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# **AZERBAIJAN STATE UNIVERSITY OF ECONOMICS (UNEC)**

**ALTERNATIVE ADMISSION  
POLICY FOR STUDENTS**

## **Alternative Admission Policy for Students**

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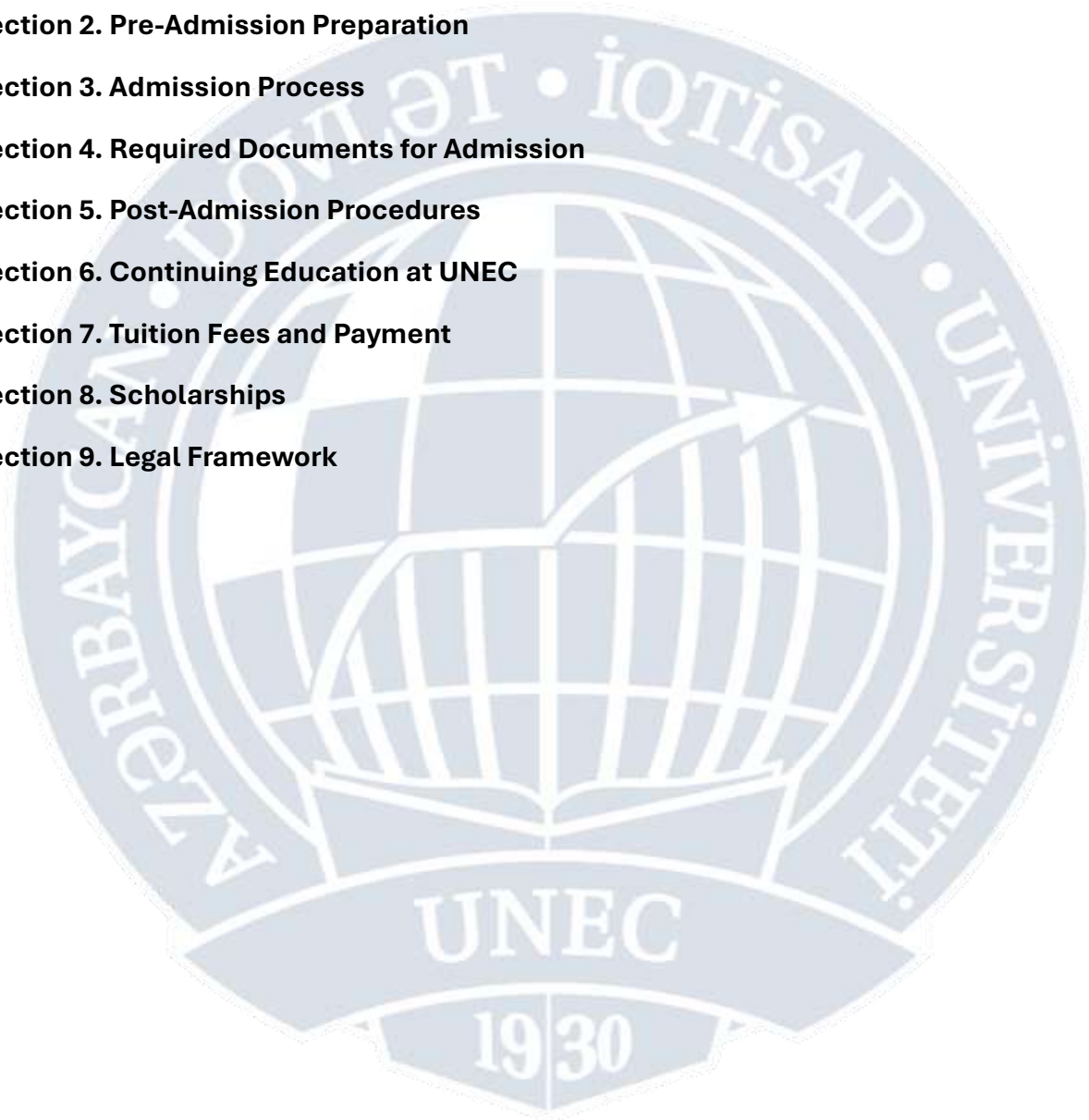
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## Section 1. Introduction

This policy has been established to regulate the admission process for all students at UNEC. It defines admission conditions, stages, essential requirements, and procedures. UNEC offers a wide range of educational opportunities, including full-time, part-time, and continuing education programs. Foreign students can study in the following languages, depending on their chosen major:

- Azerbaijani
- English
- Turkish
- Russian

All educational programs for foreign students and individuals seeking additional education at UNEC are conducted on a paid basis.

