

## THE REGULATION OF SELECTION AND ADMISSION OF THE APPLICANTS IN THE EDUCATIONAL COMPLEX OF THE POLICE OF THE RA

### **I General Provisions**

1. The regulation of selection and admission of the applicants (hereinafter Regulation) in the Educational Complex of the police of the RA (hereinafter Educational Complex) defines the rules and required documents for the applications for the selection and admission to the academy of the Educational Complex of the police of the RA (hereinafter academy) at full-time paid bachelor studies and part-time paid master's studies and at postgraduate course of the Educational Complex of the police of the RA, as well as to participate in the professional courses in the educational center of the Educational Complex (hereinafter educational center).
2. The admission of the applicants with the state scholarship in the Educational Complex of the police of the RA is defined by the regulation 4-N on 01.11.2006 approved by the head of the Educational Complex of the police of the RA and other juridical regulations.  
(The 2<sup>nd</sup> clause has changed by the decision of the Scientific Council, minutes 4 on 31.08.2015)
3. The permission of the police servants of the Police of the RA to study in the Educational Complex is regulated by "the regulation on the permission of study to the servants of the Police of the RA" approved by the decree of the Chief of the Police on 16.10.2013, 3470-A.
4. The admission of the applicants to study in the Educational Complex with state scholarship is regulated by "the admission of the applicants in the educational institution of the Police" regulation approved by the decree of the Chief of the Police on 18.05.2012, 8-N and other juridical regulations.

### **II. SELECTION AND ADMISSION OF THE APPLICANTS AT PAID STUDIES AT BACHELOR AND MASTER'S LEVELS OF THE ACADEMY**

5. In the academy, the number of admission places on the specialization of "law" at full-time paid bachelor program (hereinafter full-time paid studies) and part-time paid master's program (hereinafter part-time paid studies) (without deferral permission for obligatory military service) is defined by the decree of the Chief of the RA.
6. For the admission to full-time paid bachelor studies, those individuals with secondary, vocational education can apply without an age limit.
7. For the admission to part-time paid master's studies, those individuals with a bachelor degree (state diploma) in law can apply.
8. To apply for full-time paid bachelor studies the applicant fills in an application and curriculum vitae at the human resources department of the Educational Complex.

9. With the application, the following are presented:
  - 1) identification document (passport or a temporary ID given by the Police),
  - 2) 4 photos (3x4 size),
  - 3) documents (originals and copies) proving the right to use the privileges defined by the 18th and 19th clauses of 8-N regulation signed by the Chief of the Police on 18.05.2012
  - 4) social security card or a reference on the allocation of public services number (original and the copy),
  - 5) for male applicants: a rookie certificate or military book,
  - 6) references from psychiatric, narcological clinics and anti-tuberculosis dispensary.
10. To get admitted to part-time paid master's studies, the applicant fills in an application and curriculum vitae at the human resources department of the Educational Complex.
11. With the application, the following are presented:
  - 1) Documents anticipated by sub-clauses 1, 3, 6 and 7 of clause 9 of this regulation,
  - 2) Original and copy of the state bachelor diploma on law and its transcript (for those who have studied abroad a document about the equivalence of the diploma),
  - 3) List of scientific papers published or accepted for publication (if available),
12. To get admitted to full-time paid bachelor studies, the applicant pays 1500 (one thousand and five hundred) Armenian dram for the administration and organization of the process. The amount is paid to the bank account of the Educational Complex.
13. The applicants who benefit from the 18<sup>th</sup> and 19<sup>th</sup> clauses of the regulation 8-N approved by the Chief of the Police on 18.05.2012 are exempt from fees. Irrespective of the participation in the competition or admission the paid fee is not returned.
14. To get admitted to full-time paid bachelor studies the applicant takes admission exams on the following two subjects:
  - 1) Armenian language (dictation),
  - 2) Armenian history (test).
15. The applicant, upon his/her wish, can only take the exam on "Armenian language" by presenting the certificate (original) provided by Assessment and Testing Center SNCO on participating in unified exams on "Armenian history".
16. The admission exams are assessed with a 20 unit scale. 8 and above is considered passed. 7.5 is equalized to 8 providing a passing score to the applicant.
17. The admission exams for full time paid bachelor studies and interviews for part-time paid master's studies are organized at the Educational Complex.

18. The admission exams for full time paid bachelor studies and interviews for part-time paid master's studies are organized in the Armenian language.
19. To organize, conduct and control the admission exams, the committee established by the decree of the head of the Educational Complex approves the list of the members of the subject matter committees, the regulation and timetable of the admission exams and organizes the competition.
20. The applicants who were absent from the exam with no proper justification or those failing the first exam are not allowed to participate in the next exam.
21. The applicant who was absent from the exam with a justification (proved with a document) will be allowed to participate in the next exam or interview if there are any foreseen by the timetable.
22. The admission committee has the right to debar the applicants, who disturb the process of the exam or cheat, to participate in the exam.
23. The grades of the exam or the results of the interview are announced to the applicant the next day not later than 18:00. The applicant has the right to make a complaint to the head of the committee within 24 hours after the grade is announced.
24. Outside of the applicant who passed the exams, the following applicants are admitted with passing grades:
  - 1) The children of soldiers and freedom fighters who died during the defense of the RA,
  - 2) The children of the police servants who died during the implementation of their service obligations,
  - 3) The citizen of the RA who got disabled during their obligatory military service.
25. In the case of equal grades in the competition the followings are advantaged:
  - 1) An applicant with a medal of any year,
  - 2) The applicants who got the first place in the state Olympiads on any subject matter.
26. The applicants who took the exam but did not get admitted can get a reference on the exam results upon request.
27. The admission to the master's studies in the academy is organized through an interview, the competition is organized by taking the priority of the following criteria into account:
  - 1) The Grade Point Average of bachelor studies or cumulative average grade
  - 2) The Grade Point Average or cumulative average grade professional subjects,
  - 3) The availability of published papers, or papers accepted for publication, thesis and reports,
  - 4) The Grade Point Average or cumulative average grade non-professional subjects.

28. By the decision of the admission committee, those applicants who were selected during the competition (and outside of the competition with passing grades) become students of the Educational Complex by the decree of the head of the educational center.

29. A contract is signed with the applicants with paid studies and they get familiar with the contract before handing the admission documents.

### III. THE ADMISSION TO POSTGRADUATE STUDIES AT THE EDUCATIONAL COMPLEX

30. Those having a master's or qualified specialist's degree (state diploma) and at least 2 years of experience in leading, senior, chief or higher group of positions and the servants of police troops can apply for part-time postgraduate studies.

31. Those servants under 43 can apply for part-time postgraduate studies.

32. The age and experience of the applicant are calculated by the date of the deadline to the admission exams.

33. The admission to postgraduate studies at the Educational Complex is organized by the regulation defined by the legislation of the Republic of Armenia

34. On the basis of passing grades in the exams, the applicant becomes a postgraduate student by the decree of the head of the Educational Complex.