

APPROVED BY
the Resolution No 8-SN of the Senate of the
Lithuanian Academy of Music and Theatre
of 24 April 2019

PROCEDURE ON THE ORDER OF PRECEDENCE OF ACADEMIC ACHIEVEMENTS OF STUDENTS OF THE LITHUANIAN ACADEMY OF MUSIC AND THEATRE

I. GENERAL PROVISIONS

1. The procedure for the formation and application of the order of precedence of academic achievements of students of the Lithuanian Academy of Music and Theatre (hereinafter referred to as the Procedure) shall determine the principles of the compilation of the order of precedence of students according to the evaluation of the results achieved after the completed period of study - a semester, a study year or the whole study programme, and the cases of application thereof.

2. Definitions used in the Procedure are as follows:

2.1. **Order of precedence of academic achievements** means an order of precedence of students, organised in descending order of the weighted average of the achievements in studies (modules);

2.2. **Weighted average of the achievements in studies** means the average of the assessments achieved, depending on the number of credits of the studied subjects (modules);

2.3. **Academic debt** means academic debts recorded for students due to a failed examination or an assessment during a session; unfair behaviour through unauthorised use of sources of knowledge, including, but not limited to cheating and plagiarism; unjustified absence during an examination or an assessment; failure to meet all the requirements specified by the lecturer at the beginning of the semester, which prevents from taking a subject examination or an assessment during a session;

2.4. **Tested subject (module)** means the subject (module) for which a student has taken an examination (a fail/pass assessment) and received an evaluation;

2.5. **Progressive student** means a student without academic debts;

2.6. **Excellent student** means a progressive student who has fulfilled all the requirements for the study programme during the period of evaluation and has achieved an excellent or representative level of achievement;

2.7. **Course** means the flow of students admitted to study the same study programme in the same year in the same form of study;

2.8. **Minor studies** mean study programmes of another study field that are provided for and indicated in the study programmes of the major study field (including the pedagogical study module for obtaining the pedagogical qualification), for which up to 60 credits are granted;

2.9. **State-funded** studies mean the studies the cost of which is paid by the State;

2.10. **Studies not funded by the state** mean the studies the cost of which is not paid by the State.

2.11. Other terms shall be used as defined in the Study Regulation of the Academy and other legal acts.

3. The order of precedence of academic achievements of students of the Lithuanian Academy of Music and Theatre (hereinafter referred to as the LMTA or the Academy) shall be formed in order to obtain information on the achievements by students and to determine the level of performance of their studies during the evaluation period, which may be:

3.1. A semester;

3.2. A year of studies (including the Autumn and Spring semesters);

3.3. The whole year of studies (the entire study programme).

4. The order of precedence of academic achievements of students is applied for:

- 4.1. Changing the funding of a student's studies;
- 4.2. Reimbursement of the tuition fee or a part of it paid by students;
- 4.3. Providing scholarships to students;
- 4.4. In other cases provided for in the Academy.

II. CALCULATION OF THE WEIGHTED AVERAGE OF LEARNING OUTCOMES, FORMATION OF THE ORDER OF PRECEDENCE OF THE ACHIEVEMENTS, AND ESTABLISHMENT OF THE LEVEL OF ACHIEVEMENT

5. The weighted average of learning outcomes is calculated as follows:
 - 5.1. step 1: the assessment (grade) of each subject (module) tested is multiplied by the number of credits allocated to that subject (module),
 - 5.2. step 2: the results of step 1 is added together;
 - 5.3. step 3: the credits from all subjects (modules) tested are added together;
 - 5.4. step 4: the amount resulting from step 2 is divided by the amount received in step 3.

6. The calculation of the weighted average of learning outcomes shall include subjects (modules) for which the assessment is scored from 1 to 10. If the assessment is not an attribute of the assessment system (e. g., not accepted, absent, not failed), the score shall be considered to be zero.

7. The order of precedence of achievements shall be drawn up separately for each course in the study programme (or specialisation, where the programme is divided into specialisations) after each semester, before the start of a new semester¹, on the basis of the weighted average of learning outcomes of a student's last Academic semester.

8. In making the order of precedence of achievements, students who choose minor studies are included in the order of precedence with the course of the main study programme. For students having minor studies, learning outcomes shall be calculated on the basis of the number of subjects (modules) actually selected by a student.

9. After the weighted averages of students' learning outcomes are calculated, the order of precedence of achievements shall be formed in the descending order by the weighted average and shall be set out as follows:
 - 9.1. Progressive students;
 - 9.2. Students with academic debts.

10. If a student was gone for part-time studies abroad during the semester, the weighted average of learning outcomes of the last study session held at the Academy shall be used for the order of precedence of achievements.

11. If the weighted average of learning outcomes of several students is the same, the higher ranking shall be taken by the student with higher assessments of the main subjects (speciality, specialisation) in the study field.

12. Students who return after the period of study interruption shall be included in the order of precedence of achievements on the basis of the weighted average of learning outcomes of the last study session held at the academy.

13. The weighted average of learning outcomes, rounded to two decimal places, shall be used to determine the achievement level of a student during the assessment period and whether a student meets the criteria of a progressive or/and excellent student:

¹The start of a semester shall be indicated in the academic schedule of each year of study.

