

**REGULATIONS OF AWARDING THE NOMINAL SCHOLARSHIPS AND INCENTIVE
SCHOLARSHIPS TO THE STUDENTS OF THE FIRST CYCLE, THE SECOND CYCLE
AND INTEGRATED STUDIES OF THE LITHUANIAN UNIVERSITY OF HEALTH
SCIENCES**

**CHAPTER I
GENERAL PROVISIONS**

1. The Regulations of Awarding the Nominal Scholarships and Incentive Scholarships to the Students of the First Cycle, the Second Cycle and Integrated Studies of the Lithuanian University of Health Sciences (hereinafter – University) (hereinafter – Regulations) regulate the awarding procedure of the incentive and nominal scholarships.
2. The Regulations are not applicable:
 - 2.1. with regard to the scholarships for studies awarded according to the Resolution No. 595 of the Government of the Republic of Lithuania of the 29th of May 2012 “Regarding Approval of Description of Awarding and Payment Procedure of Scholarships for Studies”;
 - 2.2. with regard to social scholarships, which are awarded and administered by the State Studies Foundation according to the Resolution No. 1801 of the Government of the Republic of Lithuania of the 23rd of December 2009 “Regarding Approval of Description of Awarding and Administration Procedure of Social Scholarships for the Students of Higher Education Schools”.
3. Concepts used in these Regulations:
 - 3.1. **Incentive scholarship** – multiplex benefit awarded from the University’s or other funds to the students of the first cycle, the second cycle and integrated studies at the University with regard to their study results (in case of the first semester of the first year – entrance results) or other academic achievements;
 - 3.2. **Successful student** – the student who does not have any academic failures;
 - 3.3. **Nominal scholarship** – onetime or multiplex benefit established by the Lithuanian or foreign natural or legal persons and awarded to the University’s students for active student activity or other academic achievements;
 - 3.4. **Onetime incentive scholarship** – onetime benefit awarded from the University’s or other funds to the successful students of the first cycle, the second cycle and integrated studies at the University for active student, public, organizational, academic and sports activity and achieved high results in representation of the University.
 - 3.5. **Onetime social scholarship** – onetime benefit awarded from the University’s or other funds to the students of the first cycle, the second cycle and integrated studies at the University, who lose one of the family members, have (adopt) a child or in case of some accident.
4. The incentive scholarships and onetime social scholarships cannot be awarded to the students, who suspend their studies at University temporarily.
5. The students, who receive incentive scholarship, onetime incentive scholarship, onetime social scholarship and/or nominal scholarship, do not lose the right to receive other scholarships, if they satisfy the conditions for receipt of such scholarships defined herein or in the legal acts.
6. The scholarships are of three types:
 - 6.1. incentive scholarships;
 - 6.2. nominal scholarships;
 - 6.3. onetime social scholarships.

**CHAPTER II
INCENTIVE AND ONETIME SOCIAL SCHOLARSHIPS**

**FIRST SECTION
GENERAL PROVISIONS**

7. Unless the University's agreements provide otherwise, the students, who leave temporarily to study abroad according to the interuniversity study programs or the University's agreements with foreign universities, are entitled to receive the incentive scholarship, which criteria were satisfied before leaving to study abroad, during the studies abroad and upon return until the end of the current semester.

8. The awarding of the incentive scholarships is cancelled if the studies are suspended or if the student is expelled. The cancellation of the incentive scholarship shall be executed by the Rector's order.

**SECOND SECTION
FORMATION AND DISTRIBUTION OF SCHOLARSHIP FUND**

9. The scholarship fund shall be formed from:

9.1. assignation funds of the State budget dedicated to the students, who enter University before 2009;

9.2. with regard to the students, who enter University in or after 2009:

9.2.1. from the State budget's funds for studies meant to cover the tuition fee of State-funded places;

9.2.2. from the tuition fees paid by the students, who are not funded by the State.

10. The scholarship fund shall be distributed as follows:

10.1. 93 percent of scholarship fund – for incentive scholarships;

10.2. 4,5 percent of scholarship fund – for onetime incentive scholarships and onetime social scholarships;

10.3. 2,5 percent of scholarship fund – for reserve fund.

