

On approval of the Rules for the provision of state service "Licensing of educational activities"

Invalidated Unofficial translation

Order of the Minister of Education and Science of the Republic of Kazakhstan dated August 17, 2020, No. 351. Registered with the Ministry of Justice of the Republic of Kazakhstan on August 18, 2020, No. 21102. Abolished by Order of the Acting Minister of Science and Higher Education of the Republic of Kazakhstan dated November 29, 2022 No. 164

Unofficial translation

Footnote. Abolished by Order of the Acting Minister of Science and Higher Education of the Republic of Kazakhstan dated November 29, 2022 No. 164 (effective ten calendar days after the date of its first official publication).

In accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan dated April 15, 2013 "On State Services" **I HEREBY ORDER:**

1. To approve the attached Rules for the provision of state service "Licensing of educational activities".

2. To recognize as terminated some orders of the Minister of Education and Science of the Republic of Kazakhstan in accordance with the Annex to this Order.

3. The Committee for Quality Assurance in Education and Science of the Ministry of Education and Science of the Republic of Kazakhstan, in the manner prescribed by law, shall ensure:

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

2) posting this Order on the Internet resource of the Ministry of Education and Science of the Republic of Kazakhstan after its official publication;

3) within ten working days after the state registration of this Order with the Ministry of Justice of the Republic of Kazakhstan, submission to the Legal Department of the Ministry of Education and Science of the Republic of Kazakhstan the information on the implementation of the measures provided for in subparagraphs 1) and 2) of this paragraph.

4. Control over the execution of this Order shall be entrusted to the supervising Vice-Minister of Education and Science of the Republic of Kazakhstan.

5. This Order shall come into effect upon the expiration of twenty-one calendar days after the day of its first official publication.

"AGREED"

Ministry of Digital Development,
Innovation and Aerospace
Industry of the Republic of Kazakhstan

Approved
by Order of the Minister of
Education and Science of the
Republic of Kazakhstan
dated August 17, 2020, No. 351

The Rules for the provision of the state service "Licensing of educational activities"

Chapter 1. General Provisions

1. These Rules for the provision of state service "Licensing of educational activities" (hereinafter referred to as the Rules) have been developed in accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan dated April 15, 2013 "On state services" and shall establish the procedure for licensing of educational activities of legal entities providing primary education, basic secondary education, general secondary education, technical and vocational education in qualifications, post-secondary education in qualifications, for the military, special educational institutions by groups of specialties, higher and postgraduate education in the areas of personnel training, spiritual education (hereinafter referred to as the Service recipient).

2. The state service "Licensing of educational activities" (hereinafter referred to as the State service) shall be provided by the Committee for Quality Assurance in Education and Science of the Ministry of Education and Science of the Republic of Kazakhstan and territorial departments of the Committee for Quality Assurance in Education of the Ministry of Education and Science of the Republic of Kazakhstan (hereinafter referred to as the Service provider).

3. The Committee for Quality Assurance in the Education and Science of the Ministry of Education and Science of the Republic of Kazakhstan (hereinafter referred to as the Committee) is a licensor that licenses activities in education for the provision of higher and postgraduate education in the areas of personnel training, spiritual education.

Territorial departments of the Committee for Quality Assurance in Education and Science of the Ministry of Education and Science of the Republic of Kazakhstan (hereinafter referred to as the Departments) are licensors licensing activities in education for the provision of primary education, basic secondary education, general

secondary education, technical and vocational education for qualifications, as well as military, special educational institutions by groups of specialties, post-secondary education by qualifications.

Chapter 2. The procedure for the provision of state services

4. To receive state service, the service recipient shall send an application to the service provider through the web portal of the "electronic government" www.egov.kz, www.elicense.kz (hereinafter referred to as the Portal), the documents specified in paragraph 8 of the State Service Standard "Licensing of educational activities "(hereinafter referred to as the Standard of state services) in accordance with Annex 1 to these Rules.

The list of basic requirements for the provision of state services, including the characteristics of the process, the form, content, and result of the provision, as well as other information, taking into account the specifics of the provision of state services, shall be reflected in the Standard for the provision of state services.

On the portal in the "personal account" of the service recipient, the status of acceptance of the application (request) for the provision of state service shall be displayed, as well as a notification indicating the date and time of receipt of the result of the state service.

5. On the day of receipt of documents, the service provider's office shall carry out their reception, registration and submit them for execution to the responsible structural unit. When the service recipient applies after the end of working hours, on weekends and holidays, in accordance with labor legislation, the acceptance of applications and the issuance of the results of the provision of state service shall be carried out on the next working day.

An employee of the responsible structural unit of the service provider, within 2 working days from the date of registration of documents, shall check the completeness of the submitted documents.

Information on state registration (re-registration) of a legal entity, on a license for medical activities contained in state information systems, the service provider shall receive from the relevant state information systems through the "electronic government " gateway.

If the service recipient submits an incomplete package of documents, the employee of the structural unit within the specified period shall prepare a reasoned refusal to further consider the application, which shall be sent in the form of an electronic document signed with an electronic digital signature (hereinafter referred to as EDS) of the service provider's authorized person to the service recipient's "personal account" on the portal.

