

APPROVED

by the Decision No. 1031-N of the Government
of the Republic of Armenia of September 22, 2016

Compiled on 13.09.2021
Only 2 copies printed

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REGISTERED

BY THE STATE REGISTER OF LEGAL ENTITIES
OF THE REPUBLIC OF ARMENIA
on 02.12.2016

Registration number: 222.160.937098

TIN 05502348

Amendment No. 006.3 of the registered Statute of 02.12.2016 was
registered by the State Register of Legal Entities on 25.09.2021

Employee

STATUTE

“M. Nalbandyan State University of Shirak” Foundation
(with additions and amendments)

2021

STATUTE

I. GENERAL PROVISIONS

1. “M. Nalbandyan State University of Shirak” Foundation (hereinafter - SUSh) is a non-membership and non-profit organization established by the Founder’s decision.
2. SUSh is the assignee of “Gyumri State Pedagogical Institute after M. Nalbandyan” non-profit organization (state registration number 29.210.01951), in accordance with transfer act. “Gyumri State Pedagogical Institute after M. Nalbandyan” non-profit organization is the assignee of “Gyumri State Pedagogical College” non-profit organization (state registration number 29.210.01927) and “Gyumri Culture Lyceum” non-profit organization (state registration number 29.210.01961), in accordance with transfer acts.
3. SUSh carries out its activities in accordance with the Constitution of the Republic of Armenia, Civil Code of the RA, law of the RA “On the Foundations”, law of the RA “On the Education”, law of the RA “On the Higher and Postgraduate Professional Education” other legal acts of the RA and this Statute.
4. The Founder of SUSh is the Republic of Armenia, on behalf of the Government of the Republic of Armenia. The Ministry of Education, Science, Culture and Sports of the RA (hereinafter- Authorized Body) is the authorized state management body which acts on behalf of the RA.

Altered on 21.11.2019 by the decision No. 1652-N of the RA Government

5. The name of SUSh is:

- 1) full name in Armenian: «Շիրակի Մ. Նալբանդյանի անվան պետական համալսարան» հիմնադրամ
- 2) short name in Armenian: «ՇՊՀ» հիմնադրամ
- 3) full name in English: “M. Nalbandyan State University of Shirak” Foundation
- 4) short name in English: SUSh
- 5) full name in Russian: Фонд «Ширакский государственный университет имени М. Налбандяна»
- 6) short name in Russian Фонд «ШГУ»

Altered on 19.03.2019 by the decision of the Board of Trustees

6. The address of SUSh is: 4, st. Paruyr Sevak, Gyumri, Shirak Region, Armenia, 3126.

II. SUSH LEGAL STATUS

7. SUSH is a legal entity and is considered to be created from the moment of state registration.
8. SUSH can establish branches and representative offices, as well as institutions in the Republic of Armenia and beyond it, that act in accordance with the charters verified by the SUSH Board of Trustees.
9. SUSH has separate property which is accounted for in its own balance sheet, can acquire and exercise property and personal non-property rights on its behalf, bear responsibilities, act as a plaintiff or defendant in the court.
10. SUSH has the right to open an AMD and (or) foreign currency bank accounts in the RA banks as well as in the banks of foreign states in the manner prescribed by law.

Altered on 19.03.2019 by the decision of the Board of Trustees

11. The whole income and profit gained during SUSH activities must be used for the realization of its statutory purposes.
12. In accordance with its Statute, SUSH:
 - 1) uses the property provided to SUSH by the Founder;
 - 2) manages, uses and controls the property belonging to it by the ownership.
13. SUSH can have a round seal with the image of emblem of the RA, stamps, formats as well as other means of personalization.
14. The rights of SUSH can be restricted only in cases prescribed by law.
15. The Founder does not bear the responsibility for SUSH obligations, and SUSH does not bear the responsibility for the Founder's obligations. SUSH bears the responsibility for its obligations with its property.

III. THE GOALS AND JURISDICTION OF SUSH ACTIVITIES

16. The goals of SUSH are:
 - 1) the satisfaction of the person's intellectual, spiritual and moral development needs through receiving higher and postgraduate professional education;
 - 2) implementation of scientific, educational-methodological and scientific-pedagogical research in various areas of science, the comprehensive development of Armenian Studies;
 - 3) the development of science, education, economics and art through scientific research and creative activities of scientific-pedagogical employees and students, the use of outcomes in economics, research and education processes;
 - 4) the preparation and training of scientific-pedagogical employees with higher education;

- 5) the assurance of education quality and introduction of an appropriate improvement system;
 - 6) the improvement of learning content based on the integration of education and science, the development and inculcation of new and perspective professions and specialization systems;
 - 7) the provision of continuity, transparency and publicity of the education process;
 - 8) educating the learner in the spirit of national, moral and universal values;
 - 9) the dissemination of knowledge among the population, the increase of its educational and cultural levels;
 - 10) the inculcation of civic attitudes, skills and work responsibility among learners under conditions of democratic and civil society governance;
 - 11) the creation of necessary conditions for the protection of learners' and employees' health care, lifestyle, nutrition, recreation, physical and spiritual development.
17. SUSH may personally engage in the following types of entrepreneurial activities:
- 1) organization of general, primary, secondary, higher and postgraduate professional, supplementary education;
 - 2) arrangement of preparatory education for foreign applicants;
 - 3) implementation of educational activities in the field of culture;
 - 4) training, retraining of scientific-pedagogical staff, qualification enhancement;
 - 5) implementation of scientific-research and scientific- production activities, commercialization of their results;
 - 6) consulting, expert services;
 - 7) implementation of publishing, printing activities, realization of its results, sale of books and other printing materials;
 - 8) implementation of advertisement published by its own printed and electronic means;
 - 9) organization of paid educational and training courses;
 - 10) implementation of international educational and scientific-technical programs;
 - 11) organization and service of public food, leisure, living arrangements for employees, students and external beneficiaries.

Altered on 19.03.2019 by the decision of the Board of Trustees

18. The creation and activities of non-governmental, political, social and religious organizations and their organizational structures are not permitted in SUSH, except for trade, professional, cultural, sports and alumni organizations and unions.

