

# RAI REGULATIONS

## on RAI methodology for credit point conversion to the European Credit Transfer and Accumulation System (ECTS) RAI

Approved by RAI Senate Decision No. \_\_\_\_\_

Date: ...2024

### 1. GENERAL PROVISIONS

1.1. These regulations (hereinafter – the Regulations) establish the procedure by which Riga Aeronautical Institute (hereinafter – RAI) implements the transition from the previously applied Latvian credit point system to the European Credit Transfer and Accumulation System (ECTS) in study programs and study courses.

1.2. The Regulations are developed based on: the Higher Education Law and other normative acts in force that regulate higher education activities in the Republic of Latvia; the fundamental principles of the European Higher Education Area (EHEA) aimed at ensuring transparency of the educational process, mutual recognition of qualifications, and promoting student mobility; recommendations and provisions of the ECTS Users' Guide.

1.3. The main objectives of the Regulations are: to ensure a methodologically and legally substantiated transition to the ECTS system; to guarantee that credit point conversion corresponds to the actual workload of study courses and expected learning outcomes; to create a transparent system that promotes international recognition of learning outcomes and student mobility, as well as ensures improvement in study program planning, implementation, and quality.

1.4. The European Credit Transfer and Accumulation System (ECTS) is an instrument that facilitates the development, description, and implementation of study programs, provides opportunities to integrate various forms of learning in a lifelong learning perspective, and facilitates recognition of study periods and qualifications at an international level.

1.5. In the ECTS system, credit points reflect the learning outcomes to be achieved, defined for each study course, and the volume of student work associated with these outcomes, including contact hours, independent work, examination preparation, and course projects.

1.6. The advantages of system implementation include increasing flexibility of study programs, ensuring transparency of studies and courses, as well as promoting comparability of higher education systems in different countries, thereby contributing to improving the quality of higher education.

1.7. ECTS is applicable to all study programs regardless of implementation mode (intramural, extramural, or distance learning) and student status (full-time, part-time), as well as in all learning contexts (formal, non-formal, and informal education).

### 2. LATVIAN CREDIT POINT SYSTEM (until 11.10.2022.)

2.1. In the previously applied Latvian Republic credit point system, one credit point (KP) was interpreted as a study workload equivalent to one week of full-time studies.

2.2. The total study volume of a full-time academic year for all higher education programs (bachelor's and master's study programs) comprised 40 credit points (KP).

2.3. In the transition process to the ECTS system, the following conversion formula is used:  $ECTS = 1 \text{ KP} \times 1.5$

### 3. CREDIT POINT CONVERSION METHODOLOGY AT RAI

3.1. The ECTS system stipulates that: 60 ECTS credit points correspond to one full academic year; the standard volume of one semester is 30 ECTS credit points.

3.2. Study cycles in the ECTS system are structured as follows: first cycle (bachelor's degree): 180–240 ECTS credit points; second cycle (master's degree): 90 or 120 ECTS credit points.

3.3. RAI credit point conversion is performed using the following methodology: the volume of study courses from the previous Latvian credit point system is converted to ECTS credit points according to the formula:  $ECTS = 1.5 \times KP$ , when the existing volume of the course, internship, or final work is an even number. In cases where the volume in KP is an odd number, volume rounding is performed. Rounding proposals are prepared by study program directors and submitted to the Senate for review and approval.

3.4. The volume of one semester for full-time studies is 30 ECTS credit points and the volume of one academic year would be 60 ECTS credit points.

3.5. The volume of one semester in first-cycle part-time studies is 27 ECTS credit points, except for the final semester, which comprises 24 ECTS credits. The volume of one semester in second-cycle part-time studies is 24 ECTS credit points, except for the final semester, which comprises 18 ECTS credits.

#### **4. TRANSITION IMPLEMENTATION IN STUDY PROGRAMS**

4.1. To ensure complete implementation of the ECTS system, all study course descriptions are updated in accordance with ECTS requirements; specific learning outcomes and corresponding KP and ECTS volumes are determined for each study course; during the transition to ECTS, both ECTS and KP are used in internal normative documents where necessary (Study Regulations, study program descriptions, course descriptions).

4.2. The transition process is documented and transparent to academic staff, students, and external institutions.

4.3. The transition period is set for two academic years, with regular review of the methodology and implementation of necessary corrections.

#### **5. FINAL PROVISIONS**

5.1. These regulations establish a unified procedure for RAI's transition to the European Credit Transfer and Accumulation System (ECTS), ensuring: compliance of study programs with European Higher Education Area requirements; correct conversion of study course volumes; international comparability and student mobility.

5.2. In case of changes in national or European legislation, as well as as a result of updating normative documents, these regulations shall be mandatorily reviewed and corrected.

5.3. Control over the implementation of these regulations is entrusted to the RAI vice-rectorate and specialized commissions defined in RAI internal normative acts.

5.4. Recognition and application of the credit point conversion methodology outlined in the regulations is mandatory for all RAI academic structural units and is implemented within the framework of annual self-assessments.

5.5. These regulations enter into force upon their approval and are mandatory for all persons participating in RAI's educational process.

#### **Document signatures:**

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*The document is developed taking into account current legislative requirements, European Higher Education Area recommendations, and RAI internal normative acts. Its implementation will ensure stability, transparency, and competitiveness of the educational process, promoting RAI's integration into the international educational space.*