

APPROVED BY  
Order No. R-62 as of 28 February 2017  
of the Rector of Vilnius University  
(version of Order No. R-211 as of 13 May 2021  
of the Rector of Vilnius University)

**DESCRIPTION OF THE TUITION FEE EXEMPTION PROCEDURE FOR FOREIGN STUDENTS  
WHO APPLY FOR VILNIUS UNIVERSITY MASTER'S DEGREE STUDY PROGRAMMES  
TAUGHT IN FOREIGN LANGUAGES**

**CHAPTER I  
GENERAL PROVISIONS**

1. The Description of the Tuition Fee Exemption Procedure for Foreign Students Who Apply for Vilnius University Master's Degree Study Programmes Taught in Foreign Languages (hereinafter – the Description) shall establish the criteria by which foreign-origin applicants may apply in order to be exempted from tuition fees for Vilnius University (hereinafter – University) master's degree study programmes, taught in English (hereinafter – Tuition fee), procedures and processes for submitting applications for exemption from Tuition fees, selection of foreign nationals and decision-making on the exemption from Tuition fees.

2. The Description has been prepared in accordance with the Description of the Procedure of Payment, Reimbursement, and Recovery of Tuition Fees of Vilnius University, approved by Resolution No. S-2017-6-2 (with further amendments) as of 23 May 2017 of the Senate of Vilnius University, and other University legal acts.

3. Every year the maximum amount of funds is allocated for the exemption of the most talented foreign students from the Tuition fee (hereinafter – the Fund's resources), which does not exceed 10 % from the estimates of the University's income and expenditure for the centrally managed part of the revenue for the measure "International Cooperation". The part of the Fund is allocated to exempt the most talented foreign citizens of the University from Tuition fees is approved annually by the Rector of the University on the proposal of the Department of Study Administration of the University Central Administration (hereinafter – the Department of Study Administration).

4. The Fund's resources shall be allocated only for the exemption from Tuition fees for master's degree study programmes conducted at the University and taught in a foreign language.

**CHAPTER II  
TARGET GROUP OF FOREIGN STUDENTS SUPPORTED BY THE FUND**

5. The most talented foreign nationals who can apply for the Fund's exemption from Tuition fees are considered to be foreign nationals studying at the University master's degree study programmes (hereinafter – Applicants or Students) who have demonstrated good study results, high competencies, motivation to study and potential that meets the university study programme requirements the most.

6. Applicants who, in addition to the criteria specified in Paragraph 5 of this Description, also meet the following additional criteria may apply for exemption from Tuition fees:

- 6.1. are citizens of non-European Union and non-European Economic Area countries;
- 6.2. enrolls to one of the master's degree study programmes offered at the University, conducted in a foreign language;
- 6.3. Has marked in the electronic admission system of foreign Students of Vilnius University that he applied for exemption from Tuition fees;
- 6.4. does not have additional sources of financing to cover the Tuition fee from exchange programmes or other Lithuanian and foreign funds.

**CHAPTER III  
ALLOCATION, USE, SUSPENSION AND TERMINATION OF TUITION FEE EXEMPTION**

7. Applicants applying for an exemption from the Tuition fees, in accordance with the procedure provided by the University, with submission of the documents required for application, need to mark in the system no later than 1 May that they qualify and want to apply for an exemption.

8. The study departments of the Core Academic Units (faculties) of the University (hereinafter – Faculties) consider and evaluate the Applicants' bachelor's study results and the Applicant's compliance with the criteria of Paragraph 5 of the Description. Each Faculty selects no more than 3 Applicants for the Foundation's support (Tuition fee waiver) by 1 June. Afterwards, an evaluation committee/commission is formed by the order of the Rector or his authorized vice-rector (hereinafter – the Commission).

9. The Commission consists of seven members: four representatives of the Faculties and one representative of the Study Administration Division, the Department of Study Quality and Development and the student representative. The Chair of the Commission is elected by a vote of the members of the Commission. The duty of the Commission are meetings that are organized by the chair as per requirement, not less often than once a year. A meeting of the Commission will be deemed as valid if at least four members of the Commission are present. During the meetings, decisions are taken by an open vote by a simple majority.

10. The Commission will invite Applicants selected by the main academic units to take part in an interview, which may be live or by remote/electronic means. During the interview, the Applicants' study results, preparedness to study, competence and motivation are assessed.

11. After assessing the Applicants, the Commission shall draw up a list of Applicants selected for support from the Fund and reserve-list Applicants for support from the Fund (in case the selected Applicant (s) withdraw from the Fund) (hereinafter – the list) and based on this list. The Department of Study Administration prepares a draft of the Rector's order on granting fund support to Applicants and submits it to the Rector for signing.

12. The Rector's order on granting the Fund's support to the Applicant shall be prepared and signed no later than by 1 July of the current year and may be modified by Paragraphs 15–17 of the Description. The Department of Study Administration informs the Applicants and the Faculties to which the Applicants enter the decision made by this Order of the Rector by e-mail or telephone.

13. At the proposal of the Department of Study Administration, at the end of each semester of the current study year, the funds of the Fund allocated for exemption from the Tuition fee are transferred to the Faculty where the Student who has received the Fund's support studies.

14. Support from the Fund shall be granted for exemption from the entire Tuition fee of the study programme. Support may be terminated before the start of studies or after each semester if at least one of the following circumstances arises (becomes clear):

14.1. the Student has not fulfilled the requirements provided for in the semester of the study programme and therefore no longer satisfies the requirements set for a well-studying student in the legal acts of the University;

14.2. the Student has received funding to cover the Tuition fee from exchange programmes or other Lithuanian or foreign funds;

14.3. the Student refuses the support of the Foundation at the request of a free form informing the Department of Study Administration;

14.4. the Student violates the University Code of Academic Ethics;

14.5. the study agreement, concluded by the Student with the University, is terminated.

15. If the circumstances, specified in Paragraph 14 of the Description, become clear, the Faculty, where the Student is studying, must inform the Department of Study Administration, which prepares an order of the Rector regarding the amendment of the order, specified in Paragraph 12 of the Description. In case of termination of the Fund's support, the Student does not have to return the paid support.

16. If the exemption from Tuition fees for a Student is terminated by the procedure established in Paragraph 14 of the Description, the released funds for exemption from Tuition fees for a University Student may be transferred to another Student in the priority list of reserve Applicants established by the Commission. In this case, the Department of Study Administration prepares an order of the Rector regarding the amendment of the order established in Paragraph 12 of the Description.

17. A Student changing the study programme and (or) the form of studies shall not lose the remaining part of the exemption from the Tuition fee granted by the University, but the cost of the new programme should not be higher than the price of the study programme is changed. If the price of the desired study programme is higher than the price of the study programme that the Student is changing, the price of the previous study programme is paid at the University's expense, and the difference in the price from the beginning of the semester studies is paid at the expense of the Student changing the study programme.

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