



NAZARBAYEV  
UNIVERSITY

Appendix  
to the decision of the Provost  
dated November 22, 2023 No. 114-Н/К

**Admission Policy and Procedures to the Nazarbayev University Foundation  
Year Program and Undergraduate programs of the autonomous organization of  
education Nazarbayev University**

*(with amendments and supplements as of May 14, 2024)*

**Astana, 2023**

## **Section 1. Purpose and Application**

1.1. These Admission Policy and Procedures to the Nazarbayev University Foundation Year Program and Undergraduate program of the autonomous organization of education Nazarbayev University (hereinafter – Policy and Procedures) establish general requirements for the selection of the Applicants as well as the procedure for organizing and implementing the competition for Applicants to be enrolled to the Nazarbayev University Foundation Year Program (hereinafter – NUFYP) and the Undergraduate program of the autonomous organization of education Nazarbayev University (hereinafter - Undergraduate program).

1.2. These Policy and Procedures are applied to the autonomous organization of education Nazarbayev University (hereinafter – University) and the Applicants applying to the NUFYP and the Undergraduate program, except for the Bachelor in Nursing program.

## **Section 2. Terms / Definitions**

2.1. Basic definitions and abbreviations applied to these Policy and Procedures:

2.1.1. **ACT** (American College Testing) – a standardized test for secondary school achievement and college admissions in the USA. The test has an optional 30 minutes long writing section (ACT with writing results);

2.1.2. **Admission period** – a period of time that contains a set of deadlines for applying to the University, which includes online application, reviewing of documents, evaluation processes and enrollment;

2.1.3. **Admissions Committee** – an advisory, consultative, approving body of the University established to be responsible for evaluating and shortlisting applications and making recommendations for admission to the NUFYP and Undergraduate program of the University;

2.1.4. **Admissions Department** – a unit of the University designated to facilitate admission to the NUFYP, undergraduate and graduate programs of the University;

2.1.5. **A-level** (Advanced Level General Certificate of Education) – the standard school-leaving qualification offered by educational institutions in England, Northern Ireland, Wales, Scotland, and widely recognized in Europe, USA and in many other parts of the world. A-level is studied over a two-year period and are the standard entry qualification for assessing the suitability of applicants for academic courses in British, Welsh and Northern Irish universities;

2.1.6. **Applicant** – a citizen of the Republic of Kazakhstan, a foreign citizen or a stateless individual taking part in the admission competition;

2.1.7. **Application** – a single application for admission to NUFYP and Undergraduate program posted in the Personal account;

2.1.8. **Center for Preparatory Studies (CPS)** – an academic division of the University established to implement NUFYP;

2.1.9. **College** – an educational institution in Kazakhstan that offers the educational curricula of general secondary and technical and vocational education or post - secondary education;

2.1.10. **ECTS** (European Credit Transfer and Accumulation System) – a standardized system to compare academic performance of students of higher education institutions across European Union and its collaborative countries;

2.1.11. **Enrollment confirmation form** – a form on acceptance or refusal of the admission offer, completed by Applicants upon its receipt;

*Clause 2.1.12. was amended in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*

“2.1.12. **Financial Aid** – tuition fees by categories of students applied by the University to students in order to support, facilitate and promote their studies.”.

2.1.13. **Grant** – the amount of money provided to students from different sources of funding for the tuition fee at the University;

2.1.14. **Guarantee fee** – a mandatory payment that secures the Applicant’s place in NUFYP and Undergraduate program. The amount of guarantee fee is established by internal documents of the University;

2.1.15. **IB DP** (International Baccalaureate Diploma Programme) – an intensive two-year international educational program that prepares students to study at university’s undergraduate program;

2.1.16. **IELTS** (International English Language Testing System) – a standardized English proficiency test administered by the British Council, University of Cambridge ESOL Examinations, and IDP Education Pty Ltd;

2.1.17. **NIS Grade 12 Certificate** – certificate of the autonomous educational organization “Nazarbayev Intellectual Schools” awarded on completion of the integrated program in collaboration with Cambridge Assessment International Education for students who passed exams of external summative evaluation upon finishing of the 12th form;

2.1.18. **NUET** (Nazarbayev University Entrance Test) – a standardized admission examination developed by the International University partner which tests Mathematics and Critical Thinking and Problem Solving;

2.1.19. **NUFYP** (Nazarbayev University Foundation Year Program) – a one-year intensive University preparatory program at CPS for enrolling to the University Undergraduate program;

2.1.20. **NUFYP students** – that is, NUFYP students who have just successfully completed the NUFYP program, and are eligible for admission to the University’s Undergraduate program to the following academic year;

2.1.21. **Major** – a program of study within a Bachelor's degree program;

