

**MINISTRY OF DEFENCE OF UKRAINE
MILITARY ACADEMY (Odesa)**

APPROVED
Commandant of the Military Academy
(Odesa)
Major General

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“ ___ ” _____ 2023

**REGULATION
on the Procedure for Implementing the Right to Academic Mobility of
Participants in the Educational Process at the Military Academy (Odesa)**

Adopted
by the Academic Council
of the Military Academy (Odesa)
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The draft regulation has been prepared to address the comments of the GER (State Examination Board) regarding the lack of facts on the implementation and provision of scientific mobility for applicants, international cooperation in PhD training, opportunities for international cooperation, and interdisciplinary interaction (scientists and scientific networks); the exploration of international academic mobility opportunities and the procedure for international exchange of applicants and faculty members (NPP).

The Regulation on the procedure for the implementation of the right to academic mobility for participants in the educational process at the Military Academy (Odesa) was developed by a team of employees under the general leadership of the Commandant of the Military Academy (Odesa), Major General Dmytro Deliatysky.

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1. GENERAL PROVISIONS

1.1. The Regulation on the procedure for the implementation of the right to academic mobility for participants in the educational process at the Military Academy (Odesa) (hereinafter referred to as the Regulation) defines the goals, objectives, organizational support, rights, and obligations of the parties and participants in academic mobility programs at the Military Academy (Odesa) and other higher education institutions (research institutions) within Ukraine or abroad, as well as participants of the educational process of higher education institutions (research institutions) (hereinafter referred to as Partner Institutions).

1.2. The Regulation is developed in accordance with the Laws of Ukraine "On Education," "On Higher Education," the Procedure for the implementation of the right to academic mobility, approved by the Cabinet of Ministers of Ukraine Resolution No. 579 dated 12.08.2015, Methodological Recommendations of the Ministry of Education and Science of Ukraine on the implementation of ECTS and its key documents in higher educational institutions (Letter of the Ministry of Education and Science of Ukraine dated 26.02.2010 No. 1/9-119), other legal and regulatory documents related to higher education, as well as the Statute of the Military Academy, the Regulation on the organization of the educational process at the Military Academy (Odesa).

1.3. *Academic mobility* is the opportunity for participants in the educational process to study, teach, undergo internships, or conduct research at another Partner Institution within Ukraine or abroad.

Educational process refers to the system of scientific, methodological, and pedagogical activities aimed at personal development through the formation and application of competencies.

Participants in academic mobility are individuals engaged in the educational and scientific process at the Military Academy (Odesa), domestic and foreign Partner Institutions, including applicants for the degree of Doctor of Philosophy, research and academic staff, who participate in academic mobility programs.

1.4. The right to academic mobility may be realized based on international agreements on cooperation in the field of education and science, international programs and projects, agreements on cooperation between the Military Academy (Odesa) and Partner Institutions in Ukraine or their main structural units, and between the Military Academy (Odesa) and foreign Partner Institutions and their main structural units.

Agreements on cooperation during martial law may be concluded electronically using a qualified electronic signature. If the use of a qualified electronic signature is not possible, correspondence of the intention to cooperate, implementation of academic mobility programs, and confirmation of obligations will be exchanged after the end or cancellation of martial law.

2. GOALS AND OBJECTIVES OF ACADEMIC MOBILITY

2.1. The goals, objectives, and general principles for ensuring and implementing the right to academic mobility must comply with the key principles of the Joint Declaration of European Education Ministers "The European Higher Education Area", signed in Bologna on June 19, 1999 (Bologna Declaration).

2.2. The main goals of academic mobility at the Military Academy (Odesa) are:

Integration of Ukraine into the European Higher Education Area and the European Research Area;

Exchange of best practices and experience in the fields of education and science;

Modernization of the education system;

Digitization of education and management;

Improvement of the quality of education and the effectiveness of scientific research;

Enhancement of the competitiveness of the educational and scientific community of Ukraine;

Development of professional skills and personal qualities of participants in academic mobility;

Deepening cooperation with international partners in the fields of education and science;

Support of social, economic, and cultural relations and ties with other countries.

2.3. The objectives of the participants in academic mobility at the Military Academy (Odessa) are:

Improvement of the theoretical and practical training, professional skills of academic mobility participants;

Acquisition of international experience in teaching, research, and scientific-technical activities, as well as access to European and global research infrastructures;

Implementation of joint scientific, scientific-technical, and/or educational projects;

Enhancement of foreign language proficiency;

Promotion of the Ukrainian language, culture, and deepening knowledge of the cultures of other countries.

3. FORMS AND TYPES OF ACADEMIC MOBILITY

3.1. According to the place of implementation of the right to academic mobility, the following are distinguished:

Internal academic mobility – academic mobility, the right to which is realized by participants in the educational process of the Military Academy (Odesa) at higher education institutions (research institutions) within Ukraine;

External (international) academic mobility – academic mobility, the right to which is implemented by participants in the educational process at the Military Academy (Odesa) in higher education institutions (research institutions), usually aboard of Ukraine (with the exception of distance learning forms), as well as by foreign participants in the educational process at the Military Academy (Odesa).

3.2. By area of activity, academic mobility is divided into: educational and scientific mobility.

3.3. By method of implementation, academic mobility is distinguished as:

in-person, which involves the physical relocation of the academic mobility participant to the partner institution;

distance, which involves interactive engagement of the academic mobility participant, facilitated by the use of relevant information and communication technologies;

blended, which involves a combination of in-person and distance participation of the academic mobility participant.

