

APPROVED
by the Resolution No. AT-58
of the Academic Council of Kauno kolegija
of 21 October 2025

PROCEDURE FOR THE ADMISSION OF PERSONS EDUCATED ABROAD TO ENGLISH-TAUGHT STUDY PROGRAMMES IN 2026

CHAPTER I GENERAL PROVISIONS

1. The Procedure for the Admission of Persons Educated Abroad to English-Taught Study Programmes (hereinafter referred to as the Admission Procedure) establish the procedure for the admission of individuals who have obtained their education abroad to first-cycle full-time study programmes conducted in English at Kauno kolegija (hereinafter referred to as Kolegija). These procedures apply to individuals who do not participate in the national joint admission process to Lithuanian higher education institutions and do not apply for state-funded study places.

2. The following definitions of terms shall apply for the purposes of this document:

2.1. **Competitive Score** – a numerical expression of the components constituting the competitive score, calculated for each applicant in relation to each study programme.

2.2. **Ranking List** – a list of applicants for the first year of studies arranged in descending order according to the set of selection criteria established in the Admission Procedure.

2.3. **Applicant** – a person submitting an application to study at Kolegija through Kauno kolegija online application system.

2.4. **Applicant Registration Fee** – the amount of money established and approved by Kolegija, payable by the applicant.

2.5. **Study Agreement** – a document signed by the Director of Kolegija or an authorised representative and the student, confirming the agreement between the parties and outlining their respective obligations.

3. Persons eligible for admission to Kauno kolegija shall be those who have attained at least secondary education or an equivalent qualification and who do not have any outstanding financial obligations to Kolegija.

4. The tuition fees for admission in 2026, according to the respective study programmes and modes of study, are set out in Annex 1 to the Admission Procedure.

5. Appeals shall be examined in accordance with the Procedure for the Submission and Examination of Appeals and Complaints by Students, Auditors, and Applicants of Kauno kolegija.

CHAPTER II SELECTION CRITERIA, PROCEDURE, AND PRINCIPLES FOR CALCULATING THE COMPETITIVE SCORE FOR ADMISSION TO FIRST-CYCLE STUDIES

6. Admission to studies shall be carried out on a competitive basis. The admission of applicants shall be conducted in accordance with the requirements established by Kolegija for each study programme and the principles for calculating the competitive score. The ranking list shall be compiled in descending order of applicants' competitive scores.

7. An applicant shall be included in the ranking list after paying the registration fee and successfully passing the key competence test and the motivation interview. For admission to study programmes in the field of arts, the applicant shall be included in the ranking list upon payment of the registration fee, completion of a creative assignment, and participation in a motivation interview.

8. The applicant's competitive score shall consist of the sum of recalculated grades in the subjects listed in Annexe 2, together with the entrance test and other achievement assessments, each multiplied by its respective weighting coefficient.

9. The decision regarding the applicant's compliance with the established requirements, based on the documents submitted, shall be made by the authorised officer of the Study Administration Department.

10. During the initial evaluation of the application, the applicant's compliance with the main admission requirements shall be assessed as follows:

10.1. Possession of English language proficiency at a level not lower than CEFR B2. As proof thereof, one of the following certificates shall be submitted:

10.1.1. IELTS $\geq$ 5.5;

10.1.2. TOEFL $\geq$ 75;

10.1.3. EnglishScore 400-499 (CoreSkills);

10.1.4. PTE $\geq$ 59;

10.1.5. If the applicant does not possess any of the certificates specified in Clauses 10.1.1–10.1.4 of these procedures, they shall be given the opportunity to take the Cambridge English Placement Test (CEPT) offered by the Kolegija's Language Centre, subject to a fee established by Kolegija.

10.2. Educational attainment and learning outcomes (not lower than those specified in the general recommendations of the Centre for Quality Assessment in Higher Education (SKVC) or with a minimum overall grade average of 50%).

10.3. Other country-specific requirements applicable to individual states, as published on the website of SKVC (<https://skvc.lrv.lt/en/qualification-recognition/apply-for-recognition/country-specific-requirements/>).

11. The application shall not be evaluated if it is determined that the applicant has outstanding financial obligations to Kolegija.

12. Applicants may be admitted to Kolegija if their competitive score for non-state-funded study places is not lower than 3.2.

