Comprehensive Guide to Admissions and Enrollment

Tashkent 2024

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Overview

The Admissions Guidelines outlines the principles and processes that are used to select and admit new students to all faculties of The Oxus University (the university) in line with its broader commitment to academic and human excellence. The policy aims to attract and enroll highly motivated and talented students. The policy complies with the regulations and guidelines set by the Ministry of Higher Education of Uzbekistan. The admission principles and procedures are annually approved by the Academic Council.

Admissions Principles

The admissions of the applicants to the Study Programs at the University will made in line with the following principles:

Transparency and Fairness: The University commits to conducting admissions processes transparently, ensuring fairness, openness, and consistency for all applicants. Admissions decisions are based primarily on academic achievements, talents, and potential, with **a holistic review** that considers a range of factors beyond academic metrics.

Academic Expectations: Admissions are based on the reasonable expectation that applicants will be able to fulfill the objectives of the Study Program pursued and achieve the standard required for the qualification.

Community Engagement: The University recognizes the significance of community engagement in shaping well-rounded individuals. As such, applicants who demonstrate a commitment to community service, leadership, or civic engagement may be prioritized in admissions, aligning with the University's values of social responsibility and contribution to society.

Equal Treatment of Applications: All timely completed applications are treated equally, with a commitment to fairness and equal opportunity. Admissions processes are accessible to all qualified applicants, regardless of their socioeconomic status, race, ethnicity, gender, religion, or other personal characteristics.

Opportunities for Development: Admissions prioritize candidates who demonstrate potential for progression, personal growth, and lifelong learning, while meeting the relevant entry criteria.

Diversity and Inclusivity: The university is committed to promoting equality of opportunity for all applicants and students, fostering a stimulating and supportive learning environment.

Ethical Conduct: Admissions Practices emphasize integrity, honesty, and ethical behavior in all aspects of the admissions process, including the evaluation of applications, communication with applicants, and handling of confidential information.

Published Information and Admissions Management

- At Oxus University, all prospective applicants considering enrollment at the University will have access to accurate and current course information through various published sources.
- To facilitate pre-entry support and orientation for candidates, the University shares annual application submission **deadlines**. However, applications will be assessed until the course commencement, depending on seat availability.
- In cases involving the candidacy of an applicant or a group of applicants, any staff member with a personal or professional interest shall abstain from participating in recruitment, admissions, enrollment, and assessment processes related to that particular case.
- The responsibility of determining the student intake across the University lies with the University's Management Board. This decision is in line with the University's mission, strategic plan, and annual planning cycle.

At Oxus, we provide innovative and globally connected education with unique value-added features, including:

- **Student-centered education:** Flexible learning spaces, collaboration, creativity, and comprehensive support services tailored to diverse student needs.
- **World-class professors:** Professors with degrees from prestigious international universities, imparting knowledge through innovative teaching and research.
- **Student mobility programs:** Partnerships with universities in Japan, the US, Malaysia, and Germany, offering study abroad opportunities and double-degree programs.
- **Scholarships and financial support:** Attracting talented students with limited financial means through merit-based scholarships, need-based grants, and work-study programs.

- **Blended learning and technology integration:** Integration of technology in education, providing access to modern learning tools, digital resources, and online platforms.
- **Industry collaboration and internships:** Strong partnerships with local industries, offering internships for practical experience and industry-relevant skills.
- **Career support centers:** Services like resume workshops, counseling, job search assistance, internships, and cooperative education programs for successful careers after graduation.

Study Programs at Oxus University

Faculty	Department	Program Duration (years)	Degree Conferred
Faculty of Law and Governance	Public Administration	4	B.A.
	Entrepreneurial Law	4	B.A.
Faculty of Economics and Business	Economics and Business Analysis	4	B.S.
	Accounting and Finance	4	B.S.
	Digital Marketing and Management	4	B.S.
	Economics and Country Studies (Japan Studies)	4	B.S.
Faculty of Science and Technology	Computer Science	4	B.S.
	Mechanical Engineering	4	B.S.
Faculty of Liberal Arts	English Language and Teaching it as a Foreign Language (TEFL)	4	B.A.