IV. SUSh BENEFICIARIES

19. SUSh beneficiaries are physical and juridical persons related to educational, scientific, cultural, scientific-production fields.

V. SUSh RIGHTS AND RESPONSIBILITIES

20. To fulfill its statutory purposes as prescribed by law, SUSh has the right to:

- 1) carry out higher and postgraduate education, as well as general, primary professional, secondary professional and supplementary education programs through structural units;
- 2) develop and approve the curricula and subject programs of higher and postgraduate professional education specializations and professions, publish educational literature and educational-methodological manuals;
- 3) independently determine the issues of the education process organization, educational technologies, the choice of current attestation forms, procedures and periodicity of learners;
- 4) organize the admission and learning process of applicants, including foreign nationals, according to academic programs;
- 5) organize the specialists' qualification upgrading, training and other programs of supplementary education;
- 6) determine its structure, the management order of structural units, establish, reorganize and liquidate faculties, chairs, scientific-research institutes, centers, colleges, high schools and other structural units prescribed by law, as well as establish economic companies or be their participant;
- 7) independently determine the staff list of all employees, implement the employees' selection, assignment, distribution and attestation, including the recruitment of scientific-pedagogical staff, position categories of the academic staff, heads of scientific and educational departments;
- 8) develop procedures for the selection of elective positions and academic staff and hold their elections;
- 9) define and award SUSh honorary titles, medals, prizes, nominal scholarships, name auditoriums and departments;
- 10) carry out publishing and printing activities;
- 11) implement bilateral and multilateral relations on the basis of treaties and agreements signed with the republic and foreign universities, scientific institutions, state bodies, other organizations, institutions, juridical and physical persons; carry out various activities (specialists' preparation, training, and qualification upgrading in all teaching forms, teaching of students and

postgraduates, exchange of professionals, scientific, cultural-enlightening and other activities; organization of scientific consultations and expeditions and so on), set up departments in foreign countries, etc.

- 12) contractually involve resources provided by other persons to expand the basic and entrepreneurial activities of SUSh, moreover, without the Founder's decision, exclude the pledge, alienation and gratuitous use of the property given to SUSh for use by the Founder, including buildings, structures and lands;
- 13) obtain information from the state and local self-government bodies as prescribed by law that is necessary to fulfill the statutory objectives;
- 14) lease the property provided to SUSh with the right to use it in the manner prescribed by the Legislation of the Republic of Armenia. The lease term of the transferred property cannot be defined for more than one year, except for the case established by the Founder. The proceeds from the lease of the transferred property are state ownership;
- 15) manage its finances, independently determine directions of using its financial resources, including the procedures and amounts of remuneration and material incentives for its employees, establish scholarships;
- 16) carry out other activities not prohibited by law and its Statute.

Altered on 19.03.2019 by the decision of the Board of Trustees

21. SUSh is obliged to:

- 1) act in accordance with the Legislation of the Republic of Armenia, norms and principles of the international law, as well as with its Statute;
- 2) publish an annual report on its activities, also in the case provided by law, the audit conclusion of its financial statements;
- 3) carry out clerical work and accounting prescribed by law;
- 4) submit information and reports to state bodies in cases and in the manner provided by the Legislation of the Republic of Armenia;
- 5) ensure availability of reviewing the reports mentioned in this item;
- 6) carry out other duties prescribed by law.

VI. SUSh BODIES

22. SUSh is governed in accordance with the Legislation of the Republic of Armenia and this Statute on the basis of self-management.
23. The SUSh management is based on its autonomy, in combination with the principles of individual and collegial government, with the implementation of functions of the Founder, Authorized Body, SUSh Board of Trustees, Scientific Board and SUSh Rector.
24. SUSh carries out its activities through its bodies.
25. The bodies of SUSh are:

- A) The Board of Trustees
- B) The Principal (hereinafter-Rector)
- C) The Scientific Board
- D) Rectorate

Altered on 19.03.2019 by the decision of the Board of Trustees

26. The supreme management and supervising body of SUSh is the Board of Trustees, the authorization term of which is 5 years. The Board of Trustees is composed of academic staff, students, Founder and representatives of SUSh Authorized Body. The number of members of SUSh Board of Trustees is 20. The Board is considered to be formed if more than half of the Board members have been appointed.

Altered on 04.05.2021 by the decision No. 704-N of the RA Government

27. SUSh structural units nominate candidates for the membership of the Board of Trustees from their academic staff. SUSh Candidates nominated from SUSh structural units are selected by SUSh Scientific Board and presented to the Authorized Body. The members of the Board of Trustees, elected from the academic staff, constitute twenty-five percent of the number of Board members.

Altered on 08.09.2021 according to the RA Government's decision No. 1448-N

28. The candidates for membership of the Board of Trustees are nominated by Student Councils of faculties and branches from the representatives of SUSh students. Any student with high academic performance and active public position can be nominated for Board membership. The Student Council elects the candidates nominated by the faculties and presents them to the Authorized Body. The members of the Board of Trustees elected by the students constitute 25% of the Board members and perform the powers of a Board member during the period of their studies at SUSh.
29. On behalf of the Founder, the Prime Minister of the Republic of Armenia nominates members of the Board of Trustees from persons occupying public office and public service (25% of the Board personnel).

Altered on 08.09.2021 by the decision No. 1448-N of the RA Government

30. The Authorized Body nominates the members of the Board of Trustees from representatives of various spheres of education, science, culture, sports and economy (25% of the Board personnel).

Altered on 08.09.2021 by the decision No. 1448-N of the RA Government

31. Based on the nominated persons' candidacies, the Prime Minister of the Republic of Armenia approves the personnel of the Board of Trustees presented by the Authorized Body.
32. Capable individuals above the age of 18 may be members of the Board of Trustees, who can't be members of another SUSh body.
33. The members of the Board of Trustees elect the Chairman of the Board of Trustees among Board personnel (except student representatives), by a majority of votes of the members of the Board of Trustees.

34. The members of SUSh Board of Trustees perform their duties on a voluntary basis, without remuneration. The members of the Board of Trustees may be reimbursed for expenses associated with the performance of duties of a member of the Board of Trustees. The procedure for payment of reimbursement is defined by the Board of Trustees.

