



Approved by the General Meeting of participants
of the **Limited Liability Company**

Adam University

Protocol dated June 03, 2019

CHARTER

of the Limited Liability Company

Adam University

1. GENERAL PROVISIONS

1.1 Adam University (hereinafter referred to as the University) is an educational organization of higher professional education - a higher educational institution, in its organizational and legal form is a Limited Liability Company implementing educational programs of higher and postgraduate professional education, as well as additional professional education in areas and specialties in accordance with licenses issued to the University.

1.2. The founders of the University are:

- citizen of the Kyrgyz Republic **Sarvar Ghulam Muzhtaba Chaudhary Ghulam Sarvar**, date of birth 02.03.1980; passport series AN4020537, issued by SRS 50-00, dated 01.12.2014, residing at the address: Chui region, Alamudunsky district, Lebedinovka village, Zhenish Ave., house No. 277, **owning 97.5%** of the share in the authorized capital of the company, and

- citizen of the Kyrgyz Republic **Sopubekova Zhyldyz Zhenishbekovna**, born on 21.06.1980, passport series AN 2142750, issued by the Ministry of Internal Affairs 50-02 dated 24.01.2011, residing at the address: Bishkek, Togolok Moldo str., house No. 21, sq.No.65, **owning 2.5%** of the share in the authorized capital of the Company.

1.3. The full name of the University in Russian is “Общество с ограниченной ответственностью «Университет Адам»”.

The abbreviated name of the University in Russian is “ООО «Университет Адам»”.

The full name of the University in the Kyrgyz language is “Адам Университети жоопкерчилиги чектелген коому”.

The abbreviated name of the University in the Kyrgyz language is “Адам Университети ЖЧК”.

The full name of the University in English is “Limited Liability Company Adam University”.

The abbreviated name of the University in English is LLC Adam.

1.4. Location of the University: **55 Molodaya Gvardiya str., Bishkek, Kyrgyz Republic.**

1.5. All rights and obligations, property complex, namely: all types of property used for its activities, buildings, structures, equipment, inventory, claims, debts, rights to designations individualizing its activity (brand name) Limited Liability Company Bishkek Academy of Finance and Economic in the order of universal succession are transferred to the Limited Liability Company Adam University.

1.6. The University is a legal entity, has a separate property and an independent balance sheet, a round seal with the image of the State Emblem of the Kyrgyz Republic and its own name in Kyrgyz and Russian, stamps and letterheads, as well as an emblem. The university has the right on its own behalf conclude contracts and other agreements, acquire property and personal non-property rights, bear obligations, represent and independently exercise their rights and interests in relations with the state, public organizations, legal entities and individuals.

1.7. The University includes faculties, departments, programs, departments, laboratories, institutes, centers, subdivisions with the purpose of its general, secondary and additional professional education, preparatory departments and courses, research units, social infrastructures (including medical), dormitories, offices, departments, branches, representative offices and other structural divisions.

1.8. Structural divisions of the University, including branches and representative offices, are not legal entities. Their status and functions are determined by the provisions adopted by the Academic Council of the University and approved by the Rector of the University.

1.9. The University in its activities is guided by the Constitution of the Kyrgyz Republic, constitutional laws, legislation on education of the Kyrgyz Republic, acts of the Ministry of Education and Science of the Kyrgyz Republic, other regulatory legal acts and this Charter.

1.10. The University, in accordance with the laws of the Kyrgyz Republic, is independent in making decisions and implementing actions related to the application of this Charter.

1.11. The self-government of the University is ensured by the fact that:

a) The University is independent in the implementation of the educational process, scientific, financial, economic and other activities carried out in accordance with the legislation of the Kyrgyz Republic;

b) The University has the right to independently, on the basis of contracts, agreements and contracts concluded by it with universities of the Kyrgyz Republic and foreign universities, academies of sciences, educational management bodies, executive authorities and organizations, to carry out direct bilateral and multilateral relations, to carry out various types of work, to train personnel, to train students, undergraduates, PhD/doctoral students in the profile, graduate students, interns, exchange of specialists), conduct scientific, cultural, educational and other activities, take part in innovative

activities, organize conferences, provide paid services;

c) The University independently, based on the volume and forms of work performed, prepares the staffing table determines the number of employees in structural divisions, selects and arranges personnel, including the recruitment of teaching and scientific staff, filling the positions of deans and heads of departments, heads of programs and departments, directors of research institutes and educational institutes, heads of other educational, research and support units (centers, departments, laboratories);

d) The University independently in accordance with the financial and economic plan determines the directions and procedure for the use of funds received from conducting income-generating activities, including determining the amount of funds allocated for financial incentives for its employees.

