

ADMISSION TERMS FOR FOREIGNERS
Latvian Academy of Sport Education
PROFESSIONAL MASTER HIGHER EDUCATION PROGRAMME
“SPORT SCIENCE” (code 47813)
academic year 2018/2019

1. The study programme accepts foreigners according to the Republic of Latvia Law on Education, Law on Higher Education Institutions (article 83), Vocational Education Law and other standard documents of the Republic of Latvia.

2. Requirements upon commencing the study programme:

- Bachelor degree in sport or sport science or a related branch or sub-branch of science;
- Good knowledge of Latvian or English;
- Interview.

3. Qualification and degree upon graduation: professional master of sport science and education and specialist in sport (specialisations: sports teacher; senior coach in sport discipline¹; sports manager; recreation specialist).

¹ - **senior coach in a sport discipline in one of the following sports:**

- Rowing, aerobics, arm wrestling;
- Basketball; badminton²; biathlon²; bobsleigh²; bodybuilding; bowling²; boxing; bridge²; wrestling; sailing²;
- Figure skating; judo;
- Floorball; football; frisbee²; freestyle; fitness;
- Table tennis²; Greek-Roman wrestling;
- Handball; hockey;
- Equestrian sport²;
- Luge²; karate; curling²; kickboxing;
- Lacrosse; trampoline; archery²;
- Rhythmic gymnastics; modern pentathlon²; motor sport²;
- Orienteering;
- Fencing²; swimming;
- Rugby²; cycling; BMX cycling; MTB cycling;
- Sambo; shooting (target and clay pigeon); skeleton²; skateboard; squash; skiing (cross-country and Alpine); paddling and canoe; snowboard; short-track²; powerlifting; sport dances; artistic gymnastics; sport tourism; weightlifting;
- Taekwondo; tennis²; triathlon²;
- Track and field athletics; volleyball.
- **Explanation:**² – senior coaches in the sport is prepared in collaboration with the respective sport federation.

4. Duration of study: 1 year 7 months.

5. Type of tuition funding: paid tuition EUR 2000.00 per study year.

6. Foreigners can apply for study by coming in person, by e-mail (sending the documents electronically and, coming to the LASE, paper documents are to be submitted) or by mail; the following documents are to be submitted:

- 1) application;

- 2) CV (including scientific publications, participation in scientific conferences, professional development courses and seminars);
- 3) a confirmed diploma and copies of grade transcripts translated into English or Latvian, unless the original is in one of the above languages *;
- 4) 4 photographs 3x4 cm**;
- 5) passport copy;
- 6) copy of a certificate confirming good knowledge of Latvian or English ***;
- 7) registration fee payment notice (150.00 EUR);
- 8) safety deposit payment notice (500.00 EUR, except EU citizens****)

Note: *for non-EU citizens, documents from point 2 must be confirmed by the Ministry of Foreign Affairs of their country of origin;

** photographs do not have to be sent with electronic application;

*** if the applicant has no certificate or other document confirming language competence, the applicant must take examination;

****the financial means of the safety deposit are used to cover the Student's unsettled financial obligations with LASE in case the Agreement is terminated or is paid back to the Student in case the Agreement is terminated.

7. Documents are due by 31 May 2018.

8. Studies begin on 18 September 2018.

9. Main principles of admission are as follows:

9.1. Foreigners are selected for studies in the course of open and equal-opportunity document competition.

9.2. The document competition assesses:

- CV;
- average assessment of the education document (grade);
- assessment of the entry examination.

10. Mutual rights and obligations of the Applicant and the LASE during admission procedure:

10.1.1. The LASE obligations before admission:

- To publish the terms of admissions and the terms of the LASE Internal Regulations as well as ensuring that the information is accessible to applicants;
- To prepare all the necessary documents and handouts for successful admission;
- To confirm the Admissions and Entry Examination Committee by order of the LASE rector.

10.1.2. The LASE rights:

- To require that the applicant follows the admission terms and their requirements as well as the terms of the LASE Internal Regulations;
- If the applicant fails to appear for registration for the study at the time indicated by the Admissions Committee without a valid reason and without informing the LASE, the applicant is excluded from the competition;
- To perform selection of candidates, appropriate for the selected study programme;
- To refuse registration for study programmes where the minimum number of students for commencing studies was not achieved;
- If need be, to set additional admission for study programmes.

10.1.3. The Applicant's obligations in the process of admission:

- To review and follow the terms and directions for admission and the terms of the LASE Internal Regulations;
- On applying for studies, to show or submit all the documents stated in the terms of admission;
- To attend the entry examination, registration for studies and the signing of the study agreement in a timely manner;
- To perform all financial obligations towards LASE in a timely manner.

10.1.4. The Applicant's rights in the process of admission:

- To receive information on all admissions-related issues;

- To submit the above-mentioned documents by coming in person or empowering another person who will show a power of attorney confirmed by a notary and passport;
- To submit to the Admissions Committee a reasoned appeal on the decision of the Admissions Committee within three days after the results are announced. An applicant can appeal the decision of the LASE rector in court following the order set by the Administrative Procedure Law.

○ Following the order set by the Administrative Procedure Law, an applicant is entitled to request that the decision to refuse the matriculation of the person is given in writing.

11. The results of admission are announced within three business days from the date when the Admission Committee takes the decision.

12. All applicants who have passed the competition sign a study agreement with the LASE within the term set by the Admission Committee.

13. Upon signing a study agreement for studying at the LASE using the funding of physical or legal entities, a student transfers the tuition fee to the LASE current account within the term set in the study agreement.

14. Applicants are admitted to the study programme if the study agreement is signed, and the tuition fee for the first year of study is paid.

INFORMATION

Open doors day: 20 March and 12 May 2018 at 12.00 a.m. at LASE Conference Hall (2nd floor)

Phones:

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LASE address: Brīvības gatve 333, Riga, LV–1006

Transport:

- tram 1 or 3 to stop „Sporta akadēmija”
- trolleybus 12 or 16 to the terminal stop „Šmerlis” (LASE);
- bus 1, 14, 21 or 40 to stop „Šmerļa iela”.