6. If the service recipient provides a full package of documents when issuing a license and/or annex to it, reissuing a license and/or annex to it during the reorganization of a legal entity-licensee in the form of separation or division:

1) in the Committee:

the responsible employee within 22 working days shall check the documents for compliance with the qualification requirements for educational activities, and the list of documents confirming their compliance, approved by Order of the Minister of Education and Science of the Republic of Kazakhstan dated June 17, 2015, No. 391 (registered in the State Register of Normative Legal Acts under No. 11716) (hereinafter referred to as Qualification requirements), including with the possibility of visiting the service recipient, form an expert opinion and submit it for consideration to the commission for licensing educational activities (hereinafter referred to as the Commission). The composition and the Regulation on the Commission shall be approved by the Order of the Chairman of the Committee.

The commission, having considered the expert opinion, shall decide within two working days.

Based on the decision of the commission, the responsible employee within two working days shall form an electronic decision - a license and/or an Annex to the license, or a reasoned response on the refusal to provide a state service, which shall be sent for approval and verification by the head of the service provider.

The head of the service provider shall check the decision and sign it using an EDS within one working day.

2) in the Departments:

the responsible employee, within 22 working days from the moment of their registration, shall check the documents for compliance with the qualification requirements, including with the possibility of visiting the service recipient, form an expert opinion, and submit it to the commission for consideration. The composition and the Regulation on the Commission shall be approved by the order of the Director of the Department.

The commission, having considered the expert opinion, shall decide within two working days.

Based on the decision of the commission, the responsible employee within two working days shall form an electronic decision - a license and/or an Annex to the license, or a reasoned response on the refusal to provide a state service, which shall be sent for approval and verification by the head of the service provider.

The head of the service provider shall check the decision and sign it using an EDS within one working day.

7. The result of the provision of state service shall be sent to the "personal account" of the service recipient on the portal, in the form of an electronic document signed by the EDS of the authorized person of the service provider.

8. Re-issuance of a license and (or) annex to a license shall be carried out in the following cases:

1) changes in the surname, first name, patronymic (if any) of the individual licensee;

2) re-registration of an individual entrepreneur-licensee, change of his/her name or legal address;

3) reorganization of the legal entity-licensee in accordance with the procedure determined by Article 34 of the Law of the Republic of Kazakhstan dated May 16, 2014 "On Permissions and Notifications";

4) changes in the name and (or) location of the legal entity-licensee (if the address is indicated in the license);

5) alienation by the licensee of the license issued under the class "permissions issued for objects", together with the object in favor of third parties in cases where the alienation of a specific license is provided for by Annex 1 to the Law of the Republic of Kazakhstan dated May 16, 2014 "On permissions and notifications";

6) changing the address of the location of the object without physically moving it for a license issued under the class "permissions issued for objects" or for attachments to a license indicating the objects;

7) presence of a requirement for re-registration in the laws of the Republic of Kazakhstan.

The actions of subparagraphs 2), 4) and 6) of the first part of this paragraph shall not apply to cases when changes in the legal address of an individual entrepreneur-licensee, the address of the location of the legal entity-licensee, the address of the location of the object for a license issued under the class "permissions issued for objects", or for annexes to a license indicating objects occurred in connection with the change in the names of settlements, the names of streets in accordance with the requirements of the Law of the Republic of Kazakhstan dated December 8, 1993 "On the administrative-territorial structure of the Republic of Kazakhstan".

Such changes in the address of the licensees and the object of the license shall be carried out through the integration of state information systems.

If the service recipient applies for the renewal of the license and/or annex to it, an employee of the service provider's structural unit, within one working day from the date of registration of documents, shall consider the documents for compliance with the requirements and grounds for renewal.

Based on the results of the check, an employee of the service provider's structural unit within two working days shall renew the license, or prepare a reasoned refusal to provide a state service, which shall be signed by the head of the service provider using an EDS, and shall be sent to the service recipient's "personal account" on the portal.

9. The Service Provider shall ensure that information on the stage of rendering a state service is entered into the information system for monitoring the provision of state service in accordance with subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan dated April 15, 2013 "On state services" (hereinafter referred to as the Law).

Chapter 3. The procedure for appealing decisions, actions (inaction) of the service provider and (or) its officials on the provision of state services

10. A complaint against the decision, actions (inaction) of the service provider on the provision of state service may be filed in the name of the head of the service provider, to the authorized body for assessing and monitoring the quality of the provision of state services, in accordance with the legislation of the Republic of Kazakhstan.

A complaint from a service recipient received by a state body directly providing a state service, in accordance with paragraph 2 of Article 25 of the Law, shall be subject to consideration within 5 (five) working days from the date of its registration.

The service recipient's complaint received by the authorized body for the assessment and control over the quality of the provision of state service shall be subject to consideration within 15 (fifteen) working days from the date of its registration.

11. In cases of disagreement with the results of the provision of state services, the service recipient shall apply to the court in accordance with the procedure established by the legislation of the Republic of Kazakhstan.

