

The Minister of Education and Science of Georgia's

№99/N of October 1, 2010

C. Tbilisi

On the Approval of the Educational Institutions Authorization Statute and Authorization Fees

Commensurate with Paragraph 3(b) of the Law of Georgia on Educational Quality Enhancement, Paragraph 1(i) of Article 26 on the Law of Georgia on General Education, Article 15(d) of the Law of Georgia on Vocational Education, Paragraphs 1 (f) and 1(n) of Article 7 of the Law of Georgia on Higher Education, Article 61 of the General Administrative Code of Georgia and Paragraph 2(l) of Article 3 of the Statute of the Ministry of Education and Science of Georgia, approved by Resolution N37 of the Government of Georgia on 21 May 2004,

I hereby order:

1. To approve the Educational Institutions Authorization Statute as per Annex 1;

2. To approve the Educational Institutions Authorization Fees as per Annex 2;

2¹. To approve Higher Educational Institutions Authorization Standards as per Annex 3.

Order №77 / N of May 5, 2017, of the Minister of Education and Science of Georgia - Web site, 08.05.2017

2². To approve Authorization Standards of Vocational Education Institutions as per Annex 4 of this order.

Order №25/n issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

3. To invalidate Order N1030 of the Minister of Education and Science of Georgia of 20 November 2009 on of the Approval of the Higher Educational Institutions Accreditation Statute, the Procedure of Setting Student Quota and the Procedure of Determination of the Threshold Amounts of Institutional Authorization Fees.

4. This order shall enter into force upon its publication.

D. Shashkin

Annex #1

Order №25/n issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website

12.02.2020 Ⓝ

Educational Institutions Authorization Statute

Chapter I

General Provisions

Article 1. Scope of regulations

This Statute sets the terms and conditions for meeting authorization standards by educational institutions (hereinafter, the "Standards"), as well as the authorization procedure.

Article 2. The Purpose and Content of Authorization of Educational Institutions

1. Authorization of educational institutions shall aim at ensuring meeting standards necessary for carrying out relevant activities.

2. A standard shall mean a requirement, set by the state, which should be met by an institution for the issuance of an educational document approved by the state.

3. An institution shall have a mission, which shall be compatible with the general goals of the relevant level of education in Georgia and shall demonstrate the originality and type of an institution.

4. Authorization is an external mechanism for the education quality assurance, which is implemented by the Legal Entity of Public Law - National Center for Educational Quality Enhancement (hereinafter - the Center). The purpose of the authorization is an institutional assessment of the institution and determination of compliance with the authorization standards. The authorization assessment is conducted by the authorization expert panel and is based on the analysis of the information received from the institution's self- assessment and authorization site-visit.

5. Authorization process shall be reliable, consistent and its results shall be public.

Article 3. Authorization Councils

The following types of Authorization Council shall be established for Authorization of educational institutions:

A) Authorization Council of general educational institutions, which makes decision on the authorization of the general educational institution;

B) Authorization Council of a vocational educational institution, which makes decisions on the authorization of vocational educational institutions and implementation of vocational educational programs by general educational/higher educational institutions;

C) Authorization Council of the higher educational institutions, which makes decisions on the authorization of the higher educational institutions.

Article 4. Process of Authorization

1. The process of Authorization is comprised of the following stages:

a) Submission of authorization application;

b) Recognition of educational institution as an Authorization applicant;

c) Creation of authorization experts' panel;

d) A preliminary review of authorization self-evaluation report and corresponding documents by the authorization experts' panel, and creating agenda for the site-visit;

e) Authorization site- visit;

f) Elaboration of the draft evaluation report and submission to the Center;

g) Introducing a draft evaluation report to the institution;

h) Submission of an argumentative position of the educational institution on the evaluation report to the Center;

i) Development of the final version of the evaluation report by the panel of experts, and submission to the Center;

- j) Introducing evaluation report to the educational institution;
 - K) Sending the authorization application, the evaluation report of authorization experts' panel and argumentative position on the expert panel's draft report to the members of the respective authorization council;
 - l) An Oral hearing on authorization, and decision- making by relevant Authorization council;
 - m) Publication of the decision by the Center;
2. Decisions on authorization or denial of authorization shall be made within 180 calendar days after the recognition of an institution as an Authorization applicant.
3. Authorization process could be implemented through the electronic quality management system, management and use of which is approved by an individual administrative-legal act of the Director of the Center.
4. Three months before the submission of authorization application, education institution to be reviewed has a right to address the Center in writing form and request authorization process preparatory site-visit. Preparatory site-visit is consultative in nature and relates to:
- a) Self- assessment process planning and implementation;
 - b) planning and execution of authorization site-visit;
 - c) Definition of authorization standards and procedures.
5. In the case envisaged by the paragraph 4 of this article, the director of the Center shall issue an individual administrative-legal act on the determination of an employee/employees of the Center authorized to provide consultations and on implementation of the preparatory site-visit for the authorization process at the applicant institution that seeks to acquire an educational institution status.
6. In the case envisaged by the paragraph 5 of this article, a written protocol that reflects the information on provided consultation shall be drawn up as a result of the preparatory site-visit for the authorization process by the authorized employee of the Center. The institution is obliged to support the authorization process preparatory site-visit and elaboration of the corresponding report. Also, the institution shall designate a person, who will be authorized to sign the authorization process preparatory site-visit report in the name of the institution.

Chapter II Authorization of General Educational Institution

Article 5. Authorization Standards of General Educational Institution

the Authorization Standards of General Educational Institution concerning:

- a) educational programs;
- b) material resources;
- c) human resources.

Article 6. Educational Programs of a General Education Institution

The standard is met when:

- a) School curriculum is based on the school mission and is compatible with the National Curriculum;
- b) School curriculum is compatible with the demands of students of relevant level and allows for them to acquire knowledge, skills and values envisaged by National Curriculum;
- c) School curriculum provides students with equal opportunities for studying and development. The school has a special program in place for students with special educational needs;
- d) The student evaluation system, employed by the school, is compatible with the National Curriculum. The Evaluation criteria are transparent, known to the school community and the outcomes are used for the improvement of the academic performance of students;
- e) The procedure of notification of parents on the academic performance of students is in place and participation of parents in school life is ensured;
- f) The mechanism of evaluation and further improvement of the school curriculum is in place.

Article 7. Material Resources of a General Education Institution

1. The standard is met if:

- a) An institution has material resources adequate to study process envisaged by the school curriculum, amongst them:
 - a.a) Premises of 250 square meters of the area at a single address, except for the case when the Authorization Council makes a decision on the Authorization of a school with less than 50 students. The right to school area must be certified according to the procedure, envisaged by Georgian law;
 - a.b) classrooms equipped with proper inventory, in particular: personal desks, blackboards and other necessary material resources adjusted to the individual needs of the students;
 - a.c) gym, pool or stadium;
 - a.d) Adequately equipped laboratory/laboratories;
- b) The school has adequate environment necessary for carrying out educational process: System for delivering uninterrupted electricity, sanitary units, natural lighting and central heating system;
- c) school has a library with a proper amount of book fund that corresponds to the school's curriculum and includes periodicals and other supporting materials;
- d) The school environment is adapted to the demands of students with special educational needs;

e) The school has information and communication technologies necessary for the implementation of goals identified by the school curriculum including personal computers with permanent internet access. The school web- page serves both

communication and information purposes;

f) The school safeguards the safety and health of its staff and students. For these purposes, there are:

f.a) fire safety mechanisms and firefighting equipment;

f.b) an evacuation plan, posted on a visible place;

f.c) medical aid mechanisms;

f.d) mechanisms for ensuring order in compliance with the legislation of Georgia;

f.e) security cameras for -general education institutions - legal entities of private law, the cameras that control internal and external area of the school and are compatible with video surveillance systems and the rules of their instalment and exploitation approved by the order #1143 (29.08.2007) of the Minister of Internal Affairs of Georgia „On the approval of video surveillance systems and the rules of their instalment and exploitation on gambling places (Except for the promotional lottery), other gainful games' locations and external perimeter”;

g) The school has a school statute, internal regulations and other documents concerning decision-making, activity planning and carrying out procedures that comply with the current legislation.

h) The school has long- term (six- year) and one-year action plans, which are based on the institution's mission, which also considers mechanisms for efficient use and improvement of material resources;

i) The institution registers the issued acts and correspondences.

2. Specific parameters of the material resources are established by the recommendations of the Center.

Article 8. Human Resources of the General Educational Institution

The standard is met if:

a) The school has adequate human resources for carrying out study process envisaged by the school curriculum.

b) School teachers are selected according to the requirements of the Law of Georgia on General Education and National Curriculum;

c) The school has the staff selection, employment and dismissal rules in place, also the transparent system of incentives and sanctions;

d) Agreements are signed with teachers, administrative and technical staff, and other school staff;

e) The school has mechanisms for the promotion of professional development of human resources;

f) School environment ensures safety, good faith, mutual respect and cooperation, which promotes demonstration of the capacity of each member of the school community to a maximum practicable extent, distribution of responsibilities.

Article 9. Authorization Application

1. Authorization application submitted by the general educational institution (hereinafter - the applicant) to the Center to obtain status/add an educational cycle, shall be accompanied by:

A) filled out form of the self-evaluation of the general educational institution to be reviewed and the accompanying documentation;

B) Document confirming payment of the fee for review of the authorization application;

2. The documentation envisaged in paragraph 1 of this article may be submitted to the Center through electronic document management system or in material form, while the documents attached to the completed form of self- evaluation will be submitted to the Center via electronic information storage media. In the case when the institution engaged in the electronic document management system submits the documentation envisaged by the first paragraph of this article via electronic document management system as well as in material form, the Center only reviews the documentation submitted by the electronic document management system.

3. For the purposes of continuity of the education institution's status, the general education institution shall consider the terms set out by Article 4(2) and Article 11 of this statute while submitting the authorization application to the Center for each following authorization.

Article 10. Self-Evaluation of the Authorization Applicant

1. The purpose of self- evaluation is to look at the readiness of the institution to receive authorization.

2. Self-evaluation is done according to the authorization standards of the general educational institution.

3. Self- evaluation results are reflected in a self- evaluation report.

4. The self- evaluation form is approved through the individual administrative-legal act of the Center, which is published publicly.

Article 11. Recognition as an Authorization Applicant

1. Within three business days, the Center shall approve the compliance of the documents attached to the authorization application with the requirements provided for by Article 9(1) of this statute.

2. If the applicant fails to submit any of the documents listed in Article 9(1) of this statute, the Center gives the applicant at least 5 and a maximum of 15 days to fix the issue.

3. If the institution fixes the shortcoming within the terms provided for by the second paragraph of this article, the Center issues an individual-legal act to recognize educational institution as an Authorization applicant. However, if the institution fails to fix the shortcoming within the given time, the individual administrative-legal act is issued on leaving the application without consideration.

4. Individual- legal act of the Center on recognizing educational institution as an Authorization applicant is issued no later than within 20 calendar days from the moment of submission of an application or he fixing the shortcoming.

5. If the authorization applicant does not pay an authorization fee within 15 calendar days after getting familiar with the

individual administrative-legal act about recognition as an applicant, the Center shall issue an individual administrative-legal act on termination of administrative proceedings.

Article 12. Authorization Expert's pool of General Education Institutions

1. An authorization expert of the general education institutions cannot be an employee of the Center, except for the cases when he/she is employed at the Center during the calendar year for the period of fewer than 3 months to complete a certain amount of work.
2. The authorization Expert's pool of General Education Institutions shall be composed of a wide range of experts experienced in the field of general education.
3. Regulations for selection, activities, and termination of membership of the pool of experts is approved through the individual administrative-legal act of the Director of the Center.

Article 13. Creation of the authorization expert panel of the general education institutions

1. Within 60 calendar days after payment of authorization fees, the Center shall issue an individual administrative-legal act on creation of the authorization expert panel of the general education institution and the site-visit to the applicant institution.
2. A Panel of authorization experts is led by the Chair.
3. Authorization expert must recuse if he/she has a conflict of interests with the applicant institution where he/she shall conduct site-visit.
4. The institution to be reviewed for the authorization of general education institution is authorized to submit self-recusal of authorization expert/experts within 2 days upon getting familiar with the individual administrative-legal act mentioned in the first paragraph of this article.
5. The institution is responsible for providing evidence for the recusal of the authorization expert(s). The basis for recusal could be a conflict of interests of the panel chair and/or panel member.
6. The conflict of interests is present in case of circumstances described in the rules for the selection of the members of the expert's pool, their activities and termination of their membership and/or in the Article 92 of the General Administrative Code of Georgia.
7. The Center reviews claim for recusal within three business days. In case of satisfying the claim, the Center makes the decision on changing the composition of the panel of experts.
8. In case of not satisfying the application for recusal of authorization expert/experts, Authorization Expert Panel continues its activities in the same composition.
9. Duration of the site-visit and number of experts in the panel is determined by the individual administrative- legal act of the Center described in paragraph 1 of this article considering the volume and specifics of work to be undertaken, and Regulations for selection, activities, and termination of the membership of authorization experts' pool.

10. The Center is authorized to send its employee to the authorization site-visit to effectively implement the work of the expert panel within the framework of the law and ensure the use of unified assessment approaches.

Article 14. Examination of the completed self-evaluation form of the applicant of general education institution and attached documents

1. Within 7 business days upon expiration of the term defined in Article 13(4) of this statute the Center shall send the documentation envisaged by Article 9(1)(a) of this statute to each member of the authorization expert panel.
2. Chair of the general education institution authorization expert panel divides responsibilities among the members of the panel based on their competencies, to ensure review of self- evaluation report and additional documents, to determine compliance with authorization standards.
3. Before the authorization site-visit, the expert panel of general education institution examines the completed form of self-evaluation and the attached documentation, based on which it determines the site-visit agenda and agrees it with the Center. In the process of agreeing on the Agenda, the Center considers arguments of the institution. The Center sends the final version of the agenda to the institution.

Article 15. Authorization site-visit

1. Chair of the authorization expert panel of the general education institution shall distribute the duties among the expert panel members during the site-visit.
2. Member of the authorization expert panel of the general education institution participates in the work of the panel, ensures fulfillment of the functions envisaged by the rules of selection, activities and termination of the membership of the experts' pool.
3. Authorization expert, based on the agreed agenda, is responsible for thoroughly reviewing all issues to create an evaluation report, including, conducting interviews with stakeholders, requesting additional documents as needed, visual inspection, etc. If necessary, to carry out unforeseen activities within the agenda.
4. If required, as a one-time measure, the institution is entitled to submit changes regarding the information reflected in the self-evaluation form or/and in the attached documents within 5 calendar days after getting familiar with an individual administrative-legal act determined by the first paragraph of Article 13 of this statute. In addition, if the change considers the need for substitution of any document, the institution shall submit a written description/explanation of the changes together with the mentioned document. After the expiration of this deadline, changes to the self-evaluation form is inadmissible.
5. The institution shall support the implementation of the authorization experts' site-visit and preparation of the respective report, present them additional documentation necessary for the purposes of authorization and ensure interviews with the persons requested by the expert panel.
6. Authorization expert panel of the general education institutions submits the main findings of the expert panel to the applicant institution on the final day of the site-visit.
7. In the case of interruption of the authorization expert panel's activities by the institution, upon making changes to the authorization application and/or to the attached documents after expiration of the term envisaged by the paragraph 4 of this article, the Center is entitled to issue an individual administrative-legal act on termination of administrative proceedings.

Article 16. Preparing the report

1. As a result of the examination of the completed self-evaluation report and the attached documents and the authorization site-visit, the draft report of authorization expert panel is drawn up and submitted to the Center.
2. The draft report describes the compliance of the institution with the authorization standards.
3. The Center defines formal compliance of the draft report with the requirements established by the individual administrative- legal acts of the Center director envisaged by paragraphs 3 and 8 of Article 12 of this statute. Upon determination of the compliance, the draft report is sent to the institution.
4. If necessary, in order to ensure formal compliance of the authorization experts' panel's draft report, it is sent back to the authorization expert panel of the general educational institution.
5. Within 10 calendar days from the acquaintance of the draft report from the Authorization expert panel, the applicant educational institution shall submit a written argumentative position about factual circumstances in the draft report to the Center, which is then sent to the expert panel and authorization council of the general education institutions.
6. In the case of submission of the argumentative position envisaged by the paragraph 5 of this article, after its examination or in the case of non-submission of the argumentative position after the expiration of the term envisaged by the paragraph 5 of this article, the expert panel of the general education institution elaborates a final version of the report and submits it to the Center.
7. The Center sends the authorization expert panel report to the institution.
8. Form of the authorization expert panel report of general education institution and the requirements established for it are approved by the individual administrative-legal act of the Center director, which is published publicly.

Article 17. Oral Hearing

1. Authorization council of the general education institutions makes a decision on the authorization based on the examination of the authorization documentation, authorization expert panel's report, argumentative position submitted by the institution on the authorization expert panel report and the oral hearing.
2. The meeting of the authorization council of the general education institutions is summoned by the secretariat of the council.
3. Interested parties are informed on the oral hearing no less than 7 days before the date of an oral hearing. The interested party participating in administrative proceedings shall be authorized to participate in the oral hearing.
4. The meeting of the authorization council of the general education institutions is chaired by the chairperson of the council, in case of his/her absence - deputy, and in case of absence of the chairperson and deputy chairperson -by a member of the council determined by the majority of attendees. If the secretary of the council is unable to perform duties, such duties are carried out by one of the members of the council, as requested by the Chair.
5. The meeting is authorized, if it is attended by more than half of the members, but no less than 3 members. This number does not include a member of the council, which has self- recusal or recusal towards the issue at hand.

6. The Council meeting is public. The chair of the council is authorized to announce the meeting closed in the cases envisaged by the legislation of Georgia.
7. Members of the authorization expert panel of the general education institution participate in the oral hearing, while the representatives of the Center or/and other stakeholders are authorized to participate in the discussion of an issue by the permission of the chairperson.
8. The council may decide to invite other parties to oral hearings.
9. Chair of the meeting is obliged to ensure examination of the case related circumstances at the oral hearing.
10. An interested party participating in administrative proceedings shall be entitled to declare motion concerning the examination of the important circumstances of the case.
11. The document of the applicant institution that was drawn up after the authorization site-visit, shall not be considered while making a decision at the oral hearing.
12. Minutes of the council meeting is signed within 10 business days after the meeting by the signatures of the council chairperson and the council secretary. Based on the minutes of the council meeting, an individual administrative-legal act is issued, which is signed by the council chair and the council secretary.

Article 18. Composition of the Authorization Council of the General Education Institution

1. Term of office of the authorization council of the general education institutions shall be determined as one year. Work of the council members will be remunerated (given honorarium) from the personal income of the Center. Rules and amount of remuneration for the council members (honorarium payment) shall be determined by an individual administrative-legal act of the Center's director. The council members are appointed and dismissed by the Prime Minister of Georgia upon submission from the Ministry of Education, Science, Culture and Sports of Georgia (hereinafter - the ministry).
2. 2 persons determined by the council chairperson may participate with the right to deliberative vote in the process of decision making by the authorization council of the general education institutions, according to the specifics of the field.
3. Authority of the member of the authorization council of the general education institution may be terminated before the expiration of the term of office by the initiative of the Prime Minister of Georgia or:
 - a) Based on personal appeal;
 - b) Negative court verdict entering legal force;
 - c) If the court recognizes or acknowledges him/her a person with limited legal capacity or as a recipient of support, unless otherwise determined by the court decision;
 - D) Regular absence on meetings if this hinders the activities of the council;
 - E) in case of violation of the norms envisaged by Article 19 of this statute;
 - F) upon submission of the Ministry.

4. Termination of the mandate of the member of the authorization council of the general education institutions before the expiration term is confirmed by the individual legal- administrative act of the Prime Minister of Georgia. In case of termination of the mandate before the term, the Prime Minister, as recommended by the Ministry of Education and Science, appoints a new member for the remaining term of the previous member.

