



## On approval of the Rules on the Activities of Educational Organizations in the Field of Sports

### *Unofficial translation*

Order of the Minister of Culture and Sports of the Republic of Kazakhstan No. 346 dated December 28, 2016. Registered with the Ministry of Justice of the Republic of Kazakhstan on February 2, 2017 under No. 14758.

### *Unofficial translation*

In accordance with subparagraph 60) of Article 7 of the Law of the Republic of Kazakhstan "On Physical Culture and Sports" **I HEREBY ORDER:**

**Footnote. The Preamble as reworded by the order of the Minister of Culture and Sports of the Republic of Kazakhstan dated 10.02.2022 No. 30 (shall be enforced upon expiry of ten calendar days after the date of its first official publication):**

1. That the Rules on the Activities of Educational Organizations in the Field of Sports shall be approved in accordance with the appendix to this order.

2. The Committee for Sports and Physical Education of the Ministry of Culture and Sports of the Republic of Kazakhstan (Kanagatov Y. B.) shall:

1) ensure the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days from the date of the state registration of this order, send copies hereof both in paper and electronic form, certified by an electronic digital signature of the person authorized to sign this order, for official publication, inclusion into the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan, the State Register of Regulatory Legal Acts of the Republic of Kazakhstan;

3) within ten calendar days after official publication, place this order on the Internet resource of the Ministry of Culture and Sports of the Republic of Kazakhstan;

4) within ten working days after the implementation of the measures provided for in this paragraph, submit to the Department of Legal Services of the Ministry of Culture and Sports of the Republic of Kazakhstan of information on the implementation of the measures.

3. The control over the execution of this order shall be assigned to the supervising Vice Minister of Culture and Sports of the Republic of Kazakhstan.

4. This order shall come into force upon expiry of ten calendar days after the day of its first official publication.

*Minister of Culture and Sports of the  
Republic of Kazakhstan*

*A. Mukhamediuly*

"AGRRED BY"

Acting

Minister of Education and Science  
of the Republic of Kazakhstan

\_\_\_\_\_ B. Assylova  
December 30, 2016

Appendix  
to order of the Minister of Culture  
and Sports of the Republic of Kazakhstan  
No. 346 dated December 28, 2016

## **Rules on the Activities of Educational Organizations in the Field of Sports**

**Footnote. The Rules as reworded by the order of the Minister of Culture and Sports of the Republic of Kazakhstan dated 10.02.2022 No. 30 (shall be enforced upon expiry of ten calendar days after the date of its first official publication).**

### **Chapter 1. General provisions**

1. These Rules on the Activities of Educational Organizations in the Field of Sports ( hereinafter - the Rules) determine the procedure for the activities of educational organizations implementing educational programs of higher and postgraduate education in the field of sports, in accordance with the Laws of the Republic of Kazakhstan "On Education", "On Science", "On Physical Culture and Sports" and Standard Rules on the Activities of Educational Organizations of the corresponding types approved by order of the Minister of Education and Science of the Republic of Kazakhstan № 595 dated October 30, 2018 ( registered with the Register of State Registration of Regulatory Legal Acts under No. 17657).

2. Higher and (or) postgraduate education in the field of sports shall be implemented in organizations of higher and (or) postgraduate education (hereinafter referred to as the OHPGE ).

3. The OHPGE in the field of sports shall operate under a license to engage in educational activity, issued in accordance with order of the Minister of Education and Science of the Republic of Kazakhstan № 351 dated August 17, 2020 "On Approval of the Rules for the provision of state service "Licensing of educational activities" (registered with the Register of State Registration of Regulatory Legal Acts under No. 21102) and order of the Minister of Education and Science of the Republic of Kazakhstan № 391 dated June 17, 2015 "On Approval of Qualification Requirements for Educational Activities, and a List of Documents Confirming Compliance with Them" (registered with the Register of State Registration of Regulatory Legal Acts under No. 11716).

