



Central University of Europe

Catalogue of Educational Programs

2024-2025 Academic Year

## Bachelor (Level I of Higher Education)

### Business Administration

**Education level:** Bachelor (Level I of Higher Education)

**Study language:** Georgian

**Educational program type:** Academic

**Detailed field name and code:** 0413 Management and Administration

**Qualification awarded:** Bachelor of Business Administration

**Duration of study:** 4 years (8 semesters)

**Educational program volume:** 240 credits (ECTS)

**Head of the educational program:**

Aza Ipshiradze, Associate Professor (Affiliate)

**Co-Head of the educational Program:**

Gocha Tutberidze, Professor

### Prerequisite for admission to the program

Prerequisites for admission to the Bachelor of Business Administration program are:

- Complete general education certificate;
- Passing the following subjects at the Unified National Examinations (the entrant must exceed the minimum competency limit established by law):

(A) Georgian language and literature;

(B) Foreign language;

(C) Mathematics / History The number of places for each subject should not be less than 10% of the places announced for the program. The exact percentage distribution is determined by the program manager before announcing the places.

According to the rules established by the current legislation of Georgia, it is possible to admit a student to the program:

1. Persons who have been approved by the Order of the Minister of Education and Science of Georgia 29 224 / N of December 29, 2011 on "Approval of the Procedure for Submission and Review of Documents by Applicants / Master Candidates / Students with the Right to Study without Passing the Unified National Examinations / General Master's Examinations in Higher Education Institutions On the basis of the right to enroll in the University without passing the Unified National Examinations. The above-mentioned persons are obliged to prove their mastery of the Georgian language at B2 level in accordance with the "Rules for Determining the Linguistic Competence of a European Central University Student".

**The following will also be admitted to the program:**

"On approval of the procedure and fees for transferring from a higher educational institution to another higher educational - institution" according to the order of the Minister of Education and Science of Georgia No. 10/N of February 4, 2010, Students enrolled through the mobility process in accordance with the order.

### The aim of the program

The aim of the undergraduate educational program of Business Administration for the student are:

1. To provide extensive theoretical knowledge about business activities and its functional areas;
2. Develop the ability to evaluate and critically understand ongoing processes in a changing environment;
3. To develop the necessary skills for different levels of management, which is consistent with the effective performance of financial, marketing, accounting and other functions;
4. To develop the values and attitudes that ensure its formation as a competitive, highly qualified, ethical and socially responsible person;
5. To create conditions for the graduate to be able to continue his / her studies at the next level of education, both in Georgia and abroad.

### Learning Outcomes

A graduate of the Bachelor of Business Administration program will be able to:

#### **Knowledge and understanding**

- Description of complex theoretical issues in the field of business and definition of the main directions of business activity;
- Identify the internal and external factors that affect the development of the business entity in the modern socio-economic environment;

#### **Skills**

- Critical evaluation of ongoing processes in a changing environment and making rational decisions;
- Use of project management tools to effectively conduct entrepreneurial activities;
- Proper accounting of business transactions of the business entity, in accordance with the requirements of international accounting standards, the Tax Code of Georgia and various norms;
- Organize effective sales using modern methods and techniques;
- Finding-processing necessary information (including foreign languages) using modern technologies and making optimal decisions for business planning and administration.

#### **Responsibility and autonomy**

- Sharing the social responsibility of the business and demonstrating and upholding its own values and core principles (including in a foreign language);
- Independently determine the possibility of further development in a specific field in the desired segment, considering his / her knowledge and skills.

### Program evaluation system

Through assessment, the relevance of the student's achievements to the specific outcomes of the program is defined. The assessment of the student's knowledge in the accounting and auditing master's degree educational program is based on criteria that define whether the student possesses the study outcomes established by the course or not.

The evaluation system applied within the program corresponds to the "Rules for Calculation of Credits for Higher Educational Programs" approved by Order No. 3 of the Minister of Education and Science of Georgia on January 5<sup>th</sup>, 2007.

The level of achievement of the study outcome is evaluated by assessment components, through intermediate assessment and final assessment, the sum of which represents the final assessment. The maximum final grade of the study course is 100 points.

**The evaluation system provides for:**

**a) Five types of positive assessment:**

a.a) (A) Excellent - 91-100 points;

a.b) (B) very good – 81-90 points;

a.c) (C) Good – 71-80 points;

a.d) (D) Satisfactory - 61-70 points;

a.e) (E) Sufficient – 51-60 points.

**b) two types of negative assessment:**

b.a) (FX) failed - 41-50 points, which means that the student needs more work to pass and is allowed to take the additional exam once, through independent work;

b.b) (F) Failed – 40 points and less, which means that the work done by the student is not enough and he/she has to study the course/subject afresh.

In case of receiving a negative evaluation (FX) in the component of the educational program, the student has the right to take an additional exam. The student gets the right to take the additional exam even if he/she has scored 51 points or more in the final assessment, but has not passed the minimum competence limit defined for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam. The grade obtained on the additional exam is the final grade and is reflected in the final grade of the educational program component.

The interim assessment is divided into components. The content and distribution of the midterm assessment components is defined by the staff implementing the study course within the framework of the relevant syllabus.

A student will be admitted to the final exam if the minimum threshold of the intermediate assessment is exceeded. The final exam will be considered passed if the minimum threshold for the final exam is exceeded.

The following minimum competence threshold is defined for the midterm assessment and the final exam: 42% of the midterm assessment, 50%+1 of the final exam assessment. The staff implementing the study course, taking into account the specifics (of the study course), is authorized to define the minimum competence limit of intermediate and final assessments that differ from the prescribed (higher) than the established one, in accordance with the limits set by the current legislation of Georgia.

The credit will be considered as used if the sum of the points obtained based on the minimum threshold established for the intermediate assessment and the minimum threshold set in the final exam is obtained by summing up 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment

A graduate of the undergraduate educational program in business administration can be employed: at the lower and middle levels of management of any enterprise in the public or private sectors, in business and non-governmental organizations; in various financial institutions and higher educational institutions; in company directorate offices, operational management, marketing and sales, personnel management, finance, accounting, administration, management information systems and other functional areas of business; in structural units of economic direction of public institutions and budget organizations; in counseling centers; in the representations of international organizations.

## Tourism

**Education level:** Bachelor's degree (I level of higher education)

**Teaching language:** Georgian

**Type of educational program:** Academic

**Detailed field name and code:** 1015 Travel, tourism and leisure

**Awarded qualification:** Bachelor of Business Administration in Tourism / Bachelor of Business Administration in Tourism

**Study duration:** 4 academic years (8 semesters)

**Educational program volume:** 240 credits (ECTS)

**Head of the educational program:** Professor, Doctor, Maya Azmaiparashvili

### Prerequisite for Admission to the Program

A person with a document confirming a complete secondary education or an equivalent document, who has obtained the right to study at the European Central University on the basis of the results of the Unified National Exams, has the right to enroll in the undergraduate Tourism Educational Program.

To enroll in the program, the applicant is obliged to pass the following subjects at the Unified National Exams:

- a) Georgian language and literature, (the entrant must overcome the minimum competence limit established by the legislation);
- b) One of the foreign languages: English language, German language, French language, Russian language (the entrant must pass the minimum level of competence established by the law);
- c) One of the following subjects: history/mathematics/geography (the applicant must pass the minimum competence limit established by the law). The number of places for each subject should not be less than 10% of the total places announced on the program. The exact percentage distribution will be decided by the Program Head before the announcement of ( the number of) places.

### The right to study on the program without passing the Unified National Exams will be obtained:

By persons who, on the basis of the order of the Minister of Education and Science of Georgia No. 224/6 as of December 29<sup>th</sup>, 2011, "On the Approval of the Procedure for Submission and Review of Documents by Entrants/Master's Degree Candidates/Students Who Have the rRght to Study in a Higher Educational Institution without Passing the Unified National Exams" have the right to enroll in a university without passing Unified National Exams. The mentioned persons are obliged to confirm the B2 level of the Georgian language in accordance with the "Rules for Defining the Language Competence of European Central University Students".

### The following candidates will also be admitted to the program:

Students enrolled through the mobility process in accordance the order No. 10/n of the Minister of Education and Science of Georgia dated February 4<sup>th</sup>, 2010, "On the Approval of the Procedure and Fees for Transferring from a Higher Educational Institution to Another Higher Educational Institution".

### The aim of the Program

The mission, vision and values of the European Central University are reflected in the undergraduate Tourism Educational Program. Also, local labor market requirements and international market trends as well as successful experience of undergraduate programs implemented by local or foreign universities are taken into account. On the basis of the above

mentioned, the bachelor's Tourism Educational Program is focused on preparing competitive, socially responsible specialists in tourism by offering education in accordance with modern standards of higher education and equipping them with the competencies required in the labor market.

