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Vice-Rector for Research

Put into effect by the order of the rector dated 06/10/2022
No. OD/0353

Проректор по научной работе



В. А.

POSITION

On the educational program of higher education - the program for the training of scientific and scientific-pedagogical personnel in graduate school

TERMINOLOGY USED

Postgraduate Educational Program (PA, Postgraduate Program) -

a set of basic characteristics of education (volume, content, planned results), organizational and pedagogical conditions and forms of certification, which is presented in the form of a curriculum, a calendar curriculum, work programs of disciplines, practice programs, other components, as well as evaluation and methodological materials.

Curriculum (CU)- a document that determines the list, labor intensity, sequence and distribution by periods of study of disciplines, practices, other types of educational activities, unless otherwise established by the legislation of the Russian Federation, forms of intermediate attestation of graduate students.

Working program disciplines (practices) - a document that determines the volume, content, sequence of mastering the discipline (practice), the material and technical, educational, methodological and information resources used, as well as the rules for attestation in the discipline (practice), which determine the procedures for evaluating learning outcomes, including including the current control of progress, the criteria for assessing the intermediate certification in the discipline.

1. GENERAL PROVISIONS

1.1. This Regulation defines the implementation procedure and requirements for the development, approval and updating of educational programs of higher education - programs for the training of scientific and scientific and pedagogical personnel in the graduate school of the Federal State Autonomous Educational Institution of Higher Education "Saint Petersburg State Electrotechnical University "LETI" named after. IN AND. Ulyanov (Lenin)" (hereinafter referred to as SPbETU "LETI", University) for graduate students studying at SPbETU "LETI" under the federal state requirements.

1.2. This provision has been developed in accordance with the following regulatory legal acts:

- The Federal Law of the Russian Federation "On Education in the Russian Federation" dated December 29, 2012 No. 273-FZ;

- Federal state requirements for the structure of programs for the training of scientific and scientific-pedagogical personnel in graduate school (adjuncture), the conditions for their implementation, the timing of the development of these programs, taking into account various forms of education, educational technologies and the characteristics of certain categories of graduate students (adjunct students) (FGT), approved by order of the Ministry of Education and Science Russia dated October 30, 2021 No. 951,
- Regulations on the training of scientific and scientific-pedagogical personnel in graduate school (adjuncture), approved by the Decree of the Government of the Russian Federation of November 30, 2021 No. 2122,
- by the Charter of the University,
- other local regulations of the University.

1.3. At St. Petersburg Electrotechnical University "LETI" PAs are implemented in accordance with a license for the right to conduct educational activities.

1.4. According to the FGT, the following are distinguished in the structure of the educational program:

- The scientific component of the postgraduate program, including:
 - about the scientific activity of a graduate student aimed at preparing a dissertation for the scientific degree of a candidate of sciences (hereinafter referred to as a dissertation) for defense; o preparation of publications that present the main scientific results of the dissertation in peer-reviewed scientific publications, equivalent scientific publications indexed in the international databases Web of Science and Scopus and international databases determined in accordance with the recommendation of the Higher Attestation Commission under the Ministry of Science and higher education of the Russian Federation, as well as in scientific publications indexed in the Russian Science Citation Index (RSCI) scientometric database, and (or) applications for patents for inventions, utility models, industrial designs, breeding achievements, certificates of state registration of programs for electronic computers,
 - o intermediate certification by stages of scientific research.
- The educational component of the postgraduate program, which includes disciplines and practice, as well as intermediate certification in the specified disciplines and practice.
- Final certification for postgraduate programs, which is carried out in the form of an assessment
 - dissertation for its compliance with the criteria established in accordance with the Federal Law of August 23, 1996 N 127-FZ "On Science and State Scientific and Technical Policy".

1.5. PA is implemented in full-time education.

1.6. The normative term for the development of PA is determined by the FGT.

1.7. The types of training sessions and intermediate certification of students are determined by the curriculum for the postgraduate educational program.

1.8. The development, approval and updating of postgraduate educational programs at Saint Petersburg Electrotechnical University "LETI" is provided by:

- department responsible for the implementation of the postgraduate program,
- head of the postgraduate study program, appointed by the department, and responsible for the quality of development, as well as updating the program,

- department of doctoral and postgraduate studies, which performs the functions of organizational and educational and methodological support, control over compliance with the norms and procedures for development, approval and updating.

1.9. The educational program of postgraduate studies is developed before the start of admission to the program and is approved by the Vice-Rector for Research.

1.10. The PA is developed in the form of a set of documents, which is updated taking into account the development of science, culture, economics, technology, technology, including educational, and the social sphere.

1.11. The structure and content of the PA are determined by these Regulations and local regulations of the University.

1.12. Information about the educational program with its electronic copy attached is posted on the official website of St. Petersburg Electrotechnical University "LETI".

2. REQUIREMENTS FOR THE DEVELOPMENT OF A POSTGRADUATE PROGRAM

2.1. When developing the UE, it is necessary to comply with the requirements established by the FGT in the specialty of training.

2.2. When developing a PA, it is necessary to meet the following requirements:

- training is carried out by training periods - courses. One course corresponds to one academic year.
- one academic year - 2 semesters;

2.3. Obtaining higher education under the postgraduate educational program is carried out within the time limits established by the FGT, regardless of the educational technologies used.

2.4. The term for obtaining higher education in a postgraduate educational program does not include the time the student is on academic leave, maternity leave, parental leave until the age of three years.

3. REQUIREMENTS FOR THE CONTENT OF THE POSTGRADUATE PROGRAM

3.1. The educational program contains:

- general characteristics of the educational program;
- a plan of scientific activity, which includes an approximate plan for the implementation of scientific research, a plan for preparing a dissertation and publications that set out the main scientific results of the dissertation, as well as a list of stages in the development of the scientific component of the postgraduate program, the distribution of these stages and the final certification of postgraduate students;
- syllabus,
- calendar study schedule;
- work programs of disciplines, practice programs, including evaluation tools (a set of questions that ensure the control of students' knowledge on the current control of progress and intermediate certification) and methodological materials (guidelines for independent work of graduate students, guidelines for organizing the study of the discipline, etc.),
- other components included in the educational program.

3.2. The general characteristics of the educational program indicate:

- planned results of mastering the educational program;
- information about the teaching staff required for the implementation of the educational program.
- other materials describing the specifics of this educational program, features of the design and implementation technology.

3.3. The curriculum indicates a list of disciplines, practices, other types of educational activities, indicating the sequence of study and distribution by periods of study.

3.4. The calendar study schedule indicates the periods for the implementation of types of educational activities and vacation periods.

3.5. The structure, content and description of the document "Work program of the discipline" and "Work program of the practice", as well as the procedure for development, amendment and approval are established by the Regulations on the work programs of the postgraduate disciplines of SP6GETU "LETI".

4. FINAL PROVISIONS

These Regulations are approved, supplemented, amended and terminated by the decision of the Academic Council of the University and put into effect by the order of the Rector of the University.