11. The resources of scholarship fund meant for incentive scholarships, onetime scholarships and onetime social scholarships shall be distributed to the University's faculties in proportion to the number of students studying there.

12. The reserve fund of scholarships is meant to cover unexpected expenses of scholarship fund in the course of academic year.

13. The unused resources of the scholarship fund shall be transferred to the reserve fund in the end of the year, but not later than on the 15th of December. These resources shall be used for the University's needs only upon receipt of approval of the Student Union.

14. In absence of the Student Union's approval for usage of unused reserve of the scholarship fund for the University's needs, the reserves shall be used to pay additional incentive scholarships.

15. The additional incentive scholarship shall be paid in the case specified in the paragraph 14 herein to the University's students for one month in accordance to the rules consolidated herein.

16. The University's Economic and Planning Service (hereinafter – Economic and Planning Service) shall notify the University's commission of scholarship award about factual usage of the scholarship fund in the end of each semester and in the end of the financial year.

**THIRD SECTION
COMMISSION OF SCHOLARSHIP AWARD**

17. The incentive scholarships, onetime incentive scholarships and onetime social scholarships are awarded (cancelled) by the decision of the University's commission of scholarship award

(hereinafter – **Commission**). The Commission’s decision shall be executed by the Rector’s order prepared by the Center of Studies.

18. The Commission consists of:

18.1. one representative delegated by each of the deans of all the University’s faculties;

18.2. one representative of students from each faculty of the University delegated by the Student Union;

18.3. manager or his/her delegated representative of the Economic and Planning Service;

18.4. manager or his/her delegated representative of the University’s Center of Studies.

19. The Commission’s composition shall be approved by the order of the University’s Rector every year.

20. The Commission’s decisions shall be passed by the majority of votes of the Commission’s members present in the meeting. The voting shall be open. Each member of the Commission shall have one vote. The decision shall be considered as passed if more votes were “for” it than “against”. If the numbers of votes are equal, the vote of the Commission’s chairman shall be decisive.

21. If technical conditions are available, the Commission’s meeting may be organized using the video conference or other electronic means. If the meeting is organized using the video conference or other electronic means, the opportunities for all the Commission’s members to participate have to be ensured.

22. At least three work days before the Commission’s meeting, the deans of the University’s faculties (or the persons assigned by them) shall submit the list of the best students to the Commission and inform about expulsion or suspension of studies of the student, who is receiving scholarship, if necessary.

23. At least three work days before the Commission’s meeting, the University’s Student Union shall submit the list of the students, who pretend to get onetime incentive and onetime social scholarships, to the Commission. This list has to be coordinated with the employee of Economic and Planning Service beforehand.

24. The deans of the University’s faculties (or the persons assigned by them) and the University’s Student Union have to specify the funding form and resources, from which the scholarships are granted, in the distribution lists of the scholarships.

25. The Commission shall submit the lists of the students awarded with the incentive scholarships to the Center of Studies after each meeting. The Center of Studies shall prepare the draft order of the University’s Rector in accordance with the Management Procedure of Documents of the University’s Rector.

FOURTH SECTION AMOUNTS AND AWARDING PROCEDURE OF SCHOLARSHIPS

26. The incentive scholarship shall be equal to 1,5 of basic social benefit (hereinafter – BSB).

27. The students are not entitled to receive incentive scholarship if their studies are not funded by the State and if they entered the University before 2009. The students, whose studies are not funded by the State and who entered the University before 2009, have a right to receive onetime incentive and onetime social scholarships. The students, whose studies are not funded by the State and who entered the University in or after 2009, are entitled to receive scholarships only from the income received or provided services.

28. The incentive scholarships cannot be awarded to the students, who have renewed their studies or who have been admitted from other higher education schools, for the first semester after renewal of studies or admission from other higher education school.

29. The incentive scholarships (save for onetime incentive scholarships) shall be awarded upon suggestion by the deans of the University’s faculties.

30. The incentive scholarships are awarded to the students proportionally to the top means of evaluations in certain years of the study program of the University’s faculty (top entrance

evaluation in case of the first semester of the first year). The mean of evaluations of the semester, according to which the scholarships are awarded, is calculated using evaluations of all the exams of studied disciplines.

31. If the means of study semesters of several students are the same, the incentive scholarships cannot be awarded to all the students, who have the same mean. The incentive scholarship shall be awarded to the students, whose study means of previous semester were higher.