Annex 1
to the Rules
for the provision of state
services "Licensing
of educational activities"

The Standard for the provision of state service "Licensing of educational activities"

1.	Service provider name	The Committee for Quality Assurance in Education and Science of the Ministry of Education and Science of the Republic of Kazakhstan and the territorial departments of the Committee for Quality Assurance in Education and
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		Science of the Ministry of Education and Science of the Republic of Kazakhstan
2.	Methods of providing state services	e-government web portal www.egov.kz, www.elicense.kz (hereinafter referred to as the Portal).
3.	The term for providing state services	issuance of a license and/or annex to it - no later than 30 working days; renewal of a license and/or annex to it - no later than three working days; renewal of a license and/or annex to it during the reorganization of a legal entity-licensee in the form of separation, division - no later than 30 working days.
4.	Form of providing state services	Electronic (fully automated).
5.	The result of the providing state services	a license and/or an annex to a license , a reissued license and/or an annex to it, or a reasoned response to refuse to provide a state service in the cases and on the grounds provided for in paragraph 9 of this Standard for the provision of state services. On the portal, the result of the provision of state service is sent to the "personal account" in the form of an electronic document signed with an electronic digital signature (hereinafter referred to as EDS) of the authorized person of the service provider. The form of providing the result of the provision of state services: electronic.
	The amount of payment charged from the service recipient when rendering a state service, and	The provision of state service shall be carried out on a paid and free basis to legal entities (hereinafter referred to as Service recipients). When providing a state service, a license fee shall be paid to the budget for the right to engage in certain types of activities in accordance with Article 554 of the Code of the Republic of Kazakhstan dated December 25, 2017 "On taxes and other obligatory payments to the budget (Tax Code)": 1) the license fee for issuing a license shall be 10 (ten) monthly calculation indicators (hereinafter referred to as MCI);

6.	methods of collecting it in the cases provided for by the legislation of the Republic of Kazakhstan	<p>2) the license fee for the renewal of the license shall be 1 (one) MCI, established on the day of payment.</p> <p>Payment of the license fee shall be carried out in cash and non-cash forms through second-tier banks, organizations that carry out certain types of banking operations, or through the payment gateway of "electronic government".</p> <p>When issuing an annex to a license, when issuing licenses and/or an annex to a license, in cases of detection of errors in the issued license and/or annex to a license with appropriate corrections, payment for the provision of state service shall not be charged.</p>
7.	Schedule	<p>1) the portal - around the clock, except for technical breaks related to repair work (when the service recipient applies after the end of working hours, on weekends and holidays in accordance with the labor legislation of the Republic of Kazakhstan, applications shall be accepted and the results of the provision of state service shall be received on the next working day);</p> <p>2) the service provider - from Monday to Friday inclusive from 9:00 to 18:30, with a lunch break from 13:00 to 14:30, except weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan and Article 5 of the Law Of the Republic of Kazakhstan dated December 13, 2001 "On Holidays in the Republic of Kazakhstan".</p> <p>The addresses of the places of rendering state services shall be posted on the Internet resources: service provider: www.edu.gov.kz, control.edu.gov.kz; portal: www.egov.kz, www.elicense.kz.</p>
		<p>1) to obtain a license: a request in the form of an electronic document certified by an electronic digital signature (hereinafter referred to as EDS) of the service recipient; information confirming the payment of the license fee for the right to engage in certain types of activities;</p>

2) depending on the educational curriculum being implemented, the following documents shall be additionally attached:

for the activities of educational organizations implementing general educational curricula of primary education:

information forms in accordance with Annexes 1, 3, 4, 5, 6 to this Standard for the provision of state services;

electronic copies of working curricula approved by the head of the educational organization developed in accordance with standard curricula and the state compulsory standard of primary education, approved by Order of the Minister of Education and Science of the Republic of Kazakhstan dated October 31, 2018, No. 604 "On approval of state compulsory education standards at all levels of education" (registered in the State Register of Normative Legal Acts under No. 17669) (hereinafter referred to as Order No. 604);

an electronic copy of the contract with the healthcare organization for medical care of students (if any);

an electronic copy of the contract for providing students with meals (if any);

electronic copies of documents confirming the right of economic management, or operational management, or trust management, or a lease agreement for a building, an electronic copy of the sanitary and epidemiological conclusion/act, an electronic copy of the act on the results of verification for compliance in the field of fire safety;

for the activities of educational organizations implementing general education programs of basic secondary education:

information forms in accordance with Annexes 1, 3, 4, 5, 6 to this Standard for the provision of state services;

electronic copies of working curricula approved by the head of the

educational organization, developed in accordance with standard curricula and the state compulsory standard of basic secondary education, approved by Order No. 604;

an electronic copy of the contract with the healthcare organization for medical care of students (if any) (shall not apply to educational organizations located at the institutions of the penal (penitentiary) system);

an electronic copy of the contract for providing students with meals (if any) (shall not apply to educational organizations located at the institutions of the penal (penitentiary) system);

electronic copies of documents confirming the right of economic management, or operational management, or trust management, or a lease agreement for a building, an electronic copy of the sanitary and epidemiological conclusion/act, an electronic copy of the act on the results of verification for compliance in the field of fire safety;

for the activities of educational organizations implementing general educational curricula of general secondary education:

information forms in accordance with Annexes 1, 3, 4, 5, 6 to this Standard for the provision of state services;

