

**ESTONIAN ENTREPRENEURSHIP UNIVERSITY OF APPLIED SCIENCES
ADMISSION RULES**

APPROVED
on 21 February 2019 by EUAS Council
regulation no. 2.1.1-19

I GENERAL PROVISIONS

1. The admission rules of the Estonian Entrepreneurship University of Applied Sciences (hereinafter 'EUAS') regulate admission to the professional higher education and Master's programmes at EUAS.
2. At EUAS, both paid study places as well as positions covered by targeted financing are available. In the case of the latter, tuition fees will be calculated by taking into account scholarships or other programmes.
3. Students with targeted financing will be approved according to the statutes of scholarships or other programmes before the admissions period starts and relevant information will be forwarded to prospective students together with admission information.
4. Scholarships are applied for in accordance with the statutes of the specific scholarships.
5. The admission period is stated in the academic calendar.
6. The General Manager is responsible for the overall admissions process. The admissions processes and content quality of specific curricula are the responsibility of the Heads of Curricula. The Specialist for Foreign Admissions coordinates and helps with the admission of foreign students.
7. EUAS has the right to establish fees for processing admission documents and conducting the necessary procedures.

II ADMISSION REQUIREMENTS

8. The prerequisites for enrolling in a professional higher education programme include having completed secondary education or having a corresponding foreign qualification.
9. The prerequisites for enrolling in a Master's programme include having completed a Bachelor's degree or professional higher education or having a corresponding recognised qualification.
10. The assessment of documents proving completed education in a foreign state is in accordance with regulation no. 89 of the Government of the Republic of Estonia of 6 April 2006 ("Conditions and procedure for assessment and academic recognition of documents certifying education completed in foreign state and for use of title of qualification granted in education system of foreign state") and the EUAS guidelines for assessing the education documents of foreign applicants.
11. Curricula and/or subjects may have additional admissions requirements, which are available to applicants on the respective introductory subpages on the EUAS website at www.eek.ee.
12. In order to complete curricula with Estonian, Russian or English as the language of study, applicants must command the respective languages at the B1 level. Graduating from the previous level of study with the aforementioned languages as official languages of study usually serves as proof of command of said languages. EUAS has the right to ask the student applicant for additional proof of language skills.
13. Student applicants from outside of the EU applying for an English-language curriculum must provide proof of language skills by presenting an IELTS certificate with an overall score of at least 5.5. EUAS has the right to refuse to admit a student to the Master's programme if their overall IELTS score is below 6.0. EUAS has the right to refuse to admit a student to an English programme if the applicant does not have an IELTS certificate.
14. If a positive decision is made regarding the admission of an applicant from outside of the European Union, then this also entails that an invitation to Estonia be extended to the student in accordance with the Aliens Act. Such a decision will be made if the candidate has proven their level of education, knowledge of the study language and other relevant skills.

III ADMISSION PROCESS AND SUBMITTING DOCUMENTS

15. Admission documents can be submitted via the admission forms available on the EUAS website (www.eek.ee). Documents should be in Estonian or in the study language of the respective curriculum.
16. Upon applying for the programme, an electronic form must be filled in and a motivation letter, photo identification (ID card or passport) and documents proving completed education and language skills must be submitted.
17. Candidates who are permanent residents of a European Union Member State are eligible to apply until 31 August to begin studies in the autumn semester and until 31 January to begin in the spring semester. Candidates from outside of the European Union are eligible to apply until 31 May to begin studies in the autumn semester and until 30 November to begin in the spring semester. EUAS management may make exceptions if they help to further develop the higher education institution as an academic community.
18. Study places are allocated to candidates based on the submitted written materials, admission interviews and other subject-specific admission requirements. The final decisions are made by the Heads of Curricula or people appointed by the General Manager based on the assessment results. The general principles for assessing applications are outlined in Appendices 1 and 2. The current subject-specific evaluation criteria are listed on the school's website, on the subpage of the respective subject.
19. Applicants from outside of the European Union must complete a different admission process that is in accordance with the requirements of the Aliens Act and other rules established by institutions governing learning mobility. The current procedure is described on the school's English website.
20. Applicants are notified of admission decisions via e-mail or over the phone.

IV ENTERING INTO A LEARNING AGREEMENT

21. A learning agreement between the student applicant and an authorised representative of the school will be entered into in order to establish the principles and conditions governing the cooperation of the student and EUAS.
22. The prerequisite for entering into a learning agreement is acceptance into the programme.
23. Upon entering into the learning agreement, the applicant must present their identity document (ID card or passport) and documents proving that they meet the conditions for enrolment (original documents, copies certified by the issuing authority or notarised copies).
24. Upon proving education obtained outside of the Republic of Estonia, original documents or high-quality copies must be presented. If the document is not in Estonian, English or Russian, then a notarised translation into these languages must also be presented.
25. In order to commence studies in the autumn semester, the learning agreement must be entered into by 30 September. In order to commence studies in the spring semester, the learning agreement must be entered into by 28 February.

V ENROLMENT

26. The applicant will be added to the matriculation record after having entered into the learning agreement and paid the tuition fee within the period established in the academic calendar. EUAS management may make exceptions and allow for enrolment outside of the admissions period if this helps to develop the academic quality of the higher education institution.

APPENDIX 1

MASTER'S STUDIES

The prerequisites for being admitted as a Master's student at the Estonian Entrepreneurship University of Applied Sciences include completed professional higher education, a Bachelor's degree or a corresponding foreign qualification. Student admission is assessed based on the following criteria:

- academic competence (20%);
- motivation letter/essay (30%);
- initiative and interest in the chosen subject – admission interview (50%).

Academic competence is assessed based on the candidate's documents regarding completion of the previous study level. Potential research areas are also evaluated. The applicant's initiative and interest are assessed during the admission interview. During this interview, the following aspects are evaluated:

- self-presentation;
- entrepreneurial attitude and values, willingness to work towards them;
- study motivation;
- initiative;
- previous experience of entrepreneurship, management or organisation.

Candidates already active as entrepreneurs or with the intention to enter the world of entrepreneurship during or after their studies are favoured.

APPENDIX 2
PROFESSIONAL HIGHER EDUCATION

The prerequisites for being admitted to a professional higher education programme at the Estonian Entrepreneurship University of Applied Sciences include completed secondary education or a corresponding foreign qualification. Student admission is assessed based on the following criteria:

- motivation letter/short essay (30%);
- admission interview (50%);
- study motivation and an entrepreneurial mindset (20%).

During this interview, the following aspects are evaluated:

- self-presentation;
- willingness and capability to study at a higher education institution;
- initiative.

Study motivation and the applicant's mindset are assessed based on the short essay, the presented documents and the admission interview. Assessment covers:

- entrepreneurial mindset and values and willingness to work towards them;
- previous experience of entrepreneurship, management or organisation.

Candidates already active as entrepreneurs or with the intention to enter the world of entrepreneurship during or after their studies are favoured.