

# Tbilisi State Medical University

## Propositions of faculty physical medicine and rehabilitation

### Article 1. General propositions:

1. Physical medicine and rehabilitation faculty (after “faculty”) of Tbilisi State Medical University (after “University”) represents the main educational, study-scientific and administrative structural unit, which provides approved and accredited academic higher education, as well teaching of students by vocational educational programs and assignment for them relevant academic degree or professional qualification (21.03.2013 23/6; 07.03.2018 23/3).
2. The faculty is obliged to create for students the best conditions of learning and research to provide future oriented education matching to modern standards in relevant science field and constantly take care to perfecting of training programs and improve of learning conditions; In case of successful completion of educational programs to give the graduate relevant academic degree or professional qualification and to issue confirmation document of relevant degree/qualification assignment (07.03.2018 23/3).
3. The faculty activities are performed on the basis of applicable legislation, the university charter, the university regulations, rector’s and chancellor orders and this provision, which by the faculty council, on the basis of academic council positive conclusion approves the university representative council (07.03.2018 23/3).
4. The faculty has logo, round ring with logo and full name in Georgian and English languages :stamp, title page.

### Article 2. The objectives and activities of the faculty;

1. The objectives of the faculty in the relevant field is:
  - a) To prepare specialist with competence matching modern requirements and with high qualifications, competitive on educational and labor market;
  - b) To provide education of modern standards and high quality, considering the demands of the public.07.03.2018
2. The main directions of the faculty activity are:
  - a) Preparation of highly qualified specialists and to promote their further professional growth.
  - b) Planning diplomas and postgraduate study programs, to work out, their constant perfection, development and participation in their implementation.

- c) Preparation professional training programs, constant perfection of their structure and content, development and participation in their implementation.
  - d) Continuous professional education and work out professional development programs and development;
  - e) To work out introduction and development programs and curriculum according to transfer of European credits, accumulation system content, orientation, structure.
  - f) Training, scientific-research, practical work coordination of developments
  - g) Develop and implement of joint scientific-research projects, with international training an scientific-research centers.
  - h) To work out and develop textbooks and methodical recommendations.
  - i) To promote of retraining of academic staff(07.03.2018 23/3)
3. The faculty according to applicable legislation and this provision:
- a) Will work out training, the main directions of scientific research activity establishes relevant educational programs and plans;
  - b) Determines coefficients for unified national exams at the beginning of the academic year.
  - c) Elects the representatives of the management bodies, according to the rule established by the university regulations;
  - d) Creates a quality assurance service;
  - e) Sets up issues to connected with faculty training and scientific-research working financial and material-technical support according to Georgian legislation and University Charter, within the competence(07.03.2018 23/3)
- 3) participates in development of the basic strategy of the university education and scientific policy;

Article 3. The faculty of structure and management bodies.

- a) The faculty is composed with study-scientific, administrative, supporting structural units.
  - 1. Faculty management bodies (managing subjects):
    - a) Faculty board;
    - b) Dean of the faculty;
    - c) Faculty Quality Assurance Service.
  - 2. The structure of faculty:
    - a) Directions and departments;
    - b) Dissertation board;
    - c) The curriculum Committee;
    - d) The dean;
    - e) Other supporting structural units.

3. Can be in the faculty training and professional training direction(s) and department (s), which will do academic higher education bachelor, master, doctoral and vocational education programs. Also center(s) or/and other supporting structural unit(s) which activity is regulated by there commendation of the faculty and by the relevant regulation approved by the representative Council.
4. The structural unit(s) of faculty implements decisions made by the faculty Council and Dean within its competence, develops proposals for development of the relevant service and submit to the Faculty Board for approval.(07.03.2018 23/3).

#### Article. 4. Faculty board.

1. Faculty board is a faculty representative body which is composed of full composition of faculty academic staff and students self-government representatives.  
The number of students selected from the self-governance board in the faculty board is  $\frac{1}{4}$  of the faculty board.
2. The faculty council shall exercise by authority granted by the Georgian Legislation and the charter of the university.
3. The faculty Council shall conduct activities in accordance with the regulations of the council. Faculty council activities are coordinated and the Dean of the faculty is responsible for the implementation of the decisions made.
4. Faculty council:
  - a) On the basis of free equal elections, by the secret ballot, by the majority of the composition elects the Faculty Dean.
  - b) Shall develop the faculty structure and regulation by the proposal of the Dean and submit to the Representative Council for approval.
  - c) Shall develop the dissertation Board's Statute and submit it to the Academic Council for approval.
  - d) Elects the Head of the Faculty Quality Assurance Service.
  - e) Implements other authorities granted by the legislation and the university statutes.

