to pay the tuition fee set by the university on time and in full.
2. To follow the code of ethics and generally accepted norms of behavior.
3. Other rules of the student's behavior at the university are determined by the internal regulations of the university.

Article 53. Suspension of a Student's Status

1. Freeing student from fulfilling his/her rights and duties without terminating student's status is viewed as suspension of the student's status.
2. The basis for suspension of student status can be:
 - a) Student's (or in case of a minor, their legal representative's) statement expressing the willingness to have their status suspended (without specifying a reason);
 - b) pregnancy, childbirth, child care or health deterioration;
 - c) studying in a higher educational institution in a foreign country, except for studying within the framework of an exchange educational programme;
 - d) violation of the terms of the contract concluded between the university and the student;
 - e) financial debt to the university;
 - f) accumulation of less than 10 credits in the study component during the semester;
 - g) A legally binding conviction and/or selection of a deterrent measure (imprisonment for a term of less than 5 years) against the student, which makes it impossible for him/her to continue the educational process provided for by the educational programme.
2. A student status is terminated after five years from its suspension, except for cases envisaged by the legislation.
3. Other suspension-related legal issues shall be solved in accordance with the applicable laws of Georgia and the regulation defined by legal acts of the university.
4. The information on the suspension of the student status will be reflected in the student register of the center.

Article 54. Termination of Student Status

1. The basis for termination of student status is:

- a) student's personal (if the student is a minor - legal representative) statement;
 - b) Expiration of a 5-year period from the moment of student status suspension, except for cases envisaged by the legislation.
 - c) transfer to another higher educational institution by means of mobility; d) completion of studies on the educational programme;
 - e) impossibility of achieving the learning outcomes provided for by the educational programme
(taking the same compulsory academic course/component provided for by the educational programme three times and not receiving a credit);
 - f) academic debt, which cannot be covered within the term of the educational programme (in additional semesters);
 - g) committing an action incompatible with the status of a student (violation of the norms stipulated by the code of ethics);
 - h) Death of a person and other cases stipulated by law.
2. The legal consequences provided for by the legal act on the termination of the student status are established twelve months after the issuance of the order. Within this period of time, the status of a student is considered to be suspended and the student is entitled to use his/her right of mobility; in the event of suspending the student status, it is allowed to obtain the status once again in accordance with the regulation stipulated by the legislation;
 3. The grounds for termination of the student status of the doctoral educational programme (personal statement, plagiarism, etc.) are determined by the Dissertation Council of the relevant faculty and the regulations of the doctoral programme. Dissertation council of the relevant faculty will consider the issue of termination of status for a doctoral student.
 4. Information about termination of student status is reflected in the register of higher educational institutions.

Chapter V. Levels of education

Article 55. Academic Higher Education Levels

1. Academic higher education can be obtained at the university at the bachelor's, master's, one-cycle (medicine/dentistry) and doctoral levels.
2. Levels of the academic higher education:
 - a) First level (bachelor's degree) – an educational programme that includes at least 240 credits;
 - b) second level (master's degree) – an educational programme that includes at least 120 credits;
 - c) Third level (PhD) – an educational programme that includes at least 180 credits.
3. One-cycle education is carried out on medical education programmes (medical/dental education), which includes at least 360/300 credits.

Chapter VI. Academic degree

Article 56. Awarding of the Academic Degree

1. The academic degree is awarded by the relevant educational structural unit to a person based on completing the mandatory components of the programme and the number of accumulated credits sufficient to complete the given level of education.
2. Upon completing each educational level, the DAUG issues a corresponding Diploma with a standard supplement.

Chapter VII. Amendments and additions to the Statute

Article 57. Authority to adopt, change and cancel university statute

1. Adoption, annulment, making changes and additions to the statute of the university are carried out based on the decision of the academic council.