32. The incentive scholarships are awarded for one semester:

32.1. the incentive scholarship for July shall be awarded according to the study results of fall term;

32.2. the incentive scholarship for August shall be awarded according to the study results of spring term;

32.3. the scholarship for the students of the last year shall be awarded in the last semester until the end of the studies. The whole scholarship shall be paid for the last year of studies, regardless to the day when the studies finish.

33. The payment of incentive scholarship is cancelled when:

33.1. the student cancels the studies;

33.2. the student is expelled from the University;

33.3. the student is granted academic leave or suspends the studies temporarily.

34. If the circumstances described in the paragraph 33 appear, the payment of incentive scholarship is terminated from the 01st day of the following month.

35. The onetime incentive scholarships are awarded upon the suggestion of the University's Student Union.

36. The onetime incentive scholarship shall be equal up to 2 BSBs.

37. The onetime incentive scholarship up to 0,75 BSB may be awarded once a semester to the successful elders of groups and courses.

38. The onetime social scholarship may be awarded once a semester to the successful students of the University upon the suggestion of the University's Student Union:

38.1. if one of the family members is lost;

38.2. in case of accident;

38.3. if the child is born (adopted).

39. The onetime social scholarship shall be equal up to 2 BSBs.

40. The students, who want to receive onetime incentive scholarship or onetime social scholarship, shall submit the application in the form approved by the University's Student Union to the University's Student Union until the 10th of current month and a thorough description stating the circumstances, which would justify the right to receive onetime incentive scholarship. The application shall be accompanied with the supporting documents.

41. The following documents shall accompany the application to receive onetime social scholarship in order to substantiate particular criteria:

41.1. copy(-ies) of the death certificate(s) of parent(s) in case of loss of one of the family members (becoming an orphan);

41.2. copy(-ies) of the birth certificate(s) or copies of adoption documents if the child is born (adopted);

41.3. in case of accident, the copies of the documents proving existence of the circumstance, and if it is not possible to submit such copies, other data.

42. The onetime incentive scholarship can be awarded not more than twice per semester.

CHAPTER III NOMINAL SCHOLARSHIPS

FIRST SECTION GENERAL PROVISIONS

43. The nominal scholarships shall be paid from the funds formed from the resources attributed by Lithuanian and foreign legal and natural persons.
44. The nominal scholarships may be awarded to the Universities students of the first cycle, second cycle, integrated studies starting with the third semester of studies, as well as to the postgraduate students and residents, taking the instructions of the person, who has established the nominal scholarship, into account.
45. The nominal scholarships cannot be awarded to the students, who have already received scholarship from other sponsorship funds that academic year, save for incentive scholarships and onetime incentive scholarships.

SECOND SECTION COMMISSION OF NOMINAL SCHOLARSHIP AWARD

46. The commission of nominal scholarship award shall grant nominal scholarships to the candidates by the mode of competition.
47. The commission of nominal scholarship award consists of:
- 47.1. University's Vice Rector for Studies;
 - 47.2. deans or vice deans of the University's faculties;
 - 47.3. two representatives of the University's Student Union;
 - 47.4. manager or his/her delegated representative of the Economic and Planning Service;
 - 47.5. the person, who has established nominal scholarship, or his/her authorized representative, if s/he has expressed wish to be included into the commission of nominal scholarship award.
48. The composition of the commission of nominal scholarship award shall be approved by the order of the University's Rector.
49. The commission of nominal scholarship award shall be presided by the University's Vice Rector for Studies.
50. The decisions of the commission of nominal scholarship award shall be passed by the majority of votes of the members of the commission of nominal scholarship award present in the meeting. The voting shall be open. Each member of the commission of nominal scholarship award shall have one vote. The decision shall be considered as passed if more votes were "for" it than "against". If the numbers of votes are equal, the vote of the person, who has established nominal scholarship, or his/her authorized representative shall be decisive, or if that person is absent – the vote of the chairman of the commission of nominal scholarship award shall be decisive.
51. If technical conditions are available, the meeting of the commission of nominal scholarship award may be organized using the video conference or other electronic means. If the meeting is organized using the video conference or other electronic means, the opportunities for all the members of the commission of nominal scholarship award to participate have to be ensured.
52. If the nominal scholarship is dedicated to certain faculty of the University, the commission of nominal scholarship award shall be formed in such a case consisting only from the representatives of certain faculty, to which the nominal scholarship is awarded, as specified in the paragraph 47.2 herein.
53. Unless the person, who has established nominal scholarship, provides otherwise, the nominal scholarships shall be distributed proportionally to the number of students studying in the University's faculties.