2. MAIN TASKS AND FUNCTIONS OF THE UNIVERSITY

2.1 The main objectives of the University are:

- preparation of bachelors, masters and specialists with higher and secondary vocational education in accordance with university certificates, including with reduced, relatively normative, terms of study for programs that take into account previous education;
- preparation of candidates and doctors of sciences, doctors of philosophy PhD/ doctors in the profile;
- Satisfaction of the needs of the individual in intellectual, cultural and moral development through postgraduate vocational education, secondary vocational education, as well as additional vocational education;
- organization and conduct of fundamental and applied scientific research aimed at solving urgent problems,
- retraining and advanced training of the teaching staff, managers and specialists in the profile of the University;
- accumulation, preservation and enhancement of moral, cultural and scientific values of society;
- promoting the development and preservation of the culture of Kyrgyzstan;
- formation of students' civic position, development of responsibility, independence and creative activity;
- dissemination of knowledge among the population, raising its educational and cultural level;
- carrying out other activities not prohibited by the legislation of the Kyrgyz Republic.

2.2 The University implements educational programs of higher and postgraduate professional education, as well as additional professional education in

accordance with the available licenses. The University has the right to open new specialties and directions in accordance with the established procedure.

The University has the right to voluntarily join and unite in associations (unions) that are created and operate in accordance with the legislation of the Kyrgyz Republic.

2.4 A branch, as a separate subdivision of the University located outside its location, performs all or part of its functions, including the functions of a representative office.

The Representative office, as a separate subdivision of the University located outside its location, represents the interests of the University and protects them, but does not carry out educational, scientific, social or other activities.

2.5 The management of the activities of branches and representative offices is carried out in accordance with this Charter and the regulations on branches and representative offices.

2.6 The University systematically carries out and provides measures for mobilization training, civil defense, prevention and liquidation of emergency situations.

3. ADMISSION TO THE UNIVERSITY

3.1 The University in accordance with the legislation of the Kyrgyz Republic independently develops admission rules, which are discussed and adopted annually by the Academic Council, approved by the Rector of the University, coordinated with the Ministry of Education and Science of the Kyrgyz Republic.

3.2 In order to conduct entrance examinations and enroll in the University, an admissions committee, subject and appeal commissions are created, the procedure of formation, powers and activities of which are regulated by the provisions adopted by the Academic Council of the University and approved by the Rector of the University.

3.3 The University announces admission to study in educational areas only if there is a license to carry out educational activities in these areas.

3.4 The deadline for accepting documents from applicants is established by the rules of admission to the University, taking into account the admission procedure established by the legislation of the Kyrgyz Republic.

3.5 Admission to the University for higher professional education programs is carried out according to the applications of persons with secondary (full) general or secondary vocational education, based on the results of entrance tests on a competitive basis, unless otherwise provided by the legislation of the Kyrgyz Republic.

Admission to the University of persons wishing to obtain a second higher or second secondary vocational education is carried out according to the results of an interview.

3.6 Applicants who have admission privileges provided for by the legislation of the Kyrgyz Republic are admitted to the University in accordance with the procedure established by this legislation.

3.7 Upon admission, the University guarantees the observance of the rights of citizens to education established by the legislation of the Kyrgyz Republic, the transparency and openness of the work of the admissions committee, the objectivity of the assessment of the abilities and inclinations of applicants.

3.8 Applicants pass entrance tests in Russian, Kyrgyz, and English.

3.9 The procedure for admission to the University of foreign citizens and stateless persons is determined in accordance with the requirements of the legislation of the Kyrgyz Republic, as well as international agreements.

3.10 A personal file is formed and maintained in accordance with the established procedure for each student at the University.

4. EDUCATIONAL ACTIVITIES OF THE UNIVERSITY

4.1 The University's education is conducted in Russian. The study of the Kyrgyz language is mandatory.

By the decision of the Academic Council of the University, it is possible to teach certain disciplines (courses) or educational programs in other languages.

4.2 The terms of the beginning and end of the academic year for students of all forms of education are established by the working curriculum and the schedule of the educational process.

