



STUDENT ADMISSION CRITERIA



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1 RUCHIN COMMON ADMISSION PROCEDURE

1.1 Admission Criteria

All partners have admission procedures in place. Each home university will apply its own admission criteria as provided for by relevant internal and external institutions, so admission criteria may vary. However the following are the minimum academic requirements for entry on the RUCHIN programme, in order to attract the best students and guarantee equal opportunity for all candidates irrelevant of country of origin:

- A Master's degree (those with a Master's degree other than Law may be required to undertake Bridge studies as provided for in the programme).
- A good command of the English language. Applicants whose first language is not English must demonstrate a high level of competence in English by producing evidence in the form of a language certificate in English. This certificate is not necessary for students who graduated from studies where English was used as a medium of instruction.
- A fully-fledged research proposal, including description of the research context, the research questions and methodology, and an initial bibliography.

Other necessary documents required for the admission in most of the RUCHIN partner universities are the following:

- Correctly completed and signed application form
- Complete set of certified or notarised academic degree(s) and transcripts of all university studies (certified translation into English has to be provided)
- Motivation letter
- Two recent letters from academic referees
- Curriculum vitae

Note: Students are strongly advised to check the exact updated application requirement on the relevant web sites of partner universities (see below).

1.2 How to apply

To participate in the RUCHIN programme, the candidates should apply for the RUCHIN Programme in accordance with the process which will be described in detail in the call for Doctoral applications published on the web sites of the partner universities.

Creation of a Cross-Disciplinary Doctoral Programme in Contemporary Russian and Chinese Economic Law in a Global Economy (RUCHIN)

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- University of Lapland
http://www.ulapland.fi/InEnglish/Admissions/Apply_Now/For_Doctoral_Studies.iw3
- Vrije Universiteit Brussel www.vub.ac.be/phd/english/enrolment.htm
- University of Maribor <http://www.uni-mb.si/podrocje.aspx?id=3>
- Mykolas Romeris University <https://www.mruni.eu/en/research/doktorantura/>

Also, relevant information will be published on the official RUCHIN web site www.ruchin.eu.

1.3 Common Selection Criteria

Selection criteria for admission to the RUCHIN Doctoral programme are mainly related to establishing candidates' aptitude for scientific research. The selection and admission process is conducted within each partner University and approved by the RUCHIN Academic Board which consists of one representative from each partner institution. In general, during the admission process, the Academic Board will serve as the primary advisory and monitoring body on the high quality of RUCHIN admission outcomes. The Board will also be responsible for guiding the applicant on which will be the lead university for registration, advising on the taught part, work placement and foreign partner university. The Board members will deliver a report to be added to the student's application file and the Board member of the lead university becomes responsible for administrative follow-up of the applicant's file at this university.

Members of the RUCHIN Academic Board in partner universities:

Partner University	Contact person, contact details
University of Lapland	Prof. Juha Karhu Juha.karhu@ulapland.fi
Vrije Universiteit Brussel	Prof. Kim Van der Borght kim.van.der.borght@vub.ac.be
<u>Mykolas Romeris University</u>	<u>Prof. Ignas Vegele</u> ignas@vegele.lt
<u>University of Maribor</u>	<u>Dr. Ales Kobal</u> ales.kobal@uni-mb.si

<u>Ural State Law Academy</u>	<u>Prof. Vladimir Belykh</u> <u>belykhvs@mail.ru</u>
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Candidates will also be judged upon their own merit and suitability to participate in the Doctoral programme.

Candidates will be reviewed and selected based on the quality and appropriateness of the commonly agreed minimum academic qualifications:

Criterion	
Quality of the university career (including number and quality of the degrees obtained and results)	30%
Quality of motivation letter	30%
Academic potential (academic publications, research/teaching assistance)	30%
Letters of recommendation	10%

1.4 Equality issues

The consortium will strive towards balanced geographical representation of students, balanced gender participation and integration of students with special needs. To reach this objective, promotional material will include information on facilities for students/scholars with disabilities or special needs and a balanced geographic distribution of this promotional material will be used. When these measures do not bring a satisfactory result for balanced gender participation (60x40), preference will be given to the under-represented gender during the selection of candidates (until a balance of 60x40 is reached) when candidates of different genders submit application files of identical quality. In this way, balanced gender participation will be ensured, whilst avoiding positive discrimination.