2.1.22. **Personal account** – online service providing a personal space on the University website upon online application;

2.1.23. **SAT** (Scholastic Aptitude Test or Scholastic Assessment Test) – a standardized test for college admissions in the USA;

2.1.24. **School** – School of the University offering Undergraduate academic majors;

2.1.25. **Test Administrator** – an organization, which is authorized to develop and administer standardized tests, and oversee procedures regarding testing, verification and delivery;

2.1.26. **TOEFL** (Test of English as a Foreign Language) – a standardized English proficiency test developed by the Educational Testing Service (ETS) (Princeton, New Jersey, USA) in the format of TOEFL IBT test (hereinafter – TOEFL IBT);

2.1.27. **Undergraduate program** – a four-year educational program of higher education that confirms the academic bachelor's degree;

2.1.28. **University website** – the University web-resource available at [www.nu.edu.kz](http://www.nu.edu.kz);

2.1.29. **University** – autonomous organization of education Nazarbayev University;

2.2. Terms and definitions not used in these Policy and Procedures shall be defined by the internal documents of the University.

## **Section 3. Main Provisions**

### **3.1. Admission requirements**

3.1.1. Admission to NUFYP and the Undergraduate program is based on a competitive basis.

3.1.2. The Admission period during which the competition is conducted and the documents are collected is approved annually by the Admissions Department in consultation with the Schools prior to the start of the application period and is posted on the University website.

3.1.3. Applicants meeting the following eligibility criteria may take part in the admission competition:

- 1) Students in the final year of secondary education institutions;
- 2) Students in the final year of Colleges and/or enrolled in higher education institutions;
- 3) Applicants who have graduated from secondary schools, Colleges or higher education institutions;
- 4) NUFYP students.

3.1.4. Applicants in any of the following categories may participate in the competition according to the internal documents of the University:

- 1) NUET applicants:

Terms and procedures of NUET for these applicants are written in Chapter 3.3. The requirements for NUET are listed in Appendix 1 of these Policy and Procedures. Applicants who have been withdrawn or dismissed from NUFYP cannot apply to the Undergraduate program via NUET category within one academic year from voluntary withdrawal/dismissal.

- 2) SAT/ACT applicants:

The requirements for SAT/ACT applicants are listed in Appendix 1 of these Policy and Procedures.

SAT/ACT certificates are accepted only for the admission to the Undergraduate program. SAT/ACT test results are valid if their results do not expire by the 1<sup>st</sup> of August of the relevant academic year to which Applicants are applying. Within this admission competition, the SAT and ACT certificates expiration period is two years. Only digital SAT test certificates are considered in the competition without superscoring (consideration of the highest section scores from two or more test certificates in order to obtain the best overall score).

3) Winners of the International and/or Republican Olympiads:

The requirements for International and/or Republican Olympiads are listed in Appendix 2 of these Policy and Procedures. Winners of the International and/or Republican Olympiads are considered only for the admission to the Undergraduate program;

4) A-level Diploma and NIS Grade 12 Certificate holders:

Only final A-level and NIS Grade 12 Certificate scores are considered for admission competition. A-level Diplomas and NIS Grade 12 Certificates are accepted only for the admission to the Undergraduate program. Within this admission competition, A-level and NIS grade 12 Certificate expiration period is two years. The requirements for A-level Diploma and NIS Grade 12 Certificate holders are listed in Appendix 1 of these Policy and Procedures;

5) IB Diploma holders:

Only final scores can be considered for admission competition. IB Diplomas are accepted only for the admission to the Undergraduate program. Within this admission competition, IB Diploma expiration period is two years. The requirements for IB Diploma holders are listed in Appendix 1 of these Policy and Procedures;

6) NUFYP students:

NUFYP students shall be considered only for the first year of Undergraduate program at the University of the calendar year of NUFYP completion and must meet requirements indicated in the Appendix 1 (except IELTS and/or TOEFL results). The NUFYP results of NUFYP students are transferred by CPS to the Admissions Department.

Applicants specified in 2)-6) can only participate in the competition for the Undergraduate program.

3.1.5. Persons who have already completed or have been dismissed/withdrawn from NUFYP will not be considered in the admission competition for NUFYP.

Persons who are studying at the University at any program/level of education (except NUFYP students) as well as graduates of graduate programs of the University cannot take part in the competition.

*Third paragraph of clause 3.1.5. was amended in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*

Applicants who have already earned an undergraduate degree under the Republic of Kazakhstan state fund in other universities are not eligible for admission under the state educational order or other types of grants to the University's NUFYP and Undergraduate program. If these applicants are eligible for admission, they can be considered for fee-paying study.