4.3 Education at the University is carried out according to the basic educational programs of higher and postgraduate professional education, additional educational programs that allow implementing the requirements established by state educational standards.

4.4 Higher education is carried out at the University in accordance with the basic educational programs for bachelors, certified specialists, masters in areas and specialties, scientific and educational programs of PhD/ doctoral doctors in the profile allowed in accordance with the procedure established by the legislation of the Kyrgyz Republic.

4.5 Educational programs of different levels can be mastered at the University in various forms, differing in the volume of compulsory classes of the teacher with students (full-time, part-time (evening), correspondence, in the form of an external).

A combination of different forms of education is allowed.

4.6 There is a unified state educational standard for all forms of education.

4.7 The terms of mastering the educational program of higher and postgraduate professional education in full-time education are established in accordance with state educational standards.

For persons with secondary vocational education of the appropriate profile, according to the decision of the Academic Council of the University, it is allowed to receive higher professional education according to a shortened or accelerated educational program of higher professional education.

Studying at the University under a reduced or accelerated program is also allowed for persons whose level of education or abilities are sufficient grounds for this. The order and conditions of admission of students, as well as the decision on training in the specified. The program is approved by the Academic Council of the University.

4.8 The volume of the educational load of students is established in accordance with the requirements of the state educational standards of higher, secondary, postgraduate and additional professional education.

4.9 Academic classes at the University are conducted in the form of lectures, consultations, seminars, classes, laboratory work, control work, colloquiums, independent work, research work, writing abstracts, testing, practice, course design (course work), as well as by performance of qualification work (diploma project or work, master's thesis, research work with the defense of the dissertation of the Doctor of Philosophy of the doctor in the profile). If necessary, the University can conduct other types of training sessions. Training sessions are held according to the schedule drawn up for the semester.

4.10 The University creates the necessary conditions for students to master professional educational programs of a certain level and orientation.

4.11 Persons who have not completed the development of the basic educational program of higher education are issued academic certificates of the established sample.

4.12 The organization of the educational process at the University is regulated by the educational relevant areas and specialties of training, approved by the Academic Council of the University, the annual calendar curriculum and schedule of classes, approved by the Rector of the University.

In some cases, provided for by the legislation of the Kyrgyz Republic, training is carried out according to individual curricula developed on the basis of approved curricula.

4.13 Training in specific disciplines of curricula is carried out in accordance with programs developed on the basis of state educational standards and sample programs of disciplines recommended by educational management bodies and educational and methodological associations.

4.14 The procedure and forms of intermediate certification of students in the main educational programs are determined by the legislation of the Kyrgyz Republic, as well as local regulatory legal acts of the University.

4.15 Students who have fulfilled all the requirements of the curriculum are admitted on the basis of the rector's order to the mandatory final state certification, based on the results, a decision is made to issue diplomas on the appropriate level of education and the assignment of qualifications based on the educational, scientific and educational program they have mastered.

4.16 Persons who have successfully passed the final state attestation are issued diplomas of state samples on the received education.

4.17 Students who have achieved special success in their studies and scientific activities are awarded diplomas with honors in accordance with the established procedure.

4.18 The University provides possible assistance in concluding employment contracts with organizations.

5. SCIENTIFIC ACTIVITY OF THE UNIVERSITY

5.1 The University carries out fundamental and applied scientific research in the field of natural, medical and humanitarian sciences, as well as experimental developments aimed at:

- solving actual theoretical and practical problems in these areas;
- improving the educational process and enriching it with new scientific knowledge;
- training of highly qualified scientific and pedagogical personnel;
- scientific consulting of individuals and legal entities, public authorities and local self-government;
- expansion and improvement of information support for scientific research and development;
- integration of scientific and educational processes;
- solving other problems.

5.2 In the field of scientific activity, the University performs the following main functions:

- develops projects of long-term and annual plans for research and publishing activities;
- ensures the implementation of research plans, the quality and practical orientation of the conducted research;
- creates temporary creative teams, including with the involvement of specialists from other specialized organizations;
- carries out orders for research and development on the basis of civil law contracts and international agreements;
- distributes the latest achievements of science, publishes scientific, educational, methodological and reference literature, issues scientific periodicals.

5.3 Scientific activity at the University is carried out by: teaching staff, researchers, PhD/ doctoral students in the profile, doctoral students, graduate students, undergraduates, students, as well highly qualified researchers and specialists attracted from outside.