electronic copies of working curricula approved by the head of the educational organization, developed in accordance with standard curricula and the state compulsory standard of general secondary education, approved by Order No. 604;

an electronic copy of the contract with the healthcare organization for medical care of students (if any) (shall not apply to educational organizations located at the institutions of the penal (penitentiary) system);

an electronic copy of the contract for providing students with meals (if any

) (shall not apply to educational organizations located at the institutions of the penal (penitentiary) system);

electronic copies of documents confirming the right of economic management, or operational management, or trust management, or a lease agreement for a building, an electronic copy of the sanitary and epidemiological conclusion/act, an electronic copy of the act on the results of verification for compliance in the field of fire safety;

for the activities of educational organizations implementing educational programs of technical and vocational education:

information forms in accordance with Annexes 1, 2, 3, 4, 5, 6, 8, 10 to this Standard for the provision of state services;

electronic copies of the working curriculum for the prepared qualifications of the specialty in the Kazakh and Russian languages, developed for the full period of study in accordance with the state compulsory standard of technical and vocational education, approved by Order No. 604 and (or) by Order of the Acting Minister of Healthcare and Social Development of the Republic of Kazakhstan dated July 31, 2015 No. 647 "On Approval of State Compulsory Standards and Model Professional Training Programs in Medical and Pharmaceutical Specialties" (registered in the State Register of Normative Legal Acts under No. 12007) (hereinafter referred to as Order No. 647), a standard curriculum (if any), the sectoral qualification framework, the professional standard (if any), the professional standard "Teacher" of the corresponding specialty, agreed with the employers of the educational organization, approved by Order of the Minister of Education and Science of the Republic of the public Kazakhstan dated October 30, 2018 No. 595 "On

approval of the Model rules for the activities of educational organizations of the corresponding types" (registered in the State Register of Normative Legal Acts under No. 17657) (hereinafter referred to as Order No. 595) (shall not apply to training persons in educational organizations, located at the institutions of the penal (penitentiary) system and for the training of persons with special educational needs);

electronic copies of the educational program in the specialty in the Kazakh and Russian languages, developed for the full period of study, and copies of the letter-conclusion of the authorized body in the field of religious activity (shall not apply to training persons in educational organizations located at the institutions of the penal (penitentiary) system and for training persons with special educational needs);

an electronic copy of supporting documents from the place of work of employed graduates;

an electronic copy of the positive conclusion of the religious examination of the educational literature fund of the authorized state body in the field of religious activity (for educational organizations implementing spiritual educational programs);

electronic copies of documents confirming the right of economic management or operational management or trust management of buildings, an electronic copy of the conclusion/act of sanitary and epidemiological conclusion, an electronic copy of the act on the results of verification for compliance in the field of fire safety (shall not apply to educational organizations located at institutions of institutions of the penal (penitentiary) system);

electronic copies of documents for the placement of students for the full period of study, their own or belonging on the right of economic management, or operational

management, or trust management, or on the basis of lease for the full period of study, confirming the presence of a hostel, and/or hostel, and/or hotel;

electronic copies of orders and memorandums with higher educational institutions (for military educational institutions of the Ministry of Defense of the Republic of Kazakhstan);

electronic copies of contracts with organizations identified as bases of practice in accordance with the prepared qualifications of the specialty, covering the full period of professional practice (shall not apply to educational organizations located at institutions of the penal (penitentiary) system);

electronic copies of supporting documents from the place of work of employed graduates;

for the activities of educational organizations implementing educational programs of post-secondary education:

information forms in accordance with Annexes 1, 2, 3, 4, 5, 6, 7, 8, 10 to this Standard of state service;

electronic copies of the working curriculum for the prepared qualifications of the specialty in the Kazakh and Russian languages, developed for the full period of study in accordance with the state compulsory standard of technical and vocational education, approved by Order No. 604 and (or) Order No. 647, standard curriculum (if any), the sectoral qualification framework, the professional standard (if any), the professional standard "Teacher" of the relevant specialty, agreed with the employers of the educational organization, approved by Order No. 595 (shall not apply to training persons in educational organizations located at the institutions of the penal (penitentiary) system and for the training of persons with special educational needs);

electronic copies of the educational program in the specialty in the

Kazakh and Russian languages, developed for the full period of study , and a copy of the letter-conclusion of the authorized body in the field of religious activity (shall not apply to training persons in educational institutions located at the institutions of the penal (penitentiary) system and for training persons with special educational needs);
electronic copies of supporting documents from the place of work of employed graduates;
an electronic copy of the positive conclusion of the religious expert examination of the educational literature fund of the authorized state body in the field of religious activity;
electronic copies of documents confirming the right of economic management or operational management or trust management of buildings, an electronic copy of the conclusion/act of sanitary and epidemiological conclusion, electronic copies of the act on the results of verification for compliance in the field of fire safety (shall not apply to educational organizations located at institutions of the penal (penitentiary) system);
electronic copies of documents for the placement of students for the full period of study, their own or belonging on the right of economic management, or operational management, or trust management, or on the right of the lease for the full period of study, confirming the presence of a hostel, and/or hostel, and/or hotel;
electronic copies of contracts with organizations identified as bases of practice in accordance with the prepared qualifications of the specialty, covering the full period of professional practice (shall not apply to educational organizations located at institutions of the penal (penitentiary) system.);
electronic copies of supporting documents from the place of work of employed graduates (shall not apply to educational organizations upon