*Clause 3.1.5. was added with the forth paragraph in accordance with the decision of Provost dated May 14, 2024 #63-н/к.*

Transfer credits of applicants indicated in subparagraph 4) of paragraph 3.1.4 (except NUFYP students category) of these Policy and Procedures or applicants who are studying or completed undergraduate programs are identified by Schools after enrollment. The maximum allowed number of transferable credits is 72 (seventy two) ECTS. Credits are transferred, but grades are not assigned to transferred courses. The grades received at the previous institution(s) will not be calculated into a student's grade point average (GPA) or cumulative grade point average (CGPA) at the University. This does not apply to former University undergraduate students. For former University undergraduate students who completed at least one semester, and were voluntarily withdrawn or dismissed from the University for reasons other than disciplinary, two specific conditions apply:

1) within five years of leaving the University, former students shall follow the readmission procedures established by the Office of the Registrar. For these former students, all University ECTS credits and grades will be accepted as part of the readmission process according to the Regulations on Re-admission of the Undergraduate students of the autonomous organization of education Nazarbayev University;

2) more than five years after leaving the University, former students need to apply as a new student according to the terms and procedures established by these Policy and Procedures.

### **3.2. Application process**

3.2.1. To participate in the competition of NUFYP and Undergraduate program, Applicants, apply on the admissions portal ([www.admissions.nu.edu.kz](http://www.admissions.nu.edu.kz)) and, before the indicated deadline in the Personal account, shall:

1) accept the consent for personal data processing and fill out and upload an Application form;

2) upload scanned copies of the Applicant's documents indicated in Appendix 3 to these Policy and Procedures. If a document is not in Kazakh, Russian, or English language, a scanned copy of a notarized translation into English must also be attached.

3) pay online the application fee set by the University internal documents and submit the Application to the program. The application fee is non-refundable;

4) verify the results of a valid IELTS or TOEFL iBT certificate score from the Test Administrator's system and submit its scanned copy of test certificates. The last test certificate verified and submitted to the Personal account will be considered in the admission competition without superscoring. IELTS/TOEFL test certificates are considered valid if their results do not expire by the 1<sup>st</sup> of August of the relevant academic year to which Applicants are applying. The terms of expiration of IELTS/TOEFL results are provided by the respective official websites of each test.

NUFYP students complete only 1) and 3) subclauses of this clause.

3.2.2. Copies of the documents of enrolled students required by these Policy and Procedures and submitted to Applicant's Personal account during the admission period

according to Appendix 3 are available in the Office of the Registrar in electronic format and used for formation of student's personal folder.

The Applicants' documents for enrollment indicated in Appendix 4 to these Policy and Procedures are handed over to the Office of the Registrar of the University and to be returned to the student according to internal documents of the University.

3.2.3. Providing incomplete information and/or failure to complete requirements listed in clause 3.2.1. of these Policy and Procedures will result in exclusion from the admission competition.

Applicants who falsify documents or violate test procedure requirements shall be disqualified from the admission competition or dismissed from the University in the case of fraudulent enrollment and are not allowed to apply to University programs of any level in the future.

*Policy and Procedures were added with clause 3.2.4. in accordance with the decision of Provost dated May 14, 2024 #63-н/к.*

3.2.4. Voluntary change of the applicant's category indicated in paragraph 3.1.4. of these Policy and Procedures, except NUFYP students category, during review and checking application packages by the Admissions Department, receiving final results of the applied category and consideration by the Admission Committee and by the indicated deadline is allowed in case if applicant is eligible for another category indicated in paragraph 3.1.4. of these Policy and Procedures.

### **3.3. Description and procedure requirements of the NUET**

3.3.1. The University shall determine the dates, format, and venues or online platform where the examinations will be held and notify Applicants via their email address specified in the Application form. Information shall also be posted on the University website.

3.3.2 The amount of the fee for participating in the NUET is established by the internal documents of the University.

3.3.3. The NUET shall be held in two subject sections, Mathematics and Critical Thinking and Problem Solving. Each subject section consists of 30 multiple-choice questions. The duration of testing under each subject section is 60 minutes.

3.3.4. The NUET is assessed by a standardized scale from 0 to 120 points for each subject section. The minimum requirements are indicated in Appendix 1.

Upon receiving an invitation to take the NUET, Applicants must be prepared to meet the technical requirements of the Test Administrator provided to the Applicant if the test is held online. Despite the format of the testing (online, on computer, or on paper), Applicants must go through an authorization procedure during the registration to the test using the original national identity card or passport which was uploaded to their Personal account during the Application period. If an Applicant fails to present the document(s) indicated above, he/she will not be admitted to the test.

The NUET is administered and evaluated by the International University Partner/Test Administrator with assistance from CPS of the University.

3.3.5. The results of the NUET are posted in the Applicant's Personal account. Applicants who successfully pass the NUET may continue in the admission competition.

