

PROCEDURE for Financing of Studies at the University of Latvia

APPROVED
by the UL Senate
decision No 198
of 24.11.2003.

As amended by 28.05.2012

Amendments: UL Senate decision No 300 of 26.03.2007.

UL Senate decision No 146 of 30.06.2008.

UL Senate decision No 223 of 28.05.2012.

1. Studies in the education programmes implemented at the University of Latvia are financed by:
 - 1.1. state budgetary grants;
 - 1.2. funds of natural and legal persons.
2. The rights to study for state budget shall be granted to the persons:
 - 2.1. who, in accordance with the UL Admission regulations and the matriculation procedure or the procedure for allocation of the state-subsidized study places at the UL, have passed a competition for study places financed by the state budget in the study programme implemented by the University of Latvia;
 - 2.2. *(Annulled by the decision of the Senate of the University of Latvia No. 223 of 28.05.2012).*
3. The rights to study for the funds of natural and legal persons shall be granted to the persons:
 - 3.1. who, in accordance with the UL Admission regulations and the matriculation procedure, have passed a competition for study places financed by natural and legal persons in the study programme implemented by the University of Latvia;
 - 3.2. *(Annulled by the decision of the Senate of the University of Latvia No. 223 of 28.05.2012).*
 - 3.3. foreign nationals, except for the cases provided for by the agreements between states or universities;
 - 3.4. persons who have not passed the competition for study places financed by the state budget in accordance with the procedure of the competition for the state-subsidized study places at the UL.
4. The University of Latvia does not require any additional payments for the study programme from a student whose studies are financed by the state budget or who has paid for the studies.
5. The applicants who are eligible to study at state-funded study places are matriculated after signing a full-time / part-time study agreement with the University of Latvia.
6. The applicants entitled to study for the funds of natural and legal persons are matriculated after signing the contract and after the first payment.
7. The tuition fee is determined by an UL ordinance, which is agreed with the Dean and the Student Council prior to issue. In case of the absence of agreement, the issue is considered by the Senate.
8. The tuition fee is determined for the acquisition of the entire study programme. The tuition fees may be changed during studies only in the following cases:
 - 8.1. national inflation of consumer goods exceeds 5%;

- 8.2. unforeseeable circumstances make it is impossible to implement the study programme on the previous funds.
9. The UL ordinance on tuition fees for the next academic year is issued no later than December 1 of the previous year. The ordinance shall set the deadlines for payments.
10. The tuition fee at the UL is determined by:
- 10.1. state-determined base funding per study place;
 - 10.2. study costs.
- 10.¹ The UL determines tuition fees for academic year which:
- 10.1.¹ in full-time undergraduate, as well as graduate study programmes, where the graduates are not awarded a master's degree, are pegged to the state-determined basic costs of a study place and not higher than the calculated tuition costs;
 - 10.2.¹ in part-time undergraduate studies as well as graduate study programmes, the graduates of which are not awarded a master's degree, are not less than 75% of the tuition fee in full-time studies;
 - 10.3.¹ in full-time master studies, are not less than the state-determined basic costs of a study place, multiplied by a factor of 1.2;
 - 10.4.¹ in part-time master studies, are not less than 75% of the tuition fee in full-time studies;
 - 10.5.¹ in full-time doctoral studies, are not less than the state-determined basic costs of a study place, multiplied by a factor of 2;
- 10.² The tuition fee for the acquisition of entire programme in full-time studies is determined so that the tuition fee for the study year does not change during the studies. The tuition fee for the acquisition of entire programme of part-time studies is determined so that it is closely equal to the full-time study fee for the acquisition of entire programme.
- 10.³ Study costs are determined by calculating the costs of implementing the study programme and the common costs directly and indirectly related to the implementation of the study programme. For the determination of study costs, a common methodology is used, which is approved by the UL ordinance.
- 10.⁴ The UL can support the implementation of study programmes and set lower tuition fees than the minimum tuition fee stipulated in Section 10¹ if a decision is made on supporting study programme from UL funds or faculty resources. The decision to support programmes from the UL funds is taken by the UL Senate. The decision to support programmes from the faculty resources is taken by the Rector on a proposal from the Dean.
- 10.⁵ If the costs of the study programme are covered by funds attracted from the competitions, funds or donations from the cooperation agreements and projects, the tuition fees are determined in accordance with the requirements of the relevant agreement concluded by the University of Latvia.
(Amendments to the UL Senate Decision No. 146 of 30.06.2008. in force as of 2009/2010 academic year)
11. Upon renewal after exmatriculation, when transferring from another programme at the University of Latvia or another higher education institution, the student is charged such tuition fee as other students of the respective semester.
12. The tuition fee for the students who resume their studies after an academic leave of absence granted by the University of Latvia, is determined as for the other students of the respective semester. The students who have been successful before the academic leave of absence, as well as students who have taken an academic leave of absence due to pregnancy, parental leave or serious illness, have the right to receive tuition fee reductions in accordance with the Procedure for Tuition Fee Relief.

(Amendments to the UL Senate Decision No. 300 of 26.03.2007. in force as of 2007/2008 academic year)

12. ¹ The semester tuition fee for the students with recognized study outcomes from the previously acquired education (including previous study periods at the UL or other higher education institutions) or recognized study outcomes acquired through the professional experience and for whom the number of courses to be acquired during the semester is lower than the one planned in the semester, is determined by the Dean of the Faculty in proportion to the amount of credit points to be acquired and the given semester study fees.

(amendments to UL Senate decision No 223 of 28.05.2012.)

13. When the type of funding is changed according to the UL state budget subsidized study places competition, the same fee is set as for other students of the respective semester.
14. When concluding a contract for full-time/ part-time studies at the University of Latvia, the student shall choose one of the payment terms specified by the UL. It is only possible to change it after the end of the academic year, by agreement with the University of Latvia.
15. The students who have not paid for their studies within the term specified in the agreement shall be exmatriculated for the violation of the internal rules.
16. The tuition fee must be transferred to the UL current account.
17. Additional services or additional studies and examinations outside the scope of the study programme shall be paid by the student regardless of the type of financing in accordance with the pricelist of fee services set by the University of Latvia. The pricelist of fee services shall be determined by agreement with the Student Council, by the ordinance of the University of Latvia before 1 January of each year.
18. The payment for the acquisition of a separate study course or study module must be made before the commencement of studies.
19. The tuition fee is refunded only in the cases provided for in the study agreement.
20. The procedure for granting tuition fee relief is determined by the Senate.