



CONFIRMED
LASE Senate meeting
4 October 2018
Protocol No.2

ADMISSION TERMS FOR FOREIGNERS
Latvian Academy of Sport Education
First Level Professional Higher Education Programme
“EDUCATION AND SPORT SPECIALIST” (code 41813)
Professional qualification – a sports coach
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:

- Age: 18 years old or older;
- Secondary education;
- Corresponding knowledge of Latvian or English: the document issued by an international testing institution (IELTS, TOEFL, CEFR) attesting the English language skill on at least B2 level should be submitted;
- Written entrance examination – Social Examination;
- On-line video interview.

3. Duration of study: 2 years

4. Type of tuition funding: tuition fee **EUR 1700.00** per study year.

5. Foreigners can apply for study by coming in person, electronically (sending the documents electronically, when coming to LASE, original documents should be shown) or by mail; the following **documents** are to be submitted:

- 1) application;
- 2) a confirmed diploma of secondary education and copies of grade transcripts translated into English or Latvian, unless the original is in one of the above languages *;
- 3) health certificate (in free format general opinion of a doctor that the applicant is healthy and can study for a professional sports programme that includes physical load, confirmed with a stamp and signature; the text must be legible and written in English or Latvian, valid for one year);
- 4) 2 photographs 3x4 cm**;
- 5) passport copy;
- 6) copy of a certificate confirming knowledge of Latvian or English ***;
- 7) registration fee payment notice (150.00 EUR);
- 8) safety deposit payment notice (500.00 EUR****)

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 electronically;

*** 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.

6. Documents should be submitted (for winter intake) till 30 November 2018.

7. Studies begin on 4 February 2019.

8. Main principles of admission are as follows:

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

8.2. The document competition assesses:

- information of the application, interview and certificates about participating in sport;
- average assessment of the education document (grade);
- evaluation of the entry examination.

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

9.1.1. 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 LASE Rector.

9.1.2. 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 conclude the study agreement at the time indicated by the Admissions Committee without a valid reason and without informing 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 (5) for commencing studies was not achieved;
- If need be, to set additional admission for study programmes.

9.1.3. 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 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.

9.1.4. 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.

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

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

12. 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.

13. 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, when they arrive at LASE for studies.

INFORMATION

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

Transport:

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