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European University LLC

Methodology of determining the number of academic and invited staff

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1. General Provisions

1. The present methodology for determining the number of academic and invited staff is used for the purpose of establishing the number of academic and invited staff required for implementation of the educational programs of the European University.
2. Determining the number of academic and invited staff required for the implementation of educational programs at the European University is conducted with the direct involvement of the faculties, in particular, the deans of the faculty and the heads of the program.

2. Mechanism of determining the number of academic and invited staff

1. The following tasks are taken into consideration while determining the number of academic and invited personnel:
 - A) Number of students enrolled at an educational program;
 - B) Maximum number of students admitted to a group within the educational programs of the European University;
 - C) The number of hours of lectures and practice per week in the compulsory courses of the main field of study, within the framework of educational programs during the per semester;
 - D) Maximum number of hours allowed for academic staff to be conducted;
 - E) Target benchmarks (minimum percentage requirements and maximum admissions) for academic and invited staff at the European University.

3. Target benchmarks for determining the number of academic and invited staff

Target benchmarks for academic and invited staff are:

- A) Within educational programs (at all levels), at least 40% of the hours spent on compulsory courses in the main field of study must be taught by academic staff and, accordingly, a maximum of 60% by visiting staff.
- B) After providing the minimum permissible number of academic staff, the invited staff of the University may be involved in the implementation of the program. The program is not allowed to be implemented only with the use of academic staff, therefore, it is mandatory to involve invited specialists in the implementation of the program.

4. Maximum number of students admitted to educational courses and maximum number of academic hours to be conducted by academic staff

1. The specifics of the training courses are taken into account when determining the maximum number of students admitted to the groups within the educational program.

The following are allowed within the framework of educational programs at the European University:

A) The maximum Number of Students per Group in Academic Courses: For general academic courses: Theoretical part: maximum 75 students Practical part: maximum 25 students; Laboratory sessions/work: maximum 12 students; For the Faculty of Veterinary Medicine: Theoretical part: maximum 75 students; Group work/practical work/sessions: maximum 22 students¹; Laboratory work/sessions: maximum 11 students; For the Faculties of Medicine and Dentistry: In the case of the educational programs in Medicine and Dentistry (basic academic courses): Theoretical part: maximum 100 students; Practical part: maximum 22 students; In the case of the educational program in Medicine (clinical academic courses): Theoretical part: maximum 77 students; Practical part: maximum 11 students; In the case of the educational program in Dentistry (clinical academic courses): Theoretical part: maximum 55 students; Practical part: maximum 11 students. During practical sessions at the simulation center: maximum 11 students.

B) in case of foreign language courses, the maximum number of students in a group - 22 students;

2. Semester workload of academic staff:

- Professor - Maximum 270 hours per semester (average 18 academic hours per week);

- Associate Professor - Maximum 315 hours per semester (average of 21 academic hours per week);

- Assistant Professor - a maximum of 360 hours per semester (average of 24 academic hours per week);

- Assistant - Maximum 360 hours per semester (average of 24 academic hours per week (practical / group work hours, etc.).

5. Calculation of the number of academic and invited staff for educational programs

1. Taking into consideration the above assumptions, the minimum / maximum permissible number of academic and invited staff for the educational program is calculated as follows:

The minimum permissible number of academic staff

$$\frac{[L(\frac{X_{st}}{n}) + P(\frac{X_{st}}{n})] * 0.4}{H_{ac} \frac{P_{st}}{L_{st}}}$$

¹ Note: [1] Taking into account the specific nature of the academic course, in practical sessions where, for example, work with mannequins or simulators by both staff and students is required, the number of students per group is limited to 11.

Where,

L - number of lecture hours to be conducted per week within the compulsory courses of main field of study in the odd/ even semesters of the educational program ¹

P – number of hours of the practical classes to be conducted per week within the compulsory courses of main field of study in the odd/ even semesters of the educational program ²

X_{st} – Number of students enrolled in the educational program (with active status)

L_{st} – Maximum number of students allowed for the theoretical part of the training courses P_{st} -

Maximum number of students allowed for the practical part of the training courses

H_{ac} - Maximum average number of hours admissible per week for academic staff ³

n -Number of academic years of the educational program

Note:

1. Ratios in the formula $(\frac{X_{st}}{L_{st}})$ and $(\frac{X_{st}}{P_{st}})$ are always rounded surplus (e.g. if in the result of the ratio is received

1.1, the result is rounded to 2.) The ratio of the result obtained by the ratio to the number of years of study at the educational program is also a rounded surplus.

2. Ratios $(\frac{X_{st}}{L_{st}})$ and $(\frac{X_{st}}{P_{st}})$ are divided into the number of years of study at the educational program, to

calculate the average number of groups per course, and to calculate the total number of lectures and practical hours per week, the number of lecture and practical hours per week in the odd / even semesters of the educational program within the compulsory courses of the main field of study is multiplied by the average number of groups in one course.

On the faculties of Medical and Dentistry and in the case of dental education programs, academic staff, the target mark established by the rule related to the minimum quantity applies on theoretical training courses, accordingly, the above methodology is academic. The minimum number of staff is calculated based on the basic training courses taking into account the hours of lecture and practical training, including such a basic one contact hours of study courses, which are taught in upper courses.

¹ number of lecture hours to be conducted per week within the compulsory learning courses of main field of study are calculated separately in the odd/ even semesters of the educational program, and from the results received we take the largest.

² Number of hours of practical classes to be conducted per week within the compulsory learning courses of main field of study are calculated separately in the odd/ even semesters of the educational program, and from the results received we take the largest.

³ Arithmetic mean of the number of hours permissible per week for academic staff in subpoint 4.2 of the present document.