Before explaining alternative entry pathways to UNEC, it is important to introduce the Azerbaijani local education legislation system. Traditional entry pathways to UNEC are managed through a centralized examination system overseen by the State Examination Center (SEC).

Admission to Bachelor's Degree Programs:

- ❖ Applicants must participate in entrance examinations organized by the SEC.
- ❖ Examinations cover different subject groups (I, II, III, V), each corresponding to specific fields of study.
- ❖ Admission is based on examination results and selected majors, with competitive programs requiring higher scores, particularly in fields such as economics, business, finance, and management.

Admission to Master's Degree Programs:

- Bachelor's graduates seeking admission to a master's program must pass an SEC - conducted entrance exam.
- The exam assesses logical reasoning, information technology, and foreign language skills.
- Admissions are granted based on performance and program selection.

This centralized admission process ensures transparency and maintains high educational standards across Azerbaijani universities, including UNEC.

### Alternative Entry Pathways:

1. **Heydar Aliyev International Education Grant Program** – Supports international students financially, fostering global academic exchange.
2. **Correspondence and Additional Education** – Recognizing work experience and non-standard educational achievements as valid entry criteria, UNEC provides alternative access routes to higher education.
3. **Government Scholarship Programs** – Initiatives like “Study in Azerbaijan” offer financial support, promoting accessibility for international students:
4. **Bolashak Program** – An international initiative that allows students from diverse backgrounds to pursue higher education at UNEC.

By implementing these alternative entry pathways, UNEC ensures that international students from diverse backgrounds can access quality education and contribute to its globally connected academic environment.

### Section 2. Pre-Admission Preparation

The admission committee was formed and officially established. The list of programs is updated and

published on portal.edu.az. Admission conditions are confirmed and announced. Promotional materials are shared on social media. UNEC also offers part-time education and additional professional development courses, which are available to both local and foreign students.

### Section 3. Admission Process

Applications are registered and reviewed via atis.edu.az. The committee documents its decisions and accepts students to receive a "pre-admission letter." Contracts are prepared, and migration rules are explained. Rejected applicants receive a "rejection letter."

### Section 4. Required Documents for Admission

For Bachelor’s Degree:

- ✓ High school diploma
- ✓ Apostilled diploma and transcript (if obtained in a foreign country)
- ✓ Notarized translation of diploma into Azerbaijani (if in another language)

- ✓ Passport
- ✓ CV
- ✓ 3×4 cm photo

For Master's Degree:

- ✓ Bachelor's diploma, transcript, and diploma supplement
- ✓ Apostilled and notarized translation of bachelor's diploma, transcript, and diploma supplement (if obtained in a foreign country)
- ✓ Passport
- ✓ CV
- ✓ 3×4 cm photo

For Doctorate (PhD) Programs:

- ✓ Bachelor's and Master's diplomas, transcripts, and diploma supplements
- ✓ Apostilled and notarized translation of bachelor's and master's diplomas, transcripts, and diploma supplements (if obtained in a foreign country)
- ✓ Recognition (nostrification) of bachelor's and master's diplomas
- ✓ Passport
- ✓ CV
- ✓ 3×4 cm photo.

### **Section 5. Post-Admission Procedures**

Accepted students' lists are sent to faculties, and students are assigned to groups. Student accounts are created, and visa invitation letters are issued. The MYI card and nostrification requirements must be completed. Additional education students receive access to online learning resources and support systems tailored to their needs.

### **Section 6. Correspondence and Additional Education Center**

UNEC provides flexible learning opportunities through its Correspondence and Additional Education Center. [Correspondence and Additional Education Center](#)

#### **Center For Correspondence and Additional Education Center**

The Center for Correspondence, and Continuing Education is a structural unit at UNEC that organizes correspondence, and continuing education processes. The center was established by the decision of UNEC's Scientific Council on September 19, 2014, and

officially began its activities. It consists of three departments: Continuing Education Department, the Correspondence Education Department.

