

Prepared in conformity
with the decision of the meeting of the board
of “Rīga Stradiņš University Alumni Association”,
Reg. No 50008137521,
dated 17.09.2014.

Boris and Inara Teterev Foundation’s scholarship for international experience integration

REGULATIONS

1. General provisions

- 1.1. Application for Boris and Inara Teterev (Boris un Ināra Teterevi) Foundation’s (hereinafter - BITF) scholarship for international experience integration (hereinafter - Scholarship) has been announced by RSU Alumni Association (hereinafter - RSU AA).
- 1.2. Scholarship regulations (hereinafter - Regulations) are published on the homepage of Rīga Stradiņš University (hereinafter - RSU) www.rsu.lv.
- 1.3. RSU AA shall ensure the administration of the Scholarship, including monitoring of the execution of the Scholarship, announcement of the competition and payment of scholarship.
- 1.4. The source of funding of the Scholarship is funds donated by BITH, that are transferred to RSU AA for the payment of this Scholarship.

2. Aim and characteristics of the Scholarship

- 2.1. Topicality of the Scholarship and initiating of relevant activities are grounded on the necessity to continuously improve the quality of the study process by ensuring its conformity with topical issues in education and strengthening academic capacity of the institution of higher education. The significance of activities within the framework of the Scholarship is grounded on the growing necessity to foster the development of pedagogic competence of academic staff of the field of healthcare.
- 2.2. The aim of Scholarship: to ensure financial support for activities aimed at improving study process in healthcare study programmes and competence of academic staff.
- 2.3. The Scholarship also aims at fostering efficient integration of international experience and knowledge of foreign academic staff into RSU.

3. Period of Scholarship payment

- 3.1. Announcement of Scholarship contest and payment of Scholarship has been organised once per semester of RSU academic year. In conformity with RSU academic calendar, academic year consists of two semesters: autumn semester - from September till February (five months) and spring semester - from February till July (five months). Scholarship shall be paid for the period of maximum one month.
- 3.2. Regularity and total period of Scholarship payment depend on the amount of funds allocated by BITF for the payment of the Scholarship. In case of availability of funding, the competition might be announced repeatedly each academic year.

4. Resultative indicators of the Scholarship and evaluation criteria thereof

- 4.1. Resultative indicators - open lecture for teachers, lectures for students, report on execution of individual plan.
- 4.2. Assessment criteria - students' and teachers' feedback on the work carried out by the visiting lecturer, fulfilment of individual plan.

5. Requirements for scholarship applicants

- 5.1. Scholarship applicants shall have the following requirements:
 - 5.1.1. doctoral degree;
 - 5.1.2. active scientific work;
 - 5.1.3. minimum 5 year experience in pedagogic work in institutions of higher education;
 - 5.1.4. conformity of topic with issues specified in RSU healthcare direction;
 - 5.1.5. developed individual plan (grounding of the topicality, aim, tasks, description of planned activities, cost efficiency forecasts).

6. Application evaluation criteria

- 6.1. Application evaluation criteria shall be the following:
 - 6.1.1. conformity of the Applicant with the requirements specified in the Regulations;
 - 6.1.2. rationality of the substantiation of application, innovativity, contribution to the development of study process, cost efficiency and sustainability;
 - 6.1.3. substantiation of activities listed in the individual plan and relevance of their scope.

7. Application process and procedure for awarding the Scholarship

- 7.1. Application procedure - the applicants fill out an application in an electronic form and submit the following documents to the administrator of the Scholarship:
 - 7.1.1. completed application form;
 - 7.1.2. applicant's CV with a list of publications for the past 3 years;
 - 7.1.3. individual implementation plan;
- 7.2. The procedure of Scholarship allocation shall be the following:
 - 7.2.1. Scholarship Commission (hereinafter - the Commission) shall evaluate the conformity of the applications with the requirements of the competition and shall organise interviews with the applicants. The Commission shall select the Applicants within 10 (ten) working days after the deadline for application submission in conformity with application evaluation criteria;
 - 7.2.2. The Commission shall be valid if at least three members of the Commission are present, among them chairman of the Commission or deputy chairman of the Commission. The decisions shall be taken by majority vote. Should the number of votes be identical, the vote of the the chairman of the Commission shall be the deciding. The Commission is eligible to restrict the number of the allocated scholarships according to the available finding;
 - 7.2.3. The composition of the Commission: BITF representative, RSU Vice-Rector for Education (Chair of the Commission), RSU Vice-Rector for Development, two representatives of RSU Faculty of Medicine, two representatives of RSU AA (one of them - administrator of Scholarship), member of RSU Centre for Educational Growth (hereinafter – RSU CEG) and a representative of RSU Faculty of Dentistry. The chair of the Commission shall appoint one of the representatives of the Faculty

of Medicine in the position of the deputy chair and if necessary the chair is entitled to invite additional experts to join the work of the Commission.

8. The amount and procedure of Scholarship payment

- 8.1. The Scholarship in the amount of EUR 1000.00 (one thousand euros 0 cents) shall be paid in a single payment.

9. Applicant's obligations and responsibility

- 9.1. The Applicant shall be held responsible for the truthfulness of the information provided while applying for the Scholarship and conformity of this information to the requirements specified in the Regulations.
- 9.2. If within the period of Scholarship granting the Applicant becomes ineligible for obtaining the Scholarship and fails to comply to the requirements specified in the Regulations, the Applicant is obliged to inform the administrator of the Scholarship thereof, and the Applicant shall be excluded from the participation.
- 9.3. Upon submitting the application the Applicant undertakes to observe the requirements specified in the Regulations.
- 9.4. The payment of the Scholarship might be cancelled in case of detection of any non-conformities of Applicant's data or resultative indicators with the Regulations after the adoption of the decision.
- 9.5. If the Commission establishes that the adoption of the decision was influenced by untruthful information or information that is non-compliant with the Regulations, the Applicant is obliged to repay the Scholarship.
- 9.6. The Commission is entitled to decide about the reduction of the amount of the Scholarship for particular Applicant, should the Commission have justified grounds for that.

10. Final provisions

- 10.1. RSU AA and RSU CEG shall organise publicity and shall be responsible for the inclusion of references to BITH in printed and electronic materials.

Chairman of the board Romāns Lācis
"Rīga Stradiņš University Alumni Association"

/signature/

Rīga, 17 October 2014