3.3.6. The International University Partner/Test Administrator determines the provisions and format of the test.

3.3.7. The number of tasks and duration of examinations can be changed by the International University Partner/Test Administrator.

3.3.8. Applicants shall comply with the test procedure requirements specified by the regulations and procedures approved by the International University Partner/Test Administrator. Information about the test procedure requirements is posted on the University website and sent to Applicants by email before the test date.

3.3.9. The test scores of Applicants who violate the test procedure requirements can be canceled by the International University Partner/Test Administrator, the Admissions Committee, or a subcommittee of the Admissions Committee. Applicants with canceled NUET scores will be disqualified from the competition and are not allowed to apply to University programs of any level in the future.

### **3.4. Admissions Committee**

3.4.1. The main objectives of the Admissions Committee are as follows:

- 1) cooperation with the Admissions Department of the University on matters of the admission process to NUFYP and Undergraduate program;
- 2) consideration of Applicants' examination results, including any work done by a subcommittee of the Admissions Committee;
- 3) approval of Applicants' evaluation methodology in compliance with entry requirements for Applicants indicated in these Policy and Procedures;
- 4) approval of the Applicants ranking with all categories of Applicants and according to the evaluation methodology;
- 5) providing recommendations with respect to admissions decisions to the University;
- 6) interviewing Olympiad category applicants in order to assess their English speaking skills;
- 7) performing any other duties within the core activities provided by these Policy and Procedures.

3.4.2. The composition of the Admissions Committee shall consist of representatives of each School offering Undergraduate program, CPS and the University's employees if needed.

3.4.3. The Secretary of the Admissions Committee shall be appointed from the employees of the Admissions Department. The Secretary shall not have the right to vote.

3.4.4. The number of members of the Admissions Committee shall, in any case, be an odd number but not less than five members.

3.4.5. The composition of the Admissions Committee, including the Chairperson, Vice Chairperson, members, and the Secretary of the Admissions Committee, shall be approved by the decision of the Provost of the University or his/her



acting person. In the absence of the Secretary of the Admissions Committee, the Chairperson of the Admissions Committee appoints a temporary replacement Secretary with an indication of such a replacement in the Admissions Committee's meeting minutes.

3.4.6. The Admissions Department arranges and plans the Admissions Committee's activities which are written in these Policy and Procedures and the internal documents of the University. The Admissions Committee procedures must comply with the University's internal documents on conflict of interests and confidentiality.

3.4.7. In the absence of the Chairperson of Admissions Committee his/her powers shall be exercised by the Vice Chairperson. In the absence of both the Chairperson and the Vice Chairperson, the Chairperson shall appoint a designated person who may act as Chairperson and have the authority and responsibilities of the Chairperson.

3.4.8. Meetings of the Admissions Committee are governed by the Chairperson or Vice Chairperson when necessary. A quorum of the Admissions Committee is a simple majority of the voting members being present at the meeting.

3.4.9. The decisions of the Admissions Committee shall be taken by a simple majority of those present and voting and shall be legalized through the minutes. In case of a tie vote the Chairperson of the Admissions Committee will cast the deciding vote. In cases in which the Admissions Committee has a Vice Chairperson, in the absence of the Chair, tied votes shall be resolved by the decision of the Vice Chairperson.

3.4.10. The members of the Admissions Committee may vote and make decisions via video or audio conferencing or any other interactive forms of communication. These types of participation are taken into account for quorum consideration and making decisions. The type of interactive form of communication by which the voting member of the Admissions Committee participated in the meeting shall be indicated in the meeting minutes of the Admissions Committee.

3.4.11. Admission to Nazarbayev University programs is based on the principle of meritocracy—the selection of applicants on the basis of their entry results—providing everyone with equal opportunities at admission and facilitating the selection of the most promising and talented students without influence of external factors. In this regard, the Admissions Committee members shall develop and adopt the most effective methodology/process/selection criteria that must be applied equitably during the selection processes and must be attached to the Minutes of the meeting of the Admissions Committee for the corresponding academic year.

3.4.12. Decisions of the Admissions Committee are final and recorded in the minutes of the meeting(s) by the Secretary of the Admissions Committee. The minutes of the meeting(s) shall be formatted according to the specified requirements for preparing Minutes of meeting of the University. The working language of the Admissions Committee meetings is English. The minutes, in English and Kazakh, shall be signed by the Chairperson and the Secretary of the Admissions Committee or their designee(s).

3.4.13. The minutes of the Admissions Committee meeting are confidential and are not the subject for dissemination to the third parties, except for employees of the University in the fulfillment of their professional duties.

3.4.14. All minutes of the Admissions Committee meetings are duly stitched, numbered, scanned and bound by the Secretary of the Admissions Committee, registered and stored in the Admissions Department until being transferred to the University archive.