### **Correspondence Education Department**

The Correspondence Education Department is a structural unit that organizes the educational process in a correspondence study format at UNEC. The center offers correspondence education in the following specialties:

- 050406 – Finance
- 050409 – Accounting
- 050405 – Economics
- 050401 – International Trade and Logistics
- 050408 – Management
- 050404 – Public and Municipal Administration
- 050402 – Business Administration
- 050407 – Marketing
- 050807 – Social Work
- 050504 – Ecology
- 050201 – International Relations
- 050616 – Information Technologies
- 050615 – Information Security

### **Continuing Education Department**

This department organizes continuing education, second higher education, and professional retraining. Professional retraining enables individuals with professional education and work experience in one field to obtain qualifications in another. Those who undergo professional retraining acquire a new profession and specialty in a dynamic and fast-paced manner.

#### **Online Admission for Second Higher Education and Professional Retraining**

Applications are accepted only electronically. Applicants for the listed specialties must submit their documents online. If they meet the relevant requirements, they can gain the right to receive second higher education or professional retraining without an entrance exam.

Apply at: <https://kabinet.unec.edu.az/en/>

Specialties for Second Higher Education

- 050406 – Finance
- 050409 – Accounting
- 050405 – Economics
- 050401 – International Trade and Logistics
- 050410 – Statistics
- 050408 – Management
- 050404 – Public and Municipal Administration
- 050402 – Business Administration
- 050407 – Marketing
- 050807 – Social Work
- 050504 – Ecology
- 050201 – International Relations
- 050616 – Information Technologies
- 050615 – Information Security
- 050509 – Computer Science
- 050620 – Computer Engineering
- 050638 – Industrial Engineering
- 050606 – Environmental Engineering
- 050635 – Food Engineering
- 050622 – Mechanical Engineering
- 050623 – Materials Engineering
- 050619 – Communication Systems Engineering
- 050607 – Electrical and Electronics Engineering
- 050306 – Design (by fields)

#### Specialties for Professional Retraining

- World Economy
- Finance
- Financial Affairs (based on secondary vocational education)

Graduates of professional retraining programs who successfully pass the state attestation exams receive an official state-issued diploma. In cases of admission to a higher education institution, the diploma obtained through professional retraining, when submitted alongside a base education diploma, carries legal validity.

### **Section 7. Tuition Fees and Payment**

- Education for foreign students at UNEC is carried out on a tuition-fee basis.
- Additional education programs, including continuing education, also require tuition payments.

- Tuition fees vary based on the chosen program and are specified during the application process.
- Payments must be completed within the specified deadlines mentioned in the admission documents.

## Section 8. Scholarships

UNEC provides various scholarship opportunities for international students, demonstrating its commitment to inclusivity and global academic exchange.

1. **Heydar Aliyev International Education Grant Program:** This program offers financial support to international students pursuing higher education in Azerbaijan. It reflects Azerbaijan's dedication to fostering global academic exchange and promoting access to quality education for students from diverse backgrounds. UNEC welcomes international students through this program each year. More information: [Heydar Aliyev International Education Grant Program](#)
2. **Study in Azerbaijan Scholarship Programs:** International students can access Azerbaijani higher education through scholarship programs that accommodate diverse backgrounds and experiences. These programs focus on merit-based and financial support criteria while allowing flexible entry pathways. More information: [Study in Azerbaijan Scholarships](#)
3. **Bolashak Program:** The Bolashak Program includes Azerbaijan among its participating countries, providing opportunities for international students to pursue higher education. UNEC accepts international students under this program, reinforcing its commitment to supporting global academic participation and cross-cultural educational experiences. More information: [Bolashak Program](#)

## Section 9. Legal Framework

This policy is based on the "Regulations on Education of Azerbaijani Citizens Abroad and Education of Foreigners and Stateless Persons in the Republic of Azerbaijan."

For more details: [e-qanun.az](http://e-qanun.az)

The Law on Education of the Republic of Azerbaijan defines the legal framework of the education system, the operational principles of educational institutions, the rights and responsibilities of students and educators, as well as the state's policies in the field of education.

For more details: [Law on Education](#)