Considering the above-mentioned, the aim of the undergraduate tourism educational program is to provide a student with the following:

1. Gain knowledge about functional areas of business administration, which includes critical understanding of theories and principles; Also, to deliver knowledge on issues of tourism industry, business, tourism enterprise management, tourism marketing, tourism policy, management and planning;
2. Deepen the theoretical knowledge and develop the practical skills of analyzing the main characteristics of tourist resources, market segments of tourist services, creating and offering an attractive tourist product, as well as analyzing empirical data related to current economic processes in the field of tourism and forming appropriate conclusions;
3. Develop the ability to communicate, identify problems and plan solutions, as well as use modern information and communication technologies;
4. Support the observance of academic and professional ethics standards while carrying out professional activities

### Learning Outcomes

#### Knowledge and understanding

1. **Describes** the theoretical-methodological, organizational foundations of the main functional areas of business and their interrelation, as well as theories, concepts and basic principles of business environment rules; features of tourism business activity and ways to increase efficiency, the international and global economic environment of tourism;
2. **Discusses** the economic characteristics of the tourism field, the economic contribution of tourism and its effects; the role of consumption, savings and investments in the development of tourism economy; socio-cultural, political-legal and ecological issues, tourism activity processes, tourism product and service planning, implementation and management issues, the results of the activity of the tourist enterprise, the driving forces of competition;
3. **Identifies** the qualitative characteristics of the tourist-recreational resources and potential of Georgia and other countries and distinguishes the specialization of the resort-recreational economy of Georgia;

#### Skill

4. **Uses** means and methods of obtaining marketing information, principles of marketing and sales management; Based on the collection of marketing data, evaluation and connection of the trends of the world and local tourism markets, classifies and analyzes them; Also, from the resource base of tourism development, **selects** the prospective directions of tourist activity; conducts market segmentation, defines the target market, develops new tourism products and marketing offers tailored to the customer;
5. **Uses** proven methods and tools for the implementation of tourist activities, analyzes the results of a separate segment of the tourism field; **prepares** quality, safety and sustainable development programs in the tourism industry;
6. **Establishes** an action plan for the implementation of the tourism business, defines the specifics of the modern business and the factors to be considered during the organization of the (tourism) business; **Identifies** strategic approaches for positioning the tourist destination in relation to international target markets; Based on the analysis of the business environment, **plans and manages** a competitive tourism product.

7. **discusses** about the problems that have arisen and the ways to solve them, communicates orally and in writing to achieve the desired results, as well as argues one's own position, prepares business documents using industry terminology, appropriate information and communication technologies;
8. Using modern information and communication technologies, **prepares practical projects**, reports and presentations in accordance with predetermined guidelines; also effectively **uses** geo-information systems (GIS) and presents tourism potential, resources and products in a new way, through applying maps created on its basis;

### **Responsibility and autonomy**

9. **Recognizes** the existing principles, established norms and professional standards in the field of tourism. **Acts** in compliance with academic and professional ethical norms, principles of individual and team work.

## **Student Knowledge Assessment System**

Through assessment, the relevance of the student's achievements to the specific outcomes of the program is defined. The assessment of the student's knowledge in the accounting and auditing master's degree educational program is based on criteria that define whether the student possesses the study outcomes established by the course or not.

The evaluation system applied within the program corresponds to the "Rules for Calculation of Credits for Higher Educational Programs" approved by Order No. 3 of the Minister of Education and Science of Georgia on January 5<sup>th</sup>, 2007.

The level of achievement of the study outcome is evaluated by assessment components, through intermediate assessment and final assessment, the sum of which represents the final assessment. The maximum final grade of the study course is 100 points.

The evaluation system provides for:

a) Five types of positive assessment:

a.a) (A) Excellent - 91-100 points;

a.b) (B) very good – 81-90 points;

a.c) (C) Good – 71-80 points;

a.d) (D) Satisfactory - 61-70 points;

a.e) (E) Sufficient – 51-60 points.

b) two types of negative assessment:

b.a) (FX) failed - 41-50 points, which means that the student needs more work to pass and is allowed to take the additional exam once, through independent work;

b.b) (F) Failed – 40 points and less, which means that the work done by the student is not enough and he/she has to study the course/subject afresh.

In case of receiving a negative evaluation (FX) in the component of the educational program, the student has the right to take an additional exam. The student gets the right to take the additional exam even if he/she has scored 51 points or more in the final assessment, but has not passed the minimum competence limit defined for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam. The grade obtained on the additional exam is the final grade and is reflected in the final grade of the educational program component.



The interim assessment is divided into components. The content and distribution of the midterm assessment components is defined by the staff implementing the study course within the framework of the relevant syllabus.

A student will be admitted to the final exam if the minimum threshold of the intermediate assessment is exceeded. The final exam will be considered passed if the minimum threshold for the final exam is exceeded.

The following minimum competence threshold is defined for the midterm assessment and the final exam: 42% of the midterm assessment, 50%+1 of the final exam assessment. The staff implementing the study course, taking into account the specifics (of the study course), is authorized to define the minimum competence limit of intermediate and final assessments that differ from the prescribed (higher) than the established one, in accordance with the limits set by the current legislation of Georgia.

The credit will be considered as used if the sum of the points obtained based on the minimum threshold established for the intermediate assessment and the minimum threshold set in the final exam is obtained by summing up 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of Employment

A graduate of the "Tourism" undergraduate educational program "Bachelor of Business Administration in Tourism" will be able to perform qualified activities in a tourist institution of any organizational and legal form, on an administrative position of small and medium-sized structural subdivisions, in tourist companies, in the hotel industry, in Georgian National Tourism Administration, in the Agency of Protected Areas, In protected areas and national parks, regional local self-governing units, tourism information centers, tourism and hotel business consulting companies, tourism industry associations.

**Education level:** Bachelor's degree (I level of higher education)

**Language of instruction:** Georgian

**Type of educational program:** Academic

**Detailed field name and code:** 0311 Economy

**Awarded qualifications:** Bachelor of Economics

**Study duration:** 4 years (8 semesters )

**Educational program volume:** 240 (ECTS) credits

**Head of the program:** Assistant Professor Akaki Mosakhlshvili; Tel: (+995) 593 260 638

### Prerequisite for admission to the program

**The following will be admitted to the undergraduate educational program in economics:**

A person with a document confirming complete general education or an equivalent document, who will gain the right to study at the European Central University based on the ranking of the coefficients of the points obtained at the unified national exams.

To enroll in the program, the applicant is obliged to pass the following subjects at the unified national exams : Georgian language and literature, foreign language (one of the foreign languages: English Language , German Language, French Language , Russian language ), mathematics.

The threshold of minimum competence for the unified national exams is to overcome the minimum threshold defined by the legislation.

**The following have the right to study on the program without passing the unified national exams:**

Persons who "On approval of the procedure for submission and review of documents by entrants/master's degree candidates/students with the right to study without passing unified national exams/common master's exams" of the Minister of Education and Science of Georgia of December 29, 2011 No. 224/N have the right have to enroll in the university without passing the unified national exams. The mentioned persons are obliged to confirm the B2 level of the Georgian language in accordance with the "Rules for determining the language competence of European Central University students" .

**The following will also be admitted to the program:**

Students enrolled through the mobility process in accordance the order No. 10/n of the Minister of Education and Science of Georgia dated February 4th, 2010, "On the Approval of the Procedure and Fees for Transferring from a Higher Educational Institution to Another Higher Educational Institution".

### The aim of the program

The aim of the undergraduate educational program of economics is to:

1. To provide the student with broad theoretical knowledge in the field of economics and to create an idea about the factors affecting economic decisions. To acquaint the student with basic economic regularities;
2. To create an idea for the student about conducting economic analysis using modern statistical and econometric methods; to give him the competence of formulating a clear, justified conclusion; to develop the ability of critical and creative economic thinking;
3. To develop the student's ability to conduct research, which will help him to achieve success both in the labor market and in the academic space; To provide an understanding of the importance of observing academic and professional ethical

standards, as well as the understanding of the responsibility that he has before his colleagues and society.

### Learning Outcomes

As a result of completing the bachelor 's program in economics, the graduate will develop the following competencies :

#### Knowledge and understanding

1. Describes the theories and principles of the main economic disciplines, market types and forms of competition, factors affecting supply and demand, price formation mechanism, economic functions of the state, main macroeconomic indicators;
2. Discusses the current processes in the Georgian and world economy and connects these processes with the main problems of the country's public finances, sectoral economy and economic policy;
3. Identifies the main problems of sustainable development of the economy and connects them with the rational use of resource potential.