5.4 The basis of the organizational structure of scientific activity consists of departments, departments, laboratories, research centers and institutes, and innovation centers and others, divisions of the educational and

Of a research nature, doctoral and postgraduate studies, dissertation councils, publishing house, scientific library.

5.5 Scientific activity at the University can be carried out at the expense of grants, which are transferred in accordance with the established procedure to scientific and pedagogical workers or to the University as a whole.

5.6 The University plans its scientific activities, financed from the funds of the relevant budgets and extra-budgetary sources, in accordance with the scientific, scientific and technical programs, grants and contracts approved in accordance with the established procedure, and initiative research - in accordance with thematic plans, the Academic Council of the Faculty, and, if necessary, the Academic Council of the University

5.7 The University provides full support for scientific research of the teaching staff and other employees of the University, PhD/ doctoral students in the profile, doctoral students, postgraduates, applicants, undergraduates, students and other persons.

6. UNIVERSITY MANAGEMENT

6.1 The University is managed in accordance with the legislation of the Kyrgyz Republic, this Charter and agreements with the founders.

6.2 The University is managed by:

- By the General Meeting of Founders/Members of the Adam University Limited Liability Company
- Board of Founders;
- By the Board of Trustees;
- By the rector;
- By the academic council;
- other councils created by the decision of the Founders' Council.

6.3 The Founders' Council is the highest governing body of the University, consisting of the Members of the Society or their authorized representatives. Each Participant has the number of votes in the Founders' Council in proportion to his share in the authorized capital of the company. Decisions on all issues on the agenda in the Founders' Council are taken by a simple majority of the total number of votes, with the exception of issues on the reorganization and liquidation of the company, which are adopted unanimously.

6.4 The work of the Founders' Council is headed by the Chairman of the Founders' Council, who is elected by the Board of Founders from the Founders, who has the right to sign financial and banking documents. The exclusive competence of the Founders' Council includes the following issues:

- a) changing the content of the provisions of the University charter or approving its new version
- b) determining the priority directions of the University's activities, the principles of formation and use of its property;
- c) appointment and dismissal of the Rector of the University
- d) appointment and dismissal of the Chief accountant and vice-rectors of the University for academic, scientific work, international and foreign economic activity);
- e) decision-making on the University's participation in the activities of other organizations and their creation
- f) approval of candidates for the heads of all structural divisions of the University (departments, deans, programs, subdivisions, etc.);
- g) making decisions on the establishment, reorganization, re-registration, as well as the liquidation of branches and educational and consulting offices;
- h) approval of the financial plan of the University and amendments to it;

- i) approval of reports, conclusions of the audit commission and the annual balance sheet
- j) making a decision on re-registration, termination of the University's activities and/or its reorganization
- l) making a decision on the conclusion of transactions and contracts by the University, including foreign economic ones, as well as a decision on the disposal of property included in the authorized capital of the University and property on the balance sheet of the Company;
- m) decides on the conclusion by the Director of the Company of transactions exceeding 100 thousand som;
- h) change and approval of the organizational structure of the University;
- o) resolving other issues related to this Charter and the legislation of the Kyrgyz Republic and the competence of the Founders' Council.

6.4 The decision on the issues referred to the competence of the Founders' Council is drawn up in the form of a Protocol and signed by the Chairman of the Founders' Council of the University.

The number of votes in the voting in the Founders' Council is determined in accordance with the amount of each Founder's contribution to the Authorized Capital of the Company. The Board of Founders is authorized to make decisions on issues related to exclusive competence of the Founders' Council in the presence of all founders.

6.5 Decisions of the Founders' Council are binding on the Rector and other governing bodies of the University.

6.6 The executive body of the University is the Rector. The Rector is accepted and dismissed by the Board of Founders.

6.7 The Rector carries out the current management of the University and is accountable to the Board of Founders.

6.8 Within the scope of his competence, the Rector:

- carries out the current management of the University's activities, educational, marketing, economic, financial and other activities;
- ensures the implementation of the decisions of the Founders' Council;
- acts on behalf of the University without a power of attorney, represents its interests in all bodies and organizations;
- signs financial and other documents;
- enters into transactions, agreements and contracts exceeding 100 som LLC with the approval of the Founders' Council
- issues powers of attorney to perform actions on behalf of the University, opens accounts in bank institutions;
- hires and dismisses employees, establishes systems, forms and amounts of remuneration
- takes measures to encourage employees and imposes disciplinary penalties on them;
- issues orders for the University in pursuance of decisions taken by the Board of Founders;
- issues orders and gives instructions that are mandatory for all employees subordinate to him
- does not have the right to alienate property included in the authorized capital of the Company.