#### Article 5. The faculty dean.

1. The faculty dean is elected by the faculty council for 4 year sin accordance with the regulation of the TSMU.
2. The same person can be chosen twice in a row for the Dean's position.
3. Dean is selected by the principles of transparency, equality and fair competition.
4. Faculty Dean's election is held by the University Election Commission.

5. Candidates are registered for the Deans position in accordance with the procedures provided by the University Regulations.
6. Dean of the faculty:
  - a) Ensures efficient conduct of the academic and scientific activities of the faculty;
  - b) Submit to the Faculty Board the strategic plan for development of the faculty, study and scientific-research programs.
  - c) Develop and submit the faculty structure and provision to the Faculty Board for approval.
  - d) Is responsible for the fulfillment of the decisions of the University Academic Board, the Representative Council and the Faculty Board within its competence;
  - e) Chairs the Faculty Council sessions;
  - f) Exercise other powers granted by the Georgian Legislation and the university statutes.
7. The rule and terms of termination of the authority of the Dean shall be determined by the University Regulations. In case of early termination of the authority of the Dean, the position of the Dean shall be exercised for the remainder of the termination of the Dean.
8. In case of a temporary failure of his authority by the Dean, his/her duties are fulfilled by the Deputy Dean of the Faculty. The direct authority of the Dean of the faculty includes the leadership of the teaching-methodical and scientific work.

#### Article 6. Deans of the Faculty.

- 1) The dean is the advisory body of the dean of the faculty. The dean of the faculty is responsible for planning, organizing and controlling faculty training, scientific and methodical work. Dean, Deputy Dean(s), Head of Faculty Quality Assurance Service, Coordinator of Vocational Education programs, Secretaries are the members of the Faculty Dean. The Dean will implement the decisions taken by the Faculty Board;
- 2) The Dean's functions are:
  - a) Development of documentation related to the planning and teaching process;
  - b) Registration and control of all types of learning processes at the faculty;
  - c) Organize educational process for faculty education programs'
  - d) Development of activities to increase the quality and efficiency of student's learning;
  - e) Planning and organizing methodical work;
  - f) Quality control of the faculty teaching and learning process together with the University Quality Assurance Service;
  - g) Technical, legal and organizational work of auxiliary character implementation of faculty management activities.
  - h) Development plans for future faculty development and further improvement of material-technical base;

3. The deputy Dean of the faculty shall be appointed by the Rector's Order of the Faculty based on the Dean's submission.
4. The functions of the deputy dean of the faculty are: introduction of training programs for students and supporting them in Orientation and individual curriculum. Monitoring of student learning process and period control of student personal cases; control of compilation of training tables 'introduction of instruction, orders and orders for students; inform students and professors about current training and scientific processes and organize relevant activities; Participation in reviewing documents (07.03.2018 23/3);
5. The functions of coordinator of nursing and vocational programs are: academic (bachelor's nurse/midwifery) and professional (practitioner nurse/midwifery) academic programs on all issues related to the University's relevant services, participation in programs administration, relevant instructions, disposal monitoring of fulfillment of orders and orders; preparation of issues related to nursing programs to be discussed at the Faculty Board; introduction of radical programs for nursing student/students, communication with them during study; monitoring of academic studies and examinations, individual curriculum development and monitoring surveillance; introduction of instructions, orders and orders; Implementation of activities aimed at improving the learning process with the University Departments, Quality Assurance Service(07.03.2018 23/3).
6. The functions of the Dean's Secretary are: primary and semester students registration; Contracting with students; student's personal affairs; provision of tables, student lists, statements and other information for training departments and relevant structures. Maintain students unified electronic database and systematic updates of this base; preparation, processing and issuing information of various purposes within the scope of its competence; statistical processing of academic data ;control over student academic and financial debts; graduate semester students database verification of the diploma attachment; Sending students personal records to the archive(07.03.2018 23/3);

#### Article 7. Dissertation Board.

- 1) The composition of the Dissertation Board, the procedure for choosing the chair and the activity shall be determined by the Academic Council of the University in compliance with the provisions approved by the Faculty Council;
- 2) the dissertation Board is the body to be awarded to the Doctor's academic degree, which is created on the faculty;
- 3) the Dissertation Board consists of all professors and associate professors of the faculty of doctoral degrees;

- 4) the Dissertation Board acts in accordance with the provision approved by the Academic Council and grants the Doctor's Academic degree in the areas of science that are defined by the Statute.