13. A competitive score shall not be calculated, and the applicant shall not participate in the competition if:

13.1. it is determined that the applicant's English language proficiency level is below CEFR B2;

13.2. the applicant did not take the key competence test or obtained a score lower than 3 points. For admission to study programmes in the field of arts, the following condition shall apply – if the applicant did not participate in the creative assignment or received a score lower than 5 points, they shall not be eligible for admission;

13.3. the applicant did not participate in the motivation interview;

13.4. the applicant's final combined score for the motivation interview and key competence test is below 5;

13.5. the applicant provides false information about themselves or submits falsified documents.

14. An additional requirement shall apply to applicants for study programmes in the field of arts:

14.1. The obligation to submit a portfolio (a collection of works). The portfolio is a mandatory component of the competitive score for applicants to the Photography and Fashion Design study programmes. It is intended to assess the applicant's creative, technical, conceptual, and artistic abilities. Recommendations for applicants' portfolios are provided in Annex 3 to the Procedure;

14.2. The portfolio shall be submitted as a single PDF document, together with the other documents required for the applicant's admission.

CHAPTER III

PROCEDURE AND IMPLEMENTATION OF INSTITUTIONAL ADMISSION

15. Through the online admission platform "DreamApply" (<https://apply.kaunokolegija.lt/>), applicants are required to submit the necessary documents in English or Lithuanian. The deadline for

submission is 1 June for applicants from EU/EEA countries and 1 May for applicants from non-EU/EEA countries:

- 15.1. a copy of a personal identification document;
- 15.2. a motivation letter;
- 15.3. a copy of the receipt for the registration fee of €120.00, clearly indicating the applicant's name, surname, and date of payment; once the application to participate in the competition for the selected study programme has been submitted, the registration fee is non-refundable;
- 15.4. scanned copies of the original secondary education certificates or legalised copies of such documents. The scanned copies must be in colour and clearly legible;
- 15.5. proof of English language proficiency (see Clause 11.1);
- 15.6. a document confirming a change of name or surname, if not all submitted documents are issued under the same name or surname;
- 15.7. a passport-style photograph;
- 15.8. a consent form for the processing of personal data.
16. Applicants may indicate up to two chosen study programmes in order of preference.
17. The authorised officer of the Study Administration Department shall provide the admission decision to the applicant no later than within four weeks from the receipt of the registration fee.
18. In the event of missing documents, the applicant shall be notified by email. The authorised officer of the Study Administration Department shall set a reasonable deadline for the submission of the missing data and/or documents. In such a case, the admission decision shall be provided to the applicant no later than within four weeks from the submission of the missing documents.
19. Consultations for applicants are provided by:
 - 19.1. the Study Administration Department, regarding general admission requirements, the admission process, and the academic recognition of foreign qualifications; Information is provided by phone at +370 679 35419 or by email at admission@kaunokolegija.lt.
 - 19.2. Responsible staff members of the academic departments provide consultations regarding the content of the study programmes and other matters related to the organisation of studies.
20. If the minimum required number of applicants for the selected study programme is not reached, the Kolegija reserves the right not to implement that study programme. In such a case, the applicant may be offered an alternative study programme.

CHAPTER IV

ORGANISATION AND IMPLEMENTATION OF MOTIVATION INTERVIEWS, KEY COMPETENCE TESTS, AND CREATIVE ASSIGNMENTS

21. The authorised officer of the Study Administration Department shall carry out the conversion and academic recognition of grades or act as an intermediary in obtaining the relevant certificate from SKVC.
22. By order of the Director, each academic department shall establish a commission (hereinafter referred to as the Commission) consisting of no fewer than three representatives of the department, responsible for the preparation, administration, and evaluation of the key competence test, motivation interview, and/or creative assignments. In study programmes in the field of arts, this Commission shall also evaluate the applicant's submitted portfolio.
23. After verifying the applicant's compliance with the established requirements, the Commission shall organise, remotely, the key competence test, motivation interview, or creative assignment. The Commission shall conduct the key competence test or creative assignment and the motivation interview at least once per month or, when a group of 10 applicants has been formed, no later than within seven working days.
24. The key competence test and the motivation interview constitute mandatory components of the competitive score and are intended to assess the applicant's motivation, communication skills,

and general academic abilities. For admission to study programmes in the field of arts, the creative assignment shall be applied in place of the key competence test.

25. After evaluating the applicant's submitted documents, administering the key competence test, conducting the motivation interview and, where applicable, the creative assignment, and upon receiving the results thereof, a decision on the applicant's admission to Kolegija shall be made. The applicant shall be informed of the decision by means of an official admission confirmation letter issued through the admission platform.

26. The key competence test shall be conducted remotely, in English, using Kolegija's virtual learning environment, Moodle. The applicant shall be responsible for ensuring a stable internet connection throughout the duration of the test.