35. The members of the Board of Trustees have the right to:

- 1) submit proposals on the Board of Trustees meeting agenda and discussing issues;
- 2) prepare questions, proposals, draft decisions and present them to the Board of Trustees for discussion;
- 3) receive information on any issues related to SUSh activities;
- 4) receive reimbursement for expenses related to the performance of their duties.

Altered on 19.03.2019 by the decision of the Board of Trustees

36. The members of the Board of Trustees are obliged to:

- 1) participate in the Board of Trustees meetings;
- 2) act in the interests of SUSh during the performance of their duties.

37. The authority of the Board of Trustees' member terminates:

- 1) according to his/her application;
- 2) in case of completion of his/her authority term;
- 3) in case of being declared incapacitated by a court decision entered into force;
- 4) if the powers of at least half of the total number of the members of the SUSh Board of Trustees have ceased;
- 5) as a result of resignation according to the position being nominated for;
- 6) by at least 3/4 of the votes of the rest of Board of Trustees members in case of failure to perform his/her duties properly;
- 7) in case of his/her death.

38. In case of termination of the mandate of the Board of Trustees member, a new member is appointed in his/her place by the procedure of appointing a former member no later than 30 days after receiving the Rector's notification about the vacancy of a member of the Board of Trustees. The Rector notifies the Founder, the persons or bodies having designated the members of the Board of Trustees, the SUSh bodies no later than within 10 days of being informed of the vacancy of a member of the Board of Trustees.

39. The Board of Trustees carries out its activities through meetings which are convened at least once a year by the Chairman of the Board of Trustees. Meetings of the Board of Trustees may also be convened at the request of 1/3 of the members of the Board of Trustees, by the Chairman of the Board of Trustees within 30 days after submission of the relevant request. Meetings of the Board of Trustees may be conducted with the use of information technologies and other means of telecommunication, as well as through inquiry. The decisions of the Board of Trustees shall be adopted in the manner prescribed by law. The Board of Trustees meeting shall be authorized if more than half of the Board members participate in it. When voting, each member of the Board of

Trustees shall have the right for one vote. If an issue on property or other interests of any member of the Board or the person affiliated with him is discussed at the Board of Trustees meeting, then this member of the Board does not participate in the voting.

40. The meetings of the Board of Trustees are recorded.

41. The powers of the Board of Trustees are:

- 1) approval of its working regulations;
- 2) development, approval of the Rector's election regulations, the organization of the election, decision-making on the Rector's election and early termination of his/her powers;
- 3) listening and evaluating the Rector's annual report;
- 4) approval of the annual and strategic plans of SUSh activities;
- 5) definition of the types of entrepreneurial activities carried out by the Foundation (including personally);
- 6) approval of SUSh structure;
- 7) approval of SUSh staff list;
- 8) approval of SUSh budget and its changes, annual finance reports and annual financial statements of SUSh activities and its annual balance sheet;
- 9) decision-making on the establishment of economic companies or participation therein, as well as on the establishment of branches, representative offices and institutions and the approval of their charters;
- 10) supervision of SUSh activities, including financial-economic activities, selection of the auditor for financial statements;
- 11) decision-making on early termination of powers of the Board of Trustees members;
- 12) suspension of the Rector's orders, directives and instructions contrary to the Legislation of the Republic of Armenia or recognizing them invalid;
- 13) overseeing the implementation process of its decisions;
- 14) decision-making on applying to the court for the liquidation of SUSh;
- 15) appointment of SUSh Liquidation Committee (Liquidator), definition of the order and terms of liquidation, approval of the interim liquidation balance sheet;
- 16) decision-making on amendments and additions to the SUSh Statute, amendment of the Statute, approval of the Statute with a new edition;
- 17) approval of SUSh property management procedure;
- 18) approval of contracts exceeding the limit of twenty million AMD or other currency equivalent thereof;
- 19) implementation of other authorities provided by law, by this Statute, as well as other bodies of the Foundation not provided by law.

42. Issues within the jurisdiction of the Board of Trustees may not be transferred to another body.

43. The Board of Trustees has the right to get acquainted with all SUSh documents;
44. The Chairman of the Board of Trustees:
- 1) convenes the meetings of the Board of Trustees and chairs them;
 - 2) signs the decisions of the Board of Trustees;
 - 3) may set up committees and appoint their chairmen with the consent of the Board of Trustees, in particular, to oversee the financial-economic activities (checking, study, etc.) of SUSh provided by this Statute and conduct a draft discussion of the issues referred to subpoints 8, 9, 16 and 17 of point 41 of this Statute and submit conclusions (references) to the Board of Trustees about them.
 - 4) arranges the holding of minutes of the Board of Trustees meetings;
 - 5) submits the draft decision to the Board of Trustees on termination of the powers of the members of the Board of Trustees, in cases provided by law;
 - 6) concludes an employment contract with the Rector on behalf of SUSh;
45. In case of absence of the Chairman of the Board of Trustees, one of the members of the Board of Trustees shall perform his/her duties by the decision of the Board of Trustees;
46. The Scientific Board of SUSh (hereinafter- the Scientific Board) is formed in accordance with this Statute. It is a collegial body for planning, coordinating and regulating educational-methodological, scientific-research and scientific-technical activities of SUSh.
47. The Scientific Board functions under the chairmanship of the Rector. The term of authorities of the Scientific Board is 5 years. The meetings of the Scientific Board are convened at least eight times during the academic year.
48. The Scientific Board:
- 1) approves its procedure;
 - 2) submits a proposal to the Board of Trustees on creation, reorganization, liquidation of structural units by the Rector's presentation;
 - 3) discusses and makes decisions on the admission to SUSh, according to academic programs and specialties within the overall allocated quota;
 - 4) approves the charters of the structural units (including exemplary), the main activities of SUSh and its structural units and other internal legal acts regulating the education process;
 - 5) considers and approves the academic programs, sets the fees according to specialties;
 - 6) discusses the main and prospective directions of scientific activity, listens to scientific reports on the results of the most important scientific-research and scientific-methodological works at SUSh;
 - 7) makes decisions on conferring honorary titles, awards, nominal and other scholarships, awarding with SUSh order and medal, nominating candidates for national and international awards and titles, naming auditoriums, structural units