3.4.15. There is no procedure for appealing the admission competition results.

### **3.5. Procedure for consideration of applications**

3.5.1. The selection process for admission to NUFYP and the Undergraduate program consists of the following stages:

1) reviewing application packages according to Appendices 1, 2, and 3 to these Policy and Procedures and checking compliance with the minimum entry requirements for NUFYP and the Undergraduate program by the Admissions Department. The Admissions Department also checks the validity of standardized tests via authorized access to the database of Test Administrators. The Admissions Committee and the Admissions Department shall be entitled to request any additional documents, if required;

The Admissions Committee considers the first choice major of applicants, the second choice major will be considered only upon request of the Admissions Committee;

2) sending invitations to candidates applying via NUET (i.e., only NUET category applicants) by the Admissions Department. Applicants who complete all requirements of subsection 3.2.1. of these Policy and Procedures within the deadlines announced on the University website and/or in Personal account shall be allowed to take the NUET;

3) interviewing the International and/or Republican Olympiad winners in person or via videoconference by the Admissions Committee members. At the discretion of the Admissions Committee and the University School, applicants who have applied for other categories may also be interviewed. If necessary, the Admissions Committee may assign representatives of Schools as interviewers who are not members of the Admissions Committee. The number of designated interviewers shall not be less than two persons per interviewing applicant;

4) accepting exam and interview results of each category of applicants;

5) defining and reviewing Applicants' ranking to make recommendations for admission by the members of the Admissions Committee according to the approved methodology/process/selection criteria. Only Applicants meeting entry requirements for a category will be ranked and recommended for admission within that category.

3.5.2. Successful completion of the application competition does not guarantee enrollment to the Schools or to CPS.

3.5.3. In case it is impossible to conduct either of the tests indicated in Appendix 1 of these Policy and Procedures due to circumstances of force majeure or other reasons proving it impossible, the Admissions Committee is entitled to accept Applicants'

documents for consideration without passing the respective stage and/or replace the tests indicated in Appendix 1 of these Policy and Procedures with alternative tests. In doing so, the Admissions Committee develops and approves an effective selection methodology and evaluation criteria.

### **3.6. Enrollment to NUFYP and Undergraduate program**

3.6.1. Applicants will be ranked according to the first choice major. Depending on the ranking and the allocated number of seats based on the State educational order and/or quota of other sources of funding approved by the University, the Admissions Committee recommends Applicants for enrollment to either NUFYP or the Undergraduate program.

The cutting score for an Undergraduate program must be identified by the Admissions Committee.

3.6.2. Based on the allocated number of seats for Undergraduate program, Applicants ranked highest will receive admission offers to the Undergraduate program under a Grant.

*Clause 3.6.2. was added with the second paragraph in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*

NUFYP Students will be ranked separately from other applicants categories for decisions on receiving Grants or financial aid. NUFYP Students who achieve the Minimum Certifying Entry Requirements according to Appendix 1 to these Policy and Procedures indicated in table 8, will receive admission offers to Undergraduate program. NUFYP Students who achieve the Minimum Entry Requirements according to Appendix 1 to these Policy and Procedures indicated in table 7, will be given the opportunity for admissions to an Undergraduate program on a fee-paying basis with financial aid opportunities according to the internal documents of the University.

*The third paragraph of Clause 3.6.2 was amended with in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*

Eligible applicants, except NUFYP students who did not receive an offer under the Grant will be placed in a waitlist according to their ranking, and offered a grant as one becomes available.

These Applicants on the waitlist will be given the opportunity for admissions to an Undergraduate program on a fee-paying basis with financial aid opportunities according to the internal documents of the University. Applicants who accept an admission offer to an Undergraduate program on a fee-paying basis, can continue participating in the competition to an Undergraduate program under the Grant in case of available seats. NUET applicants recommended for admission to the Undergraduate program on a fee-paying basis can be enrolled to NUFYP under the Grant on their request in case of available seats. Applicants can be enrolled in only one academic program and/or level of education at a time.

3.6.3. Based on the allocated number of seats to NUFYP, eligible Applicants will receive admission offers to NUFYP under the Grant according to their ranking.

Eligible applicants who did not receive an offer under the Grant will be placed in a waitlist according to their ranking, and offered a grant as one becomes available.

These Applicants will be given the opportunity for admissions to NUFYP on a fee-paying basis with financial aid opportunities according to the internal documents of the University. Applicants who accept an admission offer to NUFYP on a fee-paying basis can continue participating in the competition to NUFYP under a Grant.

3.6.4. The amount of the financial aid offered to Applicants is not subject to change despite movement of an Applicant within the waiting list or refusal of the admission offer.