### **Chapter 2. Procedure of OHPGE activities**

4. Management of the OHPGE shall be carried out in accordance with the current legislation of the Republic of Kazakhstan, these Rules and the charter of the OHPGE on the principles of single undivided authority and collective advice.

5. Direct management of the OHPGE in the field of sports shall be carried out by the rector appointed (elected) to the post and dismissed in accordance with the requirements of the Standard qualification characteristics of posts of teachers and equivalent persons approved by order of the Minister of Education and Science of the Republic of Kazakhstan No. 338 dated July 13, 2009 (hereinafter referred to as qualification characteristics of posts) (registered with the Register of State Registration of Regulatory Legal Acts of the Republic of Kazakhstan under No. 5750).

6. The faculty shall be the main structural unit of the OHPGE in the field of sports, which provides training in one or several related specialties, scientific activities, as well as the management of the departments and laboratories related to the specialties of the faculty.

7. The chair shall be a structural unit of the OHPGE (faculty) in the field of sports, carrying out educational, methodical, research work (hereinafter - research).

8. The staff of the department shall be determined based on the amount of the work and the average annual teaching load of the teaching staff.

9. The staff of the chair shall include the head of the chair, professors, associate professors, senior teachers, teachers, teaching and auxiliary personnel, as well as staff members of scientific and other structural units created at the department.

10. The chair shall be headed by the head, whose candidacy must meet the requirements of the qualification characteristics of the posts. The official duties of the head of the department shall be determined in accordance with the qualification characteristics of the posts.

11. In accordance with qualification requirements, the chair shall be organized if there are at least 10 full-time teachers pursuant to the profile of the chair, of which the share of teachers with academic degrees and titles, as well as awarded sports titles (Honored Coach of the Republic of Kazakhstan, Honored Master of Sports of the Republic of Kazakhstan), departmental and state awards of the Republic of Kazakhstan from the number of full-time teachers shall be at least 50%.

12. If necessary, special chairs (military) of interested parties shall be organized in the OHPGE in accordance with order of the Minister of Defense of the Republic of Kazakhstan No. 375 dated July 24, 2017 "On Approval of the Rules of Military Training under the Program of Reserve Officers" (registered with the Register of State Registration of Regulatory Legal Acts under No. 15589).

13. The work of the chair shall be aimed at theoretical and practical training of specialists in the field of sports.

14. The faculty and the chair shall carry out activities in accordance with the approved annual work plans.

### **Chapter 3. The educational and tutorial work of the OHPGE**

5. Admission of students to the OHPGE shall be carried out in accordance with the Standard Rules for Admission to Study in Educational Organizations that Implement Educational Programs of Higher Education, approved by order of the Minister of Education and Science of the Republic of Kazakhstan No. 600 dated October 31, 2018 “On Approval of the Standard Rules for Admission to Study in Educational Organizations Implementing Educational Programs of Higher and Postgraduate Education” (registered with the Register of State Registration of Regulatory Legal Acts under No. 17650).

16. Organization of educational activities shall be carried out on the basis of the academic calendar, the schedule of studies.

The structure of educational activities shall be formed on the basis of standard curricula (typical, working ones), approved by order of the Minister of Education and Science of the Republic of Kazakhstan No. 604 dated October 31, 2018 "On Approving State Compulsory Education Standards of All Levels of Education" (registered with the Register of State Registration of Regulatory Legal Acts of the Republic of Kazakhstan under No. 17669), the volume of the academic load, the duration of academic periods, types of academic studies, the volume of educational material.

17. The academic calendar, working curricula of specialties and the average annual pedagogical load of the faculty shall be approved by the decision of the OHPGE council.

18. The following basic types of educational work shall be established in the OHPGE: lectures, practical (seminars), laboratory, independent student work, term papers, all types of professional practice, preparation and completion of final certification.

Moreover, the ratio of the volume of loans between lectures and seminars, practical and laboratory classes shall be determined by the OHPGE in accordance with the standard curriculum.

