

ARMENIAN STATE INSTITUTE OF PHYSICAL CULTURE AND SPORT FOUNDATION

PROCEDURE for the Implementation of International Student Mobility

Approved
by the Scientific Council of the
“Armenian State Institute of Physical Culture and Sport” Foundation
at the meeting of [day month year] 2025,
Decision No. ———

Yerevan – 2025

I. General Provisions

1.1. This Procedure regulates the process of the Institute's students' international academic and practical mobility, ensuring transparency and equal opportunities for participation.

1.2. Mobility may be carried out in the form of semester studies, short-term exchanges, internships, summer schools, or research visits.

1.3. Mobility is implemented within the framework of international agreements, programs, and grants approved by the Institute.

II. Eligibility Criteria for Participation in Mobility Programs

2.1. Students of the Institute's full-time and part-time Bachelor's, Master's, and PhD programs are eligible to participate in mobility.

2.2. Main requirements:

- High academic performance (Grade Point Average of 90 or above),
- Language proficiency (B2 level or conclusion of the evaluation committee),
- Confirmed student status in the given semester.

2.3. Priority may be given to:

- Socially disadvantaged students,
- Students involved in public and/or volunteer programs of the Institute.

III. Application Process

3.1. The mobility competition is announced by the Institute's Department of International Cooperation and Development Programs at least three months before the start of the program.

3.2. The application package must include:

- Application form,
- Motivation letter,
- Copy of passport,
- Academic transcript,
- Document certifying foreign language proficiency,
- Curriculum Vitae in Europass format.

3.3. Applications may be submitted electronically or in print by the specified deadline.

IV. Selection Procedure

4.1. The applications undergo:

- Document package review,
- Evaluation by the selection committee in accordance with the program requirements.

4.2. The committee is formed upon the instruction and under the chairmanship of the Institute's Vice-Rector for External Relations and Strategic Programs, and consists of:

- Dean of the relevant faculty,
- Head of the relevant department,
- Head of the Department of International Cooperation and Development Programs,
- Foreign language specialist.

4.3. The results of the selection are published on the Institute's official website and social media platforms.

V. Preparatory Phase

5.1. Selected students:

- Sign a tripartite Learning Agreement between the student, the Institute, and the host institution,
- Receive a pre-departure guide.

5.2. If necessary, students participate in preparatory seminars (cultural adaptation, document processing, insurance, etc.).

VI. Student Rights and Responsibilities

6.1. The student must inform the Institute of any changes occurring during the mobility period.

6.2. The student's status at the Institute is maintained during the mobility period.

6.3. Students receive a scholarship during the mobility period.

6.4. The student is responsible for properly fulfilling academic obligations at the host institution.

VII. Post-Mobility

7.1. Within 15 working days after the completion of the mobility, the student must submit the following documents:

- Certificate of Attendance,

- Transcript of Records,
- Mobility Report,
- Interview or debriefing with a staff member of the Department of International Cooperation and Development Programs.

7.2. The Institute recognizes the credits based on the pre-approved Learning Agreement and its annex.

VIII. Monitoring and Improvement

8.1. The Department of International Cooperation and Development Programs summarizes the annual results of mobility.

8.2. The results of mobility are presented to the Institute's Scientific Council.

8.3. The Procedure may be revised based on feedback from students, with the aim of continuous improvement.

IX. Final Provisions

This Procedure is approved by the Scientific Council and enters into force upon publication. It may be revised in accordance with the strategic priorities of the Institute.