Weighted average	Level of achievement
between 8,50 and 10,00	An excellent level of achievement
between 6,50 and 8,49	A representative level of achievement
between 5,00 and 6,49	An threshold level of achievement

III. APPLICATION OF THE ORDER OF PRECEDENCE OF ACHIEVEMENTS FOR CHANGING THE FUNDING OF A STUDENT'S STUDIES

14. A vacancy in the state-funded study programme shall occur:

14.1. Upon termination of studies by a student whose studies were funded by the State,

14.2. After the removal from the Academy of a student of the study programme whose studies were funded by the State,

14.3. By transferring a student whose studies were funded by the State to a place not funded by the State.

15. There is no vacancy in the state-funded study programme when a student changes a study programme within the same group of study fields.

16. A vacant state-funded study position is occupied by the best student in the same field of study, same course and the form of study who meets the criteria for an excellent student (see Paragraph 2.6 of the Procedure).

17. If the study course of the respective study field does not include students whose studies are not funded by the State and who meet the criteria of an excellent student, students whose studies are funded by the State and who meet the criteria of a progressive student (see Item 2.5 of the Procedure) retain the state-funded position, even if their level of achievement for the assessment period is threshold.

18. A student applying for a vacant state-funded position shall submit an application to the Rector of the Academy not later than at the beginning of a new semester.

19. Vacancies funded by the State shall be filled no later than:

19.1. by the beginning of the Spring semester², by transferring students to state-funded positions after the Autumn semester of the current year of studies;

19.2. by the 1st of September, by transferring students to state-funded positions after the Spring semester of the last year of studies.

20. Vacancies funded by the State shall be filled as follows:

20.1. If vacancies funded by the State are filled in for the reasons set out in Paragraphs 14.1 and 14.2 of this Procedure, the order of precedence of achievements for students whose studies are not funded by the State, which follows the last session, shall apply. In case of the same weighted averages, the weighted averages of learning outcomes of the previous session shall be compared;

20.2. If vacancies funded by the State are filled in for the reasons set out in Paragraph 14.3 of this Procedure, the order of precedence of achievements for students non-state-funded students whose studies are not funded by the State, which follows the year of completed studies (including the Autumn and Spring semester sessions), shall apply.

21. If a student transferred to a vacant state-funded position has already paid the tuition fee for the relevant semester, he/she may apply to the Rector of the Academy for reimbursement of the tuition fee paid.

²The start of the Spring semester shall be indicated in the academic schedule of each year of study.

22. The transfer of a student from a study position that is not funded by the State to a state-funded position shall result in a corresponding change in the learning agreement.

23. A student, whose first cycle studies are funded by the State, shall retain the state-funded position after the evaluation period, i. e. one year of study (including the Autumn and Spring semesters), provided that he/she meets the criteria of an excellent student set out in Paragraphs 2.6 and 13 of this Procedure.

24. If a student does not qualify as an established student, he/she shall lose funding from the State, except in the case set out in Paragraph 17 of this Procedure.

25. Where a student has academic debts for justifiable reasons, the comparison of his learning outcomes shall be decided by the committee, which shall consist of the dean of the faculty, an administrator of the faculty and a person delegated by the representative office of the students' union of the LMTA.

26. A student who has lost state funding shall be able to proceed with the studies not funded by the State by changing the learning agreement and paying the tuition fee established in the year of the adoption of the study programme. If a student has not agreed to amend the learning agreement within 10 working days of the start of a new semester, he/she shall be deemed to have terminated his/her studies voluntarily.

IV. APPLICATION OF THE ORDER OF PRECEDENCE IN REIMBURSING THE TUITION FEE TO A STUDENT

27. The tuition fee or part thereof, actually paid during one year of studies or part thereof, not exceeding the standard tuition fee, may be reimbursed, in accordance with the procedure established by the Government, from the State budget to the best students of the relevant year of studies, who have studied all or part of the period at the first or second cycle study positions not funded by the State.

28. The tuition fee or part thereof shall be reimbursed in accordance with the procedure established by the Government according to the order of precedence of achievements specified in Chapter II of this Procedure. Only students who have no academic debts, who have fulfilled all the requirements for a study programme in a given academic year, who have achieved an excellent or representative level of achievement, and who have paid the tuition fee for part or all of that study programme (if their studies are not funded by the State) shall be included into the order of precedence of achievements.

V. APPLICATION OF THE ORDER OF PRECEDENCE OF ACADEMIC ACHIEVEMENTS IN GRANTING INCENTIVE SCHOLARSHIPS

29. In granting incentive scholarships, the order of precedence of academic achievements of students shall be applied following the last completed session.

30. In making the order of precedence of academic achievements of students, only progressive students whose studies are state-funded are included into the order of precedence. The order of precedence shall be established according to the sequence for making the order of precedence referred to in Section II of this Procedure.

31. The procedures for granting incentive scholarships to students are detailed in the Regulation on scholarship of the LMTA.

VI. FINAL PROVISIONS

32. All cases not covered by this Procedure shall be considered in the Rector's office of the LMTA in the presence of a representative of the representative office of the students' union of the LMTA.

33. This Procedure shall be approved and amended by the resolution of the Senate of the LMTA and shall take effect from the date of its approval.
