

Academic Opportunities

Welcome Week 2021

26 08 2021

General rules



Studies are based on respect and collaboration.



Only KTU email is used in inner communication:

for students - name.surname@ktu.edu;

for teachers - name.surname@ktu.lt (search in <https://en.ktu.edu/contacts>).

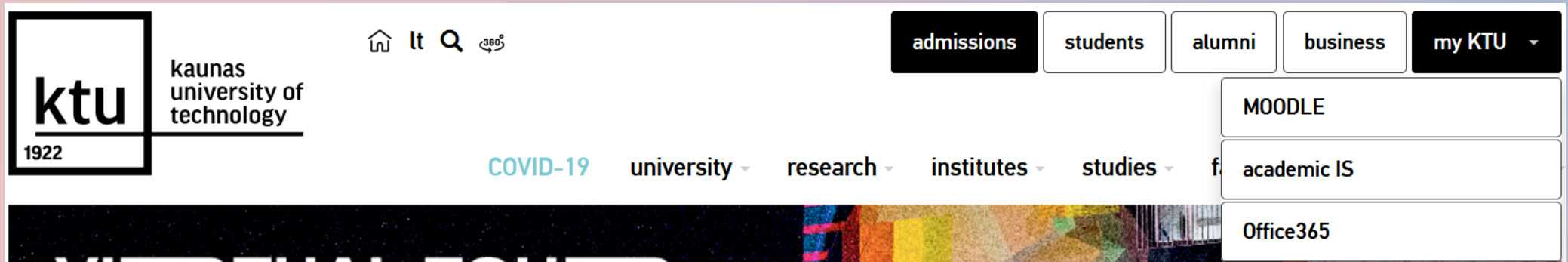


Registration to IT services: <https://registracija.ktu.lt/>.

The same login is used for all IT services.



KTU webpage: <https://en.ktu.edu/>.



Academic calendar

Two semesters:

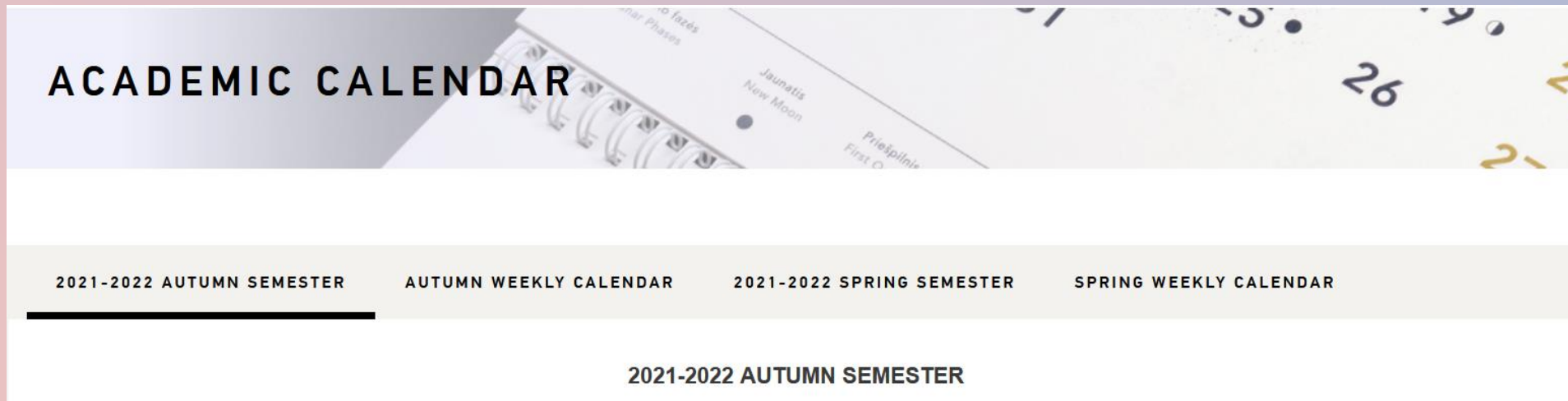
- Autumn: 1 September – 31 January
- Spring: 1 February – 30 June

Semester lasts for 20 weeks:

- 16 weeks – classes (till 23 December, till 31 May)
- 4 weeks – exam session (in January, in June)

Annual academic calendar:

[>> Studies >> Academic calendar](https://en.ktu.edu/)



Individual study plan

30 ECTS per semester:

- in Bachelor's studies – max 7 courses
- in Master's studies – max 5 courses

Individual study plan:

- compulsory courses
- alternative courses
- optional courses

Till 15 September coordinate your spring semester study plan with KTU faculty's international coordinator.

Till 18 September register to classes in KTU AIS.

Autumn semester

Most of the classes will be delivered on campus, **some of the classes** may be delivered remotely (large lectures, consultations). **All assessments** will be organised on campus.

