



NAZARBAYEV
UNIVERSITY

**Amendments to the Admission Policy and Procedures to the Residency
Programs of the autonomous organization of education Nazarbayev University**

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To amend the Admission Policy and Procedures to the Residency Programs of the autonomous organization of education Nazarbayev University, approved by the Decision of the Provost dated June 17, 2022, No. 80-Н/К (hereinafter - the Policy and Procedures) as follows:

1. To add sub-clause 20 to Clause 2.1. of the Policy and Procedures as follows:

“20. **Guarantee fee** – a mandatory payment that is a part of the admission offer accepting process and secures the Applicant’s place in the Program (except for the programs on a fee-paying basis sponsored by legal entities), unless the Program is exempted from payment of the guarantee fee by the Managing Council of the University.”.

2. Clauses 3.3.3 and 3.3.4 of the Policy and Procedures shall be amended as follows:

“3.3.3. All Programs will have a single Admissions Committee and Secretary. The Admissions Committee is composed of faculty members from the School and relevant local experts from the hospital sites for each Program.

3.3.4. The total number of voting members of the Admissions Committee shall be odd, but not less than 5 (five) including at least 1 (one) member as a local expert from the hospital sites.”.

3. Clause 3.5.5 of the Policy and Procedures shall be stated in a new edition as follows:

“3.5.5. Applicants who received notifications on admission should officially notify the University by accepting or refusing the admission offer in accordance with dates written in an admission offer.

Acceptance of the admission offer by applicants shall be made by execution of the following actions:

- 1) to fill out the Enrollment confirmation form via Personal account;
- 2) to fill out the Consent form on Guarantee fee payment via Personal account;
- 3) to make a payment of a Guarantee fee via Personal account.

In case of incompleteness of any action, provided above, applicants will be considered as applicants who refused the admission offer and admission offer will be sent to the next most highly ranked applicant from a waiting list.

The amount of a Guarantee fee is established by internal documents of the University. Guarantee fee is refundable in case of completion of the following cumulative conditions:

- 1) bilateral signing of the Agreement on provision of education services at the University;
- 2) student’s participation in Orientation week;
- 3) after finishing first six months of the Program by a student with good academic standing in accordance with the Policies and Procedures for NUSOM Residency Programs.

The Guarantee fee can be refunded without completion of the above-mentioned refund conditions in case of the death of an applicant/student before the finishing the first six months of the Program.”.

4. Clause 3.5.8. of the Policy and Procedures shall be stated in a new edition as follows:

“3.5.8. The Decision on Enrollment shall specify the source of funding for each admitted applicant.”.