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The list of documents required for the provision of state service when the service recipient applies to the portal

obtaining a license and (or) annex to the license);
for the activities of educational organizations implementing spiritual educational programs:
information forms in accordance with Annexes 1, 2, 3, 4, 5, 6, 8 to this Standard for the provision of state services;
electronic copies of educational programs approved by the head of the educational organization;
an electronic copy of the positive conclusion of the religious expert examination of the educational literature fund of the authorized state body in the field of religious activity;
electronic copies of documents confirming the right of economic management or operational management of buildings;
an electronic copy of the letter of the opinion of the authorized state body in the field of religious activity for the declared religious educational programs;
for the activities of educational organizations implementing educational programs of higher education:
information forms in accordance with Annexes 1, 2, 3, 4, 5, 6, 7, 8, 9, 11 to this Standard for the provision of state services;
electronic copies of the educational program entered in the register of educational programs of the authorized body in education in accordance with the requested direction of personnel training, developed for the full period of study, in accordance with the state compulsory standard of higher education, approved by Order No. 604 and (or) Order No. 647 in Kazakh and Russian languages;
electronic copies of documents confirming the right of economic management or operational management for or trust management of the building (educational buildings) and clinics, an electronic copy of the sanitary and

epidemiological conclusion, an electronic copy of the act on the results of the verification for compliance in the field of fire safety; electronic copies of agreements on strategic partnership with leading foreign medical educational organizations (for training "Healthcare and social security (medicine)") (shall not apply to educational organizations subordinate to the national security bodies of the Republic of Kazakhstan, the General Prosecutor's Office of the Republic of Kazakhstan, the Ministry of Defense of the Republic of Kazakhstan, Ministry of Internal Affairs, Republic of Kazakhstan);

electronic copies of contracts for internship and strategic partnership with organizations identified as bases of practice, in accordance with the requested area of training, and strategic partnership (shall not apply to educational organizations subordinate to the national security bodies of the Republic of Kazakhstan, the General Prosecutor's Office of the Republic of Kazakhstan, The Ministry of Defense of the Republic of Kazakhstan, the Ministry of Internal Affairs, the Republic of Kazakhstan)

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electronic copies of documents confirming the right of economic management or operational management for or trust management of the building (educational buildings) and clinics, a copy of the sanitary and epidemiological conclusion, an act on the results of verification for compliance in the field of fire safety; electronic copies of supporting documents from the place of work of employed graduates (shall not apply to educational organizations upon obtaining a license);

an electronic copy of a document confirming the presence of a computer program to check the availability of borrowed material and

the use of text with a synonymous replacement of words and expressions without changing the meaning (paraphrase), including the use of text translated from another language (shall not apply to educational organizations subordinate to the national security bodies of the Republic of Kazakhstan, The Ministry of Defense of the Republic of Kazakhstan, the Ministry of Internal Affairs of the Republic of Kazakhstan and the General Prosecutor's Office of the Republic of Kazakhstan);

for the activities of educational organizations and scientific organizations that implement educational programs of postgraduate education with the award of the "Master" degree:

information forms in accordance with Annexes 1, 3, 4, 5, 6, 10, 11 to this Standard for the provision of state services;

electronic copies of the educational program entered in the register of educational programs, the curriculum in accordance with the requested direction of training, developed for the full period of study, in accordance with the state compulsory standard of postgraduate education, approved by Order No. 604 in Kazakh and Russian languages (shall not apply to programs that implemented in the experiment mode approved by the authorized body according to the stated conditions);

electronic copies of agreements on cooperation with educational organizations or scientific or scientific-educational or scientific-production centers, which provide for norms on the status of a partner university in the relevant direction of personnel training and the involvement of foreign consultants;

electronic copies of documents confirming the right of economic management or operational

management or trust management for buildings, an electronic copy of the sanitary and epidemiological conclusion, an electronic copy of the act on the results of verification for compliance in the field of fire safety; electronic copies of contracts with organizations and enterprises for research and development work with the attachment of the Technical Specification and the Schedule of Work (shall not apply to educational organizations subordinate to the Supreme Court of the Republic of Kazakhstan, the national security bodies of the Republic of Kazakhstan, the General Prosecutor's Office of the Republic of Kazakhstan, the Ministry Defense of the Republic of Kazakhstan, the Ministry of Internal Affairs of the Republic of Kazakhstan);

electronic copies of contracts with organizations identified as bases of practice, including for scientific internships;

an electronic copy of a document confirming the presence of a computer program to check the availability of borrowed material and the use of text with synonymous replacement of words and expressions without changing the meaning (paraphrase), including the use of text translated from another language;

for the activities of educational organizations and scientific organizations implementing educational programs of postgraduate medical education (residency):

information forms in accordance with Annexes 3, 5, 6, 10, 11 to this Standard for the provision of state services;

electronic copies of the educational program in clinical specialties, the curriculum in accordance with the requested direction of personnel training, developed for the full period of study in accordance with Order No. 647;

electronic copies of documents confirming the right of economic management or operational management of buildings and clinics