- 8) approves the election procedures for faculty deans, heads of chairs, lecturers and other elective positions;
- 9) awards scientific titles, organizes, conducts and approves the results of competitions for vacant positions of faculty deans, heads of chairs, academic staff, listens to and evaluates (satisfactory or unsatisfactory) the annual reports of the directors of Centers, faculty deans, head of the Military Chair, college director and high school director;

Altered on 19.03.2019 by the decision of the Board of Trustees

- 10) submits proposals to the Authorized Body on main directions of SUSh activities, including implementation of academic programs with new specialties, in accordance with spheres, goals and objectives of SUSh activities;
- 11) submits proposals to the Rector on the annual draft estimates of incomes and expenses of SUSh;
- 12) considers and ensures the publication of monographs, textbooks, manuals, collections and other materials;
- 13) establishes permanent and temporary committees as needed acting adjacent to the Scientific Board, determines their structure, procedure of staff formation and working regulations;
- 14) performs other powers deriving from the Legislation of the Republic of Armenia and this Statute;

49. The total number of members of the Scientific Board may not exceed 45, at least 50% of which are elective members.

Altered on 19.03.2019 by the decision of the Board of Trustees

50. The Scientific Board includes the Rector (Chairman of the Scientific Board), Vice-Rectors, Directors of Centers, Scientific Secretary (Secretary of the Scientific Board), Deans of Faculties, Head of the Military Chair, College Director, School Director, Chairman of SUSh Trade Union, the youngest Doctor of Sciences, the oldest Doctor of Sciences ex officio, as well as elective members from the faculties with scientific degrees or titles in accordance with this Statute and the Charter of the SUSh Faculty. The faculty lecturers with degrees or titles from elective members must be at least one member from each Chair. Twenty-five percent of the members of the SUSh Scientific Board are students nominated by the Student Councils of the Faculties, and the selection is made by the SUSh Student Council.

Altered on 19.03.2019 by the decision of the Board of Trustees

51. The meeting of the Scientific Board is considered valid in case of presence of 2/3 of its members. Decisions are made by a simple majority of votes of Board members, by open voting, unless a decision is taken on a closed, secret ballot. Scientific board meetings can be conducted with the use of information technologies and other telecommunication means, as well as through inquiry.

52. Extraordinary meetings of the Scientific Board may be convened upon the recommendation of the Chairman of the Scientific Board, as well as at the request of 1/3 of the members of the Scientific Board. The Chairman of the Scientific Board is obliged to ensure the convocation of the meeting within 10 days after receiving the request on convening an extraordinary meeting.
53. The current activity of SUSh is managed by the Rector. The Rector, within his/her authority, acts individually in accordance with the Legislation of the RA and this Statute.
54. The rights and responsibilities of the Rector are defined by the Legislation of the RA, this Statute and the employment contract concluded with him/her.
55. The Rector of SUSh:
- 1) manages the educational, scientific, productive, economic, financial, international and other activities of SUSh;
 - 2) organizes the works of the Scientific Board and the structural units of SUSh, ensuring their harmonious activity;
 - 3) convenes the meetings of SUSh Scientific Board and Rectorate;
 - 4) submits an annual report to SUSh Board of Trustees;
 - 5) submits the draft annual budget, the strategic development plans, the draft decisions on amendments and additions to the SUSh Statute, the University structure and staff list to SUSh Board of Trustees for approval;
 - 6) organizes and ensures the implementation of decisions of the SUSh Board of Trustees and the Scientific Board;
 - 7) submits drafts on establishment, reorganization or liquidation of structural units to SUSh Board of Trustees for approval;
 - 8) submits the charters (including exemplary) regulations and other internal legal acts of the structural units to SUSh Scientific Board for approval;
 - 9) forms the Scientific Board of SUSh and the collegial management bodies of structural units, defines the authorities, official duties of employees in accordance with this Statute;
 - 10) issues edicts on students' admission, withdrawal, recovery, on formulating appropriate vacation, applying incentives and disciplinary penalties, awarding qualification degree, granting student allowance and other edicts relating to SUSh activities;
 - 11) hires and fires vice-rectors and heads of structural units, determines the scope of their activities and jurisdictions;
 - 12) appoints to a position and dismisses the directors of economic companies, branches, representative offices and institutions, concludes employment contracts with them;

- 13) hires and fires employees, applies incentives and disciplinary penalties towards them, organizes the employees' attestation;
- 14) concludes employment contracts with elected deans, heads of chairs and scientific-pedagogical staff;
- 15) concludes contracts of up to twenty million AMD or other currency equivalent thereto. Contracts exceeding the mentioned limit are subject to approval by the Board of Trustees;
- 16) concludes a collective contract with the Chairman of the Trade Union;
- 17) suspends the decisions of management bodies of SUSh structural units which do not derive from their jurisdiction, contradict the Legislation of the RA and this Statute and appoints their re-discussion;
- 18) instructs one of the vice-rectors to perform the Rector's duties in his/her absence;
- 19) issues power of attorneys to act on behalf of SUSh, including the right of reauthorization, opens bank accounts;
- 20) exercises powers that do not contradict the Legislation of the RA and are not assigned to other SUSh management bodies;
- 21) forms advisory bodies adjunct to the Rector, defines their structure and powers.

56. A person who has a scientific degree and at least five years of academic and scientific experience can be elected to the position of SUSh Rector.

Altered on 29.07.2021 by the decision No. 1248-N of the RA Government

57. The Rector is elected through an open competition at the Board of Trustees meeting, by secret ballot, for a term of 5 years. The candidate for the position of Rector shall be considered elected, who has received more than 50% of vote from the Board's voting list.
58. The same person may not be elected for the position of Rector more than twice.
59. The results of the Rector's election are approved by the Founder. If the results are declared invalid, a new rector's election is appointed in accordance with the current procedure. If the same candidate gets at least two-thirds of the votes of the Board members in the elections, then the Founder approves the decision of the Board.
60. The authorities of an elected Rector shall be terminated in accordance with the procedure prescribed by law, upon the decision of the Board of Trustees, if:
 - 1) he/she applies for it;
 - 2) he/she has been elected or appointed to another position by his/her written consent or has moved on to another job incompatible with his/her post;
 - 3) he/she has not been in work for more than four months as a result of temporary incapacity;
 - 4) he/she has been declared incapable, limited capable, missing or dead on the basis of a court judgment that has entered into force.
61. SUSh Rectorate is an advisory body adjacent to the Rector, which is formed by the order of SUSh Rector. During the period between the meetings of SUSh Board of Trustees and

Scientific Board, the Rectorate discusses issues related to SUS_h activity spheres. The nominal staff of the Rectorate is approved by the SUS_h Rector.