2 STUDENT ADMISSION CRITERIA IN PARTNER UNIVERSITIES

2.1 Degree Requirements for Admission

In general terms, the admission required for a Doctoral degree is a Master's degree. Differences exist in the details of the admission criteria: specific disciplines, minimum level of performance in the Master's degree (marks) and language requirements.

2.1.1 University of Lapland

For the **University of Lapland**, an applicant who has taken a degree equivalent to the Finnish Master's degree can be admitted to Doctor's degree studies at the University of Lapland. For students who have completed foreign degrees, a specific procedure exists when seeking admission. Applicants seeking the right to pursue postgraduate studies based on a foreign degree are required to demonstrate that they are capable of completing the degree in question and that they have a good knowledge of Finnish, Swedish or English. Language skills are assessed using a test approved by the Dean on which applicants must achieve at least the level he or she prescribes, or in some other manner which he or she has approved. No test is required where an applicant has completed his or her Master's degree in Finnish, Swedish or English. Under special circumstances, the Dean may decide that good skills or a Master's degree completed in a language other than these three is sufficient to fulfil the language requirement.

Applicants seeking the right to complete postgraduate studies based on a foreign degree must attach to their application officially certified copies of their diploma/final transcript and all other certificates on which their application is based. If a certificate has been issued in a language other than Finnish, Swedish or English, the application must include an official translation of the document into one of these languages. Under special circumstances, the Dean may accept certificates in other languages. Applicants must also attach a tentative study plan, a tentative plan of how they intend to finance their studies, a curriculum vitae and letters of reference from at least two experts on their potential to undertake postgraduate study.

Applicants seeking the right to complete postgraduate studies based on a foreign degree may be granted that right only if they are considered to have the potential to complete postgraduate studies and if a supervisor can be found who agrees to accept them as one of his or her supervisees.

2.1.2 Vrije Universiteit Brussel

At the Vrije Universiteit Brussel (VUB), the admission requirement is to be a holder of a Master's degree or a degree that is considered of an equivalent level. There is a specific list of degrees awarded in Belgium that are considered equivalent by law (Flemish Decree 4 April 2003). Also acceptable is a foreign degree with at least 240 study points and that is considered equivalent to Master's degree in accordance with a Flemish Decree or Council Directive [89/48/EEC](#) of 21 December 1988 on a general system for the recognition of higher-education diplomas awarded on completion of professional education and training of at least three years' duration.

To be admitted for a Doctoral degree in Law, the candidate has to be a holder of a degree Licentiaat in de Rechten/Master Rechten delivered by a Belgian or EU university or the Examination Committee of the Flemish Community. The Faculty can accept the equivalence of a foreign degree. This condition can be waived by the Faculty if the candidate has real and sufficient knowledge of the legal area in which the candidate would like to pursue a Doctorate. This knowledge can be demonstrated on the basis of previous studies (e.g. non EU law degree) or experience (e.g. professional experience). Where the knowledge is deemed insufficient by the Faculty, an investigation can be undertaken to allow the candidate to be admitted on condition that (s)he follows a specific programme of study or specific modules. The candidate must obtain no less than 14/20 (distinction) for this programme of study or modules.

The Doctorate can be written and defended in Dutch or English. At the request of the candidate and with the permission of the Faculty, the Doctorate can be written and defended in another language. Of importance to the decision of the Faculty is the assessment of available capacity to supervise and examine the Doctorate.

2.1.3 University of Maribor

At the **University of Maribor** (Slovenia), the degree required for admission to a Doctoral programme is to have finished 'Bologna study (2nd degree)'. The admission criteria are also defined in more general terms thus facilitating entry of students from other educational systems in Europe: 4 year University programme with 240 ECTS; or Master's programme with 300 ECTS; or a 3-year undergraduate study programme and specialisation study after that – student has to obtain 240 ECTS and pass exams of Master's programme (2nd degree).

An applicant who has taken a degree equivalent to the Slovenian Master's degree can be admitted to Doctoral degree studies at the University of Maribor. The disciplinary background of the candidate is irrelevant. The applicant from abroad has to nostrificate the degree in Slovenia, before he/she can enrol in the study programme.

All subjects and exams at the Faculty of Law are in Slovenian. The official language is Slovenian, but it can also be agreed from the professor's side that research/thesis can be in English.

