

REGULATIONS

on Monitoring and Periodic Update of Educational Programmes at the National Defence University of Ukraine

1. General provisions

1.1. The Regulations on Monitoring and Periodic Update of Educational Programmes at the National Defence University of Ukraine (hereinafter referred to as the Regulations) define the policy of conducting procedures for assessing the quality of educational (educational-professional, educational-scientific) programmes and professional military education courses curricula and their partial update or more significant update (modernisation).

1.2. Monitoring and periodic update of educational programmes (hereinafter referred to as EP) is an integral procedure for ensuring the quality of academic activities, as well as higher and professional military education at the National Defence University of Ukraine.

1.3. Monitoring and periodic update of the educational programme is a procedure aimed at ensuring the quality of higher and professional military education and compliance of educational programmes with the needs of the Armed Forces of Ukraine, other military formations established in accordance with the laws of Ukraine, higher education students and students of professional military education courses (hereinafter referred to as students).

1.4. Monitoring the educational programme is aimed at identifying, analysing and systematising trends in the development of the quality of higher and professional military education, and the update seeks to ensure the improvement of the content and structure of educational programmes.

1.5. The Monitoring of the educational programme is carried out, in particular, taking into account the cycle of dynamic quality improvement: educational programmes can and should be improved not only based on feedback, but also based on forecasting, taking into account the trends in the development of the security and defence sector of Ukraine and the relevant academic field.

2. Legal and regulatory framework

The Regulations are based on: Law of Ukraine "On Education", Law of Ukraine "On Higher Education", Licensing Conditions for Educational Activities of Educational Institutions, approved by the Resolution of the Cabinet of Ministers of Ukraine of 30 December 2015 No. 1187 (as amended by the Resolution of the Cabinet of Ministers of Ukraine № 365 of 24 March 2021), List of fields of knowledge and specialities in which higher education is provided, approved by the Resolution of the Cabinet of Ministers of Ukraine of 29 April 2015 No. 266 (as amended by the Resolution of the Cabinet of Ministers of Ukraine № 1021 of 30 August 2024), Regulations on Accreditation of Educational Programmes for the Training of Higher Education Applicants, approved by the Order of the Ministry of Education and Science of Ukraine of 15 May 2024 No. 686, Regulations on the Peculiarities of Organising the Educational Process in Higher Military Educational

Institutions of the Ministry of Defence of Ukraine, military educational subdivisions of higher education institutions, professional pre-higher military education institutions, approved by the Order of the Ministry of Defence of Ukraine of 15 February 2024 No. 120, the Order of the Ministry of Defence of Ukraine of 20 June 2024 No. 405 "On the organisation of training of officers, sergeants and non-commissioned officers in higher military educational institutions, military educational subdivisions of higher education institutions and professional pre-higher military education institutions", the Policy of the Ministry of Defence of Ukraine on ensuring the quality of professional military education.

3. Monitoring, periodic revision and updating of educational (educational-professional, educational-scientific) programmes and curricula of professional military education courses

3.1. The Monitoring and periodic update of educational programmes is carried out with the aim of their improvement, which involves a partial update or a more significant update (modernisation), namely

- changes in the components of the educational programmes;
- the purpose of educational programmes;
- defined programme learning outcomes of educational programmes;
- educational components, etc.

3.2. The tasks of Monitoring and periodic revision of educational programmes are to establish

- achievability of the defined goals and programme learning outcomes;
- confirmation of their relevance to the global trends in the development of the relevant field of knowledge;
- improving the quality and efficiency of the educational process;
- meeting the needs of military education students and customers to train military specialists.

3.3. Monitoring of educational programmes includes:

- monitoring the quality of learning outcomes of military education students;
- monitoring the teaching quality of academic subjects;
- monitoring the satisfaction of military education students with the quality of educational programmes;
- monitoring the quality of staff (compliance with the educational and/or professional qualifications of academic staff, course directors and modules involved in the implementation of educational programmes), their achievements in professional activities;
- monitoring the satisfaction of academic staff with the internal quality assurance of educational programmes;
- monitoring the quality of academic (educational, organisational, informational, advisory and social) support for military education students;
- monitoring of individual learning trajectories of military education students;
- monitoring of academic mobility and internationalisation;

monitoring the employment of military education students and their career paths (long-term results of higher and professional military education);
monitoring of the needs of the Armed Forces of Ukraine, other military formations established in accordance with the laws of Ukraine, and the market of educational services;
monitoring of the research activity of students and the quality of scientific supervision.