62. Vice-rectors are in charge of direct management of certain areas of SUS_h activity in accordance with the Rector's instructions, directives and orders. A Vice-Rector may be appointed a person who has an academic degree or title, a minimum of three years of relevant work experience during the last ten years of work.

Altered on 19.03.2019 by the decision of the Board of Trustees

VII. AMENDMENTS AND ADDITIONS TO SUS_h STATUTE

63. Any amendments to the Statute, new kinds of entrepreneurship activities may be defined not only by the Founder of SUS_h, but also by the SUS_h Board of Trustees, in the manner prescribed by this Statute.
64. Amendments to the SUS_h Statute may not refer to SUS_h goals or beneficiaries.

VIII. SUS_h ACTIVITIES

65. SUS_h plans its activities independently, works out development perspectives and makes decisions on its activities.
66. All relations of SUS_h activities with other juridical and physical persons are carried out on a contractual basis.
67. SUS_h independently chooses the subject and terms of contracts it concludes.
68. In carrying out its statutory activities, SUS_h has the right to make any decision on its own initiative that does not contradict the RA Legislation.
69. SUS_h conducts entrepreneurial activities only when it complies with its Statute or serves to fulfill its statutory objectives. SUS_h may conduct entrepreneurship activities independently or set up economic companies for that purpose or be a participant in them. The types of entrepreneurship activities implemented by SUS_h (including personally) are defined by the decision of SUS_h Board of Trustees.
70. Property transferred by the Founder to SUS_h as a founder investment, is SUS_h ownership. SUS_h utilizes that property in the manner prescribed by its Statute.
71. Property acquired by own means or formed from other sources prescribed by law is considered SUS_h ownership. SUS_h utilizes that property in the manner prescribed by its Statute.
72. Property, including financial means, shares, other securities and intellectual property rights donated by other citizens, organizations as a voluntary investment is the property of SUS_h.
73. Transactions exceeding 20 percent of the asset value owned and used by SUS_h shall be concluded with the consent of the Government of the Republic of Armenia.
74. SUS_h property may not be used for the benefit of the members of SUS_h bodies, as well as SUS_h employees except for the employees' salaries, and expenses subject to reimbursement conditioned by the performance of duties of the members of SUS_h

bodies, as well as in cases when the Founder of SUSh, the members of SUSh bodies, as well as the employees of SUSh are beneficiaries provided for by the Statute.

IX. THE ORGANIZATION AND FINANCING OF EDUCATIONAL AND SCIENTIFIC PROCESSES AT SUSh

75. Higher education in SUSh is implemented through the Bachelor, Master and Post-Graduate (PhD studies) professional academic programs, in accordance with state educational standards. SUSh may also implement general education, secondary professional, pre-professional, supplementary academic programs.

Altered on 19.03.2019 by the decision of the Board of Trustees

76. The admission of students to SUSh and the transfer from one level of education to another is done in accordance with the Legislation of the Republic of Armenia and other legal acts.
77. The paid-based learning for foreign nationals and stateless persons is carried out in the manner prescribed by law.
78. A gradual higher education system is applied at SUSh. Graduates of each learning degree are awarded a relevant qualification and graduation certificate (diploma).
79. Persons who have completed the supplementary professional education program and have passed the final attestation will be given a sample of graduation document (certificate) defined by SUSh.
80. Education at SUSh can be carried out via full-time, part-time, extramural and distance learning. The combination of various forms of higher and postgraduate education is permitted.
81. The study of the basic academic programs of SUSh is conducted in compliance with provisions of the European Credit Transfer and Accumulation System (ECTS).
82. There is a multifunctional system of regular review and assessment of students' knowledge at SUSh.
83. SUSh has an internal quality assurance and management system which aims at continually improving the education quality.
84. The admission to SUSh post-graduate studies is implemented on the basis of a Master's or a certified specialist's qualification according to the results of applicants' competitive entrance examination, the procedure and the list of professions of which is determined by the Government of the Republic of Armenia.
85. SUSh staff and students, as well as other specialists invited on a contractual basis may participate in scientific-research activities carried out at SUSh.
86. SUSh organizes and holds conferences, workshops, consultations, seminars, publishes scientific periodicals, book collections, monographs, textbooks, training manuals.
87. SUSh educational and scientific activities are financed from the following sources:
- 1) the State Budget of the Republic of Armenia;
 - 2) donations, grants from the Republic of Armenia and foreign institutions, organizations and individuals;
 - 3) SUSh paid service sources;

- 4) provided funds for charitable purposes;
- 5) sources intended for initiative research;
- 6) other sources not prohibited by the Legislation of the Republic of Armenia.

88. The planning, financing and reporting of scientific-research, designed, constructive, experimental and other activities carried out by the means of RA state budget are implemented in the manner prescribed by the Legislation of the Republic of Armenia.

X. SUSH STRUCTURE

89. SUSH structure is defined by the Board of Trustees.

90. The structural units of SUSH are: faculties, chairs, Military Chair, centers, departments, college, high school.

Altered on 19.03.2019 by the decision of the Board of Trustees

91. The status and competence of SUSH structural units are defined by the RA Legislation, the given Statute and charters approved by SUSH Scientific Board.

92. SUSH faculty functions in accordance with its Statute.

93. Based on the educational, pedagogical, methodological, scientific, educational support, engineering and technical works carried out by its own, the faculty drafts its staff list according to defined criteria and presents it to SUSH Rector.