Students who cannot come to study on campus due to *force majeure* circumstances of self-isolation for a short period of time can study remotely, **contacting the teachers** and consulting them remotely.

Classes on campus have certain requirements with regard to **COVID-19 prevention**.

Material of the courses is provided in **Moodle**. Remote classes are organised using **video conferencing** tools (Microsoft Teams, Zoom) with all the participants' cameras turned on.

- Week of presentment of task (*) and reporting (0)

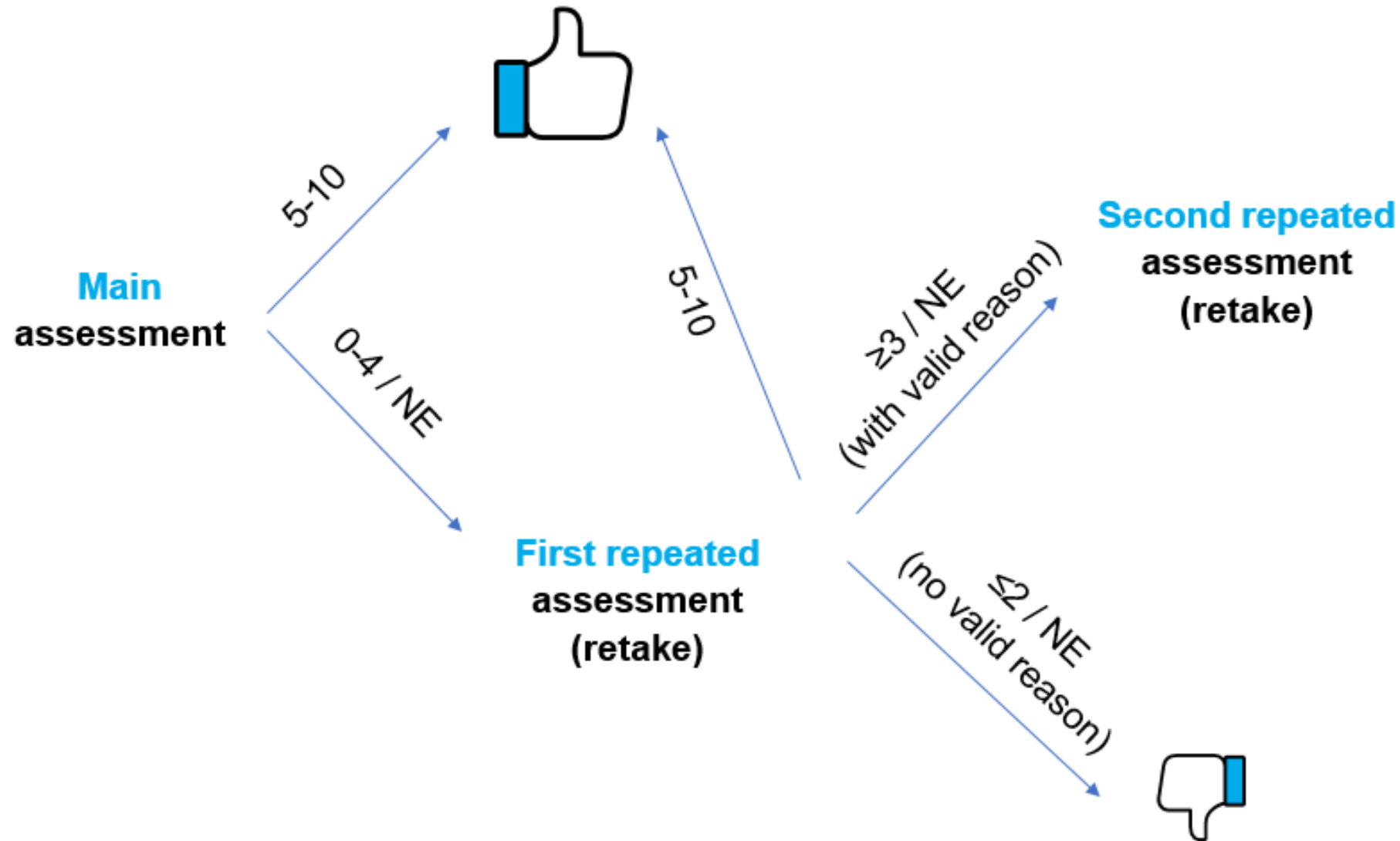
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Grading system

Pass / fail system	KTU grade*	Definition
Pass	10 (excellent)	excellent performance, outstanding knowledge and skills
	9 (very good)	strong performance, good knowledge and skills
	8 (good)	above the average performance, knowledge and skills
	7 (highly satisfactory)	average performance, knowledge and skills
	6 (satisfactory)	below performance, knowledge and skills with unessential shortcomings
	5 (sufficient)	knowledge and skills meet minimum criteria
Fail	4, 3, 2, 1 (insufficient)	knowledge and skills do not meet minimum criteria / below minimum criteria

* 5 and above is a passing grade; 4 and lower is a failing grade.