27. During the key competence test, the applicant must be connected to a video conference via the Google Meet platform.

28. A total of 45 minutes shall be allocated for completing the key competence test.

29. No later than three working days before the start of the key competence test, an invitation to participate in the test shall be sent to the applicants via the email address indicated in their application form. The applicant shall reply to the sender's email no later than within two working days from the date the invitation is sent, confirming participation or informing about the need to change the test date. The test date may be changed only once.

30. No later than 12 hours before the scheduled start time of the key competence test, the person responsible for administering the test shall send the applicant the login details for the virtual platforms. Login details are sent only to those applicants who confirm their participation in the test via the specified email address.

31. The applicant shall check in advance whether their technical equipment and access to the virtual platforms are functioning properly. Any detected technical issues must be reported to the responsible person via the email address from which the invitation and login links were received, no later than one hour before the start of the test.

32. If the applicant fails to log in to the virtual platforms at the scheduled time, it shall be considered that the applicant did not participate in the key competence test. In such a case, the applicant shall not be granted the opportunity to take the test at another time and shall lose the right to participate in the competition.

33. Before the start of the key competence test, the test administrator shall inform the applicant about the duration of the test and other relevant requirements.

34. If, during the key competence test, the internet connection with the applicant or any other person directly involved in the test process is lost due to connectivity issues, the test shall be paused and an attempt shall be made to re-establish communication. If the internet connection cannot be restored within 20 minutes, either by the same or alternative means, the test shall be terminated. The person responsible for administering the test shall set a new date and time for taking the test. The test may be retaken no more than once.

35. The evaluation criteria for the key competence test shall be determined by the Commission. The content of the test must reflect logical reasoning, critical thinking, and analytical skills. The maximum score for the test is 6 points. When applying for study programmes in the field of arts, a creative assignment is used instead of the key competence test. The evaluation criteria for the creative assignment shall be determined by the Commission. The maximum score is 10 points.

36. The creative assignment is conducted in English, remotely, via the Google Meet platform. The applicant shall be responsible for ensuring a stable internet connection throughout the duration of the test.

37. The duration of the creative assignment is 45–60 minutes. During the creative assignment, the applicant's creative competencies are assessed.

38. No later than three working days before the creative assignment, an invitation shall be sent to the applicants via the email address indicated in their application form.

39. The applicant must reply to the sender's email within one working day, confirming participation or informing about the need to change the date of the assignment. The date may be changed only once.

40. No later than 12 hours before the start of the creative assignment, the person responsible for its administration (the Commission's administrator) shall send the applicant the login details for the virtual platforms.

41. Login details are sent only to those applicants who confirm their participation in the interview via the specified email address.

42. The applicant shall check in advance whether their technical equipment and access to the virtual platforms are functioning properly. Any detected technical issues shall be reported to the responsible person (the Commission's administrator) via the email address from which the invitation and login links were received, no later than one hour before the start of the assignment.

43. If the applicant fails to log in to the virtual platform at the scheduled time, it shall be considered that the applicant did not complete the creative assignment. In such a case, the applicant shall not be granted the opportunity to complete the assignment at another time and shall lose the right to participate in the competition.

44. If, during the creative assignment, the internet connection with the applicant or any other person directly involved in the process is lost due to connectivity issues, the assignment shall be paused, and an attempt shall be made to re-establish the connection. If the connection cannot be restored within 20 minutes, either by the same or alternative means, the assignment shall be terminated. The organiser shall set a new date and time for the interview. The creative assignment may be retaken no more than once.

45. Applicants who have obtained a score of 3 or higher in the key competence test, and – in the case of admission to study programmes in the field of arts – a score of 5 or higher in the creative assignment, shall be invited to the motivation interview.

46. The motivation interview shall be conducted remotely, in English, using the Google Meet video conferencing platform. The applicant shall be responsible for ensuring a stable internet connection throughout the duration of the test.

47. The motivation interview shall last 20 to 25 minutes.

48. The authorised member of the Commission shall inform the applicant of the date and time of the motivation interview via the email address provided in the application form, no later than three working days before the interview.

49. The applicant shall, within two working days from the dispatch of the invitation, reply to the sender's email either confirming participation or informing of the need to reschedule the date of the motivation interview. The interview date may be rescheduled only once.

50. No later than 12 hours prior to the interview, the person responsible for conducting the motivation interview shall send the applicant the Google Meet video conference access details.

51. The access details shall be sent only to those applicants who have confirmed their participation via the specified email address.