19. Teachers holding the positions of professor, associate professor, senior teacher shall be admitted to holding lecture classes, supervising graduate qualification works, and student research.

20. Honored trainers of the Republic of Kazakhstan, honored masters of sports of the Republic of Kazakhstan and experienced specialists with practical experience pursuant to the profile of the specialty of at least 3 years may also be involved in holding lectures and / or practical training.

21. The OHPGE shall independently determine the forms, methods and means of training, creating the most favorable conditions for the development of the educational programs of higher and postgraduate education. At the same time, training sessions shall be conducted taking into account innovative teaching technologies, using the latest achievements of science, technology, information systems and in an interactive form.

22. Educational programs of higher and postgraduate education shall include three cycles of disciplines: a cycle of general education disciplines, a cycle of basic disciplines and a cycle of majors, as well as additional types of training (professional practice and specialty) and final assessment.

23. Each cycle of disciplines shall consist of disciplines of the compulsory component, the list and contents of which shall be determined by standard curricula and typical curricula, as well as from disciplines of a component of choice, the list and contents of which shall be determined by the catalog of elective disciplines, working curricula, working training programs and syllabuses.

Each discipline shall be studied during one academic period.

24. Training shall be carried out on the basis of training programs common to all forms of training.

25. The educational process at the OHPGE shall be organized according to shortened educational programs with an accelerated period of study for persons with technical and vocational, post-secondary or higher education.

In this case, credits shall be re-credited and previously mastered disciplines shall be recorded, provided that their volume and the continuity of the educational program are sufficient. The trajectory and duration of training shall be determined taking into account the prerequisites of the student, determined on the basis of a transcript (Supplement to a Diploma ).

Duration of full-time study under shortened programs for people with technical, vocational and post-secondary education shall be at least 3 years, for people with higher education – shall be at least 2 years.

26. Professional practice, academic and scientific internship, research and experimental-research work of students shall be carried out in accordance with the academic calendar.

Professional practice shall be aimed at consolidating their theoretical knowledge gained in the learning process, the acquisition of practical skills and competencies.

27. No later than 1 month before the start of the academic year, the OHPGE shall conclude agreements with organizations that are the training practice bases, on the basis of a standard contract for the provision of educational services and a standard contract for professional practice, approved by order of the Minister of Education and Science of the Republic of Kazakhstan No. 93 dated January 28, 2016 (registered with the State Registration Register of Regulatory Legal Acts of the Republic of Kazakhstan under No. 13227).

28. A referral to all types of professional practices shall be registered by the order of the head of the OHPGE, indicating the terms, the practice base and the head. The scientific management of pre-diploma practice shall be carried out by the supervisor of the final qualification work.

29. Students of extramural studies, subject to their work in the specialty, shall be exempted from professional practice. In this case, they shall submit to the OHPGE a certificate from the place of work, a characteristic reflecting their professional activities.

30. The OHPGE shall be independent in the choice of forms, procedure and frequency of conducting current and midterm performance monitoring and intermediate assessment of students.

31. A registrar office shall be created at the OHPGE for the registration of students, accounting of credits in academic disciplines, organization of interim assessment.

32. Educational and specialized laboratories shall be provided in order to ensure the educational process and research in the OHPGE.

The equipment of the laboratories shall be modern and shall correspond to the training programs for bachelors, masters and doctors of PhD.

33. The educational activity of the OHPGE shall be the part of the educational process and shall be aimed at the formation of professional, social, intellectual, moral, creative qualities of a person and a healthy lifestyle.

34. The educational work of the OHPGE shall be carried out on the basis of a comprehensive plan for educational work and shall include:

1) the formation of students' skills to independently and competently make and implement decisions;

2) the formation of students' feelings of patriotism, citizenship, internationalism, high morality and ethical life;

3) encouraging students to a healthy lifestyle, active participation in social events;

4) conducting thematic events pursuant to the profile of the chair, contributing to the expansion of the horizons of students, the formation of a value attitude to the chosen specialty ;

5) conducting vocational guidance work among students in secondary schools, boarding schools for children gifted in sports, and organizations of technical and vocational education.