6.9 In order to assist in the implementation of state policy in the field of education and the development of educational, scientific, technical, human resources, improving the quality of the implementation of educational programs at the University, a Board of Trustees is established and operates

6.10 The procedure for the formation of the Board of Trustees, its competence, the delimitation of powers between the Board and the governing bodies of the University are determined by the regulations on the Board of Trustees approved by the Board of Founders.

6.11 In order to develop recommendations on scientific and methodological issues, to train and improve the professional level of the teaching staff, to improve the educational process and to solve personnel issues, an Academic Council is created as an advisory body of scientists and teachers.

6.12 The procedure for the formation of the Academic Council, its competence, quantitative and composition, the division of powers between the Council and the governing bodies are determined by the regulation on the Academic Council approved by the Board of Founders

6.13 The activities of the structural divisions of the University are provided by their managers. In their activities, they are guided by the legislation of the Kyrgyz Republic, the provisions on the relevant divisions and the relevant official instructions. Heads of structural divisions are personally responsible for the results of the work of these structures.

6.14 The Faculty is headed by the Dean, who is appointed by the order of the Rector of the University in consultation with the Board of Founders. An employment contract for up to 5 years is concluded with the Dean, Director of the Institute.

the program, department) is headed by the head (head),

6.15 The Department (program, department) is headed by the head (head) who by order of the Rector of the University in coordination with the Board of Founders. An employment contract for up to 5 years is concluded with the head of the department (head of the program, department).

6.16 The Dean of the faculty and the head of the department (head of the program, department) are elected persons who are the most qualified and authoritative in the relevant profile.

6.17 Deputy deans, heads of departments (heads of the program, department) are appointed by order of the rector, in coordination with the Board of Founders.

6.18 There are Educational and Methodological Councils (UMS) functioning at the University, which

coordinate the educational and methodological activities of the University.

6.19 The interests of employees and students at the University may be represented by public organizations that operate in accordance with the legislation of the Kyrgyz Republic.

7. STUDENTS AND EMPLOYEES OF THE UNIVERSITY

7.1. Students at the University include students, undergraduates, PhD/ doctoral students in the profile of graduate students, doctoral students, trainees and other categories of students.

7.2. The rights and obligations of students and other students at the University are determined by the legislation of the Kyrgyz Republic, the Law of the Kyrgyz Republic "On Education", this Charter and other local regulations of the University.

7.3. A student (undergraduate) is a person who, in accordance with the established procedure, has been enrolled by the Rector's order at the University to study under the educational program of higher or secondary vocational education.

7.4. Students (undergraduates) have the right to:

- receive knowledge corresponding to the current level of development of science, technology and culture;
- to study in accordance with the procedure established by the legislation of the Kyrgyz Republic, according to individual plans, to choose optional (optional) training (specialties) and elective (mandatory) courses offered by the relevant faculties and departments (programs);
- master, in addition to academic disciplines in selected areas of training (specialties), any other academic disciplines taught at the University, as well as in other higher educational institutions (by agreement between their heads) on the terms determined by the Charter of the University Council;
- participate in the discussion and resolution of the most important issues of the University's activities, including through the public organizations they create;

- in accordance with the established quotas, be elected as members of the Academic Council of the University, the Faculty Council, the Academic Council (Branch Council), as well as be involved in meetings of departments (programs, departments) in solving issues affecting their interests;
- free use of the library, information funds, services of existing educational, scientific, medical and other departments of the University;
- take part in all types of research works, conferences, symposiums, seminars, submit their works for publication, including in University publications;
- transfer from the University to other educational institutions (with their consent), change the direction of training, recover to continue studying at the University;
- appeal orders and orders of the University administration in accordance with the procedure established by the legislation of the Kyrgyz Republic.