3.4. Monitoring educational (educational and professional, educational and scientific) programmes is carried out annually.

Monitoring of educational programmes of professional military education courses is carried out no more than once a year.

3.5. The Monitoring of educational programmes is carried out by:

the main structural subdivisions of the NDUU that provide the educational process;

structural units that implement the relevant educational programmes;

research laboratory for internal quality assurance of educational activities of the Scientific and Methodological Department for Analysis and Forecasting of Educational Activities of the Scientific and Methodological Centre for the Organisation and Conduct of Educational Activities of the NDUU (hereinafter referred to as the structural unit for internal quality assurance of military education);

Department of Education and Quality Assurance of Education and Educational Process of the Professional Military Education Institute "Leadership School" (hereinafter referred to as the Quality Assurance Unit of the Professional Military Education Institute "Leadership School").

Experts, practitioners, military education students, stakeholders, and other interested persons may also be involved in monitoring educational programmes.

3.6. Monitoring of educational programmes can be carried out in the following ways:

direct data collection (observation, interviews, personal surveys);

indirect data collection (written surveys, electronic questionnaires, involvement of experts);

obtaining information without involving participants (studying documentation, analysing statistical data).

3.7. Monitoring of educational programmes can be carried out using the following tools:

surveys (questionnaires and interviews of military education students, graduates, academic staff, customers for the training of military specialists, representatives of C2 units, main units, educational process support units of the NDUU);

observation (didactic observation of the educational process);

analysis of documents (study of educational programmes and curricula, syllabi and work programmes of educational documents, minutes of meetings, reporting documentation, etc;)

testing (measuring the level of knowledge, skills and abilities acquired by military education students);

focus group interview (discussion of problems and issues related to the educational process);

statistical data analysis (assessment of the level of achievement of the expected learning outcomes by military education students).

3.8. The system of mandatory and recommended ways, forms and means of monitoring educational programmes is determined by the structural unit of internal quality assurance of military education and/or the unit of quality assurance of education of the Professional Military Education Institute (hereinafter referred to as PMEI) "Leadership School".

3.9. Organisation of Monitoring

3.9.1. The organisation of the monitoring is entrusted to the structural unit of internal quality assurance of military education and/or the unit of quality assurance of education of the PMEI "Leadership School", which shall inform the military education students, academic staff, customers for training of military specialists (hereinafter referred to as customers) under the relevant EPs and other interested persons about the purpose of monitoring of educational programmes and the ways of its implementation.

3.9.2. To inform customers about monitoring educational programmes in the planned academic year, the structural unit of internal quality assurance of military education prepares relevant notification letters no later than 10 July of the academic year preceding the planned academic year.

3.9.3. Information on monitoring the educational programme shall be posted on the official website of the NDUU, as a rule, no later than 10 July of the academic year preceding the planned academic year.

3.9.4. Proposals of institutes (centres, departments) that implement the educational process in the relevant educational programmes, structural units that provide the educational process, regarding the tasks of monitoring educational programmes, representation in the group (groups) of Monitoring of the educational programme (hereinafter referred to as the monitoring group (groups)), the timing of Monitoring shall be submitted to the structural unit of internal quality assurance of military education, as a rule, no later than 20 July of the academic year preceding the planned one.

3.9.5. The structural unit for internal quality assurance of military education summarises proposals from customers, structural units and other persons (internal and external stakeholders) and forms proposals on

tasks of monitoring educational programmes;

- composition of the monitoring group (groups);
- method and procedure for monitoring educational programmes;
- timing of the monitoring;
- reporting forms.