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electronic copies of contracts with organizations identified as bases of practice, covering the full period of study, and strategic partnerships;

for the activities of educational organizations subordinate to the Supreme Court of the Republic of Kazakhstan, the General Prosecutor's Office of the Republic of Kazakhstan, the national security bodies of the Republic of Kazakhstan, the Ministry of Internal Affairs of the Republic of Kazakhstan, the Ministry of Defense of the Republic of Kazakhstan, implementing educational programs of postgraduate education with the award of the degree of Doctor of Philosophy (PhD) and Doctor of the profile:

information forms in accordance with Annexes 1, 3, 4, 5, 6, 10, 11 to this Standard for the provision of state services;

electronic copies of the educational program, curriculum in accordance with the requested direction of personnel training, developed for the full period of study in accordance with Order No. 604, in Kazakh and Russian languages.

electronic copies of documents confirming the right of economic management or operational management of buildings;

for the activities of educational organizations that implement educational programs of postgraduate education with the award of the degree of Doctor of Philosophy (PhD) and Doctor in the profile:

information forms in accordance with Annexes 1, 3, 4, 5, 6, 10, 11 to this Standard for the provision of state services;

electronic copies of the educational program entered in the register of educational programs of the

authorized body in education, in accordance with the requested direction of personnel training, developed for the full period of study in accordance with Order No. 604 and (or) Order No. 647, in Kazakh and Russian languages (shall not apply to programs that are implemented in the experimental mode approved by the authorized body under the stated conditions);

electronic copies of documents confirming the right of economic management or operational management or trust management of buildings;

electronic copies of contracts with organizations and enterprises for research and development work with the attachment of the Technical Specification and the Work Schedule ;

electronic copies of agreements on scientific exchange with accredited foreign higher educational institutions, which provide for norms on the status of a partner university in the relevant direction of personnel training, attracting foreign consultants, and implementing joint research projects;

electronic copies of certificates of accreditation of programs of a foreign higher educational institution , corresponding to the requested direction of personnel training;

electronic copies of contracts with organizations identified as practice bases and contracts for overseas training in accordance with the requested direction of personnel training;

electronic copies of certificates of accreditation of laboratories or electronic copies of contracts with such laboratories;

an electronic copy confirming the presence of a computer program to check the availability of borrowed material and the use of text with synonymous replacement of words and expressions without changing

the meaning (paraphrase), including the use of text translated from another language;

3) to obtain an attachment to the license:

a request in the form of an electronic document certified by the EDS of the service recipient;

information forms and electronic copies of documents provided for in subparagraph 2) of paragraph 8 of this Standard for the provision of state services.

Upon receipt of an application to the license by service recipients implementing educational programs of technical and vocational, post-secondary education, for new qualifications for them, documents shall be submitted on the portal separately for each requested qualification, indicating the territorial departments of the Committee for Quality Assurance in Education and Science of the Ministry.

Upon receipt of an attachment to the license by service recipients implementing educational programs of higher, postgraduate education, in new areas of personnel training, documents shall be submitted on the portal separately for each requested area of personnel training, with an indication of the Committee for Quality Assurance in Education and Science of the Ministry;

4) to renew the license and the annex to the license:

a request in the form of an electronic document certified by the EDS of the service recipient;

information confirming the payment of the license fee for the right to engage in certain types of activities, except for payment through the payment gateway of "electronic government";

electronic copies of documents containing information on changes that served as the basis for reissuing the license and (or) annex to the

		<p>license, except for documents, information from which is contained in state information systems;</p> <p>5) for re-issuing a license and annex to a license during the reorganization of a legal entity-licensee in the form of separation or division, additional forms of information and electronic copies of documents provided for in subparagraph 2) of paragraph 8 of this Standard for the provision of state service are attached;</p> <p>Information on the certificate of state registration (re-registration) of a legal entity, a license for medical activities contained in state information systems, the service provider shall receive from the relevant state information systems through the "electronic government" gateway.</p> <p>The service provider shall obtain the consent of the service recipient for the use of information constituting a secret protected by law contained in information systems in the provision of state services unless otherwise provided by the laws of the Republic of Kazakhstan.</p>
9.	<p>Grounds for refusal to provide state services established by the legislation of the Republic of Kazakhstan</p>	<p>1) engaging in a type of activity is prohibited by the laws of the Republic of Kazakhstan for this category of individuals or legal entities;</p> <p>2) the license fee has not been paid;</p> <p>3) the applicant does not meet the qualification requirements;</p> <p>4) the licensor has received a response from the relevant approving state body on the applicant's non-compliance with the requirements for licensing;</p> <p>5) concerning the applicant, there is a court decision (verdict) that has entered into legal force on the suspension or prohibition of activities or certain types of activities subject to licensing;</p> <p>6) the court, based on the submission of the bailiff, is temporarily prohibited from issuing a license to the debtor applicant.</p>