#### Skills

4. Uses appropriate professional terminology in communication, including in foreign language;
5. Using information technologies, based on processing information with statistical methods, builds a model suitable for quantitative and qualitative research; uses theoretical knowledge of economics and establishes practical projects based on situation analysis; makes informed economic decisions;
6. Analyzes the features and challenges of the main problems of micro and macro economy, sectoral and regional economy; With a generalized analysis of the system of national accounts, it compares the development trends and main directions of the national and world economy.

#### Responsibility and autonomy

7. When understanding economic issues, he recognizes the basic principles of social responsibility and demonstrates and protects his professional and academic values based on them;
8. In a specific situation, taking into account his own knowledge and skills, following the principles of ethics, with a high degree of autonomy, he independently determines, plans and uses the research methodology.

### Program evaluation system

Through assessment, the relevance of the student's achievements to the specific outcomes of the program is defined. The assessment of the student's knowledge in the accounting and auditing master's degree educational program is based on criteria that define whether the student possesses the study outcomes established by the course or not.

The evaluation system applied within the program corresponds to the "Rules for Calculation of Credits for Higher Educational Programs" approved by Order No. 3 of the Minister of Education and Science of Georgia on January 5<sup>th</sup>, 2007.

The level of achievement of the study outcome is evaluated by assessment components, through intermediate assessment and final assessment, the sum of which represents the final assessment. The maximum final grade of the study course is 100 points.

#### The evaluation system provides for:

##### a) Five types of positive assessment:

- a.a) (A) Excellent - 91-100 points;
- a.b) (B) very good – 81-90 points;
- a.c) (C) Good – 71-80 points;
- a.d) (D) Satisfactory - 61-70 points;
- a.e) (E) Sufficient – 51-60 points.

**b) two types of negative assessment:**

b.a) (FX) failed - 41-50 points, which means that the student needs more work to pass and is allowed to take the additional exam once, through independent work;

b.b) (F) Failed – 40 points and less, which means that the work done by the student is not enough and he/she has to study the course/subject afresh.

In case of receiving a negative evaluation (FX) in the component of the educational program, the student has the right to take an additional exam. The student gets the right to take the additional exam even if he/she has scored 51 points or more in the final assessment, but has not passed the minimum competence limit defined for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam. The grade obtained on the additional exam is the final grade and is reflected in the final grade of the educational program component.

The interim assessment is divided into components. The content and distribution of the midterm assessment components is defined by the staff implementing the study course within the framework of the relevant syllabus.

A student will be admitted to the final exam if the minimum threshold of the intermediate assessment is exceeded. The final exam will be considered passed if the minimum threshold for the final exam is exceeded.

The following minimum competence threshold is defined for the midterm assessment and the final exam: 42% of the midterm assessment, 50%+1 of the final exam assessment. The staff implementing the study course, taking into account the specifics (of the study course), is authorized to define the minimum competence limit of intermediate and final assessments that differ from the prescribed (higher) than the established one, in accordance with the limits set by the current legislation of Georgia.

The credit will be considered as used if the sum of the points obtained based on the minimum threshold established for the intermediate assessment and the minimum threshold set in the final exam is obtained by summing up 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment

Bachelors of Economics can hold positions at lower and middle levels of management, in companies of any organizational-legal form, in private, state, municipal enterprises, non-profit organizations, associations, which require professional knowledge in the field of economics. Also in banks, exchanges, customs, budgetary institutions and organizations, investment funds, tax authorities, financial and economic services of various enterprises, research and consulting organizations.

## Law

**Level of education:** Bachelor's degree (I level of Higher Education)

**Teaching language:** Georgian, the student has the opportunity to take several courses in English

**Type of educational program:** Academic

**Detailed field name and code:** 0421 Law

**Awarded qualifications:** Bachelor of Laws

**Study duration:** 4 years (8 semesters)

**Educational program volume:** 240 credits (ECTS)

**Head(s) of the educational program:**

**Sofio Kubaneishvili**, head of the program, associate professor (affiliated) of European Central University.

Tel.: (+995) 577 64 84 00;

**Levan Meskoradze**, head of the educational program, associate professor of European Central University.

Tel.: (+995) 577 11 11 14;

## Prerequisite for Admission to the Program

The following will be admitted to the undergraduate educational program in law:

A person with a document confirming complete general education or an equivalent document, who will gain the right to study at the European Central University based on the ranking of the coefficients of the points obtained at the unified national exams.

To enroll in the program, the applicant is obliged to pass the following subjects at the unified national exams:

- a) Georgian language and literature;
- b) Foreign language (English language, Russian language, French language, German language);
- c) Mathematics/History/Civics. The number of places for each subject should not be less than 10% of the places announced on the program. The exact percentage distribution will be determined by the program managers before the announcement of places.

The threshold of minimum competence for unified national exams is to overcome the minimum threshold defined by legislation.

**The following individuals have the right to study on the program without passing the unified national exams:**

Persons who, based on the order of the Minister of Education and Science of Georgia dated December 29, 2011 No. 224/N, "On Approval of the Procedure for Submission and Review of Documents by Entrants/Master's Degree Candidates/Students with the Right to Study without Passing Unified National Exams/Common Master's Exams" have to enroll in the university without passing the unified national exams. The mentioned persons are obliged to confirm the knowledge of Georgian language on level B2 in accordance with the "Rules for Determining the Language Competence of European Central University Students".

**The following individuals will also be admitted to the program:**

Students enrolled through the mobility process in accordance the order No. 10/n of the Minister of Education and Science of Georgia dated February 4th, 2010, "On the Approval of the Procedure and Fees for Transferring from a Higher Educational Institution to Another Higher Educational Institution".

## The aim of the program

The aim of the program is to prepare lawyers who are competitive in the local and international labor market:

1. They will have a broad theoretical knowledge of the essence, system, basic principles of law, legal systems, historical sources of Georgian law, comprehensive knowledge of the basic principles, theories and regulation features of private, criminal, public and international law.
2. Based on the acquired theoretical knowledge and acquired practical skills, they will be able to analyze legal problems and determine the ways of solution, justify the legal position using legal terminology, determine the factual circumstances and their legal assessment, conduct a legal dispute, establish the tactics of the dispute and justify the position, draw up legal documents, develop a research and/or practical projects with appropriate reference, search for necessary information, including legislative changes, science news and/or judicial practice, and constantly update knowledge.
3. Based on the acquired knowledge and acquired practical skills, they will be able to adapt to the constantly changing professional environment and solve various types of legal problems.

## Learning outcomes

### Knowledge and Understanding

I - Describes the essence of law, the system, its main principles, legal systems, theories in the field of law, the structure, function, and interpretation methods of legal norms, and historical sources of Georgian law; Determines the nature of a specific legal dispute and the optimal ways to resolve it through legal means.

II - Describes the basic standards and principles of human rights, as well as the bases of rights limitation, national and international legal means of human rights protection; Explains the concept and function of the state, the system of state organization, principles, including the specifics of the state organization in Georgia, the model, the main aspects of constitutional law, principles, theories, the role of constitutional control, and the peculiarities of constitutional proceedings; Defines the essence of the administrative body, the forms of its activity, the specifics of administrative proceedings.

III - Describes the private law system, the theories in the field of private law, the basic concepts and principles of civil law, as well as the basic issues and principles of commercial law, obligation law, including contractual and legal obligation relations, and family law; Explains the meaning and essence of entrepreneurial freedom, internal state means of its protection, internal state instruments of labor rights protection, and the specifics of civil proceedings.

IV - Describes the fundamental principles and concepts of criminal law, existing theories in the field of criminal law, the essence and types of crime, the structure and features of individual crimes of criminal law, the systems of punishment, the stages and specifics of criminal proceedings.

V - Describes the system of international law and its fundamental principles, sources, international legal and political institutions, the role of international law, its importance and its relationship with national law, the peculiarities of the use of international agreements and conventions at the national level; Describes international courts and tribunals, including their rules and procedures, and instruments of international legal responsibility.

### Skills

VI - Analyzes legal norms, sources, methods and, as a result of the analysis, determines the factual circumstances and makes a legal assessment of them, justifies the position in a specific legal dispute, identifies legal problems and develops ways to solve them using standard/new legal means, establishes a strategy for conducting and/or resolving disputes by legal means and taking into account ethical norms.