#### Article 8. Faculty Quality Assurance Office.

- 1) Faculty of academic and scientific research, as well as academic the quality facilitation service shall be established for the sustainable development of the quality education system for the systematic internal assessment of the quality of the professional development of the personnel, which is in compliance with the provisions of the present provision and the University Quality Assurance Service (07.03.2018 23/3);
- 2) Faculty Quality Assurance Service is authorized cooperate with foreign countries, other higher education institutions, and all university/universities to develop transparent criteria for quality control and their methodology(07.03.2018 23/3)
- 3) The main objective of the Faculty Quality Assurance Service is the teaching promote high quality of quality through the use of modern methods of learning, learning and assessment, introduction of Georgian, university and international normative and/or recommendation documents to facilitate the academic and its accompanying processes for the staff involved in faculty programs and their implementation also, carrying out relevant requirements and procedures within the scope of competence (07.03.2018 23/3).
- 4) Head of Faculty Quality Assurance Service, university by the nomination of the Head of Quality Assurance Service, the board of the faculty elects a period of basic education.
- 5) The head of the Faculty Quality Assurance Service shall be Associate Professor, professor with academic degree in relevant field or assistant professor(07.03.2018 23/3);
- 6) Faculty Quality Assurance Service with its activities it is accountable to the Faculty Board(07.03.2018 23/3).

#### Article 8. Committee of the Faculty Curriculum.

- 1) The Committee (s) is the Faculty of Physical Medicine and Rehabilitation permanent working body (s) aimed at assessing/reviewing issues related to the development and development of academic educational programs at the faculty. Committees of Physical Medicine and Rehabilitation and Nursing Education programs shall take into consideration the subjective differences in the faculty's educational programs.
- 2) the Committee shall consider the appropriate rule by the Quality Assurance Service, expert assessments presented in accordance with the procedure and established criteria for educational programs and curriculum, educational literature, syllabus of training courses. Etc. and recommends the relevant recommendation to the Board of the Faculty

and then to the University Academic Council. Functions of the Curriculum Committee are:

- a) discuss educational programs prepared at faculty and prepare appropriate recommendation;
  - b) consideration of syllabuses and preparation of relevant recommendation for the faculty and elective courses-faculty board;
  - c) examination of textbooks and preparation of recommendations on faculty and implementation of educational programs for faculty and academic councils;
  - d) prepare recommendations on the issues related to academic and research processes presented by the Faculty Dean or Faculty of Study and Clinical Structural Units;
- 3) The Committee may create temporary subcommittees and/or working groups to study the specific task and prepare the appropriate recommendation(07.03.2018 23/3);

#### Article 8. Faculty Departments.

- 1) The department is a faculty of structural training-scientific division, which will conduct training, methodological, scientific and practical (clinical, laboratory, etc.) work and facilitate the preparation of faculty students (including masters and doctors);
- 2) The main functions of the department are the elaboration of syllabuses of study disciplines, the study process, creation of methodical recommendations and manuals, elaboration and implementation of scientific projects, planning and implementation of practical (clinical, laboratory and other) activities.
- 3) The department of studies in the faculty (direction) is headed by a Professor or Associate Professor appointed on the basis of the Rector's Individual-Legal Act (if the department is not professor has). If two or more professors have been elected in the department, their appointment on the basis of the rotation principle is equal to the proportional period (07.03.2018 23/3);
- 4) The main responsibility of the Head of the Study Department (direction) is the uninterrupted and highly qualified teaching process according to the approved curriculum (syllabus). The head of the direction provides coordination and integration between the training departments in this direction. The head of the department(direction) is responsible for the duly fulfilling of other obligations established by the legislation and is accountable to the Rector, the Faculty Council and the Dean of the faculty (07.03.2018 23/3);
- 5) Training directions, departments and other structural units of the Faculty of Physical Medicine and Rehabilitation are:
  - a) Department of Physics, Biophysics, Biomechanics and Information Technology;
  - b) Department of Physiology;

- c) Department of Medical Biology and Parasitology;
- d) Clinical Sciences;
- 1) Medical Rehabilitation and Sports Medicine Department;
- 2) Department of Traumatology and Orthopedics;
- 3) General Therapy Department;
- 4) Laboratory Case Department;

E) The direction of rehabilitation sciences;

- 1) Department of Physical Medicine;
- 2) Department of Resorts and Physiotherapy;
- 3) Department of Medical Tourism;