7.5. Students (undergraduates) are obliged to:

- fulfill all the requirements of the professional educational program of higher (secondary) vocational education;
- attend all types of classes and complete all types of tasks provided for in the curriculum and training programs on time;
- comply with the requirements of this Charter, comply with the Rules of the internal academic regulations of the University;
- be guided by generally accepted norms of morality and morality in conducting,
- constantly strive to improve the general culture, moral and physical improvement;
- take care of the University's property, and in case of material damage, compensate it in accordance with the procedure established by the legislation of the Kyrgyz Republic.

Students of the University are issued a student ID and a record book of the established sample.

7.7. Full-time students are granted a deferral from conscription for military service during their studies at the University in accordance with the legislation of the Kyrgyz Republic.

7.8. For medical reasons and in other exceptional cases, students (undergraduates) may be granted academic leave in accordance with the procedure provided for by the legislation of the Kyrgyz Republic.

7.9. Students have the right, in accordance with the legislation of the Kyrgyz Republic, to unite in various public organizations, unions, as well as to create student self-government bodies at the University.

7.10. Transfer of students (undergraduates) from another educational institution to the University and from the University to another educational institution is carried out in accordance with the procedure established by the legislation of the Kyrgyz Republic.

7.11. A student has the right to be reinstated at the University within five years after being expelled from it at his own request or for a good reason, while maintaining the basis of education (free or paid), according to which he studied before being expelled.

7.12. For violation by a student (undergraduate) of the obligations provided for by the legislation of the Kyrgyz Republic, this Charter, Internal Regulations and other local regulatory legal acts of the University, disciplinary measures may be applied to him up to expulsion from the University. Disciplinary punishment, including expulsion, may be imposed on a student after receiving a written explanation from him.

It is not allowed to expel students during their illness, vacations, academic leave or maternity leave.

7.13. A postgraduate student is a person who has a higher professional education, postgraduate studies and prepares a dissertation for the degree of Candidate of Sciences.

7.14. A PhD/ doctoral candidate in philosophy is a person enrolled in a PhD/ doctoral program in the profile to perform the corresponding program and research work with the defense of a dissertation for the academic degree of Doctor of Philosophy PhD / doctor in the profile.

A doctoral candidate is a person who has a PhD degree and is enrolled in a doctoral program to prepare a dissertation for the degree of Doctor of Sciences.

7.15. PhD students/ doctoral students in the profile of graduate students, doctoral students have the right:

- receive knowledge corresponding to the current level of development of science, technology and culture;
- use the equipment and laboratories of the University;
- participate in the discussion and resolution of the most important issues of the University's activities, including through the public organizations they create;
- in accordance with the established quotas, be elected as a member of the Academic Council (Branch Council), as well as be involved in meetings of departments (programs, departments) when solving issues affecting their interests;
- free use of the library, information funds, services of existing educational, scientific, medical and other departments of the University;
- take part in all types of research works, conferences, symposiums, seminars, submit their works for publication, including in University publications;
- appeal orders and orders of the University administration in accordance with the procedure established by the legislation of the Kyrgyz Republic.

7.16. PhD/ doctoral students in the profile, graduate students, doctoral students are required to:

- fulfill all the requirements of an individual work plan;
- comply with the requirements of this Charter, comply with the Internal Regulations of the University;
- be guided in behavior by generally accepted norms of morality and morality;
- take care of the University's property, and in case of material damage, compensate it in accordance with the procedure established by the legislation of the Kyrgyz Republic.

7.17. The procedure for admission and expulsion from postgraduate and doctoral studies, other rights and obligations of PhD/ doctoral students in the profile, graduate students, doctoral students, their social guarantees and benefits are established by the legislation of the Kyrgyz Republic.

7.18. Students of the University are persons studying at preparatory departments, advanced training courses and retraining of employees, as well as those who receive a second professional education in parallel and are students of a University or other educational institution.

7.19. The University provides positions of scientific and pedagogical (teaching staff, researchers), engineering and technical, administrative and economic, educational and auxiliary, production and other personnel.

7.20. All University employees have the right to:

- for organizational and logistical support of their professional activities;
- to elect and be elected to the governing bodies of the University;
- participate in the discussion and resolution of the most important issues of the University's activities,

including through public organizations and University management bodies;

- to use the library and information funds of the University, the services of existing educational, scientific, medical and other relevant departments of the University free of charge;

□ appeal orders and orders of the University administration in accordance with the procedure established by the legislation of the Kyrgyz Republic.