94. The faculty consists of chairs, laboratories and other educational, scientific and support units.

95. The faculty management bodies are the Faculty Board and the Dean.

96. The collegial body of faculty management is the Faculty Board, chaired by the dean of the faculty. The Faculty Board includes the Deputy Deans, Heads of the Faculty Chairs, Faculty professors, Associate Professors, other specialists of the field, students. 25 percent of the Faculty Board members are students, who are nominated and elected by the Faculty Student Council.

97. The procedure of formation and activities of the Faculty Board, as a management body structure, is defined by the exemplary Charter of the Faculty.

98. The Faculty Board:

- 1) submits a proposal to SUSH Rector on the creation, dissolution, reorganization of chairs and other structural units within the faculty structure;
- 2) makes decisions on the faculty's educational, scientific work, international relations and other issues;
- 3) conducts the discussion on the candidates for the vacant position of the Faculty Dean and nominates them for the election by the Scientific Board according to the established procedure;
- 4) listens to and discusses the annual report of the Faculty Dean, proposing appropriate changes if necessary and submits to the SUSH Scientific Board for evaluation;
- 5) discusses, develops and submits the faculty's Charter to the Scientific Board for approval on the basis of the exemplary Charter approved by the Scientific Board;

- 6) nominates the candidates of faculty representatives in SUSh Board of Trustees for the election of SUSh Scientific Board;
- 7) selects members for SUSh Scientific Board from the representatives of academic staff who have scientific degrees or titles nominated by the faculty chairs, ensuring the involvement of the representative of each chair;
- 8) solves the issues of educational, scientific work, international relations and other activities of the faculty;
- 9) submits the curriculum of the faculty to the SUSh Rector for approval at the SUSh Scientific Board.
- 10) solves other issues related to the educational-methodological and scientific-research activities of the faculty arising from the given Statute and other internal legal acts of SUSh:

Altered on 19.03.2019 by the decision of the Board of Trustees

99. Faculty Board meetings are convened at least eight times during the academic year. The decisions of the Faculty Board are made by a simple majority vote of the members present at the Board meeting, unless nothing else is intended by the RA Legislation, the given Statute or the Faculty Charter. The implementation of Faculty Board decisions is mandatory for the faculty staff and students.

Altered on 19.03.2019 by the decision of the Board of Trustees

100. The activities of the faculty are organized and managed by the Dean of the Faculty within his/her jurisdiction and in compliance with this Statute.

101. The person having a scientific degree, at least three years of work experience in the relevant field within the last ten years of work activities can be elected for the position of the Dean.

Altered on 19.03.2019 by the decision of the Board of Trustees

102. The Dean is elected at the Scientific Board, through an open competition, by secret ballot, for a five-year term. The candidate who receives more than half of the votes of the members present at the meeting of the Scientific Board is considered to be elected Dean. The SUSh Rector appoints the Dean elected on the basis of the election results and concludes an employment contract in the prescribed manner. The election of the Dean is organized and carried out in accordance with the regulation of Deans' election approved by the SUSh Scientific Board. The Dean can run his/her position for no more than two consecutive terms, irrespective of the faculty renaming or reunification.

Altered on 05.10.2019 by the decision of the Board of Trustees

103. The Faculty Dean:

- 1) manages the educational, scientific, productive, international and other activities of the faculty;
- 2) ensures the implementation of decisions of SUSh bodies and Faculty Board;

Altered on 19.03.2019 by the decision of the Board of Trustees

- 3) submits the candidacy of the Deputy Dean and the Faculty Board staff for the Rector's approval;

Altered on 19.03.2019 by the decision of the Board of Trustees

- 4) submits a proposal to the Rector on the students' withdrawal, recovery, year-to-year transition;
- 5) implements other authorities provided by the Legislation of the Republic of Armenia, this Statute and the Faculty Charter.

104. Current issues related to the faculty are discussed and resolved at the Deanery Board session during the period between the Faculty Board meetings, where the Dean, the Deputy Dean (if there is any), the Heads of Chairs included in the Faculty, the Secretary of the Faculty Board, the Presidents of Student Council and Faculty Student Scientific Society participate. The Deanery sessions are recorded.
105. The Chairs (including laboratories, cabinets), with the exception of the Military Chair, are the main structural units for organizing the faculty's educational and scientific process. The scientific and pedagogical staff of the Chair includes the academic staff (Head of the Chair, Professor, Associate Professor, Assistant, Lecturer).

Altered on 19.03.2019 by the decision of the Board of Trustees

- 105.1. SUSH Military Chair is a separate structural unit.

The Military Chair is simultaneously a unit of the RA Ministry of Defense and also prepares reserve officers for the RA Armed Forces.

The scientific and pedagogical staff of the Military Chair includes the officer staff (Head of the Military Chair, Deputy Head of Chair- Head of the Academic Department, Senior Lecturer of the Chair and Lecturer). The activities of the Military Chair are coordinated by the Rector or one of the Vice-rectors, in accordance with the Rector's order.

Altered on 19.03.2019 by the decision of the Board of Trustees

106. SUSH Chairs may also be pan-university, the activities of which are coordinated directly by the corresponding Vice-Rector.

107. The Chair, except for the Military one, functions in compliance with this Statute, as well as with the Faculty and Chair Charters.

Altered on 19.03.2019 by the decision of the Board of Trustees

- 107.1. The Military Chair functions in compliance with this Statute, the RA Ministry of Defense documents (orders and instructions) and the Military Chair Charter.

Altered on 19.03.2019 by the decision of the Board of Trustees

108. Depending on the volume and forms of pedagogical, scientific, educational and support, engineering and technical works, the Chair develops the training load of its employees according to established standards.

109. At SUSH Chairs (except for the Military Chair) the hiring of the academic staff, the working relations between them and SUSH are carried out on a contractual basis, by competition.

Altered on 19.03.2019 by the decision of the Board of Trustees

- 109.1 At SUSH Military Chair, the appointment of officers for vacant positions is carried out in the military training institutions of the RA Ministry of Defense in compliance with the procedure for organizing and holding a vacancy competition for the teaching staff.