Intake for 2024-2025 year

The overall intake for the Fall semester is 1000 students for 4 faculties:

1. Faculty of Law and Governance - 200 students
2. Faculty of Economics and Business - 400 students
3. Faculty of Science and Technology - 200 students
4. Faculty of Liberal Arts - 200 students

Note: the numbers presented above are estimates only.

Admission requirements

In order to successfully enroll at Oxus, the applicants must meet the following requirements:

1. **The requirements for the educational background:**
   - The applicant must hold either high school, academic lyceum or college diploma
2. **Proof of Language Proficiency:**
   - English proficiency:
     - TOEFL iBT 32 or higher,
     - IELTS 4.5 or higher,
     - Multilevel B1 or higher,
     - DuoLingo 80 or higher,
     - *The entrance exams for Uzbek local universities at 80 or higher, with the English component 20+ correct answers (out of 30 questions).
     - **Note: the certificate must be valid at the date of submission.**
   - Oxus Offline English Proficiency Test is **for those who do not have any of the above English** proficiency certificates. The applicants must take more than **60%** in the test.
     - Applicants should book Oxus English Proficiency Test through this link. (link to be inserted here)

Entrance examination

Admissions will be based on a holistic evaluation of applicants' academic achievements, potential, and personal qualities. Successful applicants will have a chance to receive merit-based scholarships or financial aids.

Faculty	Entrance exam

Law and Governance	1. **_Oxus English Proficiency Test_** (for those who do not have English proficiency certificate)
	2. **_Placement Test_** that assesses the applicant's IQ and history subject knowledge
Liberal Arts	
Economics and Business	1. **_Oxus English Proficiency Test_** (for those who do not have English proficiency certificate)
	2. **_Placement Test_** that includes IQ and mathematics
Science and Technology	

Online Entrance Test

Applicants also have an option of taking the Entrance Exam online without having to travel to the university campus. In order to apply to take the test online, the applicants need to fill in an online application form available at: https://admission-oxusuniversity.uz/

Application process and documents

You can access the application page here. The scanned copies of the following documents must be submitted to the Admission Office through the online application form:

#	Submission	Program Duration (years)
1	Online	**Online application form** ● Fill in all the sections in English ● Write your name to match with passport name
2	Color Scan	**Proof of Language Proficiency Certificate** ● The expiry date must be by the date of application ● _Those who do not have a certificate can skip this section_
3	Color Scan	**Passport or ID** ● The copy of the document must be clear
4	Color Scan	**A photo** ● A clear photo in 3.5 cm × 4.5 cm size
5	Color Scan	**Diploma and Transcript from high school, lyceum or college** ● Upload clearly scanned version of the diploma and transcript
6	Color Scan	**Documents confirming low-income status, if applicable**

		● Upload clearly scanned version of the document that proves low-income status of the applicant

Important notes on application

- Applicants must ensure the accuracy of their personal information and all submitted documents. Once all required documents have been submitted, the Admissions office will promptly review the information provided. Before the verification process begins, applicants have the option to make changes to their data or documents. However, once the application is verified and approved, modifications cannot be made.
- Submitting multiple applications is strictly prohibited and will result in disqualification from the admission process.
- In the event that an applicant receives admission offers from multiple universities, he or she must choose one university and cannot enroll at multiple institutions simultaneously.
- Applicants who are currently enrolled at another university must withdraw from their current institution before the start of the program on **October 2, 2024**.
- Admission offers will be revoked if an applicant is found to have submitted false information, fake documents, or engaged in unfair practices or cheating during any stage of the application process.
- Applicants must submit original documents as required to the Admissions office by the university's specified deadlines.

Scholarship policy

Oxus University is committed to attracting exceptional and talented students by offering scholarships in the form of tuition reduction. Scholarships will be awarded based on academic merit, as determined by the applicants' academic records and performance at the exam. The scholarship holders will undergo annual academic performance evaluations to maintain their scholarship status. Oxus University will allocate scholarships to **10 percent** of the total incoming student population for each academic year, based on academic merit and other criteria. The number of scholarships available may vary from year to year, depending on the total number of incoming students.