F) clinical center of sports medicine and rehabilitation;

G) professional educational programs(07.03.2018 23/3)

Article 9. Academic and other staff of the faculty;

- 1) Faculty academic staff consists of professor, associate professors and assistant professor.
- 2) The margin of pedagogical load of the professor shall be determined by the Academic Council and approved by the Representative Council.
- 3) Holding an academic position may only be through an open competition, which must comply with the principles of transparency, equality and fair competition.
- 4) The terms and criteria for choosing the Academic Personnel Competition are determined by the legislation and the Charter of the University;
- 5) The rector of the academic staff winner of the competition shall apply individual labor contracts to the requirements of higher education and labor legislation;
- 6) The authority of the academic personnel is automatically extended until the recognition of the newly elected academic personnel by the established rule;
- 7) Academic personnel, in accordance with the competence, have the right to:
  - a) Participate in university management, including the management of elections;
  - b) Exercise and research independently within the approved program; Publish scientific papers;
  - c) Identify the content of the courses (syllabus),teaching methods and means independently within the educational program(07.03.2018 23/3);
  - d) Exercise other powers granted to them by the legislation.
- 8) Academic staff is obliged to:
  - a) Follow the code of ethics and the disciplinary liability norms;



- b) Carry out the duties undertaken by the labor agreement;
- c) After the qualification improvement, submit a report on the works carried out;
- d) To comply with the university statutes, the provisions established by the present provisions and legislation; 8'. Professor is a person with a Doctor's academic degree who has at least 6 years experience in scientific and pedagogic work and is guided in the direction/department of his/her research department, associate professors, assistant professors and students(07.03.201823/3);

8". Associate Professor is a person with a Doctor's academic degree participating in the course of the direction/department and is guided by the scientific-research work of assistant-professors and students (07.03.201823/3);

8"".Assistant Professor is a person with a Doctor's academic degree, which leads to laboratory, seminars and/or practical exercises(07.03.201823/3);

- 9) The grounds for dismissing academic staff are:
  - a) Personal statement;
  - b) Term expiration of the term of the of labor;
  - c) Gross or systematic violation of the Code of Ethics and Disciplinary Liability Rules;
  - d) The violation of the conditions envisaged by the labor agreement;
  - e) Retirement or granting the emirates rank;
  - f) Other cases defined by the legislation;
- 10) Faculty's administrative positions are: Dean, Deputy Dean(s), Head of Faculty Quality Assurance Service. Faculty's administrative positions cannot be selected or appointed by a person who has reached 65 years.
- 11) The faculty pedagogical personnel, except the academic staff, are invited specialists, senior teachers and teachers, conducting seminar practical and laboratory work academic positions without arrest. Number of pedagogical composition of the faculty is determined by the volume of training, scientific and methodical work. The volume of faculty teachers is determined by the administration of the university with regard to their qualifications, work volume and specificity, scientific and methodical work. Persons carrying administrative functions can have a pedagogical load according to their profession and qualifications (07.03.2018 23/3).
- 12) The Faculty Assistant Staff belongs to other personnel required for the faculty's activities provided by the staff of the university;
- 13) Separate directions of the faculty's activities not provided for by the university staff schedule are performed by the invited staff on the basis of the relevant labor agreement;

- 14) Relationships related to facilitating staff and disciplinary responsibilities shall be regulated by the university Charter, internal Regulations and other Normative Requirements;

Article 10. Faculty training programs and study process.

- 1) During the course of the study, the subjects provided for the program are used as weekly lectures, practical and laboratory studies.
- 2) Content, structure, curriculum, human, material-technical and infra structural support, teaching forms and methods, assessment methodology and principles, learning outcomes, general, transferable and subjective competences, knowledge and skills, extension of employment and/or continuation of educational program the field examines and defines the faculty's Council. In case of positive decision, the program shall be submitted to the University Academic Council for approval. The right to present and direct an educational program has a professor or associate professor. The curriculum committee shall submit the educational program to the Faculty Board based on the relevant recommendation( 07.03.2018 23/3).
- 3) 2'. The organization and course of the educational process on the faculty is based on the current Legislation of Georgia, the University Charter, Internal Regulations and the present Regulation (07.03.2018 23/3). The study process includes planning, organization and implementation of all types of training-methodological work. Basic documents for regulating the learning process at the Faculty are curriculum and educational programs (syllabuses) presented by departments.
- 4) Student's knowledge on faculty is evaluated in accordance with the applicable assessment system and curriculum(s) in the university. The student is obliged to pass all the exam in accordance with the curriculum of the curriculum and the faculty curriculum. For faculty students with disabilities can facilitate the benefits for their full education.
- 5) The faculty exams are conducted by the unified rule established by the university;
- 6) Deleted ( 07.03.2018 23/3).
- 7) 'Rules of recording, assessing, subjecting the educational programs credits to the Faculty shall be regulated by the Uniform Rules set out in the Universities. 7". If the student fails to pass the exam for any reason (unsatisfactory assessment test, absence, disciplinary misconduct, etc.) it is obliged to study the same subject in the next academic year and/or next semester (07.03.2018 23/3).
- 8) Conditions for suspension and termination of student status shall be regulated by the University's Statute and Internal Regulations.
- 9) Students of all cycles during the course of the faculty shall have right to take an academic leave which should not exceed the deadline established by the University Charter;