Article 19. Rules and Principles of Activities of the Authorization Council of the General Education Institutions

1. While performing his/her functions, member of the council should be independent, objective, and unbiased.
2. Member of the council should remain neutral in any situation, and should not fall under the influence of interested parties, regardless of their status.
3. Member of the council should not disclose any information and/or documents obtained during work situation, and should not use them for personal interests.
4. Member of the council should be focused on cooperation and should not try to display a privileged position. He/she should not publicly doubt the competence of experts, representatives of educational institutions, members of authorization council, and members of the appeal council, even if he/she does not share their position.
5. Member of the council is responsible for declaring about any conflict of interests and self- recusal within two days after receiving the agenda. Conflict of interest could be any circumstance stipulated in Article 92 of the General Administrative Code of Georgia.
6. Organizational-financial support of the council is ensured by the secretariat of the Authorization Council of the general education institution, functions of which are fulfilled by the Center. Composition of the secretariat is defined using individual administrative- legal act of the Director of the Center.
7. The secretariat sends the meeting agenda and the following documents to the members of the council 7 days prior to the oral hearing
 - a) the filled-out form of the applicant's self-evaluation and the attached documentation;
 - b) a report of the authorization expert panel;
 - c) argumentative position on the draft report of the authorization expert panel submitted by an Authorization applicant.
8. Before the oral hearing, with the purpose of full examination and assessment of all substantial issues, each member of the council is responsible for reviewing documents described in the paragraph 7 of his article. Member of the council is entitled to request additional documents for reviewing the subject matter, and the council is entitled to postpone hearing for that reason, with consideration of remaining time frame of the administrative proceeding.

Article 20. Decisions Regarding Authorization

1. Authorization council of the general educational institutions makes one of the following decisions:
 - a) About authorization;

b) About refusal to authorization;

c) Cancellation of authorization.

2. In the case of making the decision envisaged by the sub-paragraph “a” of the first paragraph of this article, the council is authorized to give recommendations to the applicant that seeks the authorization for the general education institution and set terms on submission of the report on the fulfilment of those recommendations, which is reflected in the minutes of the council meeting.

3. In the case of making the decision envisaged by the sub-paragraph “a” of the first paragraph of this article, the council is authorized to address the Center with mediation on the implementation of the monitoring at the institution (within 2 years), which is reflected in the minutes of the council meeting.

4. Member of the council is not entitled to hold back from voting.

5. The council is responsible to substantiate its decision.

6. The decision is published on the Center’s website within 10 business days after its made. Together with the decision, evaluation report of the expert panel is also published on the web- page.

7. In the case of an grounded argumentation, the council is authorized to determine the date when the decision envisaged by the first paragraph of this article enters into force.

Article 21. A decision on granting or refusing authorization

1. The council makes a decision on granting authorization if the applying institution meets all the standards.

2. Authorization is valid for 6 years.

3. If the decision is made on authorization the authorization council of the general education institutions shall determine the threshold number of students for the institution within the authorization period.

4. The decision on refusal or cancellation of the authorization is made in the case when the institution does not meet one of the standards of the authorization.

Article 22. The legal outcome of the authorization of the general education institution

As a result of authorization, the general education institution has the right to receive students according to the rules of procedure provided for by the legislation and to issue a document certifying their qualification.

Article 23. Legal outcomes of refusal and cancellation of the authorization

In the case of refusal and cancellation of the authorization:

a) the institution cannot obtain/loses the status of the general education institution;

b) the students exercise the right to continue their studies in other general education institution.

Article 24. Results of the reorganization of the general education institution

1. In the case of merger of institutions the institution created as a result of reorganization shall be regarded as authorized for the smallest period of the Authorization periods granted to the reorganized institutions. If the authorization period of one of the general education institutions expires during the reorganization process, the authorization council of the general education institutions is entitled to identify the reasonable period of authorization of no more than one year for the general education institution established as a result of the reorganization. The student quota at the institution established as a result of reorganization equals to the sum of the students that existed before the reorganization.

2. In the case of division of a general education institution, the institutions created after the reorganization shall be required to apply for authorization. Furthermore, a legal entity determined as a successor in title of the reorganized general education institution, which wants to obtain the right to carry out the educational activities, shall be obliged to submit the authorization application to the Center within the period of 5 business days after the establishment, in this case, it will be deemed as authorized for the remaining term of the authorization determined for the reorganized general education institution, however for not more than 6 months.

Article 25. Submission of the self-evaluation report

1. For the purpose of monitoring the authorization conditions, an educational institution is obliged to submit a self-evaluation report at least once in three years to the Center. Terms for submission of the self-evaluation report shall be determined by an individual administrative- legal act of the Center Director, which will be published publicly.

2. The self-evaluation report is presented electronically, it can be submitted through the electronic system of quality management.

3. Form of the self-evaluation report is approved by the individual administrative-legal act of the Director of the Center.

Article 26. Changes made by the general education institution during the authorization period

1. If the general education institution changes the area or address, the institution shall notify the Center in writing 30 calendar days before the start of activity in the changed area/location, except for the emergency cases. The institution shall notify the Center and immediately submit the documentation that certifies lawful ownership of the space and the documentation certifying the payment for the changing the learning space or address.

2. If the change in the total number of the teachers from the moment of granting authorization of the general education institution reaches 10 %, the institution is obliged to inform the Center about this in writing within 30 calendar days from the change.

3. In the case of changes to the general educational program, the institution is obliged to inform the Center in writing about the change/subject program(s) different from the national curriculum, 30 calendar days before their implementation; It shall submit the act on the implementation of the educational program/change.

4. In case of making changes as described in paragraphs 1 and 3 of this article, the Center is entitled to check the authorization conditions via monitoring.

Article 27. Monitoring the Fulfillment of Authorization Conditions

1. Monitoring of the fulfilment of authorization conditions is initiated by the Center or by the mediation of a general

education institutions council through planned and/or unplanned monitoring.

2. In order to check the fulfilment of the authorization conditions, the Center is authorized to request respective documentation/information from the general education institution and/or issue an individual administrative-legal act on creation of the authorization expert panel of the general education institutions and/or monitoring site-visit to the general educational institution.

3. In case of requesting relevant documentation/information from the institution by the Center, if the documentation examination has revealed the additional need for verification of the fulfilment of authorization conditions, the Center shall issue an individual administrative- legal act on the creation of an authorization expert team and/or on monitoring site-visit to the general education institution, otherwise, the Center cancels administrative proceedings on monitoring.

4. In case of establishment of authorization expert panel, authorization expert panel's draft report is elaborated and submitted to the Center.

5. The Center determines formal compliance of the authorization expert panel's draft report with the requirements established by the individual administrative act of the Center director envisaged by the Article 12 (3) and Article 16(8) of this statute. If the compliance is established, the draft report is sent to the general education institution. If necessary, in order to ensure the formal compliance of the authorization expert panel's draft report, the draft report is sent back to the authorization expert panel.

6. Within 10 calendar days from the acquaintance of the draft report from the Authorization expert panel, the applicant educational institution shall submit a written argumentative position about factual circumstances in the draft report to the Center, which is then sent to the expert panel and authorization council of the general education institutions.

7. Upon familiarization with the argumentative position envisaged by the paragraph 6 of this Article, or in the case of non-submission of the argumentative position, after expiration of the term envisaged by the paragraph 6 of this article, the authorization expert team elaborates final version of the report and submits to the Center.

8. The Center sends the authorization expert panel's report to the general educational institution.

9. The individual administrative-legal act of the Center's director on creation of the authorization expert panel of the general educational institution or unscheduled monitoring site-visit to the general educational institution shall be submitted directly before the meeting or no more than 1 day prior to the monitoring site-visit.

10. As a result of the examination of the fulfilment of the authorization conditions, the general educational institutions authorization council is authorized to make a decision about cancellation of the authorization if the institution does not meet one of the authorization standards or if the institution breaches the norms of the legislation of Georgia in the education field regarding granting, suspension or cancellation of the status.

11. If there is a breach, the authorization council of the general education institution is entitled to set the time frame of no more than 60 days for the general education institution in order for it to fix the shortcoming, except for the cases where it is obvious that there will be no results and also to address the Center with mediation for implementation of the repeated monitoring at the institution which will be reflected in the minutes of the council meeting.

12. In the case of failure of the institution to correct the relevant conditions within a period of time specified in paragraph 11 of this Article, the council shall be entitled to make a decision on cancellation of the authorization in accordance with provisions set out in this chapter.

13. The decision is made by the authorization council of the general education institutions within 90 calendar days from the issuance of the individual administrative-legal act of the Center's director regarding the examination of the fulfilment of the authorization conditions by the institution. The latter term is deemed suspended in the case when the authorization council provides the educational institution with a reasonable time for correction of the shortcomings.

Article 28. The general basis for determination of the threshold for the student quota

1. A threshold number of the students shall be determined by the authorization council of the general education institutions according to this article.

2. A threshold number of the students shall be determined:

a) upon making a decision on granting Authorization – for the period of authorization;

b) in the case of increase of the student numbers - for the remaining term of the authorization.

3. Within the number of students determined by the authorization council of the general education institutions, the general educational institution is entitled to receive students on the respective educational programs.

4. Exceeding the number of students determined for the general education institutions represents the basis for cancellation of the authorization.

5. The basis for determining the number of students is the number of vacant places indicated in the authorization application submitted by the general education institution to the Center or in the application on the increase of the students' number.

6. The threshold number of the students indicated by the general education institution in the application envisaged by the paragraph 5 of this article shall be based on the institution's methodology for determining the threshold number of students, which considers program specifics and resources of the institution.

7. General education institution's authorization council revises the application described in paragraph 5 of this article, and considering the authorization expert panel report and opinions of other stakeholders, makes a relevant decision by 3/4 of the members attending the council meeting. The council is authorized to either agree with the request of the general education institution or reduce the number of students. The council is responsible for providing arguments for its decision.

8. The number of students at the general education institution may be reduced by the initiative of the Center based on examination of the respective conditions of the institution according to this chapter.

Article 29. Increasing the number of students

1. General education institution is authorized to submit a written application about increasing the number of students to the Center.

2. Form of the written application on the increase of the number of students to be submitted to the Center shall be approved by the individual administrative-legal act of the Center Director, which is publicly published.

3. Within the scope of the administrative proceedings envisaged by this article, the Center's director issues an individual administrative-legal act on creation of the authorization expert panel of the general education institutions and the site-visit

to the general education institution.

4. Upon examination of the application and attached documents envisaged by the first paragraph of this article, considering the methodology for determining the threshold number of the students of the general education institution- by the specificity of the program and the resources of the institution, a draft report of the authorization expert panel is drawn up as a result of the authorization site-visit and submitted to the Center.

5. The Center determines formal compliance of the authorization expert panel's draft report with the requirements established by the individual administrative act of the Center director envisaged by the Article 12 (3) and Article 16(8) of this statute. If the compliance is established, the draft report is sent to the general education institution. If it is necessary, for ensuring the formal compliance with the draft report of the authorization expert team, the draft report will be returned to the authorization expert team.

6. Within 10 calendar days from the acquaintance of the Authorization expert panel draft report, the applicant educational institution shall submit a written argumentative position about factual circumstances in the draft report to the Center, which is then sent to the expert panel and authorization council of the general education institutions.

7. Upon familiarization with the argumentative position envisaged by the paragraph 6 of this Article, or in the case of non-submission of the argumentative position, after expiration of the term envisaged by the paragraph 6 of this article, the authorization expert team elaborates final version of the report and submits to the Center.

8. The Center sends the authorization expert panel's report to the general education institution.

9. The decision on the increase of students, vocational students and students' number is made in accordance with Article 28(7) of this statute.

10. In the case of increase in student number, the authorization council of the general educational institution is authorized to consider the space of the institution which was under construction during the site-visit, also other documents certifying the ownership of other material resources. If for the moment of students' enrollment, there are no proper circumstances, exceeding the number of student existing before making the decision considering these circumstances represents the basis for cancellation of the authorization according to the Article 28(4).

11. The decision on increasing the number of students or on the refusal to increase the number of students shall be made within 90 calendar days after submission of a written application on increasing the number of students to the Center.

Article 30. Implementation of the vocational educational program by the general education institution

Issues related to the implementation of a vocational educational program by the general educational institution shall be regulated by Chapter III of this statute.

Chapter III

Authorization of the vocational educational institution

Article 31. Authorization Standards for Vocational Educational Institution

1. Authorization standards for vocational educational institutions refer to:

a) the mission and strategic development of a college;

- b) Educational Programs;
- c) Vocational students and their Support Services;
- d) Human resources;
- e) Material, information and financial resources.

2. Each standard of authorization for vocational educational institution consists of components, in particular:

a) standard related to the college mission and strategic development includes the following components:

- a.a.) the mission of the vocational educational institution;
- a.b.) strategic development of the vocational educational institution;

b) standard related to the educational programs includes the following components:

- b.a.) planning and developing the educational program;
- b.b) resources for the implementation of the educational program;
- b.c) evaluation and development of the educational programs;
- b.d) organization of the study process and evaluation of the vocational students;

c) the standard related to the vocational students and their support mechanisms includes the following components:

- c.a) protecting the rights of vocational students;
- c.b) support mechanisms for vocational students.

d) the standard related to human resources includes the following components:

- d.a) management of the staff and processes;
- d.b) Staff development

e) the standard related to the material, informational and financial resources includes the following components:

- e.a.) material resources and infrastructure;
- e.b) Information Resources;
- e.c) Financial resources.

3. Authorization standards for Vocational Education Institutions is established by the Annex 4 of this statute.

Article 32. Authorization application

1. Authorization application submitted to the Center for the purposes of obtaining the status of the vocational educational institution shall be accompanied by the following:

- a) filled out the form of the applicant institution and the attached documentation;
- b) Document confirming payment of the fee for review of the authorization application;

2. The documentation envisaged in paragraph 1 of this article may be submitted through electronic document management system or in material form when the documents attached to the completed form of self- evaluation will be submitted to the Center via electronic information storage media. In the case when the institution engaged in the electronic document management system submits the documentation envisaged by the first paragraph of this article via electronic document management system as well as in material form, the Center only reviews the documentation submitted by the electronic document management system

3. For each following authorization, for the purposes of continuity of the status of the vocational educational institution, while submitting the authorization application to the Center the general educational institution shall consider 180-day time frame determined for the administrative proceedings for authorization or authorization refusal; countdown of this term starts from the recognition of the vocational educational institution as an applicant; also the institution shall consider the terms set out by the Article 34 of this statute.

Article 33. Self-evaluation of the authorization applicant

1. Purpose of the self-evaluation is to evaluate the readiness of the applicant to obtain the authorization.
2. Self- evaluation is carried out in accordance with authorization standards.
3. Self- evaluation results are reflected in a self- evaluation report.
4. The self- evaluation form is approved through the individual administrative- legal act of the director of the Center, which is published publicly.

Article 34. Recognition as an authorization applicant

1. Within three business days, the Center shall verify the compliance of the documents attached to the authorization application with the requirements provided for by Article 32(1) of this statute.
2. If the applicant fails to submit any of the documents listed in Article 32(1) of this regulation, the Center gives the applicant at least 5 and a maximum of 15 days to fix the shortcoming.
3. In the case of fixing the shortcomings within the term set forth by the paragraph 2 of this article, the Center issues an individual administrative-legal act on recognition of the applicant for obtaining the status of the vocational educational institution, while in the case of failure to fix the shortcoming within the same time frame - an individual administrative-legal act is issued on leaving the application without reviewing.
4. An individual administrative-legal act of the Center on recognition of the vocational educational institution as an

authorization applicant shall be issued no later than 20 calendar days after submission of the application or fixing the shortcoming.

5. If the applicant vocational educational institution won't pay the authorization fee within 15 calendar days after getting the individual administrative-legal act on the recognition as an authorization applicant, the Center shall issue an individual administrative-legal act on cancellation of the administrative proceedings.

Article 35. Authorization Experts' pool of the vocational educational institutions

1. Authorization expert of the vocational educational institution must not be an employee of the Center, except for the cases when he/she is employed at the Center during the calendar year for the period of less than 3 months to complete a certain amount of work.

2. Authorization Expert pool of the vocational educational institutions is composed of the experienced specialists of the vocational education field and of those field specialists, who have professional experience in the employment fields envisaged by the vocational education program.

3. The rule of selection, activities and termination of the membership of the authorization experts shall be approved by the individual administrative- legal act of the Center Director and published publicly.

Article 36. Creation of the authorization experts' panel for vocational educational institutions

1. Within 60 calendar days after payment of authorization fees, the Center issues an individual administrative- legal act on creation of the authorization expert panel and the site-visit to the applicant vocational educational institution.

2. The expert panel is composed of the members of the authorization experts' pool of the vocational educational institution.

3. In case if the applicant general or higher education institution wants to obtain the right to implement a vocational educational program, by the order on the site-visit to the applicant general or higher education institution, separate authorization expert panels are created for the general educational or higher educational institution and vocational educational institution.

4. If the general education or higher education institution wants to obtain right to implement a vocational educational program, the authorization expert panel is composed of the authorization experts of the vocational educational institution, in addition, the authorization expert panel includes an authorization expert of the general education or higher education institution.

5. The panel of authorization experts is headed by the Chair.

6. Authorization expert must recuse if he/she has a conflict of interests with institutions subject to the site-visit.

7. The applicant institution is entitled to submit recusal of the authorization expert panel member to the Center within 2 days after getting acquainted with the individual administrative-legal act provided for by the first paragraph of this article.

8. The institution is responsible for providing evidence for the recusal of the authorization expert(s). The basis for recusal could be a conflict of interests of the panel chair and/or panel member.

9. The conflict of interests is present in case of circumstances described in the rules for the selection of the members of the

experts' pool, their activities and termination of their membership and/or in the Article 92 of the General Administrative Code of Georgia.

10. The Center shall review the claim on recusal within 3 business days. In case of satisfying the claim, the Center makes the decision on changing the composition of the panel of experts.

11. In case of not satisfying the claim on recusal of expert/experts, the authorization expert panel continues its activities in the same composition.

12. Duration of the site-visit and number of experts in the panel is determined by the individual administrative- legal act of the Center described in paragraph 1 of this article as well as volume and specifics of work to be undertaken, and Regulations for selection, activities, and termination of membership of pool of experts. In order to manage efficiently and adhere to the unified approach to assessment within the scope set by the legislation, the Center is authorized to send the staff member to the site-visit of the authorization expert panel.

Article 37. Examination of the completed self-evaluation form and attached documents of the vocational educational institution to be reviewed

1. The Center sends the documentation envisaged by the Article 32(1)(a) of this statute to each member of the authorization expert panel within 7 business days after informing the Center about refusal to recuse the authorization expert panel member or after expiration of the term envisaged by the Article 36(7) of this statute.

2. Chair of the panel divides responsibilities among the members of the panel based on their competencies, to ensure review of self- evaluation report and additional documents, to determine compliance with authorization standards.

3. Before the authorization site-visit, the expertpanel reviews completed self-evaluation form and attached documentation determines the agenda of the site-visit based on this information and agrees it with the Center. In the process of agreeing on the Agenda, the Center considers arguments of the institution. The Center sends the final version of the agenda to the institution.

Article 38. Authorization site-visit

1. Chair of the experts' panel is responsible for distributing duties between experts during the authorization site-visit.

2. Member of the authorization expert panel participates in the work of the panel, ensures implementation of functions described in regulations for selection, activities, and termination of membership of pool of experts.

3. Authorization expert, based on the agreed agenda, is responsible for thoroughly reviewing all issues to create a report, including, conducting interviews with stakeholders, requesting additional documents as needed, visual inspection, etc. If necessary, to carry out activities not covered by the agenda.