10.	Other requirements, taking into account the specifics of the provision of state services, including those provided in electronic form and through the State Corporation	<p>The recipient has the opportunity to receive state services in electronic form through the portal, subject to the presence of an EDS.</p> <p>The contact phone number of the service provider's information service for the provision of state services: 8 (7172) 74-24-30. The Unified Contact Center for the provision of state services: 1414, 8-800-080-7777.</p> <p>The service recipient shall have the opportunity to obtain information on the procedure and status of the provision of state service in remote access mode through the service provider's helpdesk for the provision of state services, the Unified Contact Center for the provision of state services: 1414, 8-800-080-7777.</p>
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Annex 1
to the Standard
for the provision of public
services "Licensing
of educational activities"
The form

Information on the staffing of pedagogical and teaching personnel

(name of the educational organization) (as of _____)

			Information on higher and/or technical and vocational and/or post-secondary education, on pedagogical retraining, specialty, diploma qualifications, year of graduation, for				Category, date of assignment, number of the order on the		
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No.	Surname, name, patronymic (if any)	Year and place of birth	Masters of industrial training - information on the work experience of at least 1 year over the last 5 years (name of the organization, production period of work) or an internship in organizations and/or in production for at least 72 hours over the last 3 years (name of organization, production, training period, internship).	Main place of work (address of the organization)	Additional place of work (part-time work)	Information on the absence (presence) of a criminal record	assignment of the category * Information on teachers-experts, teachers-researchers, teachers-masters, teachers, Information on the teachers who trained the participants and winners of competitions and competitions.	Information on the passage of a medical examination (presence of a sanitary book) *	Information on the Master's degree (specialty, year of award) *
1	2	3	4	5	6	7	8	9	10

Table continuation

						Subject,
Information on the academic degree "Doctor of Philosophy (Ph.D.)" or "Doctor by Profile", specialty, year of the award	Information on the degree "Doctor of Philosophy (Ph.D.)" or "Doctor by Profile", specialty, year of the award, information on specialists at level 8 of the National Qualification Framework	Information on the academic degree "Candidate of Science" or "Doctor of Science" or "Doctor of Philosophy (Ph.D.)" or "Doctor of Profile", specialty, year of the award	Information on the academic title "Associate Professor (Docent)" or "Professor", specialty, year of assignment	Information on honorary titles and state awards of the Republic of Kazakhstan, on the title of the sport "Honored trainer" or the highest and first medical category, year of assignment	Information on the availability of a certificate of recognition/nostrification	

						discipline taught
11	12	13	14	15	16	17

Head of the educational organization _____

(Surname, name, patronymic (if any) (signature)

Note *: for organizations of primary, basic secondary, general secondary, technical and vocational, post-secondary education

Annex 2
to the Standard
for the provision of public
services "Licensing
of educational activities"
The form

Information on the availability of the fund of educational and scientific literature

(name of the educational organization) (as of _____)

No.	Academic subject, academic discipline by profession, by the prepared qualifications of the specialty, by the direction of personnel training, type of activity, the section of the education and training program	The number of students studying the subject, discipline (estimated set)	Educational literature (title, year of publication, authors)	Educational-methodical, scientific literature (title, year of publication, authors) *	Quantity not less than 1 copy
1	2	3	4	5	6
Total:					

The head of the educational organization _____

(Surname, name, patronymic (if any) (signature)

Note *: filled out by organizations of technical and professional, higher and postgraduate education

Annex 3
to the Standard
for the provision of public
services "Licensing
of educational activities"
The form

Information on the availability of medical services, including the availability of a medical center and a license for medical

activities

(name of the educational organization) (as of _____)

The actual address of the building occupied by the educational process	Information on the license for medical activities (number)	Note
1	3	4

* The license status is checked using the "E-licensing" IS SDB.

Head of the educational organization _____
(Surname, name, patronymic, if any) (signature)

Annex 4
to the Standard for the provision
of public services "Licensing
in educational activities"
The form

Information on the availability of a food facility that complies with sanitary rules and regulations

(name of the educational organization) (as of _____)

The actual address of the building occupied by the educational process	The name of the food facility (canteen, buffet, cafe)	Availability of a sanitary and epidemiological conclusion on the compliance of the food facility with sanitary rules and regulations (date and number)	Note (in case of renting a catering facility, indicate information on tenants)
1	2	3	4

Head of the educational organization

(Surname, name, patronymic (if any) (signature)

Annex 5
to the Standard for the provision
of public services "Licensing
in educational activities"
The form

Information on the useful study area, the availability of the material, and technical base

(name of the educational organization) (as of _____)

	Availability of tangible and financial assets (owned by	Type of premises (classrooms, lecture halls, premises for practical classes, laboratories, workshops for specific qualifications, specialties, assembly, and physical education halls), social and	

and usable area (m2)		training grounds *		indication of the type				
1	2	3	4	5	6	7	8	9

Head of the educational organization

(Surname, name, patronymic (if any) (signature)

* Note: * for organizations of technical and vocational, post-secondary education in the requested specialty and/or qualifications, for organizations of higher and postgraduate education, the information shall be provided in the requested direction.