3.6.5. The Applicants recommended for enrollment are notified of the Admissions Committee's decision by the Admissions Department. The provisions for admission are indicated in the admission offer. Failure to meet the provisions for enrollment by the deadline indicated in the admission offer deprives an Applicant of his/her right to be enrolled to the program.

3.6.6. The Admissions Department moves Applicants up from the waitlist according to their ranking in order to fill vacancies due to other applicants' withdrawal, rejection, and/or refusal of an admission offer and informs Applicants regarding their status.

3.6.7. The recommended Applicants within the indicated deadlines shall:

- 1) fill out and submit the enrollment confirmation form and form of consent on guarantee fee payment via their Personal account;
- 2) pay a guarantee fee via their Personal account;
- 3) upload a scanned copy of the document on education (certificate stating completion of a high school or college) with a transcript to the Personal account of the Applicant, if the document is missing. If a document on education with transcript is not in Kazakh, Russian, or English language, a scanned, notarized translation in English must be attached;
- 4) submit to the Admissions Department an original document on education (certificate stating completion of a high school or college) with a transcript.

3.6.8. The University is entitled to request additional documents.

3.6.9. If an applicant receives and accepts an admission offer and is migrated to the Office of the Registrar's system, he/she will automatically be excluded from the competition of their second choice major. If an applicant receives and accepts an admission offer to a school without a Waiting list, he/she will automatically be excluded from the second school major competition.

3.6.10. Applicants who accept an admission offer to the Undergraduate program on a fee-paying basis (see clause 3.6.2.) will automatically be excluded from the admission competition to NUFYP and vice versa. Applicants can be enrolled in only one academic program and/or level of education at a time.

3.6.11. An Applicant who refuses an enrollment offer or fails to complete the conditions indicated in the notification or fails to provide one or more documents listed in clauses 3.6.7. and 3.6.8. of these Policy and Procedures will not be enrolled in the relevant program.

3.6.12. Awarding Applicants with the University Grant shall be implemented according to the procedure established by the internal documents of the University.

3.6.13. Enrollment of Applicants to the University shall be formalized by the decision of the University Provost or his/her substitute. The source of financing is indicated in the decision on enrollment.

*Policy and Procedures were added with clause 3.6.14. in accordance with the decision of Provost dated May 14, 2024 #63-н/к.*

3.6.14. Applicants under the following categories: NUET applicants, SAT/ACT applicants, and Winners of the International and/or Republican Olympiads, who studied under International Baccalaureate or A-level programs and cannot be awarded the High School Diploma with transcript, can be enrolled conditionally to the program with the requirement that they will submit a final IB or A-level diploma and official final transcript by the end of 1st Fall Semester according to the Academic calendar of the program. In the event of failure to fulfill the terms of conditional enrollment, the student will be dismissed from the University. To change the status of a conditionally enrolled student, all terms must be fulfilled. The Schools and Admissions Department must notify each other of the fulfillment or non-fulfillment of the conditions of admission.

### **3.7. Mid-Year Intake to the Undergraduate program**

3.7.1. An additional selection process of Applicants for enrollment on a fee-paying basis for the Spring semester according to the Academic calendar of the Undergraduate program is carried out by the Admissions Committee.

3.7.2. The Admissions period during which the competition is conducted and the documents are collected is approved annually by the Admissions Department in consultation with the Schools prior to the start of the application period and posted on the University website.

3.7.3. Applicants may participate in the Undergraduate program competition on fee-paying basis and must meet the requirements specified in Appendices 1, 2, and 3 of these Policy and Procedures. Thus, NUET applicants may participate in the mid-year intake only with the results of NUET taken in the same calendar year of submission of their application. The minimum NUET requirements are indicated in Appendix 1.

3.7.4. The application process for fee-paying study is conducted as regulated in Section 3 of these Policy and Procedures.

3.7.5. The selection process for admissions to the Undergraduate program for Spring semester, except for NUFYP graduates, shall be regulated as specified in Chapter 3.5.

3.7.6. Applicants applying for Undergraduate program in the Spring semester on a fee-paying basis and recommended for enrollment do not participate in selection for awarding financial aid, an educational grant “Nazarbayev University” or other grants/scholarships during enrollment.

3.7.7. Enrollment of Applicants on a fee-paying basis for the Spring semester shall be formalized by the decision of the University Provost or his/her substitute.

## **Section 4. Waiver**

4.1. The Provost is eligible to grant a Waiver from certain provisions of these Policy and Procedures in accordance with University's internal documents

### **Section 5. Temporary Provisions**

5.1. Not applicable.

### **Section 6. Revision**

6.1. These Policy and Procedures shall be reviewed within one year after approval and completion of the admission cycle and revised if necessary.