4. If required, as a one-time measure, the institution is entitled to submit changes regarding the information reflected in the self-evaluation form or/and in the attached documents no later than in 5 calendar days after getting familiar with an individual administrative-legal act determined by the first paragraph of Article 36 of this statute. In addition, if the change considers the need for substitution of any document, the institution shallsubmit a written description/explanation of the changes together with the mentioned document. After the expiration of this deadline, changes to the information reflected in the self-evaluation form cannot be made.

5. If the changes to the respective legal act(s)/adoption of new legal act leads to the necessity of making changes to the documentation presented by the institution as an authorization application, except for the cases when this improves the condition of the institution, the administrative proceedings commenced by the Center will be finished based on the regulations active for the moment of respective administrative proceedings and the authorization documentation presented by the institution.

6. The institution is responsible for supporting expert panel throughout their site-visit, and in preparation of the evaluation report. They are responsible for submitting all additional documents, as necessary, and ensure interviews with persons requested by the experts.

7. On the last day of the site-visit, the authorization expert panel presents the main findings of the authorization expert panel to the applicant institution.

8. If the institution interrupts the authorization expert panel to implement its activities, the Center is entitled to issue an individual administrative-legal act about the termination of the administrative proceedings.

9. After expiration of the term envisaged by the paragraph 4 of this article, the changes to the authorization application and/or to its attached documentation made by the institution shall not be taken into consideration by the expert panel.

Article 39. Evaluation of the compliance of the vocational educational institution with the authorization standards

1. Compliance with the authorization standards of a vocational educational institution is assessed by a four- level scale: "Complies with standard requirements," "substantially compliance with standard requirements", "Partially complies with standard requirements," and "Does not comply with the standard requirements"

2. Each educational program presented by the applicant vocational educational institution via authorization application shall be evaluated against the educational programs' standards separately. The standard determined by the Article 31(1)(b) of this statute shall be deemed as met if at least one educational program is evaluated as "complies with the standard requirements" or "substantially complies with the standard requirements". In this case, the institution is allowed to implement only this program.

3. During the evaluation of each component of the standard determined by the Article 31 (2)(a) of this statute, the four-level scale is reflected in scores by observing the following principle: "Complies with the requirements of the standard components"-3 points, "substantially complies with the requirements of the standard component"-2 points, "partially complies with the requirements of the standard component"-1 point and "does not comply with the requirements of the standard component"- 0 point.

4. The standard determined by the Article 31(1)(a) of this statute is evaluated as "complies with the standard requirements" if the components determined by the sub-paragraphs a.a-a.b. of paragraph 2 of Article 31 are granted with no less than 3 points.

5. Standard determined by the sub-paragraph "b" of the first paragraph of the Article 31 of this statute is evaluated as "complies with the standard requirements" if the components determined by the sub-paragraphs b.a-b.c of Article 31(2) are granted with no less than 3 points, while the component determined by the sub-paragraph b.d. get no less than 2 points.

6. The standard determined by the sub-paragraphs "c" and "d" of Article 31(1) of this statute are evaluated as "complies with the standard requirements" if the components determined by the sub-paragraphs c.a and d.a of the Article 31(2) are granted with no less than 3 points, while the components determined by the sub-paragraphs c.b and d.b are granted with no less

than 2 points.

7. The standard determined by the subparagraph “e” of the Article 31(1) is evaluated as “complies with the standard requirements” if the component determined by the sub-paragraph e.a of the Article 31(2) is granted with no less than 2 points and the components determined by the sub-paragraph e.b and e.c are granted with no less than 3 points.

8. The standard determined by the sub-paragraph “a” of the Article 31(1) of this statute shall be evaluated as “substantially complies with the standard requirements” if the standard component envisaged by the sub-paragraph a.a of Article 31(2) is granted with no less than 3 points, while the component determined by the sub-paragraph a.b gets no less than 2 points.

9. The standard determined by the sub-paragraph “b” of Article 31(1) is evaluated as "substantially complies with the standard requirements” if the component determined by the sub-paragraph b.a of Article 31(2) gets no less than 3 points, while the components determined by the sub-paragraphs b.b-b.d get no less than 2 points.

10. The standard determined by the sub-paragraphs “c” and “d” of Article 31(1) of this statute shall be evaluated as ”substantially complies with the standard requirements” if the components determined by the sub-paragraphs c.a-c.b and d.a-d.b of Article 31(2) are granted with no less than 2 points.

11. The standard determined by Article 31(1)(e) of this statute is evaluated as “substantially complies with the standard requirements” if the components determined by the sub-paragraph e.a-e.c of Article 31(2) get no less than 2 points.

12. The standard determined by the Article 31(1)(a) of this statute is evaluated as “partially complies with the standard requirements” if the component determined by the sub-paragraph a.a of Article 31(2) is granted with no less than 2 points, while the component envisaged by the sub-paragraph a.b gets no less than 1 point.

13. The standard determined by Article 31(1)(b) of this statute is evaluated as “partially complies with the standard requirements” if the components determined by the sub-paragraphs b.a-b.b of Article 31(2) get no less than 2 points and the components determined by the sub-paragraphs b.c-b.d get no less than 1 point.

14. The standard determined by the Article 31(1)(c) of this statute is evaluated as “partially complies with the standard requirements” if the component determined by the sub-paragraph c.a of Article 31(2) is granted with no less than 2 points, while the component envisaged by the sub-paragraph c.b gets no less than 1 point.

15. The standard determined by the sub-paragraph “d” of Article 31(1) of this statute shall be evaluated as” partially complies with the standard requirements” if the components determined by the sub-paragraphs d.a-d.b of Article 31(2) are granted with no less than 1 point.

16. The standard determined by the Article 31(1)(e) of this statute is evaluated as “partially complies with the standard requirements” if the component determined by the sub-paragraph e.a and e.b of Article 31(2) is granted with no less than 1 point, while the component envisaged by the sub-paragraph e.c gets no less than 2 points.

17. The standard determined by Article 31(1) of this statute is evaluated as “does not comply with the standard requirements” if at least one of the components is granted with 0 points.

18. Evaluation level of compliance with the standard won't change for the components determined by the Article 31(2) of this statute by granting more points than determined by the paragraphs 4- 16 of this article, except for the cases when granting more points to the components causes the change of the standard evaluation level.

19. If the standard component is granted with fewer points than determined by the paragraphs 4-16 of this article, the standard will be evaluated as “does not comply with the standard requirements”.

Article 40. Standard component evaluation scale

1. The applicant who seeks for the status of the vocational educational institution is evaluated against the standard component as “complies with the standard component requirements” if the resources of the institution, existing practice/system and achieved results (in case of new vocational educational institution- achievable expected outcomes) fully meets the standard component requirements according to all the criteria of evaluation.

2. A vocational educational institution to be reviewed is assessed with regard to the standard components, as "in substantial compliance with the standard requirements", if the resources of the facility, practice/system mostly provides compliance with the standard component requirements and the institution is able to demonstrate the relevant results. However, the institution has weak sides, for overcoming of which in the short term (not more than 6 months) it has readiness and a plan ensured with respective resources.

3. A vocational educational institution to be reviewed is evaluated against the standard component as "Partially complies with standard requirements" if the institution mostly does not ensure the satisfaction of the component requirements and has such weaknesses that require the mobilization of significant resources. However, the institution is ready and has a plan with respective resources to overcome the weaknesses (in no more than 18 months).

4. The vocational educational applicant institution is evaluated against the standard component as “does not comply with the standard component requirements’ if the institution with existing resources and/or practices does not meet the standard component requirements at least at the level determined by the paragraph 3 of this article.

Article 41. Preparing the report

1. As a result of an examination of the self-evaluation report and the attached documents and the authorization site-visit, the authorization expert panel draws up the draft report and submits to the Center.

2. The draft report describes the compliance of the institution with the authorization standards.

3. The Center defines formal compliance of the authorization expert panel’s draft report with the requirements established by the individual administrative-legal acts issued by the Center director envisaged by the paragraphs 3 and 8 of Article 35 of this statute. Upon determination of the compliance, the draft report is sent to the institution.

4. If necessary, in order to ensure the formal compliance of the authorization expert panel’s draft report, the draft report is sent back to the authorization experts’ panel.

5. Within 10 calendar days from the acquaintance of the draft report from the authorization expert panel, applicant vocational educational institution, shall submit in writing to the Center an argumentative position related to the factual circumstances in the draft report which is sent to the expert panel and the Authorization council of the vocational educational institution.

6. In case of submission of the argumentative position provided in paragraph 5 of this article, after its examination or in case of non- submission of the argumentative position, after the expiration of the period envisaged in paragraph 5 of this Article, the authorization expert panel prepares the final version of the report and submits to the Center.

7. The Center sends the authorization expert panel report to the institution.

8. The form of the report of the authorization expert panel and the requirements set by it shall be approved by the individual administrative- legal act of the Director of the Center. It shall be published publicly.

Article 42. Oral Hearing

1. Authorization council of the vocational educational institution makes decisions on granting authorization based on examination of the authorization documentation, authorization expert panel's report, argumentative position submitted by the institution on the expert panel's draft report and as a result of conducting an oral hearing.

2. Authorization council meeting of the vocational educational institution is called by the council secretariat.

3. Interested parties are informed on the oral hearing no less than 7 days before the date of the oral hearing. The interested party participating in administrative proceedings shall be authorized to participate in an oral hearing. The council is authorized to postpone the oral hearing considering 180-day time frame envisaged by Article 32 (3) of this statute.

4. The meeting is chaired by the chairperson of the council, in case of his/her absence - deputy, and in case of absence of the chairperson and deputy chairperson - a member of the council determined by a majority of attendees. If the secretary of the council is unable to perform duties, such duties are carried out by one of the members of the council, as requested by the Chair.

5. The meeting is authorized, if it is attended by more than half of the members, but no less than 3 members. This number does not include a member of the council, which has self- recusal or recusal towards the issue at hand.

6. The council meeting is public. The chair of the council is authorized to announce the meeting closed in the cases envisaged by the legislation of Georgia.

7. Members of the panel of authorization experts participate in the oral hearing, while representatives of the Center and other stakeholders are authorized to participate in the discussion, as agreed by the Chair.

8. The council may decide to invite other parties to oral hearings.

9. Chair of the meeting is obliged to ensure examination of the case related circumstances at the oral hearing.

10. Stakeholders participating in the administrative proceedings are entitled to place a motion for further investigation of the circumstances that are important to the case.

11. The document of the applicant institution that was drawn up after the authorization site-visit, shall not be considered while making a decision at an oral hearing.

12. Minutes of the council meeting is signed within 10 business days after the meeting by the signatures of the council chairperson and the council secretary. Based on the minutes of the council meeting, an individual administrative-legal act is issued, which is signed by the council chair and the council secretary.

Article 43. Composition of the Authorization Council of the Vocational Educational Institution

1. Office term of the council members is 2 years.

2. The members of the council are appointed and dismissed by the Prime Minister of Georgia upon presentation of the Ministry of Education, Science, Culture and Sports of Georgia.

3. Rules of procedure for selection of the authorization council members for the vocational educational institution is approved by the order of the Minister of Education, Science, Culture and Sports of Georgia. Members of the council are paid for their work (given honorarium) from own incomes of the Center. Rules and amount of remuneration for the council members (honorarium payment) shall be determined by an individual administrative-legal act of the Center's director.

4. While the council is making a decision, according to the subject specifics, a person/persons determined by the chair of the council may participate with the right to a deliberative vote.

5. Member of the council may have his/her term terminated before expiration based on the initiative of the Prime Minister of Georgia, or:

a) Based on personal appeal;

b) Negative court verdict entering legal force towards him/her;

c) If the court recognizes or acknowledges him/her a person with limited legal capacity or as a recipient of support, unless otherwise determined by the court decision;

d) in case of failing to attend the meetings regularly if it hinders the council's activities;

e) in case of violation of the norms envisaged by Article 44 of this provision.

f) upon submission of the Ministry.

6. Termination of authority of the member of the council before the expiration of the term is confirmed by an individual administrative-legal act of the Prime Minister of Georgia. In case of termination of the mandate before the term, the Prime Minister, as recommended by the Ministry of Education and Science, appoints a new member for the remaining term of the previous member.

Article 44. Rules and Principles of Activities of the Authorization Council of the Vocational Educational Institutions

1. While performing his/her functions, member of the council should be independent, objective, and unbiased.

2. Member of the council should remain neutral in any situation, and should not fall under the influence of interested parties, regardless of their status.

3. Member of the council should not disclose any information and/or documents obtained during work, and should not use them for personal interests.

4. Member of the council should be focused on cooperation and should not try to display a privileged position. He/she should not publicly doubt the competence of experts, representatives of educational institutions, members of authorization council, and members of the appeal council, even if he/she does not share their position.

5. The council member is obliged to declare about conflict of interests with the institution and self-recusal. Interest conflict

could be any circumstance stipulated in Article 92 of the General Administrative Code of Georgia.

6. Organizational-financial support of the council is ensured by the council secretariat, functions of which are fulfilled by the Center. Composition of the secretariat is defined using the individual administrative-legal act of the Director of the Center.

7. Functions of the council secretariat are:

- a) agreeing on the agenda and the date for the council meeting, publishing the announcement about the council meeting;
- b) organization of invitation of the council members, experts, institutions and other stakeholders to the council meeting;
- c) providing materials related to the issues to be discussed to the council members within the terms established by the legislation;
- d) supporting the council in the process of decision making and preparing the minutes;
- e) ensuring the publicity of the council meeting minutes and experts' reports;
- f) sending the council decisions to the LEPL - Information System of Education Management in order to reflect them in the information system of vocational education management.

8. The secretariat sends the meeting agenda and the following documents to the council members 7 days before the oral hearing:

- a) the filled-out form of the applicant's self-evaluation and the attached documentation;
- b) a report of the authorization expert panel;
- c) argumentative position on the authorization expert panel's report submitted by the applicant/educational institution.

9. Before the oral hearing, with the purpose of full examination and assessment of all substantial issues, each member of the council is responsible for reviewing documents described in paragraph 8 of this article in advance. Member of the council is entitled to request additional documents for reviewing the subject matter, and the council is entitled to postpone hearing for that reason, with consideration of remaining time frame of the administrative proceeding.

Article 45. Decisions related to authorization

1. The council makes one of the following decisions:

- a) About authorization;
- b) About refusal to authorization;
- c) Cancellation of authorization.

2. The council is authorized, in the case envisaged by the paragraph 5 of Article 38 of this statute, to make a decision on authorization and set a reasonable deadline for the institution in order for it to ensure compliance with the conditions determined by the respective legal acts.

3. In the case envisaged by paragraph 2 of this article, the council addresses the Center via mediation about the implementation of the monitoring.
4. The decision on granting/cancelling authorization is made by the council if the meeting is attended by at least $\frac{3}{4}$ of its members. If the decision on authorization cannot be made according to the established rule, the decision about refusal on authorization shall be deemed as made.
5. In the case envisaged by the subparagraph "c" of paragraph 1 of this article, the decision is made by no less than $\frac{3}{4}$ of the members that attend the meeting.
6. In case of making a decision described in paragraph 1(a) of this article, the council is entitled to give recommendations to the institution to be reviewed.
7. Member of the council is not entitled to refrain from voting.
8. The council is responsible to substantiate its decision.
9. The council announces the decision to the institution at the oral hearing, announces the rules on how it enters into force and how to appeal. The decision enters into force upon publication on the Center's website, except for the cases envisaged by paragraph 11 of this article.
10. Within 10 business days after making the decision, the minutes of the council meeting and the expert panel's report are published on the Center's website.
11. In the case of substantiated argumentation, the council shall be authorized to determine the date of entry into force of the decisions outlined in paragraph 1 of this Article.

Article 46. The decision on granting or refusing the authorization

1. The council makes a decision on granting authorization if the institution that seeks for the status of vocational educational institution meets all the standards.
2. Each standard, except for the standard established by the Article 31(1)(b) of this statute, shall be deemed as met, if the council declares that according to the rules established by the articles 39 and 40 of this statute, according to the four-level scale, the applicant institution "complies with the standard requirements", "substantially complies with the standard requirements" or "partially complies with the standard requirements".
3. Vocational Educational Institution is granted the right to implement the program if this program was evaluated against the standard established by Article 31(1)(b) as "complies with the standard requirements" or "substantially complies with the standard requirements".
4. Authorization is valid for 6 years.
5. If the decision is made to grant the authorization, the council defines recommendations for the vocational educational institution considering the evaluation of each component and addresses the Center with mediation on implementation of monitoring for the fulfilment of recommendations, except for the cases, when the vocational educational institution was evaluated as "complies with the standard requirements" in all the standards.

6. If the decision is made on the authorization, the council defines the threshold number of vocational students for the institution within the scope of the program during the authorization term.

7. While determining the number of vocational students at the vocational educational program, the authorization council distributes the number of students at the program in the following manner:

a) by the location of implementation;

b) by the form of implementation.

8. The decision on refusing the authorization or cancelling the authorization is made if the authorization council evaluates the applicant/vocational educational institution as “does not comply with the standard requirements” in one of the standards.

Article 47. Legal Outcome of the Authorization of a Vocational Educational Institution

As a result of authorization, the vocational educational institution has the right to receive students according to the rules of procedure provided for by the legislation and to issue a document certifying their qualification.

Article 48. Legal Results for refusing authorization or cancellation of authorization.

1. If granting of an authorization is refused, the applicant won't obtain the status of the vocational educational institution, while in the case of cancellation of authorization, the vocational educational institution loses the status of the educational institution.

2. In the case envisaged by the first paragraph of this article, the vocational students' status is suspended for 5 years and they are entitled to use mobility.

3. In the cases envisaged by the first paragraph of this article, a legal entity is authorized to submit an authorization application to the Center after 1 year from the last decision.

Article 49. Outcomes of the reorganization of the vocational educational institution

1. In the case of merger of the vocational educational institutions, the institution established as a result of reorganization shall be deemed as authorized for the term of 6 months.

2. The threshold number of vocational students for each program of the vocational educational institution established as a result of the reorganization shall equal to the sum of the vocational students enrolled on these programs.

3. In the case of division of an authorized institution, the institutions created after the reorganization shall be required to apply for authorization.

Article 50. submission of the self-assessment of the vocational educational institution

1. To monitor the authorization conditions, an educational institution is obliged to submit to the Center a self- assessment report at least once in three years. Terms for submission of a self-evaluation report shall be determined by the individual administrative-legal act of the centre's director, which is published publicly.

2. Self- assessment report is presented electronically, at the same time self- assessment can be submitted through electronic documents management system of the quality management.

3. The form of self-evaluation is approved by the individual administrative-legal act of the Director of the Center, which is published publicly.

Article 51. Application for the addition of the vocational education program

1. The vocational educational institution is entitled to add vocational educational programs by the application submitted to the Center to add a vocational educational program.

2. The application form aimed at adding educational program and at sending to the Center shall be approved by the individual administrative-legal act of the director of the Center, which shall be made public. Vocational educational Institution is obliged to submit the document certifying the payment for the addition of the vocational education program to the Center.

3. In order to establish compliance of the vocational educational program/programs with the standards envisaged by Article 31(1)(b) of this statute the Center Director issues an individual administrative- legal act on the establishment of authorization expert panel and site-visit to the educational institution.

4. As a result of the examination of the application submitted to add a vocational educational program and its attached documents and as a result of the authorization site-visit, the authorization expert panel draws up the draft report and submits to the Center. If during the examination of the standard envisaged by the Article 31(1)(b) of this statute the expert panel, based on this standard, identifies substantial/partial compliance or non-compliance with other authorization standards, it is obliged to reflect this circumstance in the report.

5. The Center establishes formal compliance of the authorization experts draft report with the requirements established by the individual administrative- legal acts of the Director of the Center envisaged by the Article 35(3) and Article 41(8) of this statute. Upon determination of the compliance, the draft report is sent to the institution. If necessary, in order to ensure the formal compliance of the authorization expert panel's draft report, the draft report is sent back to the authorization expert panel.