VII - Drafts legal documents, including private law contract/agreement, administrative contract, legal acts, procedural documents, individual and normative administrative acts. Prepares claims, appeals, as well as develops research or practical projects with relevant instructions.

VIII - Justifies one's position in the field of law, both orally and in writing, and using appropriate communication technologies.

IX - Searches and identifies important information for a lawyer in Georgian and English, including sources of national law, sources of international law, legislative changes, judicial practice and scientific news by electronic means and using various databases or special information systems.

#### **Autonomy and Responsibility**

X - Recognizes the special importance of ethical norms in the legal profession, respects human rights and principles generally recognized by the civilized world. He/she conducts his/her professional activities considering the ethical and professional norms and legal values of a lawyer.

XI - Considering the collegiality principles, conducts development-oriented activities by observing the principles of individual and team work. Demonstrates the ability to constantly update his/her knowledge.

#### **Upon completion of the Public Law Direction of the bachelor's education program in law, the graduate masters the following competencies:**

I - Explains the constitutional law systems of foreign countries, features of forms of state government, and the forms of democracy.

II - Analyzes the scheme and methods of case resolution in public law, evaluates and analyzes disputed facts, and uses general and special norms in resolving disputed issues, formulates one's own position regarding public-legal issues.

III - Analyzes the procedural norms necessary for administrative proceedings, makes substantiated and argumentative conclusions, drafts legal documents necessary for administrative proceedings, such as lawsuits, defence, counter-claims, cassational appeals and others.

#### **Upon completion of the Private Law Direction of the bachelor's education program in law, the graduate masters the following competencies:**

I - Describes the civil law systems and main institutions of foreign countries, the legislation of foreign countries and best practices in the direction of civil law.

II - Prepares legal documents needed for civil proceedings, such as: lawsuit, counter-claim, complaint, statement, petition and others. Defines the role and importance of the party in civil proceedings, represents the justified position of the party.

III - Assesses the structure of solving and resolving civil legal cases, finding legal norms and matching them with the actual composition, establishes a strategy for solving a civil legal case taking into account civil law norms and legal ethical standards.

#### **Upon completion of the Criminal Law Direction of the bachelor's education program in law, the graduate masters the following competencies:**

I - Describes specific issues related to criminal prosecutions, such as plea bargaining, the institution of juries, deterrence measures in conjunction with international standards.

II - Establishes the structure of solving the case according to different forms of crime detection. Establishes a strategy for solving a criminal case using criminal law norms.

III - Prepares drafts of procedural documents important for criminal proceedings, such as: petition, protocol, complaint, appeal/cassation complaint and others. Makes an introductory and closing speech, conducts direct and cross-examination, determines the role and importance of the party in criminal proceedings, represents the justified position of the party, taking into account the norms of criminal procedure and legal ethics.

**Upon completion of the Criminal Law Direction of the bachelor's education program in law, the graduate masters the following competencies:**

I - Describes the main approaches of the European Court of Human Rights based on the latest case law of the European Court, presents the justified position of the party..

II - Analyzes the rules and procedures of proceedings in international courts and tribunals. Defines the specific issues, role and importance of parties in international court proceedings.

III - Uses the precedents of the European Court of Human Rights and the international standards of human rights protection in the process of considering and resolving cases in the field of both criminal and civil law. Drafts documents related to proceedings in the International Court of Justice.

#### Program evaluation system

Through assessment, the relevance of the student's achievements to the specific outcomes of the program is defined. The assessment of the student's knowledge in the accounting and auditing master's degree educational program is based on criteria that define whether the student possesses the study outcomes established by the course or not.

The evaluation system applied within the program corresponds to the "Rules for Calculation of Credits for Higher Educational Programs" approved by Order No. 3 of the Minister of Education and Science of Georgia on January 5th, 2007.

The level of achievement of the study outcome is evaluated by assessment components, through intermediate assessment and final assessment, the sum of which represents the final assessment. The maximum final grade of the study course is 100 points.

The evaluation system provides for:

a) Five types of positive assessment:

a.a) (A) Excellent - 91-100 points;

a.b) (B) very good – 81-90 points;

a.c) (C) Good – 71-80 points;

a.d) (D) Satisfactory - 61-70 points;

a.e) (E) Sufficient – 51-60 points.

b) two types of negative assessment:

b.a) (FX) failed - 41-50 points, which means that the student needs more work to pass and is allowed to take the additional exam once, through independent work;

b.b) (F) Failed – 40 points and less, which means that the work done by the student is not enough and he/she has to study the course/subject afresh.

In case of receiving a negative evaluation (FX) in the component of the educational program, the student has the right to take an additional exam. The student gets the right to take the additional exam even if he/she has scored 51 points or more in the final assessment, but has not passed the minimum competence limit defined for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam. The grade obtained on the additional exam is the final grade and is reflected in the final grade of the educational program



component.

The interim assessment is divided into components. The content and distribution of the midterm assessment components is defined by the staff implementing the study course within the framework of the relevant syllabus.

A student will be admitted to the final exam if the minimum threshold of the intermediate assessment is exceeded. The final exam will be considered passed if the minimum threshold for the final exam is exceeded.

The following minimum competence threshold is defined for the midterm assessment and the final exam: 42% of the midterm assessment, 50%+1 of the final exam assessment. The staff implementing the study course, taking into account the specifics (of the study course), is authorized to define the minimum competence limit of intermediate and final assessments that differ from the prescribed (higher) than the established one, in accordance with the limits set by the current legislation of Georgia.

The credit will be considered as used if the sum of the points obtained based on the minimum threshold established for the intermediate assessment and the minimum threshold set in the final exam is obtained by summing up 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment

undergraduate educational program of Law is qualified to work in both the public and private sectors in any position where a Bachelor's degree in Law is required, provided that the law does not mandate the completion of a state certification examination. Potential employment sectors include ministries, the Parliament of Georgia, general courts, the Constitutional Court, various public law legal entities, non-governmental organizations, private companies and organizations across various fields, private law firms, and more.

## Master (Level II of Higher Education)

### Accounting and Auditing

**Educational level:** Level II of Higher Education

**Study language:** Georgian, a student has the possibility to learn several courses in English

**Educational program type:** Academic

**Detailed field name and code:** 0411 Accounting and taxation

**Qualification awarded:** Master of Business Administration (MBA) in Accounting and Taxation

**Duration of study:** 2 years (4 semesters)

**Amount of allocated credits:** 120 credits (ECTS)

**Head of Educational Program:**

Panteleimon Kldiashvili, Doctor of Business Administration, Affiliated Professor

### Prerequisite for admission to the program

Admission to the Master's educational program in Accounting and Auditing is open to:

Individuals holding a bachelor's degree or an equivalent academic qualification who are enrolled based on the results of the Unified Master's Examinations, through internal/external mobility, or without passing the Unified Master's Examinations in accordance with the regulations established by Georgian legislation.

Additional admission requirements for the Master's educational program in Accounting and Auditing are:

- Passing the internal university exam / exams. Internal university exam questions and criteria for assessing the knowledge of the examinees will be posted on the University website ([www.cue.edu.ge](http://www.cue.edu.ge)) at least 3 months before the exams.
- B2 level English proficiency, for which they must present an international certificate of English language proficiency, or pass an exam organized by the University. The exam will be held in accordance with the "Rule for Determining the Language Competence of a Student at European Central University". Guidelines for determining the level of English language proficiency through an international certificate:

The English language	CEFR B2
	IELTS exam – 5.5
	BEC exam and CELS exam – Vantage
	Cambridge exam – FCE
	TOEIC – 785
	TOEFL iBT – 72
	TOEFL ITP – 543

Proof of English language proficiency at the B2 level may include the completion of an English-language educational program (bachelor's, master's, or doctoral level) either in Georgia or abroad. Documentary confirmation of the above is mandatory.

**The following will be eligible to study in the program without passing the general master exams:**

Persons entitled to the right of the Minister of Education and Science of Georgia № 224 / N of December 29, 2011 on the Approval of the Procedure for Submission and Review of Documents by Applicants / Master's Degree Students / Students with the Right to Study in the Higher Education Institution without Passing the Unified National Examinations / General Master's Exams Have to enroll in a university without passing the Unified National Examinations. The above-mentioned persons are obliged to prove their English language proficiency at B2 level in accordance with the "Rules for Determining the Language Competence of a European University Student".

**The following will also be admitted to the program:**

Students enrolled in mobility in accordance with the order №10 / n of the Minister of Education and Science of Georgia of February 4, 2010 "On Approval of the Rules and Fees for Transfer from One Higher Education Institution to Another Higher Education Institution".