7.21 Research and teaching staff of the University have the right:

- determine the content of training courses in accordance with state educational standards; choose the methods and means of teaching that best meet their individual characteristics and ensure the high quality of the educational process.

7.22. University employees also have other rights provided for by the legislation of the Kyrgyz Republic and local regulatory legal acts of the University.

7.23. All employees of the University are obliged to:

comply with the requirements of the labor legislation of the Kyrgyz Republic, this Charter, and other local regulatory legal acts of the University;

comply with the Internal Regulations of the University, orders and orders of the Rector and his authorized persons.

7.24. Scientific and pedagogical staff of the University are obliged to:

- ensure high efficiency of pedagogical, educational and scientific processes;

- to form students' professional qualities, civic position, develop their abilities for work and social activities;

- develop students' independence, initiative, creativity;

- conduct scientific research that ensures a high scientific level of the educational process;

- systematically engage in professional development.

7.25. University employees also have other duties provided for by the legislation of the Kyrgyz Republic and local regulatory legal acts.

7.26. Professorial and teaching positions include the positions of the Institute, dean of the faculty, head of the department, professor, associate professor, senior lecturer, teacher, trainee teacher.

7.27. Employment contracts for the replacement of positions of scientific and pedagogical workers may be concluded both for an indefinite period and for a period determined by the parties to the employment contract.

7.28. In accordance with the legislation of the Kyrgyz Republic, a shortened working week of no more than 36 hours and an extended paid leave of 56 calendar days are established for University teachers.

7.29. In addition to the general grounds for termination of employment contracts. with employees provided for by the legislation of the Kyrgyz Republic, the grounds for termination of employment contracts with teaching staff are:

- repeated gross violation of the University Charter within one year;

- the use, including one-time, of methods of education associated with physical and (or) mental violence against the student's personality;

7.30. The rights and obligations of administrative, engineering, production, educational, auxiliary and other personnel of the University are determined by the legislation of the Kyrgyz Republic, this Charter, the Internal Regulations of the University, job descriptions and other local regulatory legal acts of the University.

7.31. Trade unions and other public organizations may be established at the University, the activities of which are regulated by the legislation of the Kyrgyz Republic. The creation and activity of organizational structures of political parties, socio-political and religious movements and organizations at the University is not allowed.

8. UNIVERSITY ECONOMICS

8.1. The University, in accordance with the legislation of the Kyrgyz Republic, has the right to conduct entrepreneurial and other income-generating activities provided for by this Charter.

8.2. The entrepreneurial activity of the University, in particular, includes:

8.2.1. Provision of paid services for educational programs of secondary (general) full, secondary, higher and postgraduate professional education, programs of professional training, retraining and advanced training of personnel.

8.2.2. Provision of paid additional educational services that are not provided for by the relevant educational programs and state educational standards.

8.2.3. Performance of research works in excess of the thematic research plan implemented at the expense of budgets of various levels.

8.2.4 Execution of research and development orders based on civil law contracts and international agreements.

8.2.5. Provision of information, analytical, consulting, reference and bibliographic, intermediary, expert and engineering services.

8.2.6 Provision of services related to publishing and printing activities, replication and sale of printed and audiovisual products, information and other materials.

8.2.7. Provision of services for round tables, conferences, symposiums, exhibitions and other similar events.

8.2.8. Provision of sports and recreation services.

8.2.9. Provision of certification services.

8.2.10. Trade in purchased goods, equipment.

8.2.11. Providing organizations with any organizational and legal forms of services for the production and sale of products.

8.2.12. Equity participation in the activities of other organizations.

8.2.13. Purchase of shares, bonds and other securities and receipt of income (dividends, interest) on them.

8.2.14. Provision of communication services and Internet services.

8.2.15. Provision of services in the field of foreign economic activity.

8.2.16. Provision of medical services.

8.2.17. Provision of legal services.

8.2.18 Conducting income-generating other non-operating operations that are not directly related to their own production of products, works, services and their implementation, provided for by this Charter.

8.3. The University has the right to receive funds from its separate structural divisions (branches, representative offices, etc.); funds received by them from entrepreneurial and other income-generating activities, on the terms determined between the University and its separate structural divisions, as well as to distribute these funds in accordance with the established procedure.

9. OWN FUNDS AND PROPERTY OF THE UNIVERSITY

9.1. The University's own funds consist of the Authorized Capital, and the funds remaining from settlements with debtors and creditors of the University.