- 10) For the purpose of taking academic leave, the student should apply to the University with a written application. The decision of the TSSU rector, upon the submission of the Faculty Dean on this issue
- 11) Deleted(07.03.2018 23/3).
- 12) The Faculty Administration shall issue the relevant references to the student's academic leave.
- 13) Transfer of student from other higher education institutions or other faculties of the university and restoration of student status shall be regulated by the applicable legislation of Georgia with the university statute and regulations. Internal faculty organizational issues for transfer and restoration are regulated by the University's Legal Acts, Academic Decisions and Rector's Orders.
- 14) Internal university mobility of the student in accordance with the Georgian Legislation from one faculty to another, as well as from other higher education institutions is allowed only from the second year of the study within the faculty student quota.
- 15) The student's mobility should be taken into consideration before the beginning of the academic semester, taking into consideration the transcript of the marks presented.
- 15') final decision on mobility is made by the university academic council(07.03.2018 23/3),
- 16) with the consent of the relevant department (direction) and the Dean, sets the semester/course on which the student should continue to study and the list of subjects required to pass from the transcript presented by the student.
- 17) if the student is transferred from another higher education institution, the above procedures shall be carried out in accordance with the requirements set out in the present regulation. On the basis of the transcript submitted by the student, the faculty Board shall make a decision on which semester/ continue the student's study and which subjects are necessary for the student.
- 18) Quality (Qualification) stipulated by the step is awarded to the student after the accumulation of educational program and accumulative credits.
- 19) The faculty graduate alongside the diploma with the diploma S=shall have the diploma attached to the diploma without a diploma, the diploma is issued on the basis of the identity card of the holder, the diploma of the other person shall be issued on the basis of the power of attorney established by the law.
- 20) In case of losing the diploma (attachment), a copy of the diploma (annex) is issued by the university in accordance with the procedure prescribed by the university.
- 21) Faculty training is in Georgian and English.
- 22) Academic Year on Faculty consists of two semesters: Autumn and Spring.

#### Article 11. Educational Levels

- 1) Faculty of the faculty are: Bachelor's (first level of higher academic education), master's (second stage of higher academic education), and doctoral degree (third level of higher academic education); While 5<sup>th</sup> cycle educational programs in vocational education (07.03.2018 23/3);
- 2) Each level of academic higher education on the faculty includes a combination of training programs. Successful completion of the previous academic cycle is the basis for continuing education at the next academic level.

#### Article 12. Bachelor Degree.

- 1) The Bachelor's Degree has the right to study only the holder of a full general education document or the person equal to it. 2)
- 2) The objective of study in Bachelor's Degree with a higher level of professional education is to deeply utilize theoretical aspects of the disciplines as well, which is designed by the research programs to prepare for the further study and work in the master's degree with regard to the restrictions established by the legislation of Georgia.

#### Article 13. Masters.

1. Master degree-second cycle educational program of academic higher education, which includes elements of scientific research and aims at preparation of a bachelor's level specialist or researcher, it also prepares the person to work with the qualifications obtained. Graduate teaching allowed Bachelor (240 credits), Master's degree or a diploma from individuals, whose credits amount to at least 300 and have their diploma, as well as different specialties magistracy of specialty and competence of citizens, whose credits se are : Bachelor's for 240 credits, Master's degree or certified specialists for the 300 credits (07.03.2018 23/3).
2. The enrollment in Master's degree is accredited to Accredited Master programs in accordance with applicable legislation;
3. Deleted (07.03.2018 23/3);
4. Information on the registration procedures for master programs will be posted on the TSMU official website.
5. Candidate enrolled as a university graduate examination and internal university examination is considered as a master.
6. Removed (07.03.2018 23/3).