### **The aim of the program**

The aim of the Master's educational program in Accounting and Auditing is:

1. To prepare professionals in the field of accounting and auditing with deep and systematic knowledge that meets the requirements of both local and international markets, ensuring they fully comprehend and uphold professional values.
2. To prepare competitive specialists with theoretical knowledge and practical skills, who independently evaluate the entire financial and managerial accounting system and drew up a plan to increase their effectiveness and the operativeness; Possess the technique of creating and operating financial and management accounting systems, planning and conducting financial statement audits; Use business modern research methods and can make strategic and tactical decisions necessary for effective business management;
3. To prepare professionals who can effectively use information systems (electronic programs) in the process of planning and conducting financial and management accounting and auditing.

### **Learning Outcomes**

Upon completion of the Master's educational program in Accounting and Auditing, graduates will develop the following competencies:

**Knowledge and Understanding:**

1. Comprehensively describes the requirements of International Financial Reporting Standards, International Standards for the Auditing, and other regulatory legislation and normative documents that establish the rules for conducting professional activities;
2. Explains the present processes in the field of business administration, as well as interprets and applies the regulatory standard in the field of accounting and auditing to identify, analyze and solve problems arising in the process of practical activities.

**Skills:**

3. Prepares financial, management, and tax reporting in compliance with the requirements of standards and regulatory standards, including Through modern electronic programs;
4. Determines the audit plan and program of individual activities of the organization in compliance with the requirements of standards in the private and public sector, and as a result of summarizing the obtained audit evidence, forms the auditor's opinion;

5. Analyzes present processes, and tendencies in the business and anticipate the development of financial indicators. Makes strategic and tactical decisions related to business management;
6. Generalizes primary accounting data in the relevant report according to them and makes proper conclusions and relevant conclusions
7. Assesses the results of the activities of a particular economic entity and its financial condition, solvency, and liquidity as well as investment alternatives using modern scientific methods, on the other hand, on the other hand, presents events in the field of accounting and auditing and draw relevant conclusions;
8. Organizes the research of the separate professional topics and collects the results of one's own and others' research;
9. Gain and gives various types of financial and accounting information in written, oral and electronic form, discusses professional topics, and can participate in discussions/debates, public speaking, and scientific speech.

#### **Responsibility and Autonomy:**

10. Recognizes and adhering the professional values and ethical norms established in the field, both in practical activities and in the research process;
11. Assimilates professional innovations and manages the learning process independently.

### **Program evaluation system**

Through assessment, the relevance of the student's achievements to the specific outcomes of the program is determined. In the bachelor's educational program in law, the assessment of the student's knowledge is based on criteria that determine whether the student possesses the learning outcomes established by the course.

The evaluation system used within the program is in accordance with the "Rules for Calculating Credits for Higher Education Programs" approved by Order No. 3 of the Minister of Education and Science of Georgia on January 5, 2007.

The level of achievement of the learning outcome is assessed by assessment components, midterm assessment and final assessment, the sum of which represents the final assessment. The maximum final grade of the training course is 100 points.

#### **The evaluation system provides:**

a) Five types of positive assessment:

A.A) (A) Excellent - 91-100 points;

A.B) (B) Very good – 81-90 points;

A.C) (C) Good – 71-80 points;

A. D) (D) Satisfactory - 61-70 points;

A.E) (E) Sufficient – 51-60 points.

b) Two types of negative assessment:

B.A) (FX) Unsatisfactory- 41-50 points, which means that the student needs more work to pass and is allowed to take the additional exam once with independent work;

B.B) (F) Failed – 40 points and less, which means that the work done by the student is not enough and he/she has to study the course/subject afresh.

In case of receiving an evaluation FX in the component of the educational program, the student has the right to take an additional exam. The student gets the right to take the additional exam even if he/she has scored 51 points or more in the final

assessment, but has not passed the minimum competence limit defined for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam. The grade obtained on the additional exam is the final grade and is reflected in the final grade of the educational program component.

The interim assessment is divided into components. The content and distribution of the midterm assessment components is determined by the staff implementing the training course within the framework of the relevant syllabus.

A student will be admitted to the final exam if the minimum threshold of the midterm assessment is exceeded. The final exam will be considered passed if the minimum threshold for the final exam is exceeded.

The following minimum competence threshold is defined for the midterm assessment and the final exam: 42% of the midterm assessment, 50%+1 of the final exam assessment. The staff implementing the training course, considering the specifics of the training course, is authorized to determine the minimum competence limit of midterm and final assessments different from the prescribed (higher) than the established one, in accordance with the limits established by the current legislation of Georgia.

The credit will be considered as used if the sum of the points obtained based on the minimum threshold established for the midterm assessment and the minimum threshold established in the final exam is obtained by summing up 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment

Graduates of the program will be able to successfully find employment in middle and high level (after gaining relevant practical experience) in management positions in both public and private sectors, business organizations, non-governmental sector, various financial institutions, higher education institutions, etc. In particular:

For managerial positions in the economic, financial and analytical services of companies of any organizational-legal form;

- In the financial, tax and control-audit services of state and municipal bodies;
- In auditing and business consulting firms;
- In relevant research-scientific and educational organizations;
- In the financial and accounting services of international and transnational companies;
- In the credit and accounting services of various financial institutions and others.

## Finance

**Education level:** Master's degree (II level of higher education)

**Teaching language:** Georgian the language is Georgian; the master's degree student has the opportunity to take several courses in English.

**Type of educational program:** academic

**Detailed field name and code:** 0412 Finance, banking and insurance

**Awarded Qualification:** Master of Business Administration (MBA) in Finance

**Study duration:** 2 years (4 semesters)

**Educational program volume:** 120 (ECTS) credits

**Head(s) of the educational program:** Mirza Khidasheli, Doctor of Business Administration, Professor (Affiliated), Tel.: (+995) 599 03 04 69;

**Co-head of the program:** Gocha Tutberidze, Doctor of Economics, Professor, Tel.: (+995) 599 10 00 36;

### Prerequisite for admission to the program

The following will be admitted to the master's education program in finance:

A person with a bachelor's degree or an academic degree equivalent to it, who is enrolled based on the results of the common master's exams, or on the basis of internal/external mobility, or without passing the common master's exams in accordance with the rules established by the legislation of Georgia.

Additional requirements for admission to the master's education program in finance are:

- Passing the internal university exam in the specialty. The issues of the internal university exam and the criteria for evaluating the knowledge of the examinees will be posted on the university's website ([www.cue.edu.ge](http://www.cue.edu.ge)) at least three months before the beginning of the exams.
- To pass the internal university exam in English, it is mandatory to prove English as a result of the English language exam B2 language level Possession. Determining the level of English language proficiency is carried out by European Central University of a student linguistic of competence determination according to the rule . B2 level can also be confirmed with a document confirming knowledge of the appropriate level of English. Guidelines for determining the appropriateness of the level of English language proficiency:

English language	CEFR B2
	IELTS exam – 5.5
	BEC exam and CELS exam – Vantage
	Cambridge exam – FCE
	TOEIC – 785
	TOEFL iBT – 72
	TOEFL ITP – 543

English-language educational program (bachelor's, master's and doctoral level) by the candidate (in Georgia or abroad) can be considered as proof of knowledge of the English language at the B2 level. Documentary confirmation of the above is mandatory.

**The following will be eligible to study in the program without passing the general master exams:**

Persons who " Higher educational in the institution United National Exams / common Master's degree exams will pass without of learning of right having of entrants / master's degree of candidates / students by documents submission and discussion of the rule approval About Georgia of education and of science of the Minister of December 29 , 2011 No. 224/ No order On the basis of right they have enroll In university United National exams will pass without mentioned Persons Obligated they are to confirm Georgian B2 language level Possession of European University of a student linguistic of competence determination according to the rule . Persons enrolled in the program without passing the common master's exams are not exempted from the internal university exams (specialty and English language-B2 level).

**on the program also will be allowed:**

According to the order of the Minister of Education and Science of Georgia dated February 4, 2010 No. 10/N "On approval of the procedure and fees for transferring from a higher educational institution to another higher educational institution" students enrolled in the mobility mode.

### **The aim of the program**

The master's education program in finance at European University integrates the institution's mission and values. It also considers labor market demands, international market trends, and experiences from similar finance programs at local and foreign universities. Consequently, the program aims to prepare graduates to excel as finance managers and/or academic researchers in the business field.