Generalised proposals shall be submitted to the Deputy Commandant of the University on Academics for consideration and approval, as a rule, no later than 30 July of the academic year preceding the planned one.

3.9.6. Following the decision, the structural unit for internal quality assurance of military education prepares a draft order on monitoring educational programmes in the planned academic year, as a rule, no later than 20 August of the academic year preceding the planned one.

3.9.7. The order of the NDUU Commandant on monitoring educational programmes in the planned academic year is issued no later than 30 August of the academic year preceding the planned one.

3.10. Procedures for monitoring educational programmes

3.10.1. Monitoring of an educational programme involves:

- development of a monitoring plan for each of the educational programmes;
- determining the criteria by which the educational programmes will be evaluated;
- determination of the evaluation scale;
- evaluation of educational programmes;
- development of a report on the results of monitoring.

3.10.2. The main criteria by which educational programmes are evaluated are:

- design and objectives of the educational programme;
- structure and content of the educational programme;
- learning and teaching in the educational programme;
- assessment measures, formative and summative assessment of military education and academic integrity;
- staffing;
- educational environment and material resources;
- internal quality assurance of the educational programme;
- transparency and publicity;
- learning through research (for the third (educational and scientific) EP level).

3.10.3. When evaluating an educational programme according to the criterion "Design and objectives of the educational programme", it is analysed

- whether the educational programme has formulated goals that are consistent with the mission and strategy of the NDUU;

- whether the objectives and programme learning outcomes of the educational programme take into account the position and needs of the customer(s) for the training of military specialists;

whether the goals and programme learning outcomes of the educational programme take into account the trends in the development of the speciality, as well as the experience of similar domestic and foreign educational programmes;

whether the educational programme enables learning outcomes defined by the higher education and/or professional standards for the relevant level of higher education and/or professional military education.

3.10.4. When evaluating an educational programme according to the criterion "Structure and content of the educational programme", it is analysed

whether the content of the educational programme has a clear structure, the educational components included in the educational programme constitute a logical interconnected system, and, in the aggregate, make it possible to achieve the stated goals and programme learning outcomes;

whether the content of the educational programme corresponds to the subject area of the speciality defined for it;

whether the educational programme and curriculum provide for the practical training of military education students, which enables them to acquire the competencies necessary for further professional activity;

whether the educational programme provides for the acquisition of social skills (soft skills) by military education students that meet the stated objectives;

whether the content of the educational programme takes into account the requirements of the relevant higher education standard and/or professional standard;

whether the volume of the educational programme and individual educational components (in credits of the European Credit Transfer and Accumulation System) corresponds to the actual academic load of military education students, and the achievement of the goals and programme learning outcomes.

3.10.5. When evaluating an educational programme according to the criterion "Learning and teaching in the educational programme", it is analysed

whether the forms and methods of learning and teaching, including the use of modern digital tools and artificial intelligence technologies under the policies of the NDUU, contribute to the achievement of the goals and programme learning outcomes stated in the educational programme, meet the requirements of the student-centred approach and the principles of academic freedom;

whether all participants in the educational process are provided with timely, accessible and understandable information on the goals, content and programme learning outcomes, the procedure and criteria for assessment within individual educational components;

whether the academic staff ensures that the results of scientific research are integrated into the educational programme at the corresponding level of higher education and/or professional military education, and the objectives of the educational programme;

whether the academic staff update the content of education based on scientific achievements and modern practices in the relevant field;

whether learning, teaching and research are linked to the internationalisation of the NDUU activities.

3.10.6. When assessing the educational programme according to the criterion "Assessment measures, formative and summative assessment of military education students and academic integrity", the following is analysed

- whether the forms of assessment measures and criteria for assessing students are clear, understandable, make it possible to establish the achievement of learning outcomes by the military education student for a particular educational component and/or educational programme as a whole, and are published in advance;

- whether the forms of certification of military education students meet the requirements of the higher education standard and/or professional standard;

- whether the rules for conducting assessment measures are clear and understandable, accessible to all participants in the educational process, and ensure the objectivity of examiners, in particular, cover procedures for preventing and resolving conflicts of interest, determine the procedure for appealing the results of assessment measures and their re-passing, and are consistently followed during the implementation of the educational programme;

- whether the NDUU has defined clear and understandable policies, standards and procedures for maintaining academic integrity, which all participants consistently follow in the educational process during the implementation of the educational programme;

- whether the NDUU promotes academic integrity (primarily through implementing this policy in the internal culture of quality) and uses appropriate technological solutions to counteract violations of academic integrity.