52. The applicant must check in advance that their technical equipment and access to the Google Meet platform are functioning properly. Any technical issues identified must be reported to the responsible person by email, using the same address from which the invitation and access link were received, no later than 1 hour before the start of the interview.

53. If the applicant fails to join the virtual platform at the scheduled time, it shall be considered that the applicant did not participate in the motivation interview. In such a case, the applicant shall not be granted the opportunity to attend the motivation interview at another time and shall lose the right to participate in the competition.

54. If, during the motivation interview, the internet connection is lost with the applicant or with another person directly participating in the interview process due to connectivity issues, the interview shall be paused, and an attempt shall be made to re-establish contact. If the internet connection cannot be restored within 20 minutes, either by the same or alternative means, the

interview shall be terminated. The interview organiser shall set a new date and time for the interview. The interview may be repeated no more than once.

55. Evaluation criteria for the motivation interview (maximum score: 4 points):

55.1. demonstrates quick responsiveness and willingness to communicate (1 point);

55.2. demonstrates motivation for the chosen study programme, academic motivation, and readiness for studies (1 point);

55.3. articulates future goals and career prospects (1 point);

55.4. demonstrates a willingness to solve problems and pursue self-improvement (1 point).

56. The final evaluation is obtained by summing the scores of the key competence test and the motivation interview. The maximum possible total score for the final evaluation is 10 points.

57. At the beginning of the key competence test, motivation interview, or creative assignment, the examiner shall have the right to request that the applicant, in real time during the video session, present a valid identity document (an identity card or passport).

58. In case of any doubt regarding the applicant's identity, the examiner shall have the right to request, by email, an additional copy of the identity document (e.g., scanned or high-quality photographed), which must match the document submitted during the admission registration process. The copy of the document shall be clear, in colour, unedited, and shall display all information contained in the document.

59. To ensure authenticity, the examiner may request the applicant to show the document again or from a different angle (e.g., by tilting it so that security features are visible).

60. If the applicant refuses to comply with the instructions or if there are reasonable doubts regarding their identity or academic integrity, the key competence test, motivation interview, or creative assignment may be immediately terminated. In such a case, the test shall be considered failed.

61. During the key competence test, motivation interview, and creative assignment, the environment must be free of any unauthorised persons or devices that could produce background noise or distract the applicant or the evaluation commission. The camera and microphone of the applicant's computer or other device shall be switched on. During the test and interview, the applicant shall ensure that no objects unrelated to the content of the test or interview, or to the use of the computer, are present in the space between the camera and the applicant. Any violation of these requirements shall constitute grounds for terminating the test or interview, and the applicant shall lose the right to participate in the competition.

62. A video and audio recording shall be made during the motivation interview. At the beginning of the interview, the Commission shall inform the applicant that the conversation is being recorded and shall remind them that information on the processing of personal data at Kolegija is provided in the data protection notice. The recording may be reviewed and used in the event of a dispute between Kolegija and the applicant. The recording shall be stored until 1 September 2026 in the Google Drive of the Head of the Study Administration Department and shall thereafter be irreversibly destroyed.

63. In all cases not specified in the section on the organisation and implementation of motivation interviews and the key competence test, decisions shall be made by the Commission.

CHAPTER V

ACCOUNT DETAILS FOR PAYMENTS

64. All fees specified in the Admission Procedure shall be paid into Kolegija's bank account.

65. The payment receipt shall include the following details: Recipient: Kauno kolegija; Company code: 111965284 Payer: applicant's name, surname, date of birth, and application identification number; Recipient's bank: SWEDBANK, AB, Account number: LT28 7300 0100 0222 9776

CHAPTER VI FINAL PROVISIONS

66. In all cases not specified in the Admission Procedure, decisions shall be made by the Director of Kolegija or by a person authorised by the Director.

67. The Admission Procedure shall be published on the Kolegija's official website at www.kaunokolegija.lt.

68. The Admission Procedure shall be approved, amended, or repealed by a decision of the Academic Council of Kolegija.

69. The Admission Procedure shall remain in force until the approval of the Admission Procedure for 2027.

70. The Admission Procedure shall enter into force upon its approval by a resolution of the Academic Council. The Admission Procedure shall be published in the Kolegija's internal information system no later than within two working days.

71. The admitted student shall arrive for studies no later than within 20 calendar days from the date of collection of the residence permit card in Lithuania.

72. The student may commence in-person studies only when their residence in the Republic of Lithuania is lawful. A student who is awaiting a decision on the issuance of a temporary residence permit and is unable to arrive in Lithuania may be granted the opportunity by Kolegija to study remotely on a temporary basis, but no later than 31 October.