Based on the aforementioned aspects, the objectives of the master's education program in finance are for graduates to:

1. Provide an in-depth and structured understanding of the latest advancements in finance, corporate business environments, and complex strategic management issues.
2. To acquire/develop strategic and innovative thinking, mathematical, statistical and qualitative analysis skills;
3. To cultivate skills in organizing, designing, and presenting academic-level research, alongside fostering abilities in teamwork, leadership, and effective communication.
4. To form appropriate attitudes towards the social, legal, and ethical responsibilities of both organizations and society, while also nurturing the capacity to autonomously make informed decisions within designated competencies.

### **Learning Outcomes**

Upon completing the master's education program in finance, the graduate will acquire the following competencies:

1. Describes and explains in depth the theories, fundamental principles, modern concepts and latest approaches related to the field of finance.
2. Demonstrates knowledge of basic methods and necessary tools for making rational financial decisions.
3. Comprehensively evaluates the business environment and challenges, formulates strategies to effectively address problems, threats, and opportunities.
4. Uses qualitative and quantitative research methods, tools to analyze and solve complex business problems.
5. Uses strategic, complex and innovative approaches in making financial management decisions that ensure value growth in the market environment.
6. Uses leadership, teamwork, human resources management, and effective communication tools, alongside project management skills, to enhance the efficiency of organizational management.

7. Effectively uses scientific research methods to research, analyze, summarize and communicate views/positions and conclusions at an academic level.
8. Takes responsibility and independently solves the thematic issues assigned to him/her and independently plans professional development.
9. Recognizes and protects legal and ethical norms while conducting professional and academic activities.

### Program evaluation system

Through assessment, the relevance of the student's achievements to the specific outcomes of the program is defined. The assessment of the student's knowledge in the accounting and auditing master's degree educational program is based on criteria that define whether the student possesses the study outcomes established by the course or not.

The evaluation system applied within the program corresponds to the "Rules for Calculation of Credits for Higher Educational Programs" approved by Order No. 3 of the Minister of Education and Science of Georgia on January 5<sup>th</sup>, 2007.

The level of achievement of the study outcome is evaluated by assessment components, through intermediate assessment and final assessment, the sum of which represents the final assessment. The maximum final grade of the study course is 100 points.

#### **The evaluation system provides for:**

##### **a) Five types of positive assessment:**

- a.a) (A) Excellent - 91-100 points;
- a.b) (B) very good – 81-90 points;
- a.c) (C) Good – 71-80 points;
- a.d) (D) Satisfactory - 61-70 points;
- a.e) (E) Sufficient – 51-60 points.

##### **b) two types of negative assessment:**

- b.a) (FX) failed - 41-50 points, which means that the student needs more work to pass and is allowed to take the additional exam once, through independent work;
- b.b) (F) Failed – 40 points and less, which means that the work done by the student is not enough and he/she has to study the course/subject afresh.

In case of receiving a negative evaluation (FX) in the component of the educational program, the student has the right to take an additional exam. The student gets the right to take the additional exam even if he/she has scored 51 points or more in the final assessment, but has not passed the minimum competence limit defined for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade received by the student in the additional exam. The grade obtained on the additional exam is the final grade and is reflected in the final grade of the educational program component.

The interim assessment is divided into components. The content and distribution of the midterm assessment components is defined by the staff implementing the study course within the framework of the relevant syllabus.



A student will be admitted to the final exam if the minimum threshold of the intermediate assessment is exceeded. The final exam will be considered passed if the minimum threshold for the final exam is exceeded.

The following minimum competence threshold is defined for the midterm assessment and the final exam: 42% of the midterm assessment, 50%+1 of the final exam assessment. The staff implementing the study course, taking into account the specifics (of the study course), is authorized to define the minimum competence limit of intermediate and final assessments that differ from the prescribed (higher) than the established one, in accordance with the limits set by the current legislation of Georgia.

The credit will be considered as used if the sum of the points obtained based on the minimum threshold established for the intermediate assessment and the minimum threshold set in the final exam is obtained by summing up 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment

The graduate can successfully handle the management and analytics of the financial direction, both in the case of local and multinational businesses, namely:

- Business and financial management;
- Financial analysis, evaluation and forecasting;
- Research at the academic level of business.

## One-cycle educational program

### Medical Doctor

**Education level:** One-cycle educational program

**Language of instruction:** English

**Type of educational program:** Academic, major

**Name and code of the detailed field:** 0912 Medicine

**Qualification to be awarded:** Medical Doctor (MD)

**Duration of study:** 6 Years (12 semesters)

**Educational program length:** 360 ECTS

**Head(s) of the Educational Program :**

Dr. Zaza Avaliani, Professor of European Central University.

Dr. Tinatin Gognadze, Professor of European Central University

### Prerequisite for admission to the program

The following are admitted to the English-taught one-cycle educational program of a Medical Doctor:

A person with a certificate of complete general education or a document equivalent to it, who obtains the right to study at European Central University on the basis of ranking the scores obtained on the Unified National Examinations.

To enroll in the program, the entrant is required to pass the following subjects:

A) Georgian language and literature, English language (minimum threshold 80%), biology.

B) One of the following subjects: Chemistry / Mathematics / Physics. Quoted seats for each subject are - 40%, 30%, 30%.

**They have the right to study at the program without passing the Unified National Examinations:**

Persons who, on the basis of the order of the Minister of Education and Science of Georgia № 224 / N of December 29, 2011 "On Approval of the Procedure for Submitting and Discussing Documents by Applicants / Master's Candidates / Students eligible to study at the Higher Education Institution without passing the Unified National Examinations / Common Master's Examinations" have the right to enroll in the University without passing the unified national exams. The mentioned persons are obliged to prove their English language proficiency at minimum B1 level in accordance with the "Rules for Determining the Language Competence of a European Central University Student".

**The program will also allow:** The order of the Minister of Education and Science of Georgia №10 / N (4.02.2010) on the "Rules for Transfer from the Higher Education Institution to Other Higher Education Institutions and Approval of Fees" students shall be enrolled in accordance with the mobility rules.

### The aim of the program

The one-cycle educational program of a Medical Doctor aims to prepare a competitive professional in accordance with modern international standards, who: possesses the theoretical knowledge and practical skills required for professional activities (1); Guided by the principles of evidence-based medicine (2); Uses research and communication skills (3); Shares ethical norms and principles (4); Professionally evolving in an ever-changing environment (5).

<b>1. Field knowledge</b>	<ul style="list-style-type: none"> <li>• Profound knowledge of biomedical, behavioral, clinical, and social disciplines;</li> <li>• Describes the principles of diagnosis and treatment;</li> <li>• Describes health promotion and disease prevention;</li> <li>• Describes the ethical and legal principles of medical practice;</li> <li>• Analyzes the role of the doctor in the health care system.</li> </ul>
<b>2. Carry out a consultation with a patient</b>	<ul style="list-style-type: none"> <li>• Collects anamnesis;</li> <li>• Conducts a physical examination;</li> <li>• Assesses the status of the patient's psycho-emotional state;</li> <li>• Makes valid clinical decisions;</li> <li>• Gives patients advice and explanations, supports them.</li> </ul>
<b>3. Assess clinical presentations, order investigations, make differential diagnoses, and negotiate a management plan</b>	<ul style="list-style-type: none"> <li>• Assesses the complexity of the clinical manifestation of the disease, identifies them;</li> <li>• Appoints relevant investigators, interprets the results;</li> <li>• Conducts a differential diagnosis;</li> <li>• Discusses the disease management plan with patients and their caregivers;</li> <li>• Establishes a plan for the management of the patient's condition, in collaboration with the patient and his environment;</li> <li>• Cares for the terminal patient and his / her environment;</li> <li>• Manages chronic diseases.</li> </ul>
<b>4. Providing first aid in emergency medical situations (First aid and resuscitation measures)</b>	<ul style="list-style-type: none"> <li>• Identifies and evaluates emergency medical conditions;</li> <li>• Provides basic first aid, taking into account age characteristics (children, the elderly);</li> <li>• Implements basic life-saving measures in accordance with current guidelines;</li> <li>• Carries out extended life-saving measures in accordance with current guidelines;</li> <li>• Treats injuries in accordance with current guidelines.</li> </ul>
<b>5. Drug prescription</b>	<ul style="list-style-type: none"> <li>• Prescribes medication clearly and correctly, taking into account the age of the patient;</li> <li>• Chooses drugs according to the clinical context;</li> <li>• Assesses the suitability of medications and other treatments for potential benefit and risk;</li> <li>• Manages pain and distress;</li> <li>• Analyzes drug compatibility and interaction when prescribing treatment.</li> </ul>