6. Within 10 calendar days after familiarization with the draft report, the vocational educational institution requesting the addition of educational program may submit argumentative position related to factual circumstances stated in the draft report, which is sent to the expert panel and the authorization council.

7. In case of submission of the argumentative position provided in paragraph 6 of this article, after its examination or in case of non- submission of the argumentative position after the expiration of the period envisaged in paragraph 6 of this Article, the authorization expert panel prepares the final version of the report and submits to the Center.

8. The Center sends the authorization expert panel report to the institution.

9. If the vocational educational program was evaluated against the standard envisaged by the Article 31(1)(b) of this statute as "complies with the standard requirements" or as "substantially complies with the standard requirements", the authorization council makes a decision on addition of a vocational educational program at the meeting by the votes of 3/4 of the attendees, according to the established rules of procedure. If the decision can not be made on the addition of vocational educational program via established rules of procedure, the decision on refusal of addition the vocational educational program shall be deemed as made.

10. If the decision is made in favour to add a vocational educational program, the council defines recommendations for the vocational educational institution considering the evaluation of each component and addresses the Center with mediation on implementation of monitoring for the fulfillment of recommendations, except for the cases, when the vocational educational program was evaluated as “complies with the standard requirements”.

11. In the case envisaged by paragraph 4 of this article, if the council establishes noncompliance with one of the authorization standards, it makes a decision on cancellation of authorization.

12. The decision on granting or refusing to grant a right to add vocational educational program shall be made by the Center within 90 calendar days after application. The decision on adding a vocational educational program is made for the remaining term of the authorization.

13. During the administrative proceedings related to the addition of vocational educational programs, the terms established by the Article 32(2) and articles 34 and 42 of this status shall apply, considering the characteristics of this article.

14. While determining the number of vocational students at the vocational educational program, the authorization council distributes the number of students at the program in the following manner:

a) by the location of implementation;

b) by the form of implementation.

Article 52. Rules of changing the location/area of the implementation of the vocational educational program

1. If the vocational educational institution changes the location/area of the implementation of the vocational educational program, it addresses the Center with an application.

2. The application form is approved by the individual administrative-legal act of the Director of the Center, it is published publicly. In addition to the application, the vocational educational institution is obliged to submit the document certifying the payment of the fee determined for the change of vocational educational program’s implementation location/area.

3. In the scope of administrative proceedings described in this Article, the Center Director issues an individual administrative-legal act on the establishment of authorization expert panel and site-visit to the educational institution. The term for the administrative proceedings is 90 days.

4. As a result of the examination of the application envisaged by the first paragraph of this article and its attached documentation and based on the authorization site-visit, the authorization expert panel draws up the draft report and submits it to the Center.

5. The Center defines formal compliance of the draft report elaborated by the authorization expert panel with the requirements set by individual administrative- legal acts of the Center director, which are defined by the Article 35 (3) and Article 41 (8) of the statute. Upon determination of the compliance, the draft report is sent to the institution. If necessary, to ensure the formal compliance of the authorization expert panel’s draft report, the draft report is sent back to the authorization experts’ panel.

6. Within 10 calendar days from the acquaintance of the draft report from the Authorization expert panel, the institution shall submit a written argumentative position about factual circumstances in the draft report to the Center, which is then sent to the expert panel and respective authorization council.

7. In case of submission of the argumentative position provided in paragraph 6 of this article, after its examination or in case of non- submission of the argumentative position, after the expiration of the period envisaged in paragraph 6 of this Article, the authorization expert panel prepares the final version of the report and submits to the Center.

8. The Center sends the authorization expert panel report to the institution.

9. During the administrative proceedings related to the change of location/area of the implementation of the vocational educational program, the terms established by the Article 32(2) and articles 34 and 42 of this status shall apply, considering the characteristics of this article.

10. Failure to fulfil the requirements determined by the first paragraph of this article may become the basis for refusing or cancelling the authorization.

Article 53. Changes implemented by the institution that implements vocational educational institution during the authorization period

1. In the case of changing the title of the vocational educational program, changing the form of its implementation or adding or/and removing the learning outcomes of the vocational educational program by own initiative, also in case of changing the location of achievement the learning outcomes, the vocational educational institution is obliged to notify the Center regarding these changes within 30 days after issuing the legal act on the implementation of the changes and submit respective argumentation and evidence to the Center.

2. If the vocational educational standard is changed, the vocational educational institution is obliged to ensure compliance of the vocational education program with the changed vocational educational standard and notify the Center about this no less than 60 calendar days before the announcement of accepting the vocational students to the vocational education program.

3. If the vocational educational institution makes a decision to implement the vocational education program that existed before the changes simultaneously with the changed vocational educational program only for the students enrolled to that program, it is obliged to notify the Center within 30 calendar days after issuing the respective legal act.

4. In case of making changes as described in paragraphs 1 and 3 of this article, the Center is entitled to check the authorization conditions via monitoring.

5. Failure to fulfil the requirements determined by the first-third paragraphs of this article may become the basis for refusing or cancelling the authorization.

Article 54. Monitoring the Fulfillment of Authorization Conditions

1. Vocational educational institution examines the fulfilment of the authorization conditions upon the Center's initiative via scheduled and/or non-scheduled monitoring, by the initiative of the educational institution, or via monitoring by the motion of the council.

2. The basis for commencement of the administrative proceedings regarding the examination of the authorization conditions fulfilment by the initiative of the institution is the application submitted to the Center by the educational institution. The form of application is approved by the individual administrative-legal act of the Director of the Center, it is published publicly.

3. Together with the application, the vocational educational institution submits the document certifying the payment of the fee for examination of the authorization conditions via monitoring upon the initiative of the educational institution.

4. In case of addressing the Center via motion on examination of the fulfilment of authorization conditions, the council defines the period of implementation of the monitoring, the form of monitoring according to the paragraph 7 of this article and the scope of the monitoring as well.

5. Within 7 business days after commencement of the period envisaged by the paragraph 4 of this article, the Center addresses the educational institution in a written form about the list of documents to be submitted and on the request of payment of the fee for examination of the fulfilment of the authorization conditions by the educational institution with the motion of the council.

6. Within 15 calendar days after familiarizing the correspondence envisaged by the paragraph 5 of this article, an educational institution shall submit to the Center the document certifying the payment of the fee for examination of the fulfilment of the authorization conditions by the educational institution with the motion of the council. In the case of failure to pay within this term, due to the inability to confirm the compliance of the educational institution with the authorization standard(s), the issues to be evaluated by the council in relation to the standard(s) may be evaluated as “does not comply with the standard requirements” and with the motion of the Center the council is authorized to make a decision on cancellation of the institution’s authorization.

7. In order to examine the fulfillment of authorization conditions, the Center is authorized to request relevant documentation from the institution and/or issue individual administrative-legal act on the establishment of authorization expert team and/or on monitoring site-visit to the institution. The vocational educational institution is authorized to exercise the right to the recusal of the experts according to the rules established by the legislation of Georgia. The right to use recusal shall not hinder the execution of site-visit.

8. In case of requesting the relevant documentation/information from the institution/registry of educational institutions by the Center, if as a result of the examination of this documentation it is identified that there is a need for an additional examination of the fulfillment of the authorization conditions, the Center shall issue an individual administrative-legal act on creation of the authorization expert panel and/or on the monitoring visit to the institution.

9. The authorization expert panel draws up the draft report and submits to the Center.

10. The Center defines formal compliance of draft report elaborated by authorization expert panel with the requirements established by the individual administrative- legal acts provisions set of the Center’s director envisaged by the Article 35(3) and Article 41(8) of this statute. In case of determining the compliance, the draft report is sent to the institution. If necessary, for ensuring the formal compliance with the draft report of the authorization expert panel, the draft report will be returned to the authorization expert team.

11. Within 10 calendar days from the acquaintance of the draft report of the authorization expert panel, the institution shall submit a written argumentative position about factual circumstances in the draft report to the Center, which is then sent to the expert panel and the authorization council.

12. Upon familiarization with argumentative position stipulated in Section 6 of this Article, authorization expert team elaborates final report and presents it to the Center. After the expiration of the period envisaged in paragraph 6 of this article, the Authorization Experts team shall formulate the report and submit it to the Center.

13. The Center sends the authorization expert panel report to the institution.

The Center Director's individual administrative-legal act on the establishment of authorization expert panel of the vocational educational institution and unscheduled monitoring site-visit to the institution shall be submitted directly before the site-visit or no more than 1 day prior to the monitoring site-visit.

14. As a result of the examination of the fulfillment of the authorization conditions, the council is authorized to make a decision on cancellation of the authorization if the vocational educational institution “does not comply with the standard requirements” of one of the standards, according to the council’s evaluation.

15. If the council does not make a decision on cancellation of the authorization, it shall define recommendations for the vocational educational institution considering an evaluation of each component and address the Center with mediation on implementation of monitoring for the fulfillment of recommendations, except for the cases, when the vocational educational program was evaluated as “complies with the standard requirements” according to the “a-e” sub-paragraphs of Article 31(2) of this statute.

16. If as a result of the monitoring related to the fulfillment of the recommendations defined by the Article 46(5) and Article 51(10) of this statute the council establishes that none of its recommendations was fulfilled or the circumstance envisaged by the paragraph 17 of this article was not established, the council makes a decision on cancellation of authorization.

17. If, as a result of the monitoring related to the fulfillment of the recommendations envisaged by the paragraph 15 of this article and Article 46(5) and Article 51(10), it is established that no less than 50% of the evaluation of the total number of those components which were evaluated as “partially compliant to the standard component requirements” have been improved, but the standard evaluation level could not be changed considering the above-mentioned, the council sets deadline for the institution to submit the report on the fulfillment of the remaining recommendations and/or addresses the Center with motion on implementation of the monitoring.

18. If the institution, considering the circumstance envisaged by the paragraph 17 of this article, is not able to ensure the improvement of the standard evaluation level on which the recommendations were issued, the council makes a decision on cancellation of authorization of the institution.

19. If, as a result of the monitoring related to the fulfillment of the recommendations envisaged by the paragraph 15 of this article and Article 46(5) and Article 51(10), it is established that at least one of the components which was evaluated as “substantially compliant to the standard component requirements” has been improved, but the level of evaluation of the standard could not have been changed considering the above-mentioned, the council sets the deadline for the institution to submit the report on the fulfillment of the remaining recommendations.

20. If, as a result of the monitoring related to the fulfillment of the recommendations envisaged by the paragraph 15 of this article and Article 46(5) and Article 51(10), it is established that evaluation level of the components have been changed and instead of “substantially complies with the standard component requirements” it was evaluated as “partially complies with the standard component requirements”, the council sets the deadline for the institution to submit the report on the fulfillment of the recommendations or addresses the Center with motion on implementation of the monitoring.

21. If the monitoring was held at a vocational, higher or general educational institution in order to check the vocational educational program’s fulfillment of the standard envisaged by the Article 31(1)(b) of the statute and this standard was evaluated as “ does not comply with the standard requirements”, the council makes a decision on cancellation of the right to implement the program.

22. If monitoring was held at the general educational or higher educational institution in order to examine the fulfillment

of the authorization standards of vocational educational institution, the council makes a decision on deprivation of a right of the general or higher educational institution to implement the vocational educational programs if the general or higher educational institution is evaluated as “non-compliant to the standard requirements” in at least one of the authorization standards.

23. The term for the administrative proceedings related to the implementation of the monitoring is 90 calendar days.

24. If during the monitoring the institution does not cooperate with experts or/and does not give them the possibility to verify the compliance with the standards, the respective standard will be evaluated as “does not comply with the standard requirements”.

25. Upon submission of the report envisaged by this article by the vocational educational program, the authorization council of the vocational educational institution is authorized to receive the report as a notice or address the Center with motion on implementation of the monitoring at the institution, which shall be reflected in the minutes of the council meeting.

26. Failure of the vocational educational institution to submit the report envisaged by this article may become a basis of implementation of the monitoring.

Article 55. The general basis for determination of the threshold number of vocational students at the program

1. The basis for determining the number of vocational students is the number of students indicated in the authorization application submitted to the Center by the vocational education institution or the number of students in the application on request of adding the vocational education program.

2. The threshold number of vocational students on the program shall be determined as follows:

- a) Upon making a decision on granting Authorization – for the period of Authorization;
- b) in case of the addition of the vocational educational program - for the remaining term of the authorization.

3. The vocational educational institution is authorized to accept students to the vocational educational program only within the number of students determined by the authorization council for this program, except for the cases established by the legislation.

4. If the vocational educational institution implements joint vocational programs, the number of students enrolled to the programs for each educational institution involved in the implementation of the program shall be included in the total number of vocational students established within the scope of the respective program.

5. Exceeding the number of vocational students established within the scope of the respective program for the vocational educational institution represents the basis for cancellation of the authorization, except for the cases envisaged by the legislation.

6. Relevant authorization council revises the application described in paragraph 1 of this article and considering the authorization expert panel's report and opinions of other stakeholders makes the respective decision by the votes of no less than 3/4 of the members attending the meeting. The council is authorized to either agree with the request of the institution or reduce the required number of vocational students. The council is responsible for providing arguments for its decision.

Article 56. Increasing the number of students at the Vocational Educational Program

1. The basis for increasing the number of vocational students is the number of students indicated in the application on increasing the number of vocational students submitted to the Center by the educational program.
2. Together with the application, the vocational educational institution submits the document certifying the payment of the fee for increasing the number of vocational students.
3. Form of the written application on increasing the number of vocational students, to be submitted to the Center, shall be approved by the individual administrative- legal act of the Center Director and published publicly.
4. In the scope of administrative proceedings described in this Article, the Center Director issues an individual administrative-legal act on the establishment of authorization expert panel and site-visit to the educational institution.
5. Upon examination of the application and attached documents envisaged by the first paragraph of this article, considering the methodology for determining the threshold number of the students of the vocational education institution- by the specificity of the program and the resources of the institution, a draft report of the authorization expert panel is drawn up as a result of the authorization site-visit and submitted to the Center.
6. The Center defines formal compliance of the draft report elaborated by the authorization expert panel with the requirements set by individual administrative- legal acts of the Center director, which are defined by the Article 35 (3) and Article 41 (8) of the statute. Upon determination of the compliance, the draft report is sent to the institution. If necessary, for ensuring the formal compliance with the draft report of the authorization expert panel, the draft report is returned to the authorization expert panel.
7. Within 10 calendar days from the acquaintance of the draft report of the authorization expert panel, the institution shall submit a written argumentative position about factual circumstances in the draft report to the Center, which is then sent to the expert panel and respective authorization council.
8. In case of submission of the argumentative position provided in paragraph 7 of this article, after its examination or in case of non- submission of the argumentative position, after the expiration of the period envisaged in paragraph 7 of this Article, the authorization expert panel prepares the final version of the report and submits to the Center.
9. The Center sends the report elaborated by Authorization Expert Panel to the institution.
10. The decision on increase of pupil, vocational student and student number is made in accordance with Section 3, Article 55 of this regulation.
11. Those vocational educational programs are indicated in the application on increasing the threshold number of vocational students, for which the educational institution desires to increase the threshold number of students.
12. The decision on increasing the number of vocational students or on the refusal to increase the number of vocational students shall be made within 90 calendar days after submission of a written application on increasing the number of vocational students to the Center.
13. While determining the number of vocational student at the vocational educational program, the authorization council distributes the number of students at the program in the following manner:
 - a) by the location of implementation (area owned by the institution);

b) by the form of implementation.

14. The number of vocational students at the program is increased for the period of the remaining term of the authorization.

15. During the administrative proceedings related determination of the vocational students' number at the vocational educational program, the terms established by the Article 32(2) and articles 34 and 42 of this status shall apply, considering the characteristics of this article.

Article 57. The rules of procedure for determining the number of students to be enrolled at the educational program

1. Number of students to be enrolled in the vocational educational program shall be determined by the vocational educational institution within the number of students established by the authorization council within the respective program.

2. In order to calculate the number of vocational students to be enrolled at the vocational educational program, the number of active vocational students at the moment of an announcement on acceptance of students at the program is subtracted from the threshold number of the vocational students determined for the vocational program, then added the number of last year students at the moment of the beginning the study process, according to the data of the information system of the vocational education management.

3. For the educational institutions founded by the state/by the participation of the state that implement the vocational programs and also for those educational institutions established by the form of the legal entity of private law that implement the vocational educational programs, which accept the students to the vocational programs via vocational tests organized by the National Center of examination and assessment, in order to calculate the number of students to be accepted to these vocational programs, the dates for calculation of the number of active and last year vocational students shall be determined by the individual administrative act of the head of the LEPL Education Management Information System.

Article 58. Characteristics of establishing the compliance of the vocational educational institution with the authorization standards

In the case of administrative proceedings envisaged by the Articles 52, 54, 56 and 62 of this statute, the individual administrative-legal act of the Center's director shall determine the list of those standards within the scope of which the expert panel shall implement the examination of the vocational educational institutions compliance with the authorization standards and prepare the report.

Article 59. Changing the number of vocational students for the vocational educational institution upon the Center's initiative

The number of vocational students determined within the respective program of the institution may be reduced upon the initiative of the Center based on the examination of the respective conditions of the institution, according to this chapter.

Article 60. Right to Carry out Vocational Education Programs

1. General education institution is authorized to implement only basic and secondary vocational education programs without creating an independent legal entity.

2. The higher education institution is authorized to implement any types of vocational educational programs without creating an independent legal entity.

Article 61. The precondition to implement the vocational educational programs

1. General education or higher education institution is authorized to implement the educational program determined by Article 60 of this statute only if it meets the authorization standards determined by this chapter for the vocational educational institutions.
2. In case of willingness to acquire the right to conduct a vocational education program determined by the Article 60 of this statute, an applicant general or higher education institution/institution shall submit a completed form of self- evaluation of the vocational education applicant institution, all the necessary documentation and the payment confirmation document of the established fee, which is required for obtaining the right to conduct the vocational education program.
3. The decision on granting the right to implement the vocational education programs for the general and higher education institutions is made by the authorization council of the vocational educational institutions according to the rules of procedure established by this chapter.
4. If the applicant that seeks the status of general education or higher educational institution desires to obtain the right to implement the educational program envisaged by the Article 60 of this statute, the authorization council of the vocational educational institutions makes the decision on granting/refusing the right to implement the respective educational program envisaged by the Article 60 of this statute only after the respective authorization council makes a decision on the authorization of the institution. Educational institutions are granted with the right to implement the educational programs envisaged by article 60 of this statute for the period of authorization term.

Article 62. The precondition for implementation of the secondary vocational educational program, where learning outcomes of the secondary level of general education are integrated

1. In order to add a secondary vocational education program which has integrated the learning outcomes of the secondary level of general education, the institution shall address the Center. This program is added according to the rules of procedure envisaged by Article 51 of this statute, considering the characteristics of this article.
2. If the institution wants to implement a secondary vocational education program which has integrated the learning outcomes of the secondary level of general education, then together with the program, it shall submit two curricula to the Center, where one of them ensures implementation of the vocational education program considering the general modules integrated in it, while the other one - is without those modules.
3. If the institution which implements the secondary vocational education program and wants to implement this program with integrated general modules, it shall address the Center with an application, the form of which is approved by the individual administrative- legal act of the Center Director and published publicly. The institution is obliged to submit the document certifying the payment of the respective fee.
4. In the cases established by the paragraphs 2 and 3 of this article, the threshold number of the persons to be enrolled to the program shall be distributed according to the curricula (curriculum, which includes an integrated general modules/ curriculum, which does not include an integrated general module).
5. The institution is not authorized to increase or reduce the number of persons to be enrolled according to the curriculum within the threshold number of the persons to be enrolled to the program, except for the case established by the paragraph 6 of this article.
6. The institution is authorized to increase the number of students to be enrolled within the program and the curriculum which does not include the integrated general modules. In this case, the institution is obliged to reduce the number of persons to be enrolled within the curriculum of the program which includes the integrated general modules proportionally

to the increased number.