73. A student who fails to arrive within the period specified in Clause 72 of the Procedure shall be removed from the list of students by order of the Director.

74. Personal data at the Kolegija are processed for the purposes of student admission and the conclusion, administration, and execution of study agreements – including the compilation of lists of invited applicants, collection of application forms, personal identification data, data from educational documents, and records of other achievements, as well as for the purpose of creating ranking lists, planning and conducting key competence tests, creative assignments, and motivation assessments, and registering student study agreements.

**ANNUAL TUITION FEE FOR 2026 FOR FOREIGN NATIONALS (NON-EUROPEAN
UNION AND NON-EUROPEAN ECONOMIC AREA CITIZENS)**

Study Programme	Tuition Fee for 2026 per Academic Year, EUR	
	<i>Full-time</i>	<i>Part-time</i>
English for Public Relations (in English)	3100	-
Oral Hygiene (in English)	3510	-
General Practice Nursing (in English)	3100	-
Photography (in English)	4680	-
Fashion Design (in English)	4680	-
Multimedia Technology (in English)	3100	-
Business Management (in English, Alytus campus)	2750	-
Sales and Marketing (in English)	2750	-
Software Systems (in English)	3100	-
International Business (in English)	2750	-
Tourism and Hotel Management (in English)	2750	-

LIST OF COMPETITIVE STUDY COURSES FOR APPLICANTS EDUCATED ABROAD

Faculty	Study programme	First study course	Weighting coefficient	Second study course	Weighting coefficient	Third study course	Weighting coefficient	Fourth study course	Weighting coefficient
Faculty of Informatics, Engineering and Technologies	Software Systems	Mathematics	0.4	Information Technology or Physics or Biology or Chemistry, or Geography	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2
Faculty of Informatics, Engineering and Technologies	Multimedia Technology	Mathematics	0.4	Information Technology or Physics or Biology or Chemistry, or Geography	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2
Faculty of Medicine	General Practice Nursing	Biology	0.4	Chemistry or Mathematics or Information Technology, or Physics	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2
Faculty of Medicine	Oral Hygiene	Biology	0.4	Chemistry or Mathematics or Information Technology, or Physics	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2
Faculty of Arts and Education	English for Public Relations	English or IELTS, or TOEFL	0.4	History or Geography or Mathematics, or Information Technology	0.2	Any other study course not coinciding with the second study course	0.2	Motivation Interview and Key Competence Test	0.2
Faculty of Arts and Education	Photography	<i>Portfolio (collection of works)</i>	0.3	Creative Assignment	0.4	English or IELTS, or TOEFL	0.2	Motivation Interview	0.1
Faculty of Arts and Education	Fashion Design	<i>Portfolio (collection of works)</i>	0.3	Creative Assignment	0.4	English or IELTS, or TOEFL	0.2	Motivation Interview	0.1
Faculty of Business	Tourism and Hotel Management	History	0.4	Mathematics or Information Technology, or Geography	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2

Faculty of Business	International Business	Mathematics	0.4	History or Geography, or Information Technology	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2
Faculty of Business	Sales and Marketing	Mathematics	0.4	History or Geography, or Information Technology	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2
Alytus Faculty	Business Management	Mathematics	0.4	History or Geography, or Information Technology	0.2	English or IELTS, or TOEFL	0.2	Motivation Interview and Key Competence Test	0.2

RECOMMENDATIONS FOR APPLICANTS' PORTFOLIOS

A portfolio is a collection of creative works presented in digital format that showcases the applicant's individuality, creativity, artistic abilities, and distinctive imagination.

Portfolio format: recommended PDF, 10–20 pages, up to 20–30 MB in size. Only high-resolution photographs, scanned drawings, collages, and similar works shall be submitted.

Portfolio components:

1. Title page. Basic information about the applicant: name, surname, year of birth, country of origin, year, and contact details (email address, telephone number).
2. Table of contents, indicating the location of each component within the portfolio.
3. A short creative introduction (e.g., 10–15 sentences describing what inspires you, the themes and styles that interest you, the media and tools you enjoy working with, and the reasons for choosing your desired study programme).
4. Applicant's learning achievements, including diplomas, certificates of completed studies or courses, references or testimonials from teachers and other individuals, and similar supporting materials.
5. Collection of creative works (e.g., sketches, illustrations, drawings, paintings, photographs or photo series, collages, etc.), which may be accompanied by titles and captions.

For each field of study, the evaluation criteria for the applicant's portfolio shall be established in accordance with the procedures set by the respective faculty.