<b>6. Conducting Practical Procedures</b>	<ul style="list-style-type: none"> <li>• Evaluates vital signs: pulse, respiration, temperature;</li> <li>• Measures pressure;</li> <li>• Measures saturation;</li> <li>• Washes his/her hands properly; Wears gloves properly;</li> <li>• Does venipuncture of the peripheral vein (using a simulator);</li> <li>• Performs peripheral vein catheterization (using a simulator);</li> <li>• Performs intravenous injection of the drug (using a simulator)</li> <li>• Injects subcutaneously and / or intramuscularly (using a simulator or under the supervision of a patient);</li> <li>• Delivers oxygen;</li> <li>• Describes patient transport and handling techniques;</li> <li>• Puts sutures (using a simulator);</li> <li>• Handles the wound and puts a bandage;</li> <li>• Does bladder catheterization (using a simulator);</li> <li>• Describes the technique of taking urine analysis;</li> <li>• Takes an electrocardiogram;</li> <li>• Interprets an electrocardiogram;</li> <li>• Conducts functional tests of the respiratory system;</li> <li>• Uses inhalation preparations correctly.</li> </ul>
<b>7. Communicate effectively in a medical context</b>	<ul style="list-style-type: none"> <li>• Effectively establishes communication with the patient;</li> <li>• Effectively establishes communication with colleagues;</li> <li>• Effectively communicates when reporting bad news;</li> <li>• Effectively establishes communication with the patient's environment;</li> <li>• Effectively communicates with people with disabilities;</li> <li>• Communicates effectively to obtain informed consent;</li> <li>• Maintains written communication (including the production of medical records);</li> <li>• Copes with aggressive and conflict situations through appropriate communication;</li> <li>• Effectively communicates with patients through a support person;</li> <li>• Establishes proper communication with law enforcement agencies and the media as needed;</li> <li>• Establishes communication with any person, regardless of their social, cultural, religious and ethnic background.</li> </ul>
<b>8. Use of ethical and legal principles in medical practice</b>	<ul style="list-style-type: none"> <li>• Protects privacy;</li> <li>• Uses ethical principles and analytical skills during treatment;</li> <li>• Obtains informed consent if necessary and makes the appropriate record;</li> <li>• Issue a death notice;</li> <li>• Requests autopsy in cases provided by the legislation of Georgia;</li> <li>• Uses the current norms of Georgian and international legislation during treatment;</li> <li>• Effectively manages medical activities in a multicultural society.</li> </ul>
<b>9. Evaluation of psychological and social aspects regarding patients' disease</b>	<ul style="list-style-type: none"> <li>• Assesses the psychological factors of the manifestation of the disease and its impact on the patient;</li> <li>• Assesses the social factors of disease manifestation and its impact on the patient;</li> </ul>

	<ul style="list-style-type: none"> <li>• Identifies disease-related stress;</li> <li>• Establishes medicament and alcohol dependence.</li> </ul>
<b>10. The use of knowledge, skills and principles based on evidence</b>	<ul style="list-style-type: none"> <li>• Uses evidence in medical practice;</li> <li>• Correctly defines and conducts literary research;</li> <li>• Critically evaluates published literature. Draws conclusions correctly and uses them in practical activities.</li> </ul>
<b>11. Use information and information technology effectively in a medical context</b>	<ul style="list-style-type: none"> <li>• Properly maintains clinical records and keeps them complete;</li> <li>• Uses information technology in medical practice;</li> <li>• Searches for specific information resources;</li> <li>• Stores information and uses it accordingly;</li> <li>• Properly maintains and uses personal records.</li> </ul>
<b>12. Ability to apply scientific principles, method and knowledge to medical practice and research</b>	<ul style="list-style-type: none"> <li>• Properly uses the methodology of conducting scientific research;</li> <li>• Develops research design, plans in detail, processes the results obtained and draws conclusions;</li> <li>• Uses the achievements of biomedical sciences in practical activities;</li> <li>• Writes reviews / reports at the academic level based on critical analysis of the existing scientific literature in the field of biomedicine;</li> <li>• Uses ethical principles of scientific research production.</li> </ul>
<b>13. Implementation of health promoting events, engage with public healthcare issues, efficient performance within the healthcare system</b>	<ul style="list-style-type: none"> <li>• Chooses treatment with minimal risk of harm to the patient;</li> <li>• Takes appropriate measures to prevent the spread of infection;</li> <li>• Adequately assesses one's own health problems in relation to professional duties;</li> <li>• Analyzes the importance of involvement in health promotion activities at the individual and population level.</li> </ul>
<b>14. Professionalism</b>	<p>General characteristics of professionalism:</p> <ul style="list-style-type: none"> <li>• Upholds the principles of impartiality, integrity and ethics;</li> <li>• Carries out medical activities with proper quality;</li> <li>• Expresses critical and self-critical attitudes, accepts criticism;</li> <li>• Expresses empathy (compassion);</li> <li>• Reveals creativity;</li> <li>• Reveals initiative, expresses a desire for success;</li> <li>• Demonstrates the ability to constantly update knowledge;</li> <li>• Reveals interpersonal skills.</li> <li>• Demonstrates group work skills;</li> </ul> <p>Professionalism in activities:</p> <ul style="list-style-type: none"> <li>• Analyzes the limits of its capabilities and asks for help (if needed);</li> <li>• Demonstrates leadership skills;</li> <li>• Acts independently as needed;</li> <li>• Solves problems;</li> <li>• Makes decisions;</li> <li>• Works in a multidisciplinary team;</li> </ul>

	<ul style="list-style-type: none"> <li>• Establishes communication with experts in other disciplines;</li> <li>• Adapts to new situations;</li> <li>• Plans and manages organizational processes, manages time efficiently.</li> </ul> <p>Doctor as an expert:</p> <ul style="list-style-type: none"> <li>• Analyzes and draws a conclusion;</li> <li>• Demonstrates learning and teaching skills of others;</li> <li>• Demonstrates knowledge in practical activities;</li> <li>• Demonstrates research skills;</li> </ul> <p>Doctor in a Global Context:</p> <ul style="list-style-type: none"> <li>• Has the ability to work in a multicultural society to realize their diversity;</li> <li>• Demonstrates respect for the culture and peculiarities of other countries;</li> <li>• Operates in an international context;</li> <li>• Speaks a second language;</li> <li>• Has general knowledge, beyond the medical field.</li> </ul>
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### Assessment system, assessment forms, methods, and criteria

The assessment determines the relevance of student achievement to the specific outcomes of the program. In the one-cycle educational program of a Medical Doctor, the assessment of student knowledge is based on criteria that determine whether the student possesses the learning outcomes specified in the course.

The grading system used within the program complies with the "Rules for Calculating Higher Education Programs with Credits" approved by the Minister of Education and Science of Georgia № 3 of January 5, 2007.

The level of achievement of learning outcome is assessed through assessment forms, mid-term assessment, and final assessment, the sum of which is the final assessment. The maximum final grade of the training course is 100 points.

The grading system includes:

A) Five positive grading:

Aa) (A) Frequent - 91-100 points;

Ab) (B) Very good - 81-90 points;

Ac) (C) Good - 71-80 points;

Ad) (D) Satisfactory - 61-70 points;

Ae) (E) Sufficient - 51-60 points.

B) Two types of negative grading:

Ba) (FX) Did not pass - 41-50 points, which means that the student needs more work to pass and is given the right to take the additional exam once with independent work;

Bb) (F) Failed - 40 points or less, which means that the work done by the student is not enough and he / she has to re-study the subject.

In the educational program component, in case of receiving a negative grade (FX), the student is allowed to take an additional exam. The student is eligible to take the additional exam even if he / she has accumulated 51 points or more in the final grade, but has not exceeded the minimum competency threshold set for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of grades obtained in the final assessment is not added to the grade obtained by the student on the additional exam. The grade obtained on the additional examination is the final grade and is reflected in the final grade of the educational program component.

The share of the final exam in the final evaluation is 40% (40 points), accordingly, the share of the mid-term evaluation is 60% (60 points) of the final evaluation.

The mid-term evaluation is divided into components. A mandatory component of the midterm assessment is the midterm exam, which is held in the 8-9<sup>th</sup> weeks (the period of the midterm exam during the curative training is specified in the syllabus of the relevant training course). The content and share of the components of the mid-term evaluation are determined by the staff implementing the training course within the relevant syllabus.

The student will be admitted to the final exam in case of exceeding the minimum threshold for midterm assessment. The final exam will be considered passed in case of exceeding the minimum threshold of the final exam.

The following minimum competency threshold is set for the midterm and final exam: 50% of the midterm (the student's midterm must be at least 30 points to be eligible for the final exam); 50% + 1 of the final exam grade (in order for the final exam to be considered passed, the final exam grade must be at least 21 points).