### **Section 7. Related Documents**

7.1. Law of the Republic of Kazakhstan "On the Status of Nazarbayev University, Nazarbayev Intellectual Schools and Nazarbayev Fund," the Charter of the autonomous organization of education Nazarbayev University, Policy for preparing some internal administrative documents on core activities and students contingent in the autonomous organization of education Nazarbayev University, and Procedure for preparing some internal administrative documents on core activities and students contingent in the autonomous organization of education Nazarbayev University.

Appendix 1 to the Admission  
Policy and Procedures to the NUFYP  
and Undergraduate program of the  
autonomous organization of education  
Nazarbayev University

### Minimum entry requirements to participate in the competition of NUFYP and Undergraduate program

#### 1. Minimum entry requirements for IELTS and TOEFL\* (except NUFYP students)

English language results**	NUFYP	UG
IELTS results***	no less than 6.0 overall (writing - 5.0, listening - 5.0, reading - 5.0, speaking - 5.0)	no less than 6.5 overall (writing - 6.0, listening - 6.0, reading - 6.0, speaking - 6.0)
TOEFL results****	TOEFL iBT - 60 (Reading – no less than 6, Listening – no less than 5, Speaking – no less than 15, Writing – no less than 16)	TOEFL iBT - 79 (Reading – no less than 13, Listening – no less than 12, Speaking – no less than 18, Writing – no less than 21)

\* Only valid certificates are considered for admission competition and only on the condition that the test is taken at a Testing Center in person;

\*\* There is no minimum passing score required for the Olympiad winners;

\*\*\* IELTS Online or IELTS Indicator is not accepted within the admission and selection process to the University;

\*\*\*\* TOEFL iBT Home Edition test is not accepted within the admission and selection process to the University.

#### 2. Minimum entry requirements for NUET applicants

NUET	Minimum score	Minimum passing scores per subject
Mathematics	120	50
Critical Thinking and Problem Solving		50

#### 3. Minimum entry requirements for SAT/ACT applicants\*

Minimum entry requirements for SAT Reasoning Test and ACT
SAT Reasoning Test - 1240
or

ACT - composite score 26.
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*\*SAT and ACT results will be considered in the admission competition without superscoring;*

#### 4. Minimum entry requirements for winners of International and/or Republic Olympiads \*

Type of Olympiad	Medal type
Republic Olympiad	gold and silver medals (I, II) for the current academic year
International Olympiad	gold, silver and bronze medals (I, II, III) for the last three years

*\* Applicants who are winners of an International or Republic Olympiad category may apply with both types of Olympiads at the same time.*

#### 5. Minimum entry requirements for A-level Diploma and NIS Grade 12 Certificates holders

Minimum entry requirements for A-level Diploma and NIS Grade 12 Certificates
not less than ABB for any subjects

#### 6. Minimum entry requirements for IB Diploma holders

Minimum entry requirements for IB Diploma
not less than 30 total score and 4, 4, 5 for 3 subjects of HL

*Table 7 of Appendix 1 was amended in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*

#### 7. Minimum entry requirements for NUFYP students applying to Undergraduate program

	Abbreviation	Course Title	Grade
	FMAT 041	Foundation Mathematics 2	60
AND	FEAP 020	Foundation English for Academic Purposes 2	70
AND	FLDP 095	Leadership 2	60

*\* The grades for Mathematics (FMAT 041), EAP (FEAP 020), and Leadership (FLDP 095) include the first semester grades from FMAT 010, FEAP 010, and FLDP 090 and is the final grade in each subject respectively.*

*Appendix 1 was added with table 8. in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*

#### 8. Minimum certifying entry requirements for NUFYP students applying to Undergraduate program



	Abbreviation	Course Title	Grade
	FMAT 041	Foundation Mathematics 2	70
AND	FEAP 020	Foundation English for Academic Purposes 2	70
AND	FLDP 095	Leadership 2	70

\* The grades for Mathematics (FMAT 041), EAP (FEAP 020), and Leadership (FLDP 095) include the first semester grades from FMAT 010, FEAP 010, and FLDP 090 and is the final grade in each subject respectively.

### Minimum entry requirements to participate in the competition of the Undergraduate program on a fee-paying basis (Mid-year Intake)

#### 1. Minimum entry requirements for IELTS and TOEFL\*

English language results**	UG
IELTS results***	no less than 6.5 overall (writing - 6.0, listening - 6.0, reading - 6.0, speaking - 6.0)
TOEFL results****	TOEFL iBT - 79 (Reading – no less than 13, Listening – no less than 12, Speaking – no less than 18, Writing – no less than 21)

\* Only valid certificates are considered for admission competition and only on the condition that the test is taken at a Testing Center in person;

\*\* There is no minimum passing score required for the Olympiad winners.