Chapter IV

Authorization of the higher education institutions

63. Higher Education Institutions Authorization Standards

1. Authorization standards of higher education institution shall apply to:

- a) higher educational institution's mission and strategic development;
- b) Organizational Structure and Management of the HEI;
- c) Educational Programs;
- d) staff of the HEI;
- e) students and their Support mechanisms;
- f) research, development or/and other creative activities;
- g) material, Information and financial resources.

2. Each standard of higher education institution authorization consists of components, as follows:

a) Higher education institution mission and strategic development related standards consist of below-listed components:

- a.a) Mission of the higher education institution;
- a.b) Strategic development.

b) standards related to the Higher education institution organization structure and management consist of below-listed components;

- b.a) Organization structure and management;
- b.b) Internal mechanisms of quality assurance;
- b.c) Protection of ethical norms and principles of Integrity.

c) The standards related to higher education programs include the following components:

- c.a) Elaboration and development of educational programs;
- c.b) Structure and content of the educational program;
- c.c) Evaluation of learning outcome.

d) The standards related to the Higher education institution personnel consist of the following components:

d.a) staff management;

d.b) Academic, scientific and invited personnel workload.

e) The standards related to the students and their support services consist of below-listed components:

e.a) The Rule for obtaining, changing student status and recognition of education, and students' rights;

e.b) students support mechanisms.

f) The standards related to the research, development or/and other creative activities include the following components:

f.a) Research activities;

f.b) Research support and internationalization;

f.c) evaluation of the research activity.

g) The standard related to the material, informational and financial resources include the following components:

g.a) Material resources;

g.b) Library resources;

g.c) Information resources;

g.d) financial resources.

3. Authorization standards for higher education institutions are established by the Annex 3 of this order.

4. Within the process of authorization of the higher education institutions, Higher Education Modernization Agenda” of EU and the recommendations elaborated within the Bologna process, including the requirements of Quality Assurance Standards and Guidelines for European Higher Education Area (ESG) shall be considered.

Article 64. Authorization application

1. The authorization application submitted to the Center for obtaining the status of the higher educational institution shall be accompanied by:

a) Completed self- evaluation report of the Authorization applicant, and related documents;

b) A document certifying payment of authorization fee.

2. The documentation envisaged in paragraph 1 of this article may be submitted to the Center through electronic document management system or in material form, while the documents attached to the completed form of self- evaluation will be

submitted to the Center via electronic information storage media.

3. During each re-authorization of the educational institution, the higher educational institution shall take into consideration the terms defined by the paragraph 2 of Article 4 and Article 66 of this statute during submission of authorization application to the Center to continue status of the educational program.

4. In order to facilitate higher education institution authorization process with the support of international experts, the Center will ensure translation of completed self- evaluation form and attached documents required by the sub-paragraph "a" of the first paragraph of Article 1 submitted by a higher education institution to be reviewed to the English language. Availability of English translations is a precondition indicated in approved forms of self- evaluation.

5. In cases described in paragraph 4 of this article, the Center sends the translated documents to the applicant higher education institution in order to facilitate translation service quality control. Within 10 (ten) calendar days after receipt of translations, the higher education institution is authorized to inform the Center on translation- related reasonable comments. Upon expiration of the abovementioned term, a higher education institution shall be deemed to have no comments regarding translations.

6. Higher education institution to be reviewed has a right to submit its English translations of the documentation provided in paragraph 4 of this Article when submitting the application or after submission of the application within the term agreed with the Center in writing. In such cases, provisions set out in paragraph 5 of this Article are not applicable.

7. In cases described in paragraph 6 of this Article, a higher education institution is responsible for the accuracy and authenticity of translations. If during authorization process translation deficiencies affecting the determination of higher education institution's compliance with authorization standards are identified, then Center is entitled to issue an individual administrative-legal act on termination of administrative proceedings. In the case of the difference between Georgian and English texts of the documents, preference shall be given to the Georgian text."

Article 65. Self-Evaluation of the Authorization Applicant

1. The purpose of self- evaluation is to look at the readiness of the institution to receive authorization.

2. Self- evaluation is carried out in accordance with authorization standards.

3. Self- evaluation results are reflected in a self- evaluation report.

4. The self- evaluation form is approved through the individual administrative- legal act of the director of the Center and is published publicly.

Article 66. Recognition as an Applicant of authorization

1. Within three business days, the Center shall verify the compliance of the documents attached to the authorization application with the requirements provided by Article 64(1) of this statute.

2. If the applicant fails to submit any of the documents listed in Article 64(1) of this statute, the Center gives the applicant at least 5 and a maximum of 15 days to fix the issue.

3. In the case of fixing the shortcomings within the term set forth by the paragraph 2 of this article, the Center issues an individual administrative-legal act on recognition institution as the applicant higher educational institution, while in the case

of failure to fix the shortcomings within the same time frame - an individual administrative-legal act is issued on leaving the application without reviewing.

4. The Center's individual administrative-legal act on recognition of the higher educational institution as an applicant shall be issued within no later than 20 calendar days after submission of the application or after fixing the shortcomings.

5. If the authorization applicant does not pay an authorization fee within 15 calendar days after getting familiar with the individual administrative-legal act about recognizing as the authorization applicant, the Center shall issue an individual administrative-legal act on termination of administrative proceedings.

Article 67. Authorization Experts' pool of the higher educational institutions

1. Authorization expert of the higher educational institution must not be an employee of the Center, except for the cases when he/she is employed at the Center during the calendar year for the period of less than 3 months in order to complete a certain amount of workload.

2. Authorization Expert panel should include experts of a wide range of knowledge and experience that is relevant to the status and specifics of the institution.

3. Regulations for selection, activities, and termination of membership of pool of experts is approved through the individual administrative-legal act of the Director of the Center. It is published publicly.

Article 68. Creation of the authorization expert panel for higher educational institutions

1. Within 60 calendar days after payment of authorization fees, Center issues individual administrative- legal act based on the status of the educational institution, to create a panel of authorization experts and ensure authorization site-visit to the higher educational institution to be reviewed.

2. In case of higher education institution seeking the status of authorization applicant, during the formation of the expert panel the recommendations elaborated in the framework of Bologna process will be taken into consideration, including Quality Assurance Standards and Guidelines for European Higher Education Area (ESG) requirements; the expert panel includes members of experts' pool, administrative/academic personnel and students of other higher education institutions, international experts, as well as employers and other persons with relevant qualification.

3. If the authorization application of the higher education institution to be reviewed indicates the regulated medical higher education academic program, the expert panel shall be chaired by an international expert who has field-specific competence.

4. The panel of authorization experts is headed by the Chair.

5. Authorization expert must recuse if he/she has a conflict of interests with the institution to be reviewed where he/she is going to site-visit.

6. The authorization applicant is entitled to place a motion for self-recusal of the expert(s) within 2 business days after receiving individual administrative- legal act indicated in paragraph 1 of this article.

7. The institution is responsible for providing evidence for the recusal of the authorization expert(s). The basis for recusal could be a conflict of interest of the panel chair and/or panel member.

8. For the purposes of this statute, the conflict of interest is present in case of circumstances described in the rules for the selection of the members of the experts' pool, their activities and termination of their membership and/or in the Article 92 of the General Administrative Code of Georgia.

9. The Center reviews claim for recusal within three business days. In case of satisfying the claim, the Center makes a decision on changing the composition of the panel of experts.

10. In case of not satisfying the application for recusal of accreditation expert/experts, Accreditation Expert Panel continues its activities in the same composition.

11. Duration of the site-visit and number of experts in the panel is determined by the individual administrative- legal act of the Center which is described in paragraph 1 of this article, in accordance with the volume and specifics of the work to be undertaken and with the regulations for selection and activities of experts and termination of the membership of the Pool of Experts.

12. The Center sends its employee to the accreditation site-visit in order to effectively implement the work of the experts' panel within the framework of the law and ensure the use of unified assessment approaches.

Article 69. Examination of the completed application of self-assessment form of the higher education institution to be reviewed and attached documents

1. Within 7 business days upon expiration of the term defined in paragraph 8, Article 68 of the present statute, the Center provides each member of the experts' panel with the documentation determined under the paragraph 1 (subparagraph "a"), Article 64 of this statute. In cases under paragraph 4, Article 64 the above documentation are sent within 30 calendar days.

2. Chair of the Accreditation Expert Panel divides responsibilities among the members based on their competencies, to ensure review of self- evaluation application and additional documents and determine their compliance with authorization standards.

3. Before the authorization site-visit, the panel of experts' reviews completed self-assessment form and attached documentation, determines the agenda of the site-visit based on this information and agrees it with the Center. In the process of agreeing on the Agenda, the Center considers argumentative opinions of the institution. The Center sends to the institution the final version of the agenda.

Article 70. Authorization site-visit

1. Chair of the Expert Panel ensures distribution of duties between the experts during the authorization site-visit.

2. Member of the Panel participates in its work, ensures implementation of functions described in regulations for selection, activities and membership termination of the Experts' pool.

3. An Authorization expert, based on the agreed agenda and within the framework of the site-visit, is responsible for thoroughly reviewing all issues to create evaluation report, including, conducting interviews with stakeholders, requesting additional documents as needed, implementing visual inspection and carrying out activities not covered by the agenda (if necessary).

4. In case of necessity, HEI is authorized to submit once to the Center the changes in the self-assessment report and/or in the attached documents within five calendar days upon reviewing the individual administrative-legal act defined by the

Article 68 (1) of the present Statute. In addition, if the change considers the need for substitution of any document, the institution should submit a written description/explanation of the changes together with the mentioned document. After the expiration of this deadline, changes to the information in the self-assessment form are prohibited.

5. The higher education institution is responsible to support authorization experts in conducting the site-visit and in preparing the relevant report, to submit additional documentation required for the authorization purposes and to provide interviews with persons requested by the Expert Panel.

6. In the case of international expert's participation in the Authorization Expert Panel, the Center takes responsibility to provide required translation services during the authorization site-visit.

7. Authorization Expert Panel presents the main findings to the institution seeking authorization on the last day of the site-visit.

8. In case the institution interferes the Expert Panel with implementation of their duties, or makes changes to authorization application and/or attached documents after expiration of the deadlines indicated in paragraph 4 of the present article, the Center is entitled to issue an individual administrative- legal act on termination of the administrative proceedings.

Article 71. Assessment of compliance of the higher education institution with authorization standards

1. Compliance with the authorization standards of a higher education institution is assessed by a four- level scale: "Complies with standard requirements," "substantially complies with standard requirements", "partially complies with standard requirements," and "is not in compliance with the standard requirements"

2. Higher education institution is "in compliance with the standard requirements" if the institution is evaluated in relation to more than one component of this standard as "in substantial compliance with standard requirements" and with regard to the rest of the components - as "in compliance with standard requirements".

3. The higher education institution "is substantially in compliance with the standard requirements" if the institution is evaluated in relation to more than one component of this standard as "partially in compliance with the standard requirements" and is not evaluated in respect of any other component as "not in compliance with the standard requirements".

4. A higher education institution "is partially in compliance with standard requirements", in two cases, namely:

a) The institution is evaluated with respect to more than one component of this standard as "partially compliant with the standard requirements" and no other component is evaluated as "not compliant with the requirements of the standard";

b) The institution is evaluated with no more than one component of this standard (except for the components of the standard(s) under the sub- paragraphs "c" and/or "d", paragraph 1 of the Article 63 of the present Statute) as "not in compliance with the standard requirements".

5. Higher education institution "is not in compliance with the standard requirements" if it is evaluated in relation to more than one component of this standard as "not in compliance with the standard requirements".

6. Paragraph 5 of this Article does not apply to the standards under the sub- paragraphs "c" and/or "d", paragraph 1 of the Article 63 of the present Statute, which imply the HEI is not "in compliance with the standard requirements" if it is evaluated as "not in compliance with the standard requirements" in relation to one of these components.

Article 72. Definition of the four-level assessment scale

1. A higher education institution to be reviewed is assessed with regard to the standard components as "in compliance with the standard requirements" if the resources of the institution, practice/system and achieved results (in case of a new HEI - predicted achievable results) fully provides compliance with the standard component requirements.
2. A higher education institution to be reviewed is assessed with regard to the standard components, as "in substantial compliance with the standard requirements", if the resources and practice/system of the institution, mostly provide compliance with the standard component requirements and the institution is able to demonstrate the relevant results. However, the institution has weaknesses, for overcoming of which in the short term (not more than 1 year) it has readiness and a plan provided with resources.
3. A higher education institution to be reviewed is evaluated in relation to the standard component as "partially in compliance with standard requirements" if it, at the base level, ensures the satisfaction of the component requirements and it has weaknesses that need the mobilization of substantial resources to be solved. However, the institution has readiness and the plan provided with adequate resources to overcome weaknesses in the medium term (more than 1 year, but not more than 3 years).
4. A Higher education institution to be reviewed is assessed with regard to the standard components, as "not in compliance with the standard requirements", if the institution with existing resources and/or practices cannot meet the requirements at least at the level of the standard component under the paragraph 3 of this Article.

Article 73. Preparing the report

1. As a result of the self- evaluation form, the attached documentation and authorization site-visit, a draft report of the Authorization Expert panel is prepared and submitted to the Center.
2. The draft report describes the compliance of the institution with the authorization standards.
3. The Center defines formal compliance of the draft report elaborated by the Authorization Expert Panel with the requirements set by individual administrative- legal acts of the Center Director, that is defined under the paragraph 3, article 67 and paragraph 9 of this article of the present Statute. In case of defining the compliance, the draft report is sent to the institution.
4. If it is necessary, the draft report is returned to the Authorization Expert Panel for ensuring its formal compliance.
5. Within 10 calendar days upon reviewing the draft report of the Authorization Expert Panel, the higher educational institution to be reviewed submits to the Center a written argumentative position related to the factual circumstances in the draft report. Then, it is sent to the Expert Panel and the Authorization Council of Higher Education Institutions.
6. After submission and reviewing the argumentative position defined under paragraph 5 of this article and in case of its non- submission, after expiration of the time-frame envisaged in paragraph 5 of this Article – the Authorization Expert Panel prepares the final version of the report and submits it to the Center.
7. In case of participation of an international expert in the Authorization Expert Panel, the Center shall provide the translation service required for the finalization of the draft report and final version of the report of the Panel. In case of difference between the Georgian and English texts, preference is given to the Georgian.

8. The Center sends the report elaborated by Authorization Expert Panel to the institution.

9. The form of the report of the Authorization Expert Panel and the requirements set for it shall be approved by the individual administrative- legal act of the Center Director, which is publicized.

Article 74. Oral Hearing

1. Authorization Council of Higher Education Institution makes decisions on granting authorization based on the authorization documents, report of the experts' panel, revision of argumentative position presented by the institution with regard to the draft report and an oral hearing.

2. Meeting of the Authorization Council of Higher Education Institutions is convened by the Council Secretariat.

3. An interested party is informed on the oral hearing no later than 7 calendar days before its date. The interested party participating in administrative proceedings is authorized to take part in the oral hearing.

4. The hearing is led by the Chair of the council, in case of his/her absence – by the deputy, while in case of absence of both the Chair and the deputy – by a member of the council selected through the majority of attendees' votes. In case the secretary of the council is unable to perform duties, they are carried out by one of the council members assigned by the Chair.

5. The meeting is authorized, if it is attended by more than half of the council members in its list, but no less than 3 members. In case of participation of invited members of the Authorization Council of Higher Education Institutions, the council is authorized, if it is attended by more than half of the listed members, but no less than $\frac{3}{4}$ of invited ones. The number defined by this paragraph does not include the council member, which has self- recusal and/or recusal towards the issue to be discussed.

6. Meeting of the council is public. The Chair of the council is entitled to close the meeting in cases defined by the Georgian legislation.

7. Members of the Authorization Expert Panel participate in the oral hearing, while representatives of the Center and/or other interested parties are authorized to participate in the discussion, as agreed by the Chair.

8. The council may decide to invite other parties to oral hearings.

9. Chair of the meeting is responsible for ensuring examination of essential circumstances during the oral hearing.

10. An interested party participating in administrative proceedings shall be entitled to declare motion in relation to the examination of the important circumstances of the case.

11. Documents of the authorization applicant, prepared after the site-visit, shall not be considered while making a decision during the oral hearing.

12. Protocol on the council meeting is drawn up in 10 business days upon holding the meeting with the signatures of the Chairperson and the Secretary of the council. An individual administrative-legal act is issued based on the council protocol and signed by the Chairperson and Secretary of the council.

Article 75. Constitution of the Authorization Council of Higher Educational Institutions

1. The term of office of the Authorization Council of Higher Education Institutions is one year. Members of the council are paid for their work (given honorarium) from the Center's incomes. Regulations and quantities for payment (honorarium payment) of the council members are defined through an individual administrative-legal act of the Director of the Center. The members of the Authorization council are appointed and dismissed by the Prime-Minister of Georgia upon the nomination of the Ministry of Education, Science, Culture and Sport of Georgia.

2. Authorization Council of Higher Educational Institutions consists of permanent and invited members. Invited members participate in the Authorization council of Higher Educational Institutions only in case when in the application for authorization provided by the higher educational institution to be reviewed there is indicated a regulated academic higher educational program defined by the article 75, paragraph 2, subparagraph "b" of the Law of Georgia "On Higher Education". Invited members of the Authorization Council of Higher Education Institutions have the right to vote.

3. In selecting candidates for the members of the Authorization Council of Higher Education Institutions, the Ministry is guided by the requirements and criteria set by the World Federation of Medical Education in relation to the composition of the council.

4. During decision making by the council, based on the specificity of the sector, 2 persons determined by the council Chairperson may participate with the right to vote.

5. Member of the council may have his/her term terminated before expiration based on the initiative of the Prime Minister of Georgia, or:

a) Based on the personal application;

b) Negative court verdict entering legal force towards her/him;

c) In case of being recognized or acknowledged by the Court as a person with restricted capability or as a recipient of support, unless otherwise provided by the Court decision;

d) In case of failing to attend the meetings regularly if it hinders the council's activities;

e) In case of violation of the norms envisaged by Article 76 of the present Statute.

e) Upon submission of the Ministry.

6. Termination of authority of the council member before the expiration of the term is confirmed by an individual administrative-legal act of the Prime Minister of Georgia. In case of termination of the authority before the term expiration, the Prime Minister, as recommended by the Ministry, appoints a new member for the remaining term instead of the previous member, in one month.

Article 76. Rules and principles of activities of the Authorization Council of Higher Education Institutions

1. While performing his/her functions, member of the council should be independent, objective and unbiased.

2. The council member should remain neutral in any situation and should not fall under the influence of interested parties,

regardless of their status.

3. Member of the council should not disclose any information and/or documents obtained while performing his/her job duties, and should not use them for personal interests.

4. Member of the council should be focused on cooperation and should not try to display a privileged position. He/she should not publicly doubt the competence of experts, representative of the educational institution, members of the Authorization council and members of the Appeal Council, even if he/she does not share their position.

5. Member of the council is responsible for declaring about any conflict of interests and self-recusal within two business days upon receiving the agenda. Conflict of Interests could be any circumstance stipulated in Article 92 of the General Administrative Code of Georgia.

6. Organizational and financial support of the council is provided by the council Secretariat, functions of which are performed by the Center. Composition of the Secretariat is defined by the individual administrative-legal act of the Center Director.

7. 7 calendar days before an oral hearing, the Secretariat sends to the council members the meeting agenda and the following documentation:

a) The filled-in self-assessment form of the authorization applicant and the accompanying documentation;

b) The report of the Accreditation Expert Panel;

c) Argumentative position of the authorization applicant institution on the draft report of the Authorization Expert Panel.