* The qualification requirement for computer labs shall not apply to small schools

Annex 7
to the Standard for the provision
of public services "Licensing
in educational activities"
The form

Information on the compliance of the minimum costs per student for the corresponding academic year *

Name	Cost amount *	
	for 4 months	for 8 months
1	2	3

Head of the educational organization

(Surname, name, patronymic (if any) (signature)

Note * when obtaining a license in the areas of training magistracy, it is necessary to indicate separately the amount of costs for the scientific and pedagogical magistracy, separately for the specialized magistracy

Annex 8
to the Standard for the provision
of public services "Licensing
in educational activities"
The form

Information on the availability of educational and scientific literature on digital media

(name of the educational organization) (as of _____)

No.	Academic discipline by profession, the direction of personnel training, according to prepared qualifications of the specialty	Name, year of creation	Author(s)
1	2	3	4

Head of the educational organization

(Surname, name, patronymic (if any) (signature))

Annex 9
to the Standard for the provision
of public services "Licensing
in educational activities"
The form

Information on advanced training and retraining of personnel over the past five years in accordance with the profile of the taught disciplines

No.	Surname, name, patronymic (if any)	Topic name	Place and period of training	The name of the organization in which the training took place	Number of hours	Completion form
1	2	3	4	5	6	7

Head of the educational organization

(Surname, name, patronymic (if any) (signature))

Annex 10
to the Standard for the provision
of public services "Licensing
in educational activities"
The form

Information on the scientific supervisors in the direction of personnel training, carrying out scientific supervision, indicating the length of service, scientific publications, and the prepared textbook or study guide

	Surname, name,	Information on education (information on the availability of a scientific degree "Candidate of Sciences", or "Doctor of Sciences", or "Doctor of Philosophy (Ph.D.)", or "Doctor in profile", or	Work experience (List of publications			in the proceedings

No.	patronymic (if any)	the academic degree "Doctor of Philosophy (Ph.D.)", or "Doctor by Profile", or the degree "Doctor of Philosophy (Ph.D.)", or "Doctor by Profile", information on the end of the residency)	scientific, pedagogical, clinical)	In domestic periodicals	In foreign periodicals	o f international conferences	Title of the textbook or tutorial
1	2	3	4	5	6	7	8

Head of the educational organization

(Surname, name, patronymic (if any) (signature)

Annex 11
to the Standard for the provision
of public services "Licensing
in educational activities"

The form

Information on the availability of a specialized scientific and technical, scientific and methodological, clinical, experimental base *

The presence of a research institute, a clinical base, a scientific laboratory, a technopark, a business incubator (select the required)	Location address	Ownership or contractual basis	Note (brief information on the activities of the base)
1	2	3	4

Head of the educational organization

(Surname, name, patronymic (if any) (signature)

Note *: information shall be presented in the context of personnel training

Annex
to the Order of the Minister of
Education and Science of the
Republic of Kazakhstan
dated August 17, 2020, No. 351

The list of some terminated orders of the Minister of Education and Science of the Republic of Kazakhstan

1. Order of the Minister of Education and Science of the Republic of Kazakhstan dated April 15, 2015, No. 204 "On approval of the state service standard" Licensing of educational activities"(registered in the State Register of Normative Legal Acts under No. 11120, published on July 16, 2015, in the Legal Information System “Adilet”);

2. Order of the Minister of Education and Science of the Republic of Kazakhstan dated March 25, 2016 No. 218 "On Amendments to the Order of the Minister of Education and Science of the Republic of Kazakhstan dated April 15, 2015 No. 204 " On Approval of the State Service Standard "Licensing of educational activities" (registered in the State Register of Normative Legal Acts under No. 13667, published on May 06, 2016 in the Legal Information System “Adilet”);

3. Order of the Minister of Education and Science of the Republic of Kazakhstan dated January 25, 2019 No. 36 "On amendments to the Order of the Minister of Education and Science of the Republic of Kazakhstan dated April 15, 2015 No. 204" On approval of the standard of the state service "Licensing of educational activities" (in the State Register of Normative Legal Acts under No. 18245, published on February 4, 2019 in the Reference Control Bank of the RLA of RK in electronic form);

4. Order of the Minister of Education and Science of the Republic of Kazakhstan dated June 2, 2015 No. 357 "On approval of the regulations for the state service" Licensing of educational activities"(registered the State Register of Normative Legal Acts under No. 11563, published on July 17, 2015 in the Legal Information System “ Adilet”);

5. Order of the Minister of Education and Science of the Republic of Kazakhstan dated March 30, 2016 No. 231 "On amendments to the Order of the Minister of Education and Science of the Republic of Kazakhstan dated June 2, 2015 No. 357 "On approval of the regulations of the state service "Issuance of a license for educational activities" (registered in the State Register of Normative Legal Acts under No. 13674, published on May 06, 2016 in the Legal Information System “Adilet”);

6. Order of the Minister of Education and Science of the Republic of Kazakhstan dated April 16, 2015 No. 212 "On approval of standards of state services in education and science" (registered in the State Register of Normative Legal Acts under No. 11260, published in the Legal Information System “Adilet” dated June 23, 2015);

7. Order of the Minister of Education and Science of the Republic of Kazakhstan dated August 13, 2015 No. 528 "On approval of regulations for state services in education and science" (registered in the State Register of Normative Legal Acts under No. 12066, published in the Legal Information System “Adilet” dated October 22, 2015).