3.10.7. When evaluating an educational programme according to the criterion "Personnel", it is analysed

- whether the academic and/or professional qualifications of the academic staff involved in the implementation of the educational programme ensure the achievement of the goals and programme learning outcomes defined by the relevant programme;

- whether the procedures for the competitive selection of the academic staff are transparent and allow for ensuring the required level of their professionalism for the successful implementation of the educational programme;

- whether the NDUU (institute, centre, department) involves customers for the training of military specialists in the organisation and implementation of the educational process;

- whether the NDUU (institute, centre, department) involves practitioners, industry experts, representatives of customers for the training of military specialists in classroom studies;

- whether the NDUU (institute, centre, department) contributes to the professional development of the academic staff through its programmes or in cooperation with other organisations;

- whether the NDUU (institute, centre, department) stimulates the faculty development.

3.10.8. When evaluating an educational programme according to the criterion "Educational environment and material resources", it is analysed

whether the financial and material resources (library, other infrastructure, equipment, etc.), as well as teaching and methodological support of the educational programme, guarantee the achievement of the goals and programme learning outcomes defined by the educational programme;

whether the NDUU provides free access to the relevant infrastructure and information resources necessary for training, teaching and/or research activities within the educational programme for the academic staff and military education students;

whether the educational environment is safe for the life and health of military education students enrolled in the educational programme and allows them to meet their needs and interests;

whether the NDUU provides educational, organisational, informational, advisory and social support to the military education students enrolled in the educational programme;

whether the NDUU creates sufficient conditions for the realisation of the right to education for persons with special educational needs enrolled in the educational programme;

whether there are clear and understandable policies and procedures for resolving conflict situations (including those related to sexual harassment, discrimination and/or corruption, etc.) that are accessible to all participants in the educational process and consistently followed during the implementation of the educational programme.

3.10.9. When evaluating an educational programme according to the criterion "Internal quality assurance of the educational programme", it is analysed

whether the NDUU (institute, centre, department) adheres to the procedures for the development, approval, monitoring and periodic update of the educational programme;

whether students of military education are involved directly and through student self-government bodies in the process of periodic update of the educational programme and other procedures for ensuring its quality as partners, whether the position of students of military education is taken into account when revising the educational programme;

whether customers for the training of military specialists are involved directly in the process of periodic revision of the educational programme and other procedures for ensuring its quality as partners;

whether there is a practice of collecting, analysing and taking into account information on the career path of graduates of the educational programme;

whether the system of internal quality assurance of military education at the NDUU ensures a timely response to identified deficiencies in the educational programme;

whether the results of external quality assurance (in particular, comments and suggestions formulated during previous institutional audits, inspections, and accreditations of the educational programme) are taken into account when updating the educational programme;

whether the academic community of the NDUU (institute, centre, department) has a quality culture that promotes the continuous development of the educational programme.

3.10.10. When evaluating the educational programme according to the criterion "Transparency and Publicity", the following is analysed

whether clear and understandable rules and procedures governing the rights and obligations of all participants in the educational process are defined, accessible to them and consistently followed during the implementation of the educational programme;

whether the NDUU has published on its official website the relevant draft of the new EP or changes and additions to the existing educational programme to receive comments and suggestions from stakeholders;

whether the NDUU timely publishes on its official website information about the educational programme (including its objectives, expected learning outcomes and educational components) in a volume sufficient to inform the relevant stakeholders.