8. Before the oral hearing, to fully study and assess all substantial circumstances of the issue to be discussed, each member of the council is responsible for reviewing documents envisaged in paragraph 7 of this article. Member of the council is entitled to request additional documents in relation with the issue to be discussed, and the council is authorized to postpone hearing in order to study these documents better, with consideration of remaining time-frame of the administrative proceedings.

Article 77. Decisions related to authorization

1. The council makes one of the following decisions:

a) About authorization;

b) About refusal to authorization;

c) On cancellation of authorization.

2. The Authorization council of Higher Education Institutions is entitled, within the framework of checking authorization processes of a higher education institution or fulfilment of authorization conditions by the HEI, to make decisions on restricting enrollment of students to the higher education institution (in case of existence of the right to conducting Vocational Educational Program, for vocational students too).

3. The decision of the council is made by at least $\frac{3}{4}$ of the members attending the meeting. In addition, in case of participation of invited members of the Authorization Council of Higher Education Institutions, the council shall make a decision by no

less than $\frac{3}{4}$ of the attending members, from which the votes of the invited members should be no less than $\frac{3}{4}$ of the invited members.

4. In case of making a decision described in paragraph 1, subparagraph "a" of this article, the council is entitled to give recommendations to the institution seeking authorization.

5. Member of the council is not entitled to hold back from voting.

6. The council is responsible for providing arguments to its decision.

7. Within 10 business days upon making a decision, it is published on the web- page of the Center. Together with uploading the decision, evaluation report of the Expert Panel is also published on the Center web- page.

8. In the case of argumentative position, the council is authorized to set a date when the decisions described in paragraph 1 of this article enter legal force.

Article 78. Amending the type of higher education institution in the decision on the authorization of a higher education institution

1. The University, which intends for the remaining authorization term to continue activities with the status of a University or a College and, in accordance with the existing law, conducts educational program/programs compatible with the appropriate type of the institution of higher education - the Teaching University / College, is authorized to apply to the Authorization Council of Higher Education Institutions with a reasonable solicitation on amending the type of higher education institution in the decision on the authorization.

2. Teaching University, which intends for the remaining authorization term to continue activities with the status of a College and in accordance with the existing law conducts educational program/programs compatible with the appropriate type of the institution of higher education - a College, is authorized to apply to the Authorization Council of Higher Education Institutions with a reasonable solicitation on the amendment of the type of higher education institution in the decision on the authorization.

3. The Authorization Council of Higher Education Institutions receives positive/negative decision on authorization with regard to the amendment of the type of the higher education institution considering the solicitation of the University/Teaching University and the students' interests in accordance with Article 77 of this Statute. In case of making a positive decision on the Authorization by the Authorization Council of Higher Education Institutions, the HEI is obliged to regulate all the documentation about its activities to the full compliance with the amendment of the type of higher education institution.

Article 79. The decision on granting or refusing authorization

1. The council makes a decision on granting authorization if the applying institution meets all the standards.

2. Each standard shall be deemed to be satisfied if the council considers that, in accordance with the rule defined by the Articles 71 and 72 of this Statute and the four-level scale, a higher education institution to be reviewed is "in compliance with the standard requirements", "in substantial compliance with standard requirements" or "partially complies with standard requirements".

3. Authorization is valid for 6 years.

4. In case of making a decision on authorization, the council defines for the institution the threshold number of students allowed during the term of authorization.

5. While being evaluated by the council in compliance with the authorization standards, if an applicant higher education institution:

A) In respect of all standards, is assessed as "in compliance with the standard requirements" or relation to one of the standards as "in substantial compliance with standard requirements" and in all other standards as "compliant with standard requirements", the council shall make a decision on the authorization of the institution;

b) In relation to more than one standard is evaluated as "in substantial compliance with the standard requirements" and to all other standards as "in compliance with the standard requirements" or with respect to one of the standards as "partially in compliance with the standard requirements" (except the standard(s) under the sub-paragraphs "c" or/and "d" of paragraph 1, Article 63 of this Statute) according to the sub-paragraph "a" of paragraph 4, Article 71 of the present Statute, and is not evaluated in accordance with any of the standards as "not in compliance with the standard requirements", the council shall make a decision on the authorization of the institution and shall define the time-frame for submitting a report on the fulfillment of the given recommendations, which is reflected in the protocol on the council meeting;

c) With respect to more than one standard is evaluated as "partially compliant with the requirements of the standard" (except for the standard(s) referred to in the Article 63(1) (c) and/or (d)) according to the subparagraph "a", paragraph 4, Article 71 of the present Statute and is not evaluated in accordance with any of the standards as "not in compliance with the standard requirements", the council shall make a decision on the authorization of the institution and make a motion to the Center on implementation of monitoring in the institution (during 2 years), which is reflected in the protocol on the council meeting;

d) In accordance with any of the standards is evaluated as "in partial compliance with the standard requirements" under the sub-paragraph "b", paragraph 4, Article 71 of this Statute, and is not assessed in relation to any of the standards as "not in compliance with the standard requirements", the council shall make a decision on the authorization of the higher education institution and restriction of the right to students (in case of existence of the right for vocational educational programs, for vocational students too) enrollment;

e) With respect to the standard(s) under the sub-paragraphs "c" or/and "d", paragraph 1, Article 63 of this Statute is evaluated as "partially in compliance with the standard requirements" based on the sub-paragraph "a", paragraph 4, Article 71 of this Statute and is not evaluated in accordance with any of the standards as "not in compliance with the standard requirements", the council shall make a decision on the authorization of the higher education institution and restriction of the right to students (in case of existence of the right for vocational educational programs, for vocational students too) enrollment;

6. In case of adoption, the decision by the council envisaged by the subparagraph "b", paragraph 5 of this article, the report presented by the higher education institution shall be discussed at the meeting of the council. As a result of this review, the council is authorized to take a report as a notice or to refer to the Center for the monitoring of the higher education institution, which will be reflected in the minutes of the council meeting.

7. In case of making the decision by the council defined by the subparagraph "c", paragraph 5 of this article, as a result of the monitoring, if the higher education institution is still considered as "partially in compliance with the standard requirements" in relation to one of the standards, the council shall make a decision for the HEI on the restriction of the right to the enrollment of students (in case of existence of the right for vocational educational programs, for vocational students too);

8. The decision on refusal on authorization or the cancellation of authorization shall be made if the council evaluates it in relation to one of the standards as "not compliant with the requirements of the standard".

Article 80. The decision on restriction for the higher education institution the right to the enrollment of students (in case of existence of the right for vocational educational programs, for vocational students too)

1. The council is authorized, within the authorization process of a higher education institution or in the process of checking (monitoring) of the fulfillment of the authorization conditions by higher education, to make a decision for a higher education institution (in case of existence of the right for vocational educational programs, for vocational students too), to restrict the right on enrollment of the students at one time for no less than 1 year and no more than 3- year term, in the cases of evaluation envisaged in sub-paragraphs "d" and "e", paragraph 5 and paragraph 7 of the Article 79 of this Statute.

2. A higher education institution, which according to this article is restricted in the right to students (in case of existence of the right to implement vocational educational programs, for vocational students too) admission, after 4 months from enforcement of such restriction, is entitled to submit to the Center the report on corrections according to the recommendations reflected in the expert panel report and the protocol on the council meeting, on the basis of which the Center implements the monitoring within time-frame set by the legislation.

3. If least 4 months before the expiration of the time limit, the Higher Education Institution does not present the report on corrections made according to the recommendations in the Expert Panel conclusion and in the protocol of the council meeting, the Center shall initiate monitoring implementation.

4. As a result of the monitoring provided in paragraphs 2 and 3 of this article, the council may, by the decision:

a) Terminate restriction on enrollment of students of the higher education institution (in case of existence of the right for vocational educational programs, for vocational students too);

b) Continue validity of the decision on restricting the admission of students (in case of existence of the right for vocational educational programs, for vocational students too) for a higher education institution;

A) Re- restrict enrollment of students of the Higher education institution (in case of existence of the right for vocational educational programs, for vocational students too);

d) Cancel the authorization of a higher education institution.

Article 81. Legal Consequences of Higher Education Institution Authorization

As a result of authorization, the higher education institution shall be entitled to receive students in accordance with the procedure established by the law, except for the case under the Article 80 of this Statute, and issue a certificate of qualification.

Article 82. Specifics of Authorization

1. the applicant for authorization of a higher education institution – university is obliged to submit an application to the Center on accrediting at least one PhD program within 6 months upon being granted the authorization. If the university fails to submit such application for accreditation to the Center or fails to get accreditation for all doctoral programs, the authorization council, with the initiative of the Center, discusses the issue of cancellation of authorization, or in accordance

with the Article 78 of this Statute, based on the University's grounded solicitation, discusses an issue of amendments to the type of this higher education institution in the decision on the authorization. In this case, the University is authorized to submit a grounded solicitation on the change of the type of higher education institution in the authorization decision to the Center after expiring 6- month term for submission of the authorization decision defined under this paragraph or within a period of one month upon enforcing the decision on refusal of accreditation. The rule under this paragraph does not apply to the university that is already implementing the doctoral program at the time of submitting the authorization application to the Center.

2. If the applicant for authorization of a higher education institution or a teaching university indicates in the authorization application that in case of gaining authorization it will implement only the master's program(s) that need to be accredited according to the Georgian legislation, the institution is responsible for submitting accreditation application for at least one master's program within 6 months upon receiving authorization. If the institution fails to submit such application within the given time-frame or fails to get accreditation for the master's program, the Authorization council, with the initiative of the Center, discusses the issue of cancellation of authorization, or in accordance with the Article 78 of this Statute, based on the Teaching University's grounded solicitation, discusses an issue of amendments to the type of this higher education institution in the decision on the authorization. In this case, the Teaching University is authorized to submit a grounded solicitation on the change of the type of higher education institution in the authorization decision to the Center after expiring 6- month term for submission of the authorization decision defined under this paragraph or within a period of one month upon enforcing the decision on refusal of accreditation. The rule under this paragraph does not apply to the teaching university that is already implementing the master's program at the time of submitting the authorization application to the Center.

3. If the applicant for authorization of a higher education institution indicates in the authorization application that in case of gaining authorization it will implement only that Bachelors' Degree or master's program(s) that need to be accredited according to the Georgian legislation, the institution is responsible for submitting accreditation application to the Center for at least one educational program within 6 months upon receiving authorization. If the higher education institution fails to submit to the Center the accreditation application within the given time-frame or fails to get accreditation for all educational programs, the Authorization Council, with the initiative of the Center, discusses the issue of cancellation of authorization. This rule does not apply to the higher education institution, that is already implementing one of the programs described in this section at the time of applying for authorization to the Center.

Article 83. Legal Consequences of Refusal to or cancellation of Authorization

in the case of refusing or cancelling of Authorization:

- a) The higher education institution will not be able to gain/loses the status of a higher education institution;
- b) Students have the right to transfer to another relevant institution;
- c) Students shall have student status suspended for 5 years and are entitled to use mobility rights.

Article 84. Reorganization Results of a Higher Education Institution

1. In case of merging authorized higher education institutions, the institution created as a result of reorganization shall be regarded as authorized for the smallest term remained from the Authorization periods granted to the reorganized institutions. If the one of the institution's authorization term expires during the reorganization process, the authorization council is entitled to identify the reasonable deadline for no more than one year, for receiving authorization by the newly established institution (created as a result of reorganization). The student quota of the reorganized institution shall be the

sum of student quotas existing before the reorganization.

2. In the case of division of an authorized institution, the institutions created after the reorganization are required to apply for authorization. In addition, a legal entity - a legal successor of a reorganized higher education institution, who wants to obtain the right to carry out educational activities, is required, within 5 working days upon the foundation, to submit authorization application to the Center; in this case, the institution will be considered as authorized for the remaining term of authorization of the reorganized educational institution, however, this term should not exceed 6 months.

Article 85. Submission of a self-assessment report of a higher education institution

1. For the purpose of monitoring the authorization conditions, a higher educational institution is obliged to submit to the Center a self- assessment report at least once in three years. The time-frames for submitting a self- assessment report is determined by the individual administrative- legal act of the Director of the Center, which is publicized.

2. Self- assessment report is presented electronically; at the same time, it can be submitted through the electronic system of quality management.

3. The form of self-assessment report is approved by the individual administrative-legal act of the Director of the Center, which is publicized.

Article 86. Rules of Adding Higher Educational Program

1. Higher education institution is authorized to add academic higher educational program/programs with a written application (aimed at adding educational program) submitted to the Center, except for cases regarding regulated, teacher training, Georgian language training and PhD programs.

2. The application form submitted for adding educational program shall be approved by the individual administrative-legal act of the director of the Center, which shall be made public.

3. Application form submitted for adding educational program shall include information on educational program implementing personnel and relevant resources. Educational program/programs and syllabi must be attached to the application as well.

4. In order to identify educational program/programs compliance with authorization standards, the Center Director issues an individual administrative- legal act on the establishment of authorization experts' panel and the site-visit to the educational institution.

5. Based on examination of the application form submitted for adding the educational program and the documentation attached and according to the authorization site-visit, the Authorization Expert Panel elaborates a draft report and presents it to the Center.

6. The Center defines formal compliance of the draft report elaborated by the authorization expert panel with the requirements set by individual administrative- legal acts of the Center director, which are defined by the Article 67 (3) and Article 73 (9) of the present Statute. In case of defining the compliance, the draft report is sent to the institution. If necessary, for ensuring the formal compliance with the draft report of the authorization experts' panel, the draft report is returned to the authorization experts' panel.

7. Within 10 calendar days upon familiarization with the draft report, the institution requesting the addition of educational

program may submit argumentative position related to factual circumstances stated in the draft report to the Center. The argumentative position is sent to the experts' panel and the relevant Authorization Council.

8. In case of submission of the argumentative position stipulated in paragraph 7 of this article - upon familiarization with it, or in case of non-submission of reasonable position - after expiring the time-frame set under the paragraph 7 of this article, the Authorization Expert Panel elaborates final decision and presents it to the Center.

9. The Center sends the report elaborated by Authorization Expert Panel to the institution.

10. In case the educational program meets the authorization standards, the council by at least 3/4 of the members present at the meeting shall make a decision on adding the educational program, in accordance with this Statute.

11. The decision on adding the educational program or refusal to add educational program shall be made within 90 calendar days after submission of an application to the Center regarding adding the educational program.

Article 87. Changes made by the higher education institution during the authorization period

1. In case of changes of the educational premises or address of the educational institution, the institution is responsible for sending a written notification to the Center 30 days before starting any operations at changed premises/address, except for cases of absolute necessity, when the institution is responsible for immediately notifying the Center on starting operations at changed premises/address, and provide documentation certifying lawful ownership of the premises.

2. In case the turnover of academic and scientific personnel reaches 10% from the moment of granting authorization at the higher education institution, the HEI is responsible for notifying the Center on the matter within 30 days upon such changes.

3. In case of any changes in learning outcomes of educational programs, except for accredited educational programs, the institution is responsible for notifying the Center within 30 calendar days upon such change, and submit an educational program as well as an act issued on implementation of changes.

4. In the case of implementing changes provided by paragraphs 1 and 3 of this Article, the Center is authorized to check accreditation conditions through monitoring.

Article 88. Monitoring of the Fulfillment of Authorization Conditions

1. Checking the fulfillment of authorization conditions at the higher education institution is initiated by the Center or by the motion of the council in the scope of planned and/or unplanned monitoring.

2. In order to examine the fulfillment of authorization conditions, the Center is authorized to request relevant documentation/information from the institution and/or issue individual administrative-legal act on the establishment of the Authorization Expert Panel and/or on monitoring site-visit to the institution.

3. In case of requesting relevant documentation/information from the institution by the Center, if the documentation examination has revealed the additional need for verification of the fulfillment of authorization conditions, the Center shall issue an individual administrative-legal act on the creation of an authorization expert Panel and/or monitoring site-visit to the institution, otherwise, the Center decides to terminate administrative proceedings on monitoring.

4. In case of establishment of the Authorization Expert Panel, the draft report of this Panel is elaborated and submitted to

the Center.

5. The Center defines formal compliance of the draft report elaborated by the authorization expert panel with the requirements set by individual administrative- legal acts of the Center director, which are defined by the Article 67 (3) and Article 73 (9) of the present Statute. In the case of defining the compliance, the draft conclusion is sent to the higher education institution. If necessary, for ensuring the formal compliance with the draft report of the authorization experts' panel, the draft report is returned to the authorization experts' panel.

6. Within 10 calendar days upon familiarization with the draft report of the authorization expert panel, the higher education institution may submit an argumentative position related to factual circumstances stated in the draft report to the Center. The argumentative position is sent to the expert panel and the relevant Authorization council.

7. After reviewing the argumentative position defined under the paragraph 6 of this article - in case of its submission or after expiration of the time-frame envisaged in paragraph 6 of this Article - in case of its non- submission, the Authorization Expert Panel prepares the final version of the report and submits it to the Center.

8. The Center sends the report elaborated by Authorization Expert Panel to the institution.

9. The Center Director's individual administrative-legal act on the establishment of authorization experts' panel of higher education institutions and on unplanned monitoring to the institution shall be presented to the institution directly before the start of the site-visit or no more than 1 day before the monitoring site-visit.

10. Upon verification of compliance with the terms of authorization, the council may decide to cancel the authorization if the institution is assessed in relation to one of the standards as "not in compliance with the requirements of the standard", or the institution violates the norms of the education legislation in Georgia regarding the origin, suspension or termination of the student status of the higher education institution.

11. As a result of evaluating the fulfilment of the conditions of authorization of a higher education institution, the council shall be entitled to take a decision under Article 80 of this Statute.

12. In case of detection of non- compliance, the council is authorized to provide the higher educational institution with a reasonable period of 60 days for the deficiency correction, except for the case, when it is apparent that it may not have actual results.

13. In the case of failure of the higher education institution to correct the relevant deficiencies within the period of time specified in paragraph 12 of this Article, the council shall be entitled to make a decision on cancellation of the authorization in accordance with the rule of the present Statute.

14. The decision of the council on evaluating the performance of authorization conditions by the higher educational institution shall be made within 90 calendar days upon issuing an individual administrative-legal act by the Center Director. This term is deemed suspended in the period set by the relevant Authorization council for an educational institution for correction of shortcomings.

Article 89. General basics of determination of the threshold number of students

1. The threshold number for students shall be determined by the Authorization council according to this rule.

2. Determination of the threshold number of students are defined as follows:

a) In case of making a decision on granting Authorization – for the period of Authorization;

b) If the number of students is increased - for the remaining term of authorization;

3. Within the limits of the number of students designated by the Authorization council, the higher education institution is authorized to accept students for the educational program.

4. The threshold number of students determined by the Authorization council for a higher educational institution also includes the quantity of the persons enrolled on teacher's training and veterinary training educational programs.

5. Exceeding the threshold number of students set for a higher educational institution shall be construed as grounds for the cancellation of authorization, except when the threshold number of students is exceeded in the event of restitution of the status of a student or enrollment to a higher education institution through student mobility procedures, which cases are envisaged by law.

Article 90. Determination of the threshold number of students

1. The basis for determining the threshold number of students' is the number of students indicated in the authorization application submitted to the Center by the higher education institution or the number of students in the application on request of increasing students' number.

2. For a higher education institution, the threshold number of students specified in the application provided for in paragraph 1 of this article, shall be based on the methodology for determining the threshold number of students' in the institution, taking into account the specifics of the programs and the resources of the institution.

3. The council revises the application described in paragraph 1 of this article, and considering the report of the group of experts and other interested parties, decides through at least $\frac{3}{4}$ of the votes of members participating in the meeting. The council is authorized to either agree with the request of the institution or reduce the number of requested students. The council is responsible for providing arguments for its decision.

Article 91. Increase in the number of students

1. Higher Education institution is authorized to submit written application to the Center and request increasing the number of students.

2. Written application form on increasing the number of students, to be presented to the Center, is approved based on the individual administrative- legal act of the Center Director, that is publicized.