\*\*\* IELTS Online or IELTS Indicator is not accepted within the admission and selection process to the University;

\*\*\*\* TOEFL iBT Home Edition test is not accepted within the admission and selection process to the University;

#### 2. Minimum entry requirements for NUET applicants

NUET	Minimum score	Minimum passing scores per subject
Mathematics	130	60
Critical Thinking and Problem Solving		60

#### 3. Minimum entry requirements for SAT/ACT applicants\*

Minimum entry requirements for SAT Reasoning Test and ACT
SAT Reasoning Test - 1240
or

ACT - composite score 26.
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*\*SAT and ACT results will be considered in the admission competition without superscoring;*

#### **4. Minimum entry requirements for winners of International and/or Republic Olympiads \***

<b>Type of Olympiad</b>	<b>Medal type</b>
Republic Olympiad	gold and silver medals (I, II) for the current academic year
International Olympiad	gold, silver and bronze medals (I, II, III) for the last three years

*\* Applicants who are winners of an International or Republic Olympiad category may apply with both types of Olympiads at the same time.*

#### **5. Minimum entry requirements for A-level Diploma and NIS Grade 12 Certificates holders**

<b>Minimum entry requirements for A-level Diploma and NIS Grade 12 Certificates</b>
not less than ABB for any subjects

#### **6. Minimum entry requirements for IB Diploma holders**

<b>Minimum entry requirements for IB Diploma</b>
not less than 30 total score and 4, 4, 5 for 3 subjects of HL



Appendix 2  
to the Admission Policy and  
Procedures to the NUFYP and  
Undergraduate program of the  
autonomous organization of education  
Nazarbayev University

**List of International Subject Olympiads**

1. International Mathematics Olympiad - IMO
2. International Physics Olympiad - IPHO
3. International Chemistry Olympiad - IchO
4. International Biology Olympiad IBO
5. International Olympiad in Informatics - IOI
6. International Zhautykov Olympiad in Mathematics, Physics and Informatics
7. International Mendeleev Chemistry Olympiad

**List of Republican Subject Olympiads of the Republic of Kazakhstan**

1. Republican Mathematics Olympiad
2. Republican Physics Olympiad
3. Republican Chemistry Olympiad
4. Republican Biology Olympiad
5. Republican Informatics Olympiad

Appendix 3  
to Admission Policy and  
Procedures to the NUFYP and  
Undergraduate program of the  
autonomous organization of education  
Nazarbayev University

**List of the Applicants' documents for online application**

1. Application form;
2. International applicants must provide a scanned copy of their passport; citizens of Kazakhstan must provide either a scanned copy of their passport or a national ID;
3. A certificate from an educational institution according to the sample in the Personal account of applicant (in case the applicant is a current student of the final grade (course) at the time of online application);
4. A scanned copy of nationally recognized certificate stating completion of a high school or college with a transcript or its foreign equivalent (only for graduates) with the obligation to submit a hard copy of the document in due time;
5. For NIS Grade 12 Certificate holders: a scanned copy of NIS Grade 12 Certificate with obligation to submit the hard copy of the document in due time;
6. For IB Diploma holders: a scanned copy of IB DP with transcript or predicted scores acknowledged by the school with the obligation to submit the hard copy of the document in due time;
7. For A-level Diploma holders: a scanned notarized copy of their A-level certificate with the obligation to submit the hard copy of the document in due time;
8. For International/Republic Olympiad winners indicated in Appendix 2 to these Policy and Procedures: a scanned copy of Diploma/Certificate of International and/or Republican Olympiad;
9. A scanned copy of their Motivation letter;
10. For SAT/ACT applicants: a verified score report of a valid ACT certificate or verified score report of valid SAT Reasoning certificate downloaded from the Test Administrator system. In case an Applicant provides several valid SAT Reasoning/ACT certificates, the certificate with best overall results will be considered in the competition without superscoring;  
*Clause 11 of Appendix 3 was amended in accordance with the decision of Provost dated May 14, 2024 #63-н/қ.*
11. A score report of a valid Academic IELTS or TOEFL certificate verified from the Test Administrator system and scanned copy of the certificate or verified score report downloaded from the Test Administrator's Personal account.

Appendix 4  
to Admission Policy and Procedures to  
the NUFYP and Undergraduate program  
of the autonomous organization of  
education  
Nazarbayev University

**List of the Applicants' documents for enrollment**

1. An original of a nationally recognized certificate stating completion of high school or college with a transcript or its foreign equivalent;
2. For NIS Grade 12 Certificate holders: an original of a NIS Grade 12 Certificate;
3. For A-level Diploma holders: an original of a A-level certificate;
4. For IB Diploma holders: an original of an IB DP with transcript.