35. To assess educational achievements and the level of professional preparedness of students in the OHPGE, a system for monitoring and evaluating students' knowledge shall be established, which shall operate independently of the organizational and legal forms, forms of training and departmental subordination of the OHPGE.

36. The system of control and assessment of students' knowledge at the OHPGE shall include various forms: current monitoring of academic performance, interim assessment of students and final assessment.

37. Current monitoring of student achievement shall provide a systematic testing of student learning achievements conducted by the teacher in current classes in accordance with the curriculum of the discipline.

38. The curriculum of the discipline shall define various types of current monitoring of student performance: oral interviews, written control, combined control, presentation of homework, discussions, trainings, round tables, case studies, tests.

39. If, according to the curriculum of the form control on the discipline, only term paper (project) is determined, then the assessment for the protection of this work shall be the final assessment for the discipline as a whole.

40. The level of academic achievements of students in each discipline shall be determined by the final grade, formed from the assessment of the admission rating, examination grade, the sum of which forms the grade of the final control. Assessment of the admission rating shall consist of an assessment of the current performance monitoring and an assessment of the midterm control. The rating of the admission rating shall be 60% of the total assessment of knowledge in the discipline.

41. The accounting of the results of the current performance monitoring shall be carried out by the teacher in accordance with the syllabus as students complete and submit certain types of tasks. The fulfillment of tasks shall be recorded in the journal of attendance and student achievement, as well as in the electronic sheet of the current control of students' knowledge in the information system.

42. Students of extramural form of study shall gain admission ratings prior to the examination session according to the established schedule, provided that all the tasks are completed.

43. The final control shall be carried out during the period of interim assessment. An assessment of the final control shall be 40% of the total assessment of knowledge in the discipline.

The final grade shall be calculated only if the student has a positive grade, both in the admission rating and the final control.

44. The student, if necessary, shall appeal the grades of admission rating and / or final control. To this end, by the order of the rector of the OHPGE, an appeal commission shall be created from among the teachers whose qualifications correspond to the profile of the appealed discipline.

45. Based on the results of professional practice, students shall submit a report to the appropriate chair, which shall be checked by the head and consultant and defended before the commission created by the order of the head of the chair. Report protection results shall be evaluated by differentiated classification according to the established point-rating letter rating system.

When appointing one internship supervisor, an assessment shall be made based on the results of protecting the submitted report in accordance with the demonstrated knowledge and design of the report. When appointing two internship supervisors, a final assessment shall be made taking into account the assessment of the internship supervisor from the practice base, the specific gravity of which shall be 40% of the final assessment, and the assessment of the

protection of the submitted report by the supervisor, whose specific weight shall be 60% of the final assessment.

46. Students who have not completed their internship, have not completed their internship programs, who have received negative feedback about work or an unsatisfactory assessment when defending a report, shall be re-sent to practice in the next academic period in parallel with theoretical training or during the summer semester.

47. The level of academic performance of the student for the year shall be determined as the average score (hereinafter - GPA), calculated as the ratio of the sum of the credits and the total grade for the discipline (in digital terms) to the sum of credits for the current period of study.

48. After the summer examination session, the deans shall rank students and study groups according to the average academic rating (or GPA level) by group, as well as specialties and training courses, followed by transferring data to the registrar's office.

#### **Chapter 4. Research and international activities of the OHPGE**

49. Research and international activities shall be aimed at ensuring the integration of science and education, the development on this basis of the scientific and educational process, competitive research and innovation as an essential element of a productive and effective national innovation system.

The organization and conduct of fundamental, search, applied research and innovative activity shall be carried out in the structural divisions of the OHPGE.

50. Coordination of scientific activity shall be carried out by the vice-rector for research work.