3. In the scope of administrative proceedings described in this Article, the Center Director issues an individual administrative-legal act on the establishment of authorization expert panel and on the site-visit to the higher educational institution.

4. Based on reviewing application form and documentation submitted, the methodology for determining the threshold number of students' in higher education institution (according to program specification and institution resources), defined under the paragraph 1 of this article, as a result of the authorization site-visit the authorization expert panel elaborates the draft report and presents it to the Center.

5. The Center defines formal compliance of the draft report elaborated by the authorization expert panel with the requirements set by individual administrative- legal acts of the Center director, which are defined by the Article 67 (3) and Article 73 (9) of the present Statute. In case of defining the compliance, the draft report is sent to the higher education institution. If it is necessary, for ensuring the formal compliance with the draft report of the authorization expert team, the draft report will be returned to the authorization expert team
6. Within 10 calendar days upon familiarization with the draft report of the authorization experts' panel, the higher education institution may submit argumentative position related to factual circumstances stated in the draft report to the Center. The argumentative position is sent to the experts' panel and the relevant Authorization Council.
7. After reviewing the argumentative position defined under the paragraph 6 of this article - in case of its submission or after expiration of the time-frame envisaged in paragraph 6 of this Article - in case of its non- submission, the Authorization Expert Panel prepares the final version of the report and submits it to the Center.
8. The Center sends the report elaborated by Authorization Expert Panel to the higher education institution.
9. The decision on the increase of students number is made in accordance with paragraph 3, Article 90 of this statute.
10. When making the decision on increasing the number of students, the Council is authorized to take into consideration that premises of the institution, which was under construction during the site-visit of the expert panel, also, the certificates on possession of the other material resources. If for the moment of student enrollment relevant circumstances are absent then, in accordance with paragraph 5 of Article 89 of this Statute, enrollment of the excess number of students prior to taking the decision that considers these circumstances, shall serve a ground for authorization cancellation.
11. The decision on approval or on refusal to increase the number of students is taken within 90 calendar days upon sending the written application on increasing the number of students to the Center.

Article 92. The Rule of Determination of Student Quota on Higher Educational Program

1. The higher educational institution determines the number of students for enrolment to the relevant educational program within the limits of the number of students identified by the relevant council of Authorization.
2. The calculation of the number of students for enrollment as well as for teachers training and veterinary training educational programs is made in accordance with the registry data of the educational institutions, on the basis of the number of actual (with active status) students and those graduating in the relevant year, as well as in accordance with the number of students established by the rules set by the educational institution under the law for the relevant year.
3. In case if in accordance to paragraph 2 of this Article the data on the number of students to be admitted to the higher education institution does not correspond with the number of students' quota defined by Center; the Center informs about this to the corresponding higher education institution.

Article 93. Change in the number of students for higher education institutions by the Center's initiative

The student quota may be reduced under the initiative of the Center on the basis of checking relevant conditions of the institution, in compliance with this Statute.

Article 94. Implementation of a vocational education program by a higher education institution

Issues related to the implementation of a vocational education program by a higher education institution shall be governed by Chapter III of this Statute.

Chapter V

Authority of the Appeal Council and rule of its activities

Article 95. Composition of the Appeal Council

1. Decisions made based on Article 20 (1), Article 45 (1) and Article 77 (1) of this Statute can be appealed by the applicant of authorization/educational institution to the Appeal council, within one month after receiving such decision as stipulated in the law.

2. The members of the Appeals Council are appointed and dismissed by the Prime Minister of Georgia. The term of authority of the Appeal council shall be determined by one year. Members of the Appeal Council cannot be public servants, members of Authorization or Accreditation councils.

3. Activities of members of the Appeals Council will be remunerated (given honorarium) from the Center's own income. Rule of issuing and amount of remuneration (honorarium payment) of the Appeals Council shall be determined by the individual administrative-legal act of the Director of the Center.

4. The Appeal Council is functionally independent from any educational institutions and state agencies.

5. Termination of the mandate of the member of the Appeal Council before the expiration term takes place through the initiative of the Prime Minister, or:

a) Based on the personal application;

b) Negative court verdict entering legal force towards her/him;

c) If the court declares him / her incapable;

d) In case of systematic absence from the meetings, if this hinders the work of the Appeal council;

e) In case of actions that are incompatible with implementation of the mandate of the member of the Appeal Council;

f) Employment in the structural unit of the educational institution that regularly ensures quality assurance;

g) Based on the recommendation of the Ministry.

6. Termination of the mandate of the member of the Appeal council before the expiration term is confirmed by the individual legal- administrative act of the Prime Minister. In case of termination of the mandate before the term, the Prime Minister of Georgia, as recommended by the Ministry of Education and Science, appoints a new member for the remaining term of the previous member.

Article 96. Regulations for activities of the Appeal council

1. Member of the Appeal council, while performing his/her duties, should be independent, objective, and unbiased.
2. A member of the Appeal Council shall maintain neutrality in any situation and shall not be subject to the influence of interested parties, regardless of their status.
3. Member of the Appeal council should not disclose or use for personal interest any information and/or documentation obtained while performing work duties.
4. Member of the Appeal council should be focused on cooperation and should not try to portray himself/herself in a privileged position; he/she should not publicly doubt the competence of an expert, member of the authorization council or other member of the Appeal council, regardless he/she agrees with their position or not.
5. A member of the Appeal Council is obliged to declare about conflict of interests with institution and self-recusation before the review of the issue starts. Conflict of interests is circumstances described in Article 92 of the General Administrative Code of Georgia.
6. The Secretariat of the Appeals Council is responsible for the organizational and financial support of the Appeals Council activities. The function of the Secretariat is fulfilled by the Center. Composition of the Secretariat is defined according to the individual administrative- legal act of the Director of the Center.
7. The Secretariat sends to the members of the Appeals Council the following documents no later than 7 calendar days before the oral hearing:
 - a) Appeal claim and supporting documents;
 - b) Authorization documents;
 - c) Report of the authorization experts' panel and opinions of the applicant on it (if available);
 - d) Appealed decision.
8. Before the oral hearing, with the purpose of fully studying and assessing all substantial circumstances regarding the case, each member of the appeal council is responsible for the preliminary revision of documents listed in section 7 of this article. Member of the Appeal council is entitled to request additional documents of the case.

Article 97. The appeal

1. The appeal should be drawn up in written format and following should be noted in it:
 - a) Address to the Appeal council;
 - b) Name/title of the author of the claim, address and contact information;
 - c) Name of the council decision of which is under appellation;

- d) Description of decision under appellation;
- e) Request;
- f) Circumstances that the request is based on;
- g) List of documents attached to the claim, if any documents are attached to it;

2. Appeal Council does not review the case, if:

- a) The decision under the claim is under a court proceeding;
- b) Appeal claim is submitted by unauthorized person;
- c) The time-limit laid down in paragraph 1 of Article 95 of this Statute for submission of the appeal has expired;
- d) The claimed issue is beyond the scope of the Appeal Council authority.

3. Appeal council makes its decision on accepting or refusing revision of the claim within 10 days after submission of the claim. The decision of the Appeal Council shall be signed by the Chairperson of the Appeal council.

Article 98. Time-frame for revision of appeal claim

The Appeal Council is obliged to consider the appeal and make a relevant decision within 60 calendar days from receiving the appeal.

Article 99. Oral hearing and decision-making

1. The Appeal council makes its decision on the basis of revision of appeal claim, authorization documentation, report of authorization experts, opinion of authorization- applicant (if available) on the report, appealed decision, and oral hearing.
2. The meeting of the Appeal Council is convened by the chairperson of the Council.
3. An interested party is informed on the oral hearing no later than 7 calendar days before its date. The interested party is authorized to participate in oral hearings.
4. The meeting is led by the Chair of the Council, while in case of his/her absence – by the deputy. In case of absence of both the Chair and deputy, the meeting is led by the councilmember, as determined by the majority of attendees. In case of inability of the secretary of the Appeal Council to fulfil his/her duties, his/her functions are carried out by one of the members of the Appeal council.
5. The meeting is authorized, if it is attended by more than half of the members of the list, but no less than 3 members. The member of the Appeal Council who has self-recusation or recusation in respect of the matter under consideration, shall not be counted in this number.
6. Meetings of Appeal council are public. Chair of the Council is authorized to close the meeting in cases described within the legislation.

7. Experts from the Accreditation Expert Panel, as well as the representatives of the Center, are authorized to attend an oral hearing and with the decision of the chairman of the meeting - participate in it.
8. It is possible to invite other persons to the oral hearing by the decision of the Appeals Council;
9. During making the decision by the Appeals Council, based on the specificity of the sector, the person determined by the Council may participate with the right to vote.
10. Chair of the meeting is responsible for ensuring examination of essential circumstances during the oral hearing.
11. The interested party has the right to declare a motion on examination of the essential circumstances of the case, give oral or written explanations to the Appeals Council, present additional evidence, prove its claim or deny the data, opinions or proofs on which appealed decision was based on.
12. At the oral hearing, the Council of Appeals discusses only those documents that have been developed before the decision was made.
13. Report of the meeting of Appeal Council is created within 10 working days from the meeting , and have signatures of the Chair of the Council and the Secretary. Such report serves as the basis for issuing individual administrative- legal act, which is signed by the Chair of the Appeal council and the Secretary.

Article 100. Participation of the authorization council, receiving the decision into the proceeding for reviewing appeal claim

1. In case of receipt of an appeal by the Council of Appeals, the appeal complaint and copies of the accompanying documents are forwarded through the Secretariat to the authorization council.
2. Authorization council, receiving the decision under appeal, is responsible for providing the Appeal Council with a written opinion on the appeal, within 10 business days after reception of the appeal copy.
3. Authorization council, receiving the decision under appeal, has the same rights during the administrative proceeding on the appeal, as the interested party participating in the administrative procedure.
4. In administrative proceedings including oral hearings, the accreditation council, which received the appealed decision, shall be represented by its chairperson or by another member of the council with the consent of the chairperson.

Article 101. Decisions of Appeal council

1. The Council of Appeals shall verify the appealed decision in respect of legality and expediency.
2. During the meeting , the Appeals council makes one of the following decisions with the majority of members present at the meeting :
 - a) On supporting the decision of accreditation council;
 - b) on returning the matter for re-consideration to the accreditation council.
3. Member of the Appeal Council is not authorized to refrain from voting.

4. Appeal council is responsible for providing arguments for its decision.
5. The decision of the Appeal Council is published on the web- page of the Center within 10 business days upon making it.
6. The appeal of a decision of the Authorization council at the Council of Appeals does not result in stopping the validity of this decision.

Article 102. Legal Outcomes of Decisions of the Appeal Council

1. In case the Appeal Council shares the decision of the Authorization council, the interested party is authorized to appeal to the Court according to the regulations and within the time-frame stipulated in the legislation.
2. In case the Appeal Council decides to return decision to the Authorization council for further discussion, the relevant Authorization council once again discusses the case according to the regulation of this Statute and makes a decision within the time-frame set by the law.
3. In case the Appeal Council decides to return decision to the Authorization council for further discussion, the relevant Authorization council makes a decision according to the documents requested under the article 17 (1), Article 42 (1) and Article 74 (1) of the present Statute, the appealed decision of the Authorization council, discussion of the decision of the Appeal Council and an oral hearing.
4. The applicant of the authorization is only permitted to appeal authorization decision, as described in this chapter, only once.

Annex №2

Fee for the Authorization of Educational Institutions

Article 1. General Provisions

1. Amount of fees stipulated by this annex include the fees related to the administrative procedure of actual administration (salary, expenses related with holding Council meetings, office cost) costs, the costs of authorization experts and business travel (if necessary), service expenses related to the inspection of the fulfilment of the conditions of authorization of an educational institution during the authorization period and the VAT, finances from the Center's revenues to be sent to the State Budget of Georgia and the relevant retirement contributions.
2. The fees envisaged by this Annex will be paid by payment on account through transfer to the bank account of the Center.

Order No. 88/M of the Minister of Education and Science of Georgia, of May 2, 2012, - web site, 08.05.2012.

Order № 99/M of May 17, 2012, of the Minister of Education and Science of Georgia - web site, 17.05.2012.

Order №112/M of September 2, 2015, of the Minister of Education and Science of Georgia - Web site, 02.09.2015.

Order No. 90 /M of the Minister of Education and Science of Georgia, of August 8, 2016, - web site, 09.08.2016.

Order No. 07 /M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1¹. Fee for the Review of Authorization application

Fee for the Review of Authorization application is 500 GEL.

Order No. 07 / N of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Article 1². Returning of the authorization fee

The authorization fee, except for the fee for reviewing the authorization application, is fully returned if the educational institution requests the termination of the administrative proceedings before the creation of authorization expert panel.

Order No. 07 / N of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Article 1³. The authorization fee for a higher education institution to be reviewed

1. In case of recognition as an authorization applicant, the higher educational institution pays Authorization fee, the amount of which is calculated according to the volume of the work of the expert panel - man/day number (minimum 20 and maximum of 42 men/day).

2. The number of men/days considered by paragraph 1 of this article is determined in the overall assessment (100%) by the following criteria that are defined through relevant share and content/quantitative indicator:

a) The type of the higher education institution - 1/10 of the shares, from which:

A.a) College = 30%;

A.b) Teaching University = 50%;

A.c) University = 100%;

B) Condition (Existing/New) - 1/20 share, from which:

B.a) New = 70%;

B.c) Existing = 100%;

C) Requested threshold number of students - 1/4 share, from which:

C.a) 1-500 = 60%;

C.b) 501-1500 = 70%;

C.c) 1501-4500 = 80%;

C.d) 4501 - 13500 = 90%;

C.e) 13501 and more = 100%;

D) The number of higher education programs specified - 1/4 share, from which:

D.a) 1-20 = 60%;

D.b) 21-50 = 70%;

D.c) 51-100 = 80%;

D.d) 101-150 = 90%;

D.e) 151 and more = 100%

E) Number of academic staff – 1/5 share, from which:

E.a) 1-50 = 45%;

E.b) 51-100 = 60%;

E.c) 101-150 = 70%;

E.d) 151-200 = 80%;

E.e) 201 and more = 100%;

F) Space - 1/20 share, from which:

F.a) 1-5000 sq.m = 50%;

F.b) 5001-15000 sq.m = 60%;

F.c) 15001-40000 sq.m = 70%

F.d) 40001 - 80000 sq.m = 80%

F.e) 80001 sq.m and more = 100%

The number of the addresses and location - 1/10 of the shares, from which:

G.a) One address = 0%;

F.b) at different addresses in one municipality = 70%;

F.c) in different municipalities= 100%.

3. According to paragraphs 1 and 2 of this article, according to the type of the higher education institution and the number of men/days:

a) for applicant college :

Man/Day	Authorization fee (in GEL) without a business trip	Authorization fee (in GEL) in case of the need of a business trip
20	23340	27441
21	23858	28378
22	24376	29315
23	24893	30252
24	25411	31189
25	25929	32126
26	26447	33063
27	26965	34000
28	27483	34937
29	28001	35874
30	28519	36811
31	29037	37748
32	29555	38685
33	30073	39622
34	30591	40559
35	31109	41496
36	31627	42433
37	32145	43370
38	32663	44307
39	33180	45244
40	33698	46181
41	34216	47118
42	34734	48055

b) For the applicant Teaching University:

Man/Day	Authorization fee (in GEL) without a business trip	Authorization fee (in GEL) in case of the need of a business trip
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20	29948	34050
21	30466	34987
22	30984	35924
23	31502	36861
24	32020	37798
25	32538	38735
26	33056	39672
27	33574	40609
28	34092	41546
29	34610	42483
30	35128	43420
31	35646	44357
32	36163	45294
33	36681	46231
34	37199	47168
35	37717	48105
36	38235	49042
37	38753	49979
38	39271	50916
39	39789	51853
40	40307	52790
41	40825	53727
42	41343	54664

c) For applicant University:

Man/Day	Authorization fee (in GEL) without a business trip	Authorization fee (in GEL) in case of the need of a business trip
20	32624	36725
21	33142	37662
22	33660	38599

23	34178	39536
24	34695	40473
25	35213	41410
26	35731	42347
27	36249	43284
28	36767	44221
29	37285	45158
30	37803	46095
31	38321	47032
32	38839	47969
33	39357	48906
34	39875	49843
35	40393	50780
36	40911	51717
37	41429	52654
38	41947	53591
39	42465	54528
40	42982	55465
41	43500	56402
42	44018	57339

4. In case the applicant higher education institution in the authorization application indicates that the implementation of the regulated medical academic higher education program is needed, to authorization fee defined by paragraph 3 of this article will be added the payment of authorization experts (with relevant qualifications) and the expenses of the business trip (if necessary), which is calculated according to the paragraph 2 of this article, estimated man/ day multiplied on the relevant coefficient, as follows:

Man/Day	Coefficient (without the need for a business trip)	Coefficient (In case of the business trip)
20	913. 90	964. 00
21	875. 2857	927. 4761
22	840. 1818	894. 3181
23	808. 1304	864. 00

24	778.7916	836.2083
25	751.76	810.64
26	726.8461	787.0384
27	703.7407	765.2222
28	682.2857	744.9285
29	662.3103	726.0344
30	643.6666	708.40
31	626.2258	691.9032
32	609.9062	676.4687
33	594.5454	661.9393
34	580.0882	648.2647
35	566.4571	635.3714
36	553.5833	623.2222
37	541.4054	611.7027
38	529.8684	600.7894
39	518.9487	590.4358
40	508.575	580.60
41	498.6829	571.2682
42	498.2619	562.3571

5. In case the applicant higher education institution in the authorization application indicates that implementation of the vocational education programs is also required, the authorization fee stipulated in paragraph 3 of this Article shall be added to the fee defined for acquiring the right to the implementation of the relevant vocational educational program, which is calculated according to the work volume of the Expert Panel - man/number of days (minimum 8 and maximum 36 men/days).

6. The number of men/days referred to in paragraph 5 of this Article shall be determined by the number of vocational education programs. One and the same program, to be implemented by one legal entity in different municipalities or different languages, for the purposes of fee determination shall be considered as independent programs.

7. The fee for applying for acquiring the right to the implementation of a vocational education program is:

The Number of Vocational Education Programs	Man/number of days	Fee (GEL) without the need for a business trip	Fee (GEL) in case of a business trip
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1	8	10.449. 00	14.030. 00
2	10	10.722. 00	14.550. 00
3	12	10.995. 00	15.070. 00
4	14	11.268. 00	15.591. 00
5	16	11.540. 00	16.111. 00
6	18	11.813. 00	16.632. 00
7	20	12.086. 00	17.152. 00
8	22	12.359. 00	17.672. 00
9	24	12.632. 00	18.193. 00
10	26	12.905. 00	18.713. 00
11	28	13.178. 00	19.234. 00
12	30	13.451. 00	19.754. 00
13	32	13.724. 00	20.274. 00
14	34	13.997. 00	20.795. 00
15	36	14.270. 00	21.315. 00

Order No. 07 / M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Order №106/M issued on September 13, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 14.06.2019.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 14. The authorization fee for the vocational education institutions to be reviewed

1. In case of recognition as an applicant for authorization, the vocational educational institution pays the Authorization fee, the amount of which is calculated according to the volume of the work of the experts' panel - men/number of days (minimum 6 and maximum 34 men/day).

2. The number of men/days referred to in paragraph 1 of this Article shall be determined by the number of vocational education programs. One and the same program, to be implemented by one legal entity in different municipalities or different languages, for the purposes of fee determination shall be considered as independent programs.