Altered on 19.03.2019 by the decision of the Board of Trustees

110. The Chair (except for the Military Chair) is managed by the Head who is elected by open competition, with secret ballot, for a five-year term at the Scientific Board meeting. The candidate who receives more than half of the votes of the members present at the meeting of the Scientific Board is considered to be the Head of the Chair. The SUSH Rector appoints the Head of the Chair elected on the basis of the election results and concludes an employment contract in the prescribed manner. The

Head of Chair can run his/her position for no more than two consecutive terms, irrespective of the Chair renaming or reunification.

The person having a scientific degree, at least three years of work experience in the relevant field within the last ten years of work activities can be elected for the position of the Head of Chair. The activities of the Head of Chair are considered to be scientific-pedagogical work.

Altered on 05.10.2019 by the decision of the Board of Trustees

110.1. The Military Chair is managed by the Head of the Chair. The activities of the Head of the Chair are considered a scientific-pedagogical work as well.

Altered on 19.03.2019 by the decision of the Board of Trustees

111. The main issues related to the academic and scientific activities of the Chair are discussed at the scientific-pedagogical staff meeting of the Chair. The teaching support staff of the Chair have the right to participate in the Chair meeting with the right to an advisory vote. The implementation of the Chair meeting decisions is compulsory for all Chair employees and students.

Altered on 19.03.2019 by the decision of the Board of Trustees

112. The procedure of formation and activities of other Faculty units is defined by the Faculty Charter.

113. The Center is a structural unit created for the implementation of SUSh statutory tasks and functions, the activity procedure of which is defined by the SUSh Scientific Board.

114. General education programs at SUSh are organized in the base lyceum (High school), which functions in compliance with the Statute. The graduates of the base lyceum are given graduation certificates in accordance with the RA Legislation.

115. The secondary professional education programs at SUSh are organized at SUSh College, which functions on the basis of its Charter. The graduates of the College are given a secondary professional education graduation document (diploma) with its inset.

XI. SUSh EMPLOYEES AND STUDENTS

116. SUSh employees are divided into scientific and pedagogical (academic staff), scientific, pedagogical, administrative, teaching support, engineering and technical, production and other groups.

Altered on 19.03.2019 by the decision of the Board of Trustees

117. SUSh learners are the schoolchildren, students, and persons studying in the researcher's educational program (PhD students, post-graduates).

Altered on 19.03.2019 by the decision of the Board of Trustees

118. The rights and duties of SUSh employees and learners are defined by the RA Legislation, the given Statute and other SUSh internal legal acts.

119. SUSh employees have the following rights in the manner prescribed by law:

- 1) to elect and be elected in SUSh positions and management bodies (except for the Military Chair), be involved and participate in the activities of SUSh bodies in the manner prescribed by law, SUSh Statute and the Collective agreement.
- 2) to participate in the discussions of all issues related to the SUSh activities.
- 3) to choose teaching methods for the learning process.
- 4) to unite in the trade-union organizations (except for the Military Chair)

- 5) to make use of the paid and free services of libraries, information repositories, educational and scientific units, as well as social-domestic, medical units, educational-productive bases, health and fitness camps and other structural units in accordance with the SUSh Statute and Collective agreement.
- 6) to appeal the acts adopted by the SUSh management bodies and heads of relevant units in the manner prescribed by law.
- 7) to get paid or unpaid vacation as prescribed. The vacation of the Military Chair Officers is regulated in compliance with the RA Law "On the Status of Military Service and Servicemen".
- 8) to receive financial compensation for the damage caused to life or health at work.
- 9) to receive a salary, bonuses, premiums, as well as rewards and incentives (including financial) within the scheduled period and in a specified amount in cases and in the manner prescribed by law, this Statute and the SUSh Collective agreement.
- 10) to have organizational, material and technical conditions for professional and work activities.
- 11) to organize and participate in scientific research activities, seminars and conferences carried out at SUSh in accordance with their preferences.
- 12) SUSh employees have other rights provided by the RA Legislation, the given Statute and other legal acts.
- 13) SUSh academic staff, scientific staff and learners are endowed with academic freedom.

Altered on 19.03.2019 by the decision of the Board of Trustees

120. The appointment of SUSh academic staff vacant position, except for the Officers of Military Chair, is carried out according to the employment contract which is signed for up to five years. The employment contract signing is preceded by the open competitive election. Upon expiry of the employment contract, a new contract for up to one year can be signed with the academic staff member, with no competitive election, on the basis of the evaluation of his/her scientific and pedagogical activities within the contract period.

Altered on 19.03.2019 by the decision of the Board of Trustees

121. SUSh employees are obliged to:

- 1) maintain and fulfill the requirements of the given Statute, SUSh internal disciplinary rules and other internal legal acts;
- 2) execute the lawful decisions of SUSh management bodies;
- 3) ensure the effectiveness of the education process and the scientific research carried out;
- 4) maintain and use SUSh property efficiently and economically;
- 5) constantly upgrade their professional qualifications, undergo a training or qualification upgrading at least once every 5 years as prescribed;
- 6) fulfill obligations provided by the RA Legislation, SUSh Statute, internal disciplinary rules and other SUSh internal legal acts.

122. SUSh scientific-pedagogical staff has the right to:

- 1) deal with the issues of organizing their professional activities and logistical support;
 - 2) get academic freedom for scientific research;
 - 3) freely choose and develop research topics on their own initiative;
 - 4) freely decide on academic programs, contents in accordance with state educational standards;
 - 5) freely choose the materials, teaching methods and means that correspond to their individual characteristics and ensure the high quality of the education process;
 - 6) combine scientific, pedagogical and other kinds of activities.
123. SUSh learners have the right to:
- 1) choose a profession, a form of teaching, conduct research, interrupt or continue higher or postgraduate professional education at any educational level at their own discretion, tendency and needs;
 - 2) get knowledge on science, technology and culture corresponding to the modern level, attend lectures delivered at SUSh;
 - 3) participate in the formation of their education content (in the choice of academic courses and specialization), maintaining the requirements of state education standards for higher professional education;
 - 4) participate in education quality assurance functions and evaluate the efficiency of the academic staff activities;
 - 5) master any other academic course taught at SUSh in the prescribed manner, in addition to the academic courses of chosen profession;
 - 6) combine the main professional studies with the second professional (parallel) studies and get the second qualification degree;
 - 7) get involved and participate in the works of SUSh management bodies in the manner prescribed by the RA Legislation, the given Statute and other legal acts;
 - 8) make use of the services of SUSh library, laboratories, information repositories, educational, scientific, medical, sports, health, education-productive and other units;
 - 9) participate in student scientific-research works, seminars and conferences held at SUSh, according to their preferences;
 - 10) unite in student councils, student scientific societies and other student organizations;
 - 11) appeal the orders and instructions of SUSh management in the manner prescribed by law;
 - 12) enjoy the right to partial tuition reimbursement in the form of student allowance, in the manner prescribed by law;
 - 13) receive state, nominal scholarships, grants, as well as student loans defined by legal or physical persons, in the manner prescribed by RA Legislation and SUSh;
 - 14) get acquainted with the SUSh Statute and other legal documents;
 - 15) get academic vacation of up to one year if needed in the manner prescribed by the Authorized Body, with the exception of cases defined by the RA Legislation;
 - 16) be on vacation at least twice during the given academic year with a total duration of at least seven weeks, in case of full-time studies;