6'. Requirements for Master's Program and Masters Degree are regulated by the Law of Georgia on "Higher Education", by the Statute of the TSMU, the Faculty and Master's regulations (07.03.2018 23/3);

Article 14. Doctoral studies.

1. The third stage of Doctoral Study and Higher Education is the main goal of which is to prepare scientific and pedagogic staff. The necessary condition for adoption in doctoral studies is the existence of a scientific research program (07.03.2018 23/3)
2. PhD program will be taken after preliminary examination.
3. Assessment of Doctoral Programs includes an expert examination conducted in the university. The expertise implies the theoretical and practical value of the scientific, methodical, expected results of the PhD research program, the adequacy of the training component with the content of the program.
4. The doctoral Program and the Head of the Board, approved by the Faculty Board, is approved by the Academic Council of the TSMU.
5. Conditions for Admission and Teaching in doctoral studies, Requirements for the doctoral degree of the Faculty of law (07.03.2018 23/3).
6. Removed (07.03.2018 23/3);
7. Removed (07.03.2018 23/3);
8. Deleted (07.03.2018 23/3);

Article 15. The rights and responsibilities of a student.

1. The student is a person who enrolled in the Law on Higher Education and the Law of Georgia on Vocational Education and is enrolled in the Faculty of Undergraduate, Masters, Doctoral and Vocational educational programs.
2. The right to study in the university is the prerequisite for the enrollment of persons obtained to enter the primary administrative registration. The registration envisages submitting the following documentation in the Dean of the Faculty of the University:
  - a) The application on admission to the university;
  - b) Document certifying general education;
  - c) Document confirming presence of military registration(for sons);
  - d) Four color photographs(3x4);
  - e) Copy of Identity Card (Identity is presented in person);
  - f) Contract between the university and the student;
  - g) Document confirming payment of tuition fees;

3. The rights and responsibilities of the faculty student are defined by the applicable Legislation of Georgia, the Charter of the University, the Regulations, the Code of ethics and the present Statute(07.03.2018 23/3);
4. The student is obliged to carefully comply with the obligatory subjects defined by the Faculty and follow the University Charter, internal Regulations, Code of Ethics and the present Regulation (07.03.2018 23/3);
5. Students with partial financing under the state grant shall cover the difference between the state funding and tuition fees in accordance with the rules received in the university and within the established deadlines.
6. Student has the right to:
  - a) Receive quality education;
  - b) Take part in scientific research;
  - c) Use the University's and faculty material-technical library information and other means in equal terms with the university statutes, regulations.;
  - d) Take comprehensive information on university activities, including financial and economic activities in accordance with the rules established by the Legislation of Georgia;
  - e) Choose a representative by secret ballot on the basis of universal, direct and equal elections and be elected in the representative self-government, faculty and university representative bodies according to the university statutes;
  - f) Freely establish and/or join student organizations in accordance with their interests;
  - g) Freely express their opinions and give a reasonable refusal to share those ideas offered during the course of the study process;
  - h) Take part in elaborating individual curriculum plans;
  - i) Benefit from other rights accorded to him by the Legislation of Georgia;
  - j) Removed (07.03.2018 23/3);
  - k) Get acquainted with the list and content of selective subjects through the sources of public information and submit a written application within a week after the commencement of the semester on the discipline chosen in the Dean.
7. relationships with student encouragement and disciplinary responsibilities shall be regulated by the requirements of the University Charter, Internal Regulations and other normative acts.

#### Article 16. Student Self-governance of the Faculty;

1. student self-government on the basis of universal, equal and direct elections on the faculty.

2. Student self-governance at the Faculty is the foundation for the creation and operation of the general university student self-government, which aims at facilitating student mobility and activity.
3. Student self-governance shall operate in accordance with applicable legislation of Georgia, the university statute and its own statute( 07.03.2018 23/3).

3'. Student self-governance:

- a) ensure the protection of students rights;
- b) elects Student self-government representatives in the Faculty Board;
- c) have the right to elaborate recommendations and proposals related to further improvement and improvement of the learning process and submit to the Faculty Board;
- d) exercise other activities defined by the Student self-government Regulation.
- e) The Faculty Administration does not interfere with the activities of the student self-government.

Article 17. Final Provisions Revocation of the Faculty Statute, amendments and amendments are made by the Representative Council by the Faculty Council. .