Credit will be considered credited if the sum of the scores obtained on the basis of exceeding the minimum threshold set for the midterm assessment and the minimum threshold set in the final exam is 51 points or more. The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment and opportunity to continue education

the independent medical activity (Law of Georgia on Medical Activity, Article 7).

According to the Law on Medical Activities (Article 17), a graduate with higher medical education has the right to carry out the following activities:

- A) Pass a postgraduate professional training course and obtain the right to independent medical practice after passing the state certification exam;
- B) Carry out research and pedagogical activities in theoretical fields of medicine or other fields of health care, which do not involve independent medical activities;
- C) Work as a junior doctor.

A graduate of a one-cycle educational program of a Medical Doctor is eligible to continue his / her studies at a postgraduate level (doctoral).

## Doctoral programme (Level III of Higher Education)

### Economics

**Education level:** Doctoral program (Level III of Higher Education)

**Language of instruction:** Georgian/ A doctoral student has the possibility to learn one course in English

**Type of Educational Program:** Academic

**The title of detailed field and code:** 0311 Economics

**Qualification to be awarded:** PhD in Economics

**Duration of studies:** 3 years, 6 semesters

**Scope of the educational program:** 60 ECTS

**Head(s) of the educational program:** Gocha Tutberidze, Doctor of Economics, Professor, Tel.: (+995) 599 10 00 36;

**Co-head of the program:** Tatyana Muravska, Doctor of Economics, Professor, Tel.: (+371) 29207753;

### Prerequisite for admission to the program

For the admission to the program the following is required: A Master's degree or equivalent in Economics or Business Administration. The candidates with other academic degrees are required to have a master's degree or its equivalent and at least 5 years of experience working in a managerial position. (On equal terms, preference will be given to candidates who will have scientific publications on Economics or Business and who have participated in various scientific conferences and forums (Proof of participation in scientific conferences and collection of papers shall be submitted together with other documents)). The English language proficiency at B2 level is also a prerequisite for admission to the program, for which candidates must present an English-language bachelor's or master's degree diploma or an international certificate of English language proficiency, or pass an exam organized by the university. The exam will be held in accordance with the "Rules for Determining the Language Competence of a Student" at European Central University. The minimum threshold for passing the English language test is 80 points. Candidates who fail to pass this threshold lose the right to continue to participate in the competition.

Guidelines for determining the level of English language proficiency through an international certificate:

English language	CEFR B2
	IELTS exam – 5.5
	BEC exam and CELS exam – Vantage
	Cambridge exam – FCE
	TOEIC – 785
	TOEFL iBT – 72
	TOEFL ITP – 543

Applicants for enrollment in the doctoral program, together with the documents required to be submitted for registration, shall submit a doctoral research application signed by the potential supervisor (see Appendix 1 at the end of the document) which will be sent to the Temporary Commission for evaluation. The research application is assessed using a 5-point scale (see Appendix 2 at the end of the document for the principles of assessment and minimum thresholds). A person wishing to be enrolled in a doctoral program presents his / her research application to the Temporary Commission. The presentation is



assessed using a 5-point scale (see Appendix 3 at the end of the document for the principles of assessment and minimum thresholds). The oral examination is evaluated by the Temporary Commission in accordance with pre-defined requirements, criteria and rubrics. Oral exam requirements, criteria and rubrics will be posted on the University website as soon as each admission is announced. The unified assessment for enrollment in the program consists of the sum of the application and presentation evaluation points.

Students enrolled in through mobility in accordance with the order №10 / n of February 4, 2010, issued by the Minister of Education and Science of Georgia "On Approval of the Procedure and Fee for Transfer from Higher Education Institution to Another Higher Education Institution" will also be admitted to the program.

### **The aim of the program**

The aim of the Doctoral program in Economics is to prepare a highly qualified scientific-researcher for an academic and business career who will be able to:

1. Apply knowledge of modern economic theories to understand and solve various economic problems, make assessments of economic policy, develop recommendations and make decisions;
2. Conduct an original research based on modern reliable economic data using analytical, mathematical and econometric skills, which implies the use of a rich set of modern economic data;
3. Prepare and publish an original economic research, which includes the dissertation, as well as the preparation of the scientific paper for reviewed scientific journals among recognized databases and submission of economic researches to conferences;
4. Transfer and spread the knowledge about economics within academic and non-academic careers.

### **Learning outcomes**

#### **Knowledge and understanding:**

1. Describes economic theories and models in written and oral form;
2. Demonstrates knowledge of micro and macro theories, describes in depth the complexity of micro and macro theories, the contribution of traditional theories and the limitations in the development of economic science;

#### **Skills:**

3. Uses economic theories and models, as well as basic regression analysis, estimation and forecasting of problems in the economy, both at regional and national level;
4. Explains and evaluates key economic models based on a specific economic situation;

#### **Responsibility and autonomy**

5. Independently plans, implements and supervises innovative research;
  6. Checks hypotheses, predicts and interprets the results of researches;
- Adheres to the norms of scientific ethics and academic honesty in conducting research and respects the opinion of colleagues.

### **Student's knowledge assessment system**

Assessment determines the relevance of doctoral student achievements to the specific outcomes of the program. Assessment of doctoral student's knowledge in the doctoral program in Economics is based on criteria that determine whether the student has the knowledge of the learning outcomes specified in the course.

The grading system used within the program is in accordance with the "Rules for Calculation of Higher Education Program Credits" approved by the Order N3 of January 5, 2007 of the Minister of Education and Science of Georgia.

The level of achievement of the learning outcome is evaluated through assessment forms, mid-term assessment and final assessment, the sum of which is the final assessment. The maximum final grade of the learning course is 100 points.

Student's knowledge assessment system includes:

A) five types of positive assessment:

a.a) (A) Excellent - 91-100 points;

a.b) (B) Very good - 81-90;

a.c) (C) Good - 71-80;

a.d) (D) Satisfactory - 61-70;

a.e) (E) Sufficient - 51-60;

B) Two types of negative assessment:

b.a) (FX) Was not able to pass - 41-50 points; which means that the student needs more work to pass and is given the right to take an additional exam one more time in terms of independent work;

b.b) (F) Failed - 40 points; which means that the work, done by the student, is not sufficient and the course has to be taken once again.

In the component of the educational program, in case of getting a negative assessment (FX), the student is allowed to take an additional exam. The student is allowed to take the additional exam even if he / she has taken 51 points or more in the final assessment, but has not exceeded the minimum competency threshold set for the final exam. An additional exam is scheduled at least 5 days after the announcement of the final exam results.

The number of points obtained in the final assessment is not added to the grade obtained by the doctoral student at the additional examination. The grade obtained at the additional examination is the final grade and is reflected in the final assessment of the educational program component.

The mid-term assessment is divided into components. A compulsory component of the midterm assessment is the midterm exam, which is held in 8<sup>th</sup> -9<sup>th</sup> weeks. The content and relative share of the components of the mid-term assessment are determined by the staff implementing the learning course within the relevant syllabus.

The doctoral student will be admitted to the final exam in case of passing the minimum threshold for midterm assessment. The final exam will be considered passed if the minimum threshold of the final exam is exceeded.

The following minimum competency thresholds are set for the midterm assessment and final exam: 42% of the midterm assessment, 50% + 1 of the final exam assessments. In accordance with the requirements established by the current legislation of Georgia, taking into consideration the specifics of learning course, the staff implementing the learning course is authorized to determine within the syllabus a different (higher) minimum competency threshold for different midterm and final assessments.

Credit will be considered taken if the sum of the points obtained on the basis of exceeding the minimum threshold set for the midterm assessment and the minimum threshold set in the final exam is 51 points or more.

The teaching staff responsible for the course, considering its objectives, learning outcomes, and specifics, is authorized to define a minimum competency threshold within the assessment method(s). If a minimum competency threshold is established

in the assessment method(s), credit will be awarded only if the student surpasses the minimum competency threshold in each assessment method, meets the minimum competency threshold in both interim and final assessments, and achieves a total score of at least 51 points from the combined interim and final assessments.

The assessment methods outlined in the syllabi of the courses offered within the program aim to objectively and transparently verify each student's achievement of the intended learning outcomes of the respective course. This is done using criteria that are aligned with the teaching objectives and specific characteristics of the course. The teaching staff responsible for the course determines the assessment methods and criteria based on the specifics of the course and the learning outcomes defined within it.

### Field of employment

The Doctoral program in Economics is designed for prospective students who wish to prepare for a career in teaching and research in academic sphere, governmental agencies, research organizations, or commercial enterprises.

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2024-2025 Academic Year