THIRD SECTION
AWARDING PROCEDURE OF NOMINAL SCHOLARSHIPS

54. The nominal scholarships shall be awarded by the mode of competition.
55. The conditions, date and time of the competition for nominal scholarship shall be posted on the University's website and using other means (if necessary) at least three weeks before the competition.
56. The applications to participate in the competition shall be submitted to the University's Student Union. The application shall be supported by the following documents:
- 56.1. certificate verified by the dean of the University's faculty or his/her delegated person on the academic mean during the period of studies of certain cycle;
- 56.2. curriculum vitae in free form;
- 56.3. documents, which prove active participation in student activity and/or its need for support;
- 56.4. other documents specified in the competition's conditions.
57. The University's Student Union shall check whether:
- 57.1. the application is in compliance with the form specified in the competition's conditions;
- 57.2. all the documents provided in the competition's conditions are enclosed to the application;
- 57.3. the student satisfies the requirements of the paragraphs 44 and 47 of these Regulations.
58. If the University's Student Union identifies certain defects while conducting the inspection provided in the paragraph 57 herein, the application shall be returned to the student, who has submitted it, requesting that student to correct the defects.
59. The University's Student Union shall submit the received applications inspected according to the criteria defined in the paragraph 57 to the commission of nominal scholarship award.
60. The applying students have to participate personally in the meeting of the commission of nominal scholarship award and answer to the questions asked to them.
61. The person, who has established nominal scholarship, shall set the awarding criteria of that scholarship, following which the commission of nominal scholarship award shall award the nominal scholarships.
62. If the person, who has established nominal scholarship, has not set its awarding criteria, the following criteria shall be used:
- 62.1. progressiveness. The scholarships are awarded to successful students, whose evaluation mean in certain cycle of studies is not below 8 points;
- 62.2. active participation in student activities:
- 62.2.1. University's Student Union;
- 62.2.2. scientific societies of students;
- 62.2.3. various student organizations operating at University;
- 62.2.4. University's amateur clubs;
- 62.2.5. University's representation in sports and/or cultural events;
- 62.2.6. other student activities provided in the competition's conditions defined by the commission of nominal scholarship award or by the person, who has established nominal scholarship.
- 62.3. need for support. The commission of nominal scholarship award may take additional criteria into account:
- 62.3.1. the applying student has lost (adoptive) parents or custodians;
- 62.3.2. the (adoptive) parents or custodians of the applying student or one of them has disabilities;
- 62.3.3. the applying student comes from multi-child families (there are three or more underage children or children under 24 years old in the family, who are studying according to the program of general education or program of formal professional education, or who study at higher education school (students));
- 62.3.4. other cases specified by the commission of nominal scholarship award or by the person, who has established nominal scholarship.
63. The chairman of the commission of nominal scholarship award announces the competition results to the participating students in the end of the meeting. The chairman of the commission of

nominal scholarship award has to post the competition's results on the University's website upon receipt of consent of the students, who have received nominal scholarships, not later than in 10 work days after the meeting.

FOURTH SECTION
CONTROL AND ACCOUNTABILITY FOR AWARD OF NOMINAL SCHOLARSHIPS

64. The chairman of the commission of nominal scholarship award shall inform the persons, who have established nominal scholarships, about usage of their funds in 4 months after the end of the financial year.

65. The chairman of the commission of nominal scholarship award shall present information about usage of funds once a financial year during the meeting of the Rector's office.

CHAPTER IV
FINAL PROVISIONS

66. The amendments of the present Regulations shall be coordinated with the University's Student Union.

67. The draft amendment of Regulations shall be submitted to the University's Student Union at least 20 days before the planned approval of amendment.

68. The University's Student Union is entitled to submit written remarks and suggestions regarding draft amendment of Regulations to the University's Senate at least 10 days before the planned approval of amendment.