- 17) be transferred to another higher education institution including higher education institutions in foreign countries, in the prescribed manner;
 - 18) receive moral and/or material incentive for high academic performance, social activism and participation in research works in the manner prescribed by RA Legislation and SUSh;
 - 19) SUSh students have other rights defined by the RA Legislation, the given Statute and other legal acts.
124. The former student who previously interrupted his/her education has the right to be reinstated at SUSh in accordance with the RA Legislation.
 125. It is forbidden to involve students in extracurricular activities without the consent of them and / or their legal representatives.
 126. SUSh students are obliged to:
 - 1) fulfill all the academic tasks within the defined terms;
 - 2) master knowledge and skills needed for a future highly qualified specialist;
 - 3) steadily fulfill the requirements of this Statute, SUSh internal disciplinary rules and internal legal acts;
 - 4) attend courses envisaged by academic programs;
 - 5) take care about SUSh property.
 - 6) keep SUSh honor and reputation high, maintain the norms of social cohesion and morality.
 127. Students receiving paid education are obliged to:
 - 1) pay the tuition fee on time. Those students who don't pay the tuition fee on time may be expelled from SUSh;
 - 2) fulfill obligations defined by the RA Legislation, SUSh Statute, internal disciplinary rules, other SUSh internal legal acts and the signed contract on education terms.
 128. Those students who don't fulfill the obligations defined by this Statute, other internal legal acts, have poor academic progress, violate SUSh internal disciplinary rules, may be subject to disciplinary penalties by the order of the Rector or his / her authorized representative, up to the expulsion from SUSh in cases and in the manner prescribed by the legal acts.
 129. SUSh Student Council is a student organization operating at SUSh, which is a self-governing, elective representative body for students. The activities of the Student Council are regulated by the RA Legislation, SUSh Statute and Student Council Charter. The Charter of SUSh Student Council is adopted by the supreme Management Body of the Student Council and is approved by the Authorized Body.
 130. SUSh Student Scientific Society is a student organization operating at SUSh, that aims at promoting the students' scientific, creative and spiritual development. The procedure of setting up and functioning of the Student Scientific Society is approved by the Authorized Body.
 131. SUSh auditors are considered people who study in preparatory departments with an extern form, as well as lecturers and scientific workers who participate in training and qualification upgrading courses.
 132. The rights and obligations of SUSh college students and high school (liceum) pupils are defined correspondingly by the college and high school (liceum) Charters.

XII. THE SUPERVISION AND PUBLICITY OF SUSH ACTIVITIES

133. The supervision over SUSH activities is carried out in the manner prescribed by law.
134. The supervision over the fulfillment of the requirements defined by the RA Law “On Foundations” by the SUSH shall be carried out by the RA Ministry of Justice and other competent state bodies in the case defined by law, according to their competences, audits and studies in line with the procedures provided by law. SUSH financial activities are audited by an independent auditor or another person defined by the RA Legislation at least once a year. A special audit may be carried out at the request of 1/3 of the members of SUSH Board of Trustees. The auditor is elected by the SUSH Board of Trustees according to the requirements of the RA Legislation.
135. Every year, no later than March 25 of the following reporting year, SUSH is obliged to publish the following things on the official website of the RA Public Notices (<http://www.azdarar.am>):
 - 1) a report about its activities, which should include information on the implemented projects, financing sources, total amount of funds used during the financial year, members of the Board of Trustees and the Director and the names and surnames of the persons included in the SUSH staff if they have used SUSH resources and services during the reporting year;
 - 2) the auditor’s conclusion on financial statements, if the value of SUSH assets exceeds 10 million AMD.

XIII. THE REORGANIZATION AND LIQUIDATION OF SUSH

136. The Foundation may be reorganized only in case of joining or merging with another Foundation.
137. SUSH may be reorganized by the Founder's decision in the manner prescribed by law.
138. The liquidation of SUSH is the termination of its activities without transferring its rights and obligations to other persons in succession.
139. Only the court can make a decision on SUSH liquidation upon the request of interested bodies. The Board of Trustees may act on behalf of the Foundation as an interested body.
140. SUSH can be liquidated in the manner prescribed by the RA Legislation, if:
 - 1) SUSH property is not enough for carrying out its activities and the acquisition of the necessary property is not real;
 - 2) with its activities SUSH has deviated from the goals envisaged by the Statute;
 - 3) it is not possible to achieve the SUSH goals and make changes to those goals;
 - 4) SUSH activities endanger state and public security, public order, public health and morals, others' rights and freedom;
 - 5) SUSH has committed multiple or gross violations of law or has regularly carried out activities contrary to its statutory objectives;
 - 6) the Founder has committed significant violations and forgery when establishing SUSH.

141. SUSh may also be liquidated in other cases provided by the RA Law “On Foundations”.
142. After satisfying the creditors' claims, as well as in a case when SUSh has no obligations to the creditors at the moment of interim liquidation balance sheet approval, the property is directed to the goals provided by SUSh Statute, and if not possible, it is transferred to the RA state budget.

Minister -Chief of the RA Government staff

D. Harutyunyan