9.2. The property of the University consists of fixed assets and working capital, as well as other property, the value of which is reflected in the balance sheet of the University.

9.3. The property belongs to the University by right of ownership and is formed at the expense of:

- contributions of Participants to the Authorized Capital;
- income received from the Company's activities;

- bank loans, as well as other borrowed funds;
- grants and charitable funds;
- other sources not prohibited by law.

10. PROFIT AND LOSSES OF THE UNIVERSITY

10.1. The profit of the University based on the results of work for the year, formed in accordance with the established procedure, after payment of taxes provided for by the legislation of the Kyrgyz Republic, is subject to distribution among Participants on the basis of a decision taken by the Board of Founders, in proportion to the contributions of Participants to the Authorized Capital of the University.

10.2. Losses of the University are covered at the expense of the reserve fund, and if it is insufficient - at the expense of other funds and property of the University.

11. INTERNATIONAL AND FOREIGN ECONOMIC ACTIVITY

11.1. The University carries out international cooperation in the field of secondary, higher, postgraduate and additional professional education, scientific, scientific and technical, teaching and other activities in accordance with the legislation of the Kyrgyz Republic, as well as international treaties through:

- participation in programs of bilateral and multilateral exchange of students, undergraduates, PhD/ doctoral students in the profile, graduate students, doctoral students, teachers and researchers;
- training of foreign students, undergraduates, PhD/ doctoral students by profile), postgraduates and doctoral students;
- directions of students, undergraduates, PhD/ doctoral students in the profile, graduate students, doctoral students of the University for study and internship abroad;
- sending teachers, researchers and other employees of the University abroad;
- conducting joint scientific research, as well as congresses, conferences, symposiums and other events;
- participation in the activities of international associations and organizations;
- participation in international programs for improving secondary, higher, postgraduate and additional professional education;
- participation in other types of international cooperation.

11.2. Training, retraining and advanced training of citizens of foreign states at the University, teaching and research activities of University employees abroad are carried out in accordance with the legislation of the Kyrgyz Republic on the basis of interstate agreements, agreements between the founders and the relevant educational authorities of foreign states, as well as under contracts concluded by the University with foreign legal entities, including educational institutions, or with foreign citizens.

11.3. The University has the right to:

- join non-governmental international organizations;
- conduct foreign economic activity in accordance with the current legislation of the Kyrgyz Republic and this Charter;
- participate in international educational associations and consortia;
- participate in international educational and investment projects funded from various sources.

12. TERMINATION OF ACTIVITY OF THE UNIVERSITY

12.1. The procedure for termination of activity and reorganization of the University is determined by the current legislation of the Kyrgyz Republic.

12.2. The decision on the reorganization of the University is made by the Founders' Council or the court in cases provided for by the legislation of the Kyrgyz Republic, and is brought to the attention of the Founders. During the reorganization of the University, the necessary changes are made to the charter and the register of state registration.

12.3. The University terminates its activities:

a) by the decision of the Board of Founders;

b) on the basis of a court decision in cases provided for by the legislation of the Kyrgyz Republic;

12.4. The liquidation of the University is carried out by the liquidation commission appointed by the Board of Founders, and in case of liquidation by court decision - by the liquidation commission appointed by the court.

The body that made the decision on liquidation exercises control over the activities of the commission, establishes the procedure and regulations for its work.

12.5. The Liquidation Commission evaluates the cash assets of the University, informs its debtors, creditors and the body that registered it about the liquidation, takes measures to settle with them, draws up a report and a liquidation balance sheet and submits it to the body that made the decision on liquidation.

12.6. The procedure and order of satisfaction of creditors' claims is carried out in accordance with the legislation of the Kyrgyz Republic.

12.7. The funds and property of the University remaining during its liquidation, after the satisfaction of property claims, are distributed among the Founders in proportion to their shares in the authorized capital and property of the University.

12.8. The liquidation is considered completed, and the University is considered to have ceased its activities, from the moment the relevant order is issued by the Authorized State Body of the Kyrgyz Republic for registration of Legal Entities.

12.9. Documents arising in the course of the University's activities, in the event of its liquidation, are stored and used in accordance with the Law of the Kyrgyz Republic "On the National Archival Fund of the Kyrgyz Republic".

Rector of LLC Adam University
Sirimbard Svetlana Rustamovna