2.1.4 Mykolas Romeris University

For **Mykolas Romeris University** (Lithuania), a national requirement prescribes an MA degree or adequate qualification. However the university has additional entry requirements. The average of the marks awarded with the degree should be no lower than 70% (as demonstrated in the diploma supplement). Only those applicants with a score of 8/10 or higher for their research project shall be admitted to further competition for Doctoral studies. This research project should demonstrate the applicant's analytical ability for further research. It should be noted that this bears no relation to a Master's thesis because most applicants do not apply straight after their Master's studies and their research ability is not judged on the basis of their Master's thesis but on the basis of the research project.

All applicants should pass a test in a foreign language (English, German or French). This requirement derives from the compulsory student's duty to go for the short-term internship in a foreign higher education/ research institution, and if the student speaks only Lithuanian, where will he go? The roots of this requirement originate in research internationalisation. This test would not apply to a foreign student writing the PhD dissertation in English or French. Traditionally, all PhD theses were written in Lithuanian, but the number of theses in English is increasing. In some fields of Law, there is also a possibility to write the thesis in French (if supervisory capacity is available).

2.2 Admission Procedure

The admission process requires the submission of information and supporting documents to prove the applicant's identity and educational background. The general documentation is similar in the partner universities but there are differences in the details and in the procedures. For each partner university, the details are provided in this section.

2.2.1 University of Lapland

At the University of Lapland, the following documents should be submitted to its International Office. The documents can be submitted in Finnish, Swedish, or English (NOTE: All copies must be officially certified by the granting institution or a notary public):

- The application form duly completed and signed.
- A copy of your Master's degree certificate/diploma from an institution of higher education and its Finnish, English, or Swedish translation.
- A transcript of records/grade report which also indicates the grading system of the institution of higher education and its Finnish, English, or Swedish translation.
- A language test result or documentation of one of the other approved methods of demonstrating language proficiency in the English and/or Finnish language.
 - Please see the [Demonstrating Language Proficiency](#) webpage for further details.
- A copy of your passport's ID page.
- A motivation letter.
- Short curriculum vitae.
- Two references from former instructors or supervisors (or, alternatively, one reference from a professor of the faculty to which you are applying should you have prior academic involvement there).
- A preliminary research plan (about 10 pages).
- A financing plan for the PhD studies.

2.2.2 Vrije Universiteit Brussel

At the Vrije Universiteit Brussel (VUB), a holder of a non-Belgian degree is required to submit the following information:

- A completed Application Form with signed statement
- An officially authenticated copy of the diploma you obtained. If this document is not in English, French or Dutch, an official translation (=by a sworn translator) in one of these 3 languages must be added.
- Officially authenticated copies of the transcripts of academic records (mark sheets)
 - of all academic years. If these documents are not in English, French or Dutch, an official translation (=by a sworn translator) in one of these 3 languages must be added.

- 2 letters of recommendation
- A comprehensive motivation
- A copy of a valid ID-card or passport. Foreign students already residing in Belgium should enclose a copy of their residence permit
- 1 passport photo
- APS Certificate (only applicable for Chinese nationals)
- A research proposal
- A statement of the promoter/supervisor (letter, e-mail) accepting supervision of the PhD student.

2.2.3 University of Maribor

At the University of Maribor, the applicant registers in a general Doctoral programme in the first year by submitting all the requisite information and documents allowing the university to conduct a check to ensure that the admission criteria are complied with.

The required documents are:

- Diploma (undergraduate study or Master's degree)
- Degree nostrification for foreign students (prerequisite before admission in the programme).

At the University of Maribor, the registration can happen any time in the year after the announcement at the beginning of September opening the admission process.

2.2.4 Mykolas Romeris University

At Mykolas Romeris University (Lithuania), the following documents are required at time of registration:

- A completed application form (filled in at MRU);
- Curriculum vitae (with signature);
- Motivation letter (with signature);
- Original copy of MA degree or documents proving available qualification, annexes and the copies of documents approved by the Admission Commission (copies to be handed in; the original document will be returned to applicant);
- List of personal research projects and their off-prints, if there are any;
- Summary of the research project (15-20 pages);

- The thesis proposal in digital media (digital media is not returned);
- One photo 3x4cm;
- Admission fee paid to MRU bank account, copy of the cheque or copies of documents proving that the individual is exempt from payment of admission fee, e.g. disabled persons;
- Documents, proving the change of surname, if not all documents are under the same surname;
- Copy of the passport page containing personal information or copy of the ID card.

The admission process has fixed deadlines:

- June – August: Submission of documents and registration
- September: Competition (test of foreign language, defence of research project).