3.10.11. When evaluating an educational programme according to the criterion "Learning through research", it is analysed

whether all the blocks of competences necessary for full-fledged research and teaching activities among PhD students are provided;

whether preparation for teaching, work in the international scientific environment, and research activities outside the academic environment are provided;

whether the PhD students acquire competences in research methods;

how the research interests of PhD students are monitored and how the relevance of academic subjects to the research topics of PhD students is ensured;

whether the frequency and form of periodic presentations and group discussions of interim results of research by PhD students are determined;

whether PhD students are provided with access to laboratory and other equipment, materials, the Internet, scientific and technical literature, electronic journals, specialised databases, etc., necessary for conducting relevant research;

whether the scientists appointed as supervisors of PhD students are active researchers.

3.10.12. The compliance of the educational programme with the defined criteria is carried out according to a grading scale that includes four levels of compliance:

A - the study programme fully meets the specified criteria, and the study programme does not require revision;

B - the educational programme meets the specified criterion with shortcomings that are not significant, the educational programme needs minor updating;

E - the educational programme does not meet the specified criterion, the educational programme needs to be updated (modernised);

F - the educational programme does not meet the specified criterion and the identified deficiencies are fundamental, the educational programme needs significant modernisation, or the programme should be closed.

3.10.13. As a rule, the monitoring plan of the educational programme is developed by the monitoring group (groups) no later than 10 September of the academic year.

3.10.14. The plan for monitoring the educational programme is signed by the head of the monitoring group, agreed upon by the Chief of the structural unit for internal quality assurance of military education and approved by the Deputy Commandant of the University on Academics, as a rule, no later than 15 September of the academic year.

3.10.15. Monitoring of the educational programme is carried out following the approved plan.

3.11. Generalisation of the educational programme monitoring results

3.11.1. The educational programme monitoring results, received by the monitoring group (groups), are drawn up in the form of an analytical report for each educational programme and submitted to the structural unit for internal quality assurance of military education within ten days after the end of the assessment of the relevant educational programme.

3.11.2. Reporting of the monitoring group (groups) for educational programmes should be completed, as a rule, no later than 15 May of the academic year preceding the planned one.

3.11.3. The structural unit for internal quality assurance of military education summarises the analytical reports received by the monitoring group(s) and submits them, as a rule, no later than 30 May of the academic year preceding the planned year:

for educational (educational-professional, educational-scientific) programmes - to the guarantors of the relevant educational programmes;

for educational programmes of professional military education courses - to the directors of the relevant professional military education courses.

3.11.4. Based on the analysis of the monitoring educational programmes, the guarantors of educational programmes (directors of professional military education courses) develop SWOT-analysis matrices for the relevant educational programmes.

Strengths of the educational programme	Weaknesses of the educational programme Weaknesses
Opportunities, prospects for the development of the educational programme (Opportunities)	Threats, risks (Threats)

3.12. Revision and update of the educational programme

3.12.1. The revision of the educational programmes is carried out annually based on the monitoring results

analytical report of the structural unit of internal quality assurance of military education;

analysis of the experience of training and joint employment of forces and means of the components of the defence forces;

standards and procedures adopted in the NATO member states.

3.12.2. Working groups are created to revise and make decisions on updating, closing educational programmes or on the absence of a need to change educational programmes, and are headed by

for educational (educational-professional, educational-scientific) programmes - guarantors of the relevant EPs;

for professional programmes of professional military education courses - by the directors of the relevant courses of professional military education.

3.12.3. Proposals for the composition of the working groups are formed by the institutions responsible for the training of military education students under the relevant educational programmes and submitted to the structural unit for internal quality assurance of military education, as a rule, no later than 25 May of the academic year preceding the planned one.

The working groups should include members of the educational programme support groups and directors of courses (modules). They may also include representatives of the structural unit for internal quality assurance of military education and/or the PMEI "Leadership School" educational quality assurance unit, military education students, and academic staff who implement the relevant educational programmes.

3.12.4. The structural unit for internal quality assurance of military education prepares a draft order on the composition of working groups, as a rule, no later than 30 May of the academic year preceding the planned one.

3.12.5. The order of the NDUU Commandant on the composition of working groups is issued, as a rule, no later than 05 June of the academic year preceding the planned one.