3. The authorization fee for the applicant vocational education institution is as follows:

The Number of Vocational Education Programs	Man/number of days	Fee (GEL) without the need for a business trip	Fee (GEL) if a business trip is necessary
1	6	8.658. 00	13.745. 00
2	8	8.931. 00	14.265. 00
3	10	9.204. 00	14.786. 00
4	12	9.477. 00	15.306. 00
5	14	9.750. 00	15.826. 00

6	16	10.022. 00	16.347. 00
7	18	10.295. 00	16.867. 00
8	20	10.568. 00	17.388. 00
9	22	10.841. 00	17.908. 00
10	24	11.114. 00	18.428. 00
11	26	11.387. 00	18.949. 00
12	28	11.660. 00	19.469. 00
13	30	11.933. 00	19.990. 00
14	32	12.206. 00	20.510. 00
15	34	12.479. 00	21.030. 00

Order No. 07 / M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Order №106/M issued on September 13, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 14.06.2019.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 15. The authorization fee for the general education institution to be reviewed

1. In case of recognition as an authorization applicant, the General Educational Institution pays the authorization fee, the amount of which is calculated according to the volume of work done by the experts' panel - number of men/days.

2. The number of men/days considered by paragraph 1 of this article is defined in the overall assessment (100%) by the following criteria that are defined through relevant share and content/quantitative indicator:

A) Condition (Existing/New) - 1/20 share, from which:

A.a) New = 70%;

A.c) Existing = 100%;

B) The required threshold number of students - 1/3.33 share from which:

B.a) 1-50 = 50%;

B.b) 51-150 = 60%;

B.c) 151-300 = 70%;

B.d) 301-500 = 80%;

B.e) 501- 1000= 90%;

B.f) 1001 and more = 100%

c) The number of general education stages the relevant educational programs of which the institution desires to implement - 1/2.5 shares, from which:

C.a) 1 = 30%;

C.b) 2 = 70%;

C.c) 3 = 100%;

D) Number of personnel conducting educational programs - 1/20 share, from which:

D.a) 1-20 = 50%;

D.b) 21-50 = 60%;

D.c) 51-100 = 70%;

D.d) 101-150 = 80%;

D.e) 151 and more = 100%

E) Space - 1/10 share, from which:

E.a) 1-250 sq.m. = 45%;

E.b) 251-500 sq.m. = 60%;

E.c) 501 - 3000 sq.m. = 70%;

E.d) 2001-5000 sq.m. = 80%;

E.e) 5001 sq.m. and more = 100%.

The number of the addresses and location - 1/10 of the shares, from which:

F.a) One address = 0%;

F.b) At different addresses in one municipality = 70%;

F.c) In different municipalities= 100%.

3. In accordance with paragraphs 1 and 2 of this article, according to the number of man/ days, the authorization fee consists of:

Man/day	Authorization fee (GEL)	Authorization fee (GEL)
	Authorization	Authorization fee

	Without a business trip	In case of a business trip
6	5730	7056
9	6567	8378
12	7405	10651
15	8243	12925

4. In case the general education institution to be reviewed in the authorization application indicates that implementation of the vocational education programs is also required, the authorization fee stipulated in paragraph 3 of this Article shall be added to the fee defined for acquiring the right to the implementation of the relevant vocational educational program, which is calculated according to the work volume of the Expert Panel - number of man/days (minimum 8 and maximum 36 men/days).

5. The number of men/days referred to in paragraph 4 of this Article shall be determined by the number of vocational education programs. One and the same program, to be implemented by one legal entity in different municipalities or in different languages, for the purposes of fee determination, shall be considered as independent programs.

6. The fee of application for acquiring the right to the implementation of a vocational education program is:

The Number of Vocational Education Programs	The number of Man/days	Fee (GEL) without the need for a business trip	Fee (GEL) if a business trip Is necessary
1	8	10.091.00	12.716.00
2	10	10.364.00	13.237.00
3	12	10.636.00	13.757.00
4	14	10.909.00	14.278.00
5	16	11.182.00	14.798.00
6	18	11.455.00	15.318.00
7	20	11.728.00	15.839.00
8	22	12.001.00	16.359.00
9	24	12.274.00	16.880.00
10	26	12.547.00	17.400.00
11	28	12.820.00	17.920.00
12	30	13.093.00	18.441.00
13	32	13.366.00	18.961.00
14	34	13.638.00	19.482.00
15	36	13.911.00	20.002.00

Order №07 / M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Order №106/M issued on June 13, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 14.06.2019.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 16. The cost of obtaining the right to implement a vocational education program

1. A higher education institution that considers obtaining the right to implement a vocational education program in addition to a general education / higher education program, shall pay a fee calculated according to the work volume of the Expert Panel - number of man/ days (minimum 8 and maximum 36 men/day).

2. The number of men/days referred to in paragraph 1 of this Article shall be determined according to the number of vocational education programs; The fees shall be fixed in accordance with Article 13, paragraphs 6 and 7 on higher education institutions, and in accordance with Article 15, paragraphs 5 and 6 on general education institutions.

Order №07 / M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Order №106/M issued on June 13, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 14.06.2019.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 17. Fee for adding the educational program

1. A higher education institution considering to add a relevant academic higher education program(s) shall pay a fee calculated according to the work volume of the Expert Panel - number of men/days.

2. The number of men/days referred to in paragraph 1 of this Article shall be determined by the number of academic higher education programs and the fee is as follows:

Men/Day	Number of academic higher educational programs	without a business trip	Fee (GEL) in case of a business trip
9	1	2441	3217
12	2	2943	4334
15	3/4	3445	5451

3 An addition of a vocational education program shall be considered an occasion when an institution entitled to conduct a vocational education program requests to obtain the right to implement that vocational education program the implementation right to which the institution has not yet obtained or that vocational education program, the right of implementation to which the institution has already obtained in the different municipality or in a different language";

4. The fee for adding each vocational education program by a general education institution is 2,502.00 GEL without the need for a business trip and 4,054.00 GEL when a business trip is needed.

5. The fee for adding each vocational education program by a vocational education institution is 2,229.00 GEL without the need for a business trip and 3,272.00 GEL when a business trip is needed.

6. The fee for adding each vocational education program by a higher education institution is 2,570.00 GEL without the need for a business trip and 4,122.00 GEL when a business trip is needed.

Order №07 / M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Order №106/M issued on June 13, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 14.06.2019.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 18. Fee for Increasing the number of pupils, vocational students and students

1. A general education institution considering to increase the number of pupils shall pay a fee calculated according to the work volume of the Expert Panel - number of men/days.

2. The number of men/days considered by paragraph 1 of this article is determined in the overall assessment (100%) by the following criteria that are defined through relevant share and content/quantitative indicator:

a) The number of pupils requested by the institution to increase the threshold number of students- 1/3.33 share, from which:

A.a) 1-50 = 60%;

A.b) 51-100 = 70%;

A.c) 101-200 = 80%;

A.d) 201-500 = 90%;

A.e) 501 and more = 100%;

b) The existing threshold number of pupils- 1/3.33 share from which:

B.a) 1-50 = 50%;

B.b) 51-150 = 60%;

B.c) 151-300 = 70%;

B.d) 301-500 = 80%;

B.e) 501- 1000= 90%;

B.f) 1001 and more = 100%

c) The number of personnel conducting educational programs - 1/5 share, from which:

C.a) 1-20 = 40%;

C.b) 21-50 = 60%;

C.c) 51-100 = 70%;

C.d) 101 - 13500 = 80%;

C.e) 151 and more = 100%;

d) The number of the addresses and location - 1/10 of the shares, from which:

D.a) At one address = 30%;

D.b) At different addresses in one municipality = 70%;

D.c) In different municipalities= 100%;

E) Space - 1/10 share, from which:

E.a) 0-250 sq.m. = 40%;

E.b) 251-500 sq.m. = 60%;

E.c) 501 - 2000 sq.m. = 70%;

E.d) 2001-5000 sq.m. = 80%;

E.e) 5001 sq.m. and more = 100%.

3. In accordance with paragraphs 1 and 2 of this article, according to the number of man/ days, the authorization fee consists of:

Men/Day	Fee (GEL) in case a business trip is not necessary	Fee (GEL) if a business trip is necessary
4	2493	3062
6	2831	3861
8	3169	4660

4. A higher education institution considering to increase the number of students shall pay a fee calculated according to the work volume of the Expert Panel- number of men/days.

5. The number of men/days considered by paragraph 4 of this article is determined in the overall assessment (100%) by the following criteria that are defined through relevant share and content/quantitative indicator:

A) The number of students requested by the institution to increase the threshold number of students- 1/5 share, from which:

A.a) 1-100 = 60%;

A.b) 101-150 = 70%;

A.c) 151-500 = 80%;

A.d) 501-1000 = 90%;

A.e) 1001 and more = 100%;

b) The number of staff implementing educational programs, 1/3.33 share, from which:

B.a) 1-20 = 45%;

B.b) 21-50 = 60%;

B.c) 51-100 = 70%;

B.d) 101-150 = 80%;

B.e) 151 and more = 100%

c) The number of addresses and location - 1/3.33 share, from which:

C.a) One address = 35%;

D.b) At different addresses in one municipality = 70%;

D.c) In different municipalities= 100%;

d) Space - 1/5 share, from which:

D.a) 1-500 sq.m. = 50%;

D.b) 501-1500 sq.m. = 60%;

D.c) 1501 - 3000 sq.m. = 70%;

D.d) 3001-5000 sq.m. = 80%;

D.e) 5001 sq.m. and more = 100%.

6. In accordance with paragraphs 4 and 5 of this article, according to the number of man/ days, the fee consists of:

man/Day	Fee (GEL) if a business trip is not necessary	Fee (GEL) if a business trip is necessary
12	3844	4827
13	4013	5189
14	4182	5550
15	4351	5911

16	4520	6272
17	4689	6633
18	4857	6995
19	5026	7356
20	5195	7717
21	5364	8078
22	5533	8439
23	5702	8801
24	5871	9162

7. An educational institution that considers increasing the threshold number of vocational students on a vocational education program, shall pay a fee that comprises:

a) The fee for increasing the number of vocational students by a vocational education institution for each program is 2,229.00 GEL without the need for a business trip and 3,272.00 GEL when a business trip is needed;

b) The fee for increasing the number of vocational students by a higher education institution for each program is 2,570.00 GEL without the need for a business trip and 4,122.00 GEL when a business trip is needed;

c) The fee for increasing the number of vocational students by a general education institution for each program is 2,502.00 GEL without the need for a business trip and 4,054.00 GEL when a business trip is needed;

8. One and the same vocational education program, to be implemented by one legal entity in different municipalities or in different languages, for the purposes of fee determination in accordance with the paragraph 7 of this article, shall be considered as independent programs.

Order №07 / M of the Minister of Education and Science of Georgia, January 31, 2018, - Website, 31.01.2018

Order №106/M issued on June 13, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 14.06.2019.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1⁹. Fee for submitting a report with regard to cancelling restrictions on the right to student (in case of having a right to implement vocational education programs, for vocational students too) admission for a higher education institution

For submitting a report with regard to removing restrictions on the right to student (in case of having a right to implement vocational education programs, for vocational students too) admission, on the basis of which the evaluation (monitoring) process of the authorization conditions performance will be carried out, the fee is calculated according to the number of men/days and comprises:

Men/days	Fee (GEL) for evaluating (monitoring) the performance of the authorization conditions without the need for a business trip	Fee (GEL) for evaluating (monitoring) the performance of the authorization conditions when a business trip is needed
20	3650	5406
21	3817	5754
22	3984	6100
23	4151	6447
24	4318	6793
25	4486	7140
26	4653	7486
27	4820	7834
28	4987	8181
29	5155	8527
30	5322	8874
31	5489	9220
32	5656	9567
33	5823	9914
34	5991	10261
35	6158	10607
36	6325	10954
37	6492	11300
38	6660	11647
39	6827	11995
40	6994	12341
41	7161	12688
42	7328	13034

Order №117/M issued on June 19, 2019, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 16.09.2019.

Article 1¹⁰. The fee for changing the place/space for implementation of the vocational education program

1. An educational institution considering to change the place/space for implementation of a vocational education program shall pay a fee for each change made in each municipality, that comprises:

- a) For a general education institution - 2,502.00 GEL without the need for a business trip and 4,054.00 GEL when a business trip is needed;
- b) For a vocational education institution - 2,229.00 GEL without the need for a business trip and 3,272.00 GEL when a business trip is needed;
- c) For a higher education institution - 2,570.00 GEL without the need for a business trip and 4,122.00 GEL when a business trip is needed;

2. If a change in the place/area of a vocational education program implementation is caused by an increase in the threshold number of vocational students, the relevant educational institution shall pay only the fee set for an increase of the threshold number of vocational students.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1¹¹. The fee for changing the place/space for implementation of the general education program

The fee for changing the place/space of general education program in each municipality is 2,283.00 GEL, without the need for a business trip, and when a business trip is needed - 3,086.00 GEL.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1¹². Fee for monitoring the authorization conditions with the initiative of an educational institution

1. An institution having the right to the implementation of a vocational education program, which, with its own initiative, considers to verify authorization conditions by monitoring, shall pay a fee calculated according to work volume of the Expert Panel - number of men/days.

2. The amount of the fee shall be determined in accordance with an institution type and the number of programs, as defined under the Article 13 (6) (7), Article 14 (2) and (3) and Article 15 (5) and (6) of the present Annex.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1¹³. Fee for monitoring the authorization conditions, based on the motion of the Council

1. An educational institution, which is monitored on the basis of a motion of the Authorization council of the Vocational Education Institutions, pays a fee calculated according to work volume of the Expert Panel - number of men/days.

2. Fee for monitoring the authorization conditions in a higher education institution, based on the motion of the Authorization council of the Vocational Education Institutions in each municipality, comprises:

The Number of Vocational Education Programs	Man/number of days	Fee (GEL) without the need for a business trip	Fee (GEL) if a business trip is necessary
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1	6	2.321. 00	3.365. 00
2	10	2.594. 00	3.885. 00
3	12	2.867. 00	4.405. 00
4	14	3.140. 00	4.925. 00
5	16	3.413. 00	5.446. 00
6	18	3.686. 00	5.966. 00
7	20	3.959. 00	6.487. 00
8	22	4.232. 00	7.007. 00
9	24	4.505. 00	7.527. 00
10	26	4.777. 00	8.048. 00

3. Fee for monitoring the authorization in a vocational education institution, based on the motion of the Authorization council of the Vocational Education Institutions in each municipality, comprises:

The Number of Vocational Education Programs	number of Man/ days	Fee (GEL) without the need for a business trip	Fee (GEL) if a business trip is necessary
1	6	2.048. 00	3.092. 00
2	10	2.321. 00	3.612. 00
3	12	2.594. 00	4.133. 00
4	14	2.867. 00	4.653. 00
5	16	3.140. 00	5.173. 00
6	18	3.413. 00	5.694. 00
7	20	3.686. 00	6.214. 00
8	22	3.959. 00	6.735. 00
9	24	4.232. 00	7.255. 00
10	26	4.505. 00	7.775. 00

4. Fee for monitoring the authorization in a higher education institution, based on the motion of the Authorization council of the Vocational Education Institutions in each municipality, comprises:

The Number of Vocational Education Programs	number of Man/ days	Fee (GEL) without the need for a business trip	Fee (GEL) if a business trip is necessary
1	6	2.458. 00	3.501. 00
2	10	2.731. 00	4.022. 00

3	12	3.004. 00	4.542. 00
4	14	3.276. 00	5.062. 00
5	16	3.549. 00	5.583. 00
6	18	3.822. 00	6.103. 00
7	20	4.095. 00	6.624. 00
8	22	4.368. 00	7.144. 00
9	24	4.641. 00	7.664. 00
10	26	4.914. 00	8.185. 00

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1⁴. Fee for obtaining the right to integrate learning outcomes of general secondary education level in secondary vocational education program

An educational institution that wishes to obtain the right to integrate the learning outcomes of a middle-level secondary education into the intermediate vocational education program, shall pay a fee for each vocational education program, which is calculated as follows:

- a) For a general education institution - 2,502.00 GEL, without the need for a business trip and 4,054.00 GEL when a business trip is needed;
- a) For a vocational education institution - 2,229.00 GEL without the need for a business trip and 3,272.00 GEL when a business trip is needed;
- c) For a higher education institution - 2,570.00 GEL without the need for a business trip and 4,122.00 GEL when a business trip is needed;

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 1⁵. Fees for expedited service of obtaining the right to add vocational education program, increase the threshold number of vocational students, change program implementation place/area, integrate the learning outcomes of a middle-level secondary education into the intermediate vocational education program

Educational institution considering to add the relevant vocational educational program(s), increase the threshold number of vocational students, change program implementation place/area, integrate the learning outcomes of a middle-level secondary education into the intermediate vocational education program through expedited services (in no more than 45 working days), pays the fee within each administrative proceedings, that comprises the double amount set for the relevant service under the present Annex.

Order №25/M issued on February 11, 2020, by the Minister of Education, Science, Culture and Sports of Georgia, - website, 12.02.2020.

Article 2. Transitional Statutes

1. An accredited higher education institution will be exempt from payment of authorization fee, if it takes the decision to change the status before November 1, 2012, and submits to the Center the authorization application for acquiring the status of vocational or public college

2. An institution, which presented a self- assessment report of 2010 at LEPL- National Center for

Education Accreditation is authorized to present additional new educational programs or modify existing programs till February 1, 2011, for implementation of the Vocational Education Program. An institution is obliged to pay the fee stipulated in paragraph 4 of Article 1 of this Annex.

3. Vocational colleges and general education institutions for implementing vocational education programs are authorized to present a self- assessment report of 2010 at LEPL National Center for Educational Quality Enhancement, before February 1, 2011. A general educational institution is obliged to pay the fee stipulated in paragraph 3 of Article 1 of this Annex.

4. For the purpose of adding (through presenting the self- assessment report) in 2015 the vocational educational program(s) created on the basis of the vocational educational program framework document, the self- assessment report should be presented by the educational institution at the Center from August 10 to August 31, 2015. In the mentioned period the fee defined by subparagraph 41 of paragraph 2, Article 1 of this annex, shall be covered from the budget of the "Vocational Qualifications Development Program" approved by the Order No 3 of January 5, 2015, of the Director of the National Center for Educational Quality Enhancement.

5. For the purpose of adding (through presenting the self- assessment report) in 2016 the vocational educational program(s) created on the basis of the vocational educational program framework document, the self- assessment report should be presented by the educational institution at the Center from March 1 to March 5, 2016. In the mentioned period the fee defined by subparagraph 41, Article 1 of this annex, shall be covered from the assignments allocated by the Law of Georgia "on State Budget of Georgia of 2016" for the National Center for Educational Quality Enhancement.

6. Except of the case envisaged in paragraph 5 of this Article, for the purpose of adding (through presenting the self- assessment report) the vocational educational program(s) created in 2016 on the basis of the vocational educational program framework document, the self- assessment report should be presented by the educational institution at the Center from August 15 to August 30 2016. In the mentioned period, the fee defined by paragraph 4 of Article 1 of this annex, shall be covered from Appropriations allocated for the Center under the Law of Georgia "on the State Budget of Georgia of 2016" for those vocational educational program/programs created on the basis of the framework document, for adding purposes of which administrative proceedings are held for the first time in the Center.

7. From the payment of authorization fee will be exempt the higher education institution, which will receive the status changing decision and present authorization application for acquiring of vocational or public college status before 1 January 2018

Order N 118/N- sms III, №. 162, 13.10.2010, article 294, of the Minister of Education and Science of Georgia dated by December 10, 2010

Order No.6 /M of the Minister of Education and Science of Georgia, January 27, 2011, - web site, 28.01.2011.

Order No. 70 /M of the Minister of Education and Science of Georgia, of July 10, 2015, - web site, 10.07.2015.

Order No. 19 / M of the Minister of Education and Science of Georgia, of February 29, 2016, - web site, 29.02.2016.

Order No. 90 /M of the Minister of Education and Science of Georgia, of August 8, 2016, - web site, 09.08.2016.

Order No. 180 /M of the Minister of Education and Science of Georgia, October 13, 2017, - website, 16.10.2017.