Assessments



5-10 – passing grade
0-4 – failing grade
NE – not attended

Second retake:

- intermediate assessment 25 EUR
- final assessment (exam) 35 EUR

Examinations

Every course is concluded with **written**, **oral** or **combined** exam, or other type of final assessment (e.g. project).

It is only allowed to take an exam if a student passes **all intermediate assessments** of the course.

You must bring and show your **ID card**.

Registration to exams starts one month till the beginning of the exam period and is available no longer than one day till the exam date.

Class timetable

I	9:00	10:30
II	11:00	12:30
Lunch break	12:30	13:30
III	13:30	15:00
IV	15:30	17:00
V	17:30	19:00
VI	19:15	20:45

Attendance

Attendance at KTU is **compulsory**:

- 100% in laboratory works and a certain % in other classes;
- check the course syllabus in AIS for specific course requirements.

If you get ill or fall into an accident, **inform** your faculty's international coordinator immediately.

Provide the documents proving your absence (from medical care centre or other) in AIS upon your return to classes.

If you fail to attend classes, the teacher will **inform** faculty administration.

Failing to come to an assessment with no valid reason will lead to not being able to retake it.

COVID-19 prevention

Due to the COVID-19 prevention regulations of the Lithuanian government, there are requirements to **attend classes on campus:**

- students must be vaccinated, or recovered from COVID-19, or have a negative COVID-19 test result;
- students must complete a declaration of meeting one of the abovementioned criteria in AIS before the first class on campus, and bring the official document and the ID to each class; otherwise, a student will not be allowed to enter the class;
- in a case of cheating or not completing the declaration in AIS, academic penalties are imposed;
- if a student has been diagnosed with COVID-19 or had contact with the infected person, he/she must immediately notify the faculty's international coordinator.

Valid documents:

- EU digital COVID certificate;
- Lithuanian digital national certificate;
- Document issued by official health institution, stating that person was vaccinated by one of the following vaccines: Comirnaty, Spikevax, Vaxzervia, Janssen;
- Document issued by official health institution, stating that person has completed a PGR test no later than 48 hours before the class;
- Document issued by official health institution, stating that person has completed antibodies test and received positive result.

Academic integrity

Honesty is the foundation of good academic work.

Signing the declaration of academic integrity means that you will **comply with academic discipline**, University internal procedures, perform tasks individually and honestly.

Violations of academic integrity (e.g., plagiarism, cheating, forgery, copying, submission of the written work prepared by a different person or its results as their own, etc.) will **lead to**:

- academic penalties and failure of a course;
- termination of studies and not being able to enroll repeatedly.

It is **forbidden** to:

- make video and audio recordings, film and take pictures – consent of teachers and student peers is needed;
- reproduce, distribute, publicly demonstrate and post the content of classes – any use of them without the permission of the author is illegal.

Virtual platforms

Academic information is provided via email, AIS, students' intranet Office365, Moodle.

AIS

Academic information system:

- individual study plan;
- registration to classes/exams;
- course timetables;
- grades;
- transcripts of records;
- tuition fee invoices;
- learning agreements and faculty dean's orders;
- mentorship programme;
- academic and scholarship competitions;
- announcements, etc.

OFFICE 365

Document storage system:

- study regulations;
- application forms;
- information regarding academic and scholarship competitions;
- international mobility opportunities;
- FAQ, etc.

MOODLE

Learning management system:

- study materials placed by teachers (slides, tasks, deadlines, etc.);
- virtual classrooms;
- distant assessments;
- uploading of assignments;
- teachers – students communication, etc.

LIBRARY:

databases, books, journals, etc.

The same login is used for all virtual platforms.

Student feedback

In order to ensure **high quality of studies and student satisfaction**, University organises surveys that seek student feedback.

Feedback is collected via:

- quick online survey in the middle of each course (course quality)
- roundtable in the middle of each semester (study programme quality)
- extensive online survey „Students‘ voice“ once a year in November (study quality and services)
- online survey at the end of each course (course and teaching quality)
- focus groups during the semester

Students' feedback and recommendations are included into the **study quality improvement process**.

Appeals and complaints

You have a right **to appeal** when a university employee allegedly violated academic ethics, procedures and/or made technical errors while making **a written decision** regarding your studies.

You have a right **to make a complaint** when the actions or omissions of a university employee or other student allegedly caused the violations of your rights in: quality assurance in studies; compliance with processes and procedures of the organisation of studies; compliance with academic integrity; quality assurance of additional services (allocation of financial support, accommodation, leisure activities, etc.); ect.

Appeals and complaint must be submitted **in writing** in AIS.