3.12.6. When revising educational programmes, the following is analysed

compliance of their educational components with programme competences;

compliance of the programme learning outcomes with the relevant educational components of the educational programmes;

expediency of distribution of credits for mastering educational components and ensuring programme learning outcomes;

effectiveness of the forms of educational process organisation, teaching and assessment methods used;

organisation of learning through research;

quality of practical training;
compliance with academic integrity.

The revision of educational programmes is also subject to amendments to the legislative framework in education and science concerning educational activities and professional military education.

3.12.7. Proposals for updating educational programmes or the absence of the need for their changes are developed by working groups to revise relevant educational programmes, as a rule, no later than 15 June of the academic year that precedes the planned one.

3.12.8. Proposals for updating educational programmes are considered by the Methodological Commissions of the institutes responsible for the implementation of these educational programmes, as a rule, after the completion of certification of students and, as a rule, no later than 20 June of the academic year preceding the planned one.

3.12.9. Representatives of the customer, the structural unit for internal quality assurance of military education and/or the unit for quality assurance of education of the PMEI "Leadership School", military education students, and the academic staff who implement the relevant educational programmes should be involved in the consideration of proposals for updating the educational programmes or the absence of a need for their changes.

3.12.10. Updating educational programmes that involve partial changes to their structural elements, except for sections relating to the specifics of educational programmes, their objectives and programme learning outcomes, is carried out without re-approval.

3.12.11. Suppose the revision results require reform or significant changes in the educational programmes, and/or the quality of the educational programmes appears inadequate. Such educational programmes are subject to a more significant update in that case.

3.12.12. The update of educational programmes is carried out by approving the relevant changes for the next academic year following the established procedure by the Academic Council of the NDUU, as a rule, no later than 30 June of the academic year preceding the planned one.

The decisions of the Academic Council of the NDUU on amendments to the educational programmes are reflected in the sheet of changes and/or additions to the educational programmes.

3.12.13. In case of changes in the expected learning outcomes (competencies) of accredited educational (educational and professional, educational and scientific) programmes, the updated educational programmes are considered new, and the NDUU must enter the relevant information into the Unified State Electronic Database on Education.

Such educational programmes are subject to new accreditation by the established procedure.

3.12.14. This rule does not apply in the case of bringing the programme learning outcomes (competencies) in line with the higher education standard, or expanding the expected programme learning outcomes (competencies), or replacing the programme learning outcomes (competencies), except for those provided for by the higher education standards, in the amount of up to 50 per cent.

3.12.15. The implementation of measures to make changes simultaneously to educational programmes and curricula to them is entrusted to working (project) groups for their development, headed by guarantors of educational (educational-professional, educational-scientific) programmes or directors of courses of professional military education under the organisational and methodological guidance and in cooperation with the Scientific and Methodological Centre for the Organisation and Conduct of Educational Activities and NDUU institutes responsible for the training of military education students in the relevant educational programmes.

4. Closure of educational programmes

4.1 Educational programmes may be withdrawn from the list of educational programmes implemented at the NDUU on the initiative of

guarantors (directors of courses of professional military education) of the relevant EPs;

working groups on revising the relevant educational programmes;

institutions responsible for the training of applicants for military education under specific educational programmes;

structural unit of internal quality assurance of military education and/or the unit of quality assurance of education of the PMEI "Leadership School";

management or admission committee of an NDUU in the absence of enrollment of military education students for a particular educational programme for two years.

Upon completing the training of military education students in the last year (period) of study, such educational programmes are removed from the list of educational programmes implemented at the NDUU.

4.2. The procedure for closing educational programmes

4.2.1. The initiators of the closure of educational programmes shall develop reasonable proposals regarding the need (expediency) of closing specific educational programmes and submit them to the Methodological Commissions of the institutes responsible for implementing them.

4.2.2. Proposals for the closure of educational programmes shall be considered by the Methodological Commissions of the relevant institutes, as a rule, no later than 20 June of the academic year preceding the planned one.

