



COLLEGE OF ACCOUNTANCY AND FINANCE

APPROVED

At the Meeting of the College of Accountancy and Finance Council on 1 February 2012, Minutes No.6-1 (with amendments approved at the meeting of the College of Accountancy and Finance Council on 5 January 2018, Minutes No. 1-17/01, at the meeting of the College of Accountancy and Finance Council on 1 November 2019, Minutes No. 1-17/03)

COLLEGE OF ACCOUNTING AND FINANCE

REGULATIONS

ON COMPETITION FOR BUDGET PLACES

1. The competition is organised with the aim to attract and reward applicants for studies at the College of Accountancy and Finance (hereinafter - the College) on a free or discounted basis.
2. In the academic year, the College of Accounting and Finance has 2 budget places for first-year students to study for one semester in the study direction Economics.
3. Graduates with general secondary or professional secondary education who have obtained a certificate of secondary education in the academic year of the competition may apply for the budget place.
4. All graduates of secondary schools, vocational secondary schools, whose assessment in certificates of secondary education is not less than 8 grades (8; 9; 10) in academic subjects:
 - Mathematics;
 - Latvian Language
 - Foreign Language.
5. Competitors must have the following original documents: passport or identity card, certificate of full secondary education and its appendix - transcript of records, certificates of passed centralised exams.
6. Competitors can register for the competition at the College Admissions Committee. When submitting documents, it is necessary to make a payment for drawing up documents in accordance with the Student Admission Regulations, which is further taken into account when concluding a Study Contract with the College Admission Committee.
7. Competitors are entitled to apply for one budget place.
8. The following data are used in the calculation of results: levels of centralised examinations in secondary education, the average grade point of the certificate of general or vocational secondary education in the transcript of records, results of success in regional and international thematic Academic Olympics.
9. The results of the unified certificates of centralised exams of secondary education in Latvian Language, Mathematics and Foreign Language shall be taken into account in the calculation:

Grade in the 10-grade system	Grade in the 5-grade system	CE Certificate level	CE percentage level	Number of points
10 (with distinction) and 9 (excellent)	5 (excellent)	A	(85% - 100%)	10
8 (very good)		B	(69% - 84%)	8
7 (good)	4 (good)	C	(53% - 68%)	7

The points received in the above three academic subjects are summed. The average grade point of the supplement to the secondary education certificate is added to the obtained result (not taking into account the grades obtained in the 10th, 11th and 12th grade school examinations).

Additional points are added to the result obtained in case of passing the secondary education exam/centralised exam in Business and Economics.

School exam assessment / Level of centralised exams	Number of additional points
A or 10; 9	1
B or 8	0,8
C or 7	0,6

10. In case two competitors get the same number of points in the results of the competition according to the documents on full secondary education, the times of the additional examination organised by the Head of Study Programme will be announced in the form available to each candidate.
11. If two or more competitors for the budget place have equal average assessments of success, then the priority for the allocation of the budget place shall be granted to:
 - 11.1. A competitor with a disability;
 - 11.2. An orphan, or a child left without parental care until the age of 24;
 - 11.3. A student whose family, with which he or she has an undivided household, has been granted the status of a needy family during the budget place competition;
 - 11.4. A student from a large family (also in cases when the children of the respective family are already adults, but at least three of them are not older than 24 and study in a general or vocational education institution or study at a university or college full-time);
 - 11.5. A student who has one or more children.
12. Each competitor may apply for additional points in the calculation of the final result, if appropriate documents are submitted to the Competition Committee, which confirm the achievements of the given competitor, if such possibility is mentioned in the competition rules in the respective study programme. The supporting documents to be submitted must be dated at least on the date of entry of the competitor in the 10th grade.

13. The winner of the competition is determined by the College Admission Committee, which is chaired by the Chairperson of the Admission Committee. The Committee's decision will be notified to the winners of the competition in writing.
14. The winner chooses the form of training (full-time or part-time) and the place of training (Riga or branches).
15. The winner of the competition is granted the winner's right to free studies at the college in Riga and branches during one semester, observing the following rules:
 - Semester tests, exams, term paper, internship were passed according to the deadlines specified in the class schedule with grades (8), (9) and (10), excluding re-taking and except for documented cases. According to the results of the semester, the assessment *very good* (8) may not exceed more than three grades per semester;
 - By the beginning of the next semester, all financial obligations to the College have been settled;
 - A person who has not complied with the given Regulations loses the right to free studies at the College.