The procedure of scholarship allocation is detailed in "The Regulations on Awarding Scholarships to Students at the Oxus University" attached to the appendix (available on the university website at: [link here]).

Transfer Students

A transfer student is an individual who transfers from another higher educational institution to Oxus University. Oxus University considers transfer students on an ongoing basis and reviews their documents on an individual basis. Transfer is accepted from all higher educational institutions both international and local, public and private. The following documents are required:

1. **The requirements for the educational background:**
   - Applicants must submit transcripts from the institution they most recently attended.
2. **Proof of Language Proficiency:**
   - English proficiency:
     - TOEFL iBT 46 or higher,
     - IELTS 5.5 or higher,
     - Multilevel B2 or higher,
     - DuoLingo 95 or higher
     - **Note: the certificate must be valid at the date of submission.**
   - Applicants may also be required to participate in an interview.
3. **The Admissions Process**
   - The Admission Committee reviews each case separately to determine the applicant's suitability for acceptance into the curriculum at Oxus University.

Tuition fees

Faculty	Department	Tuition fee (per academic year)
Faculty of Law and Governance	Public Administration	22,000,000
	Entrepreneurial Law	22,000,000
Faculty of Economics and Business	Economics and Business Analysis	18,000,000
	Accounting and Finance	18,000,000
	Digital Marketing and Management	18,000,000
	Economics and Country Studies (Japan Studies)	18,000,000
Faculty of Science and Technology	Computer Science	21,000,000
	Mechanical Engineering	21,000,000
Faculty of Liberal Arts	English Language and Teaching it as a Foreign Language (TEFL)	17,000,000

Note

The tuition fee mentioned above is applicable for one full academic year. During the enrollment process in October, students have various payment options available. For more information, please refer to the Payment Scheme for Tuition Fees.

Enrollment

The enrollment to the university will be complete after you submit the original documents and pay the tuition fee by the deadline indicated in the contract. Accepted students will be provided with comprehensive orientation programs to familiarize them with the university's facilities, resources, academic policies, student support services and registration for courses. The orientation documents will be provided before the start of the semester in September.

Payment scheme for tuition fees

Once an applicant is enrolled at Oxus, a contract will be formed and signed between the applicant

and the university. The tuition fees must be paid in accordance with the terms of the contract. While terms in different contracts may differ, the following two conditions apply to all Oxus students.

Payment for the academic year can be divided into four installments throughout the academic year.
- The first installment (25%) must be paid by October 1, 2024.
- The second installment (25%) must be paid by December 1, 2024.
- The third installment (25%) must be paid by February 1, 2024.
- The fourth installment (25%) must be paid by April 1, 2024.

Upon the student's written request before the start of the academic year, if 75% of the total amount of payment for the academic year has been paid in advance, the remaining portion may be paid in monthly installments. In this case, the final installment payment for the academic year must be made no later than 30 calendar days before the end of the academic year.

The order of admitting the student to the next stage of education or accepting the student for studies is issued only after successful completion of the previous stage and full payment of the previous stage tuition fees.

The amount paid in advance before the student's admission to the next stage or commencement of studies will not be refunded. In the event of cancellation of this agreement, if the payment for studying in the previous semester has been made in full, then upon agreement with the University, only 50% of the payment amount for the semester not yet started may be refunded.

If the student does not continue studying in the new semester, the student is obliged to pay 50% of the semester fee, taking into account the expenses incurred by the University for the student's education, based on the regulations set by the University.

If the student/fee payer is unable to pay the tuition fee for the first semester of the first academic year, the deadline may be extended based on a written application according to this agreement.

In the event that the student is admitted to the University on a scholarship basis, an additional agreement is signed with the student based on the University's scholarship regulations. The additional agreement specifies the scholarship amount and the payment-contract amount.

Contact information
Website: www.oxusuniversity.uz
Admission Office: +99878-113-3663
Telegram: https://t.me/oxusuniversity