3.4. Forms of academic mobility for participants who are pursuing a PHD or are scientific-pedagogical and research staff include:

participation in credit-based academic mobility programs for those pursuing a PhD degree;

participation in joint educational and/or scientific projects (activities within a temporary project group formed for a specific period to achieve the goal and objectives of a particular educational or scientific project, funded by a grant from the partner institution);

teaching;

internship;

scientific research;

scientific internship;

language training;

professional development;

other forms (such as participation in seminars, conferences, presentations, and publications within a specific discipline/field of knowledge, etc.), which do not contradict current legislation.

4. ORGANIZATIONAL SUPPORT OF ACADEMIC MOBILITY

4.1. The Head of the international military cooperation group of the general and long-term planning department (headquarters) regularly informs the heads of subordinate units about current academic exchange programs for participants of the educational process.

4.2. A participant of the educational process at the Military Academy (Odesa) – including PhD candidates, research and academic personnel – who intends to take part in an academic mobility program, shall submit a formal report to the Commandant of the Military Academy (Odesa), pre-approved by the head of their unit, the Deputy Commandant for academic affairs and/or the Deputy Commandant for research – Head of the scientific and organizational division

(depending on the nature of the program). The following attachments must be included:

- a copy of the official invitation to participate in the academic mobility program, along with a certified translation if necessary, in accordance with the Law of Ukraine “On Notaries”;

- a copy of the cooperation agreement in the field of education and science between the Military Academy (Odesa) and the partner institution, under which the academic mobility is to be implemented;

- proposals for changes to the class schedule, coordinated with the Chief of the Academic Department (for teaching staff).

4.3. In the event of a favorable decision by the Commandant of the Military Academy (Odesa) upon review of the submitted report, the participant of the academic mobility program shall immediately forward copies (or second originals) of the documents listed in paragraph 4.2 to the International Military Cooperation Group, as well as to the Scientific and Organizational Division (for PhD candidates and researchers) or the Academic Department (for teaching personnel).

4.4. Participants of the academic mobility program shall be deployed to the partner institution for participation in accordance with the procedure defined by current legislation.

5. RIGHTS AND DUTIES OF PARTICIPANTS IN THE EDUCATIONAL PROCESS ENGAGED IN ACADEMIC MOBILITY PROGRAMS

5.1. Participants of academic mobility have the right to:

- utilize the educational, scientific, industrial, cultural, and sports infrastructure of the Host Partner Institution (within the limits established by the cooperation agreement);

- submit their own scientific works for publication;

- participate in scientific conferences, symposia, exhibitions, contests, etc.;

- receive a document certifying the results of participation in the academic mobility program, such as a certificate, diploma, academic transcript, or Transcript of Records.

5.2. Participants of academic mobility are obliged to:

- report to the Host Partner Institution in a timely manner to commence participation in the academic mobility program;

- during the implementation of the academic mobility program, comply with the legislation of the host country, internal regulations, Charter, and other legal instruments of the Host Partner Institution;

- observe all safety and security requirements while participating in the academic mobility program;

- return to the Military Academy (Odesa) without delay upon completion of the academic mobility program.

6. REPORTING AND CREDIT TRANSFER BASED ON ACADEMIC MOBILITY PROGRAM RESULTS

6.1. Upon return to the Military Academy (Odesa), the participant of the academic mobility program shall submit to the scientific and organizational division (for PhD candidates and research personnel) or the academic division (for academic and teaching staff) a report on the implementation of the academic mobility program along with a copy of the document certifying the results of participation in the program – such as a certificate, diploma, academic transcript, or transcript of records.

In addition, copies of the aforementioned documents must also be submitted to the International military cooperation group.

6.2. Recognition of academic results is carried out based on the European credit transfer and accumulation system (ECTS).

6.3. The decision on credit transfer is made by the Academic Council of the Military Academy (Odesa).

Credit transfer is conducted on the basis of an International cooperation agreement and in accordance with an academic transcript or another duly certified document confirming academic results achieved at the Host partner institution.

6.4. Credit transfer of completed academic disciplines is conducted on the basis of documentation provided by the academic mobility participant (PhD candidate) listing the subjects studied, the number of credits earned, and the grading system used – all certified by the Host partner institution. This process involves comparing the academic curriculum of the Military Academy's relevant educational-scientific program with that of the Partner institution. During this comparison, the following equivalencies may apply an exam passed at the Partner institution may be recognized as a pass/fail credit with the corresponding ECTS grade; a pass/fail credit assessed using the ECTS grading scale may be recognized as an exam and converted into a national grade accordingly.

6.5. If academic misconduct (such as plagiarism, fabrication, or falsification) is discovered during participation in an academic mobility program, the Academic Council of the Military Academy (Odesa) shall adopt a resolution to deny the transfer of credits for the corresponding academic discipline.

7. FINAL PROVISIONS

7.1. This regulation shall be adopted by the Academic Council of the Military Academy (Odesa) and approved by the Commandant of the Military Academy (Odesa).

7.2. Amendments and additions to this regulation shall be considered and adopted by the Academic Council of the Military Academy (Odesa) and approved by the Commandant of the Military Academy (Odesa).

7.3. The enforcement of this regulation shall be monitored by the officials of the Military Academy (Odesa) within the scope of their authority.