4.2.3. The Methodological Commissions of the institutes responsible for the implementation of such educational programmes shall submit the revision results, justification for the need (expediency) of closing educational programmes, and proposals to the meeting of the Academic Council of the NDUU.

4.2.4. The decision to withdraw educational programmes from the list of educational programmes implemented at the NDUU shall be made by the Academic Council of the NDUU, as a rule, no later than 30 June of the academic year preceding the planned one.

4.2.5. The decision of the Academic Council of the NDUU to exclude specific educational programmes from the list of educational programmes implemented at the NDUU shall be put into effect by the order of the Commandant of the National Defence University of Ukraine, as a rule, no later than 15 July of the academic year preceding the planned one.

5. Peculiarities of monitoring and periodic revision of educational programmes of professional military education courses (30 ECTS credits)

5.1. Organisation of monitoring educational programmes

5.1.1. Monitoring the educational programmes of the professional military education courses with a volume of 30 ECTS credits (hereinafter referred to as shortened educational programmes) is organised in the first and second semesters of the academic year.

5.1.2. Monitoring shortened educational programmes is carried out within the timeframe specified for the implementation of the relevant educational programmes.

5.1.3. The organisation of monitoring shortened educational programmes is entrusted to the Education Quality Assurance Unit of the PMEI "Leadership School", which shall inform customers, academic staff, military education students and other interested persons about the purpose of monitoring such programmes and the ways of their implementation.

5.1.4. To inform customers about the monitoring of shortened educational programmes, the Education Quality Assurance Unit of the PMEI "Leadership School" prepares notification letters:

in the first half of the planned academic year, as a rule, no later than 05 July of the academic year preceding the planned one;

in the second half of the planned academic year, as a rule, no later than 25 December of the current academic year.

5.1.5. Information on the monitoring of shortened educational programmes is posted on the official website of the NDUU:

in the first half of the planned academic year, as a rule, no later than 10 July of the academic year preceding the planned one;

in the second half of the planned academic year, usually no later than 30 December of the current academic year.

5.1.6. The proposals of the directors of the professional military education courses, structural units that provide the educational process, regarding the tasks of monitoring the shortened educational programmes, representation in the monitoring group(s), and the timing of the monitoring shall be submitted to the Education Quality Assurance Unit of the PMEI "Leadership School":

in the first half of the planned academic year, as a rule, no later than 20 July of the academic year preceding the planned one;

as a rule, in the second half of the planned academic year, no later than 05 January of the current academic year.

5.1.7. The Education Quality Assurance Unit of the PMEI "Leadership School" summarises proposals from customers, directors of professional military education courses, other persons (internal and external stakeholders), and forms generalised proposals on

tasks of monitoring shortened educational programmes;

composition of the monitoring group(s);

method and procedure for monitoring shortened educational programmes;

timing of the monitoring;

reporting forms.

5.1.8. Generalised proposals are submitted to the Deputy Commandant of the University on Academics for consideration and approval:

in the first half of the planned academic year, as a rule, no later than 30 July of the academic year preceding the planned one;

in the second half of the planned academic year, usually no later than 10 January of the current academic year.

5.1.9. By the decision made, the Education Quality Assurance Unit of the PMEI "Leadership School" prepares a draft order on monitoring of shortened educational programmes:

in the first half of the planned academic year, as a rule, no later than 10 August of the academic year preceding the planned one;

in the second half of the planned academic year, as a rule, no later than 15 January of the current academic year.

5.1.10. The order of the NDUU Commandant on monitoring of shortened educational programmes in the planned academic year is issued:

in the first half of the planned academic year, as a rule, no later than 20 August of the academic year preceding the planned one;

as a rule, in the second half of the planned academic year, no later than 20 January of the current academic year.

5.1.11. To monitor the shortened educational programme, the monitoring group shall develop an appropriate plan, as a rule, no later than two weeks before its implementation.

5.1.12. The head of the monitoring group signs the monitoring plan of the shortened educational programmes, agreed upon by the Chiefs of the structural unit of internal quality assurance of military education and/or the unit of quality assurance of the PMEI "Leadership School" and approved by the Deputy Commandant of the University