

APPROVED  
Rector

APPROVED  
Chairman of the Convent

\_\_\_\_\_A.Melnis

\_\_\_\_\_M.Romele

\_\_ of November, 2021

\_\_ of November, 2021

**ADMISSION RULES  
in professional master's study programs  
in Riga Aeronautical Institute**

Issued in accordance with the Law on Higher Education  
Section 46, Paragraph six of the Cabinet of Ministers of 2006  
October 10, Regulations No. 846 "Regulations on  
requirements, criteria and procedures for admission  
to study programs "and the RAI Constitution

1. The Admission Regulations (hereinafter - the Regulations) determine the procedure for admission to professional master's study programs at the Riga Aeronautical Institute (hereinafter - RAI), if the applicant's higher education is not in accordance with the master's study program.
2. If the bachelor's or second level professional higher education obtained by the applicant is not in accordance with the master's study program, the Admission Commission shall submit the educational document submitted by the applicant together with the transcript to the Study Results Assessment and Recognition Commission (hereinafter - the Commission).
3. The composition of the Commission, one of which is the Chairman of the Commission, one Secretary of the Commission and members of the Commission, shall be approved by an order in accordance with the procedure established by the RAI.
4. The commission evaluates the applicant's educational documents and transcript of records and, within five working days, makes a decision on the compliance of the applicant's education with the master's study program.
5. Commission has the right:
  - 5.1. to recognize the applicant's education as appropriate for the master's study program without additional conditions;
  - 5.2. to recognize the applicant's education as corresponding to the master's study program on the condition that the applicant, as a free listener in the relevant RAI professional bachelor's study program, additionally acquires certain study courses and passes the corresponding tests and examinations;
  - 5.3. to recognize the applicant's education as inappropriate for the master's study program and to recommend to the applicant at first to acquire the relevant RAI professional bachelor's program or a part thereof;

5.4. to recognize the applicant's education as inappropriate for the master's study program.

6. The Commission shall take its decisions by consensus. If no agreement is reached, the decision shall be taken by a majority of the members present. In the event of an equal quantity of votes, the Chairman of the Commission shall have the casting vote.
7. If the Commission recognizes the applicant's education as corresponding to the master's study program with an additional condition, the Commission shall indicate in its decision the title of the relevant professional bachelor's study program and the title of the study courses to be acquired and their amount in credit points.
8. If the applicant agrees with the decision of the Commission on the fulfillment of the additional condition, RAI shall enter into an agreement with this applicant on the terms of acquisition of additional study courses and passing of tests and examinations, the procedure and amount of their payment. The agreement is an integral part of the study agreement.
9. The applicant may contest the decision of the Commission by submitting an application to the Rector, but may appeal the decision of the Rector in accordance with the procedures specified in the Administrative Procedure Law.
10. A certificate shall be issued to the applicant for the acquired study courses and passed tests and examinations, which the applicant shall submit to the RAI Commission.
11. On the basis of the documents and statement previously submitted by the applicant, the Commission shall make a decision regarding the admission of the applicant to the relevant professional master's study program.

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Meeting of RAI Senate on \_\_\_\_ \_\_\_\_\_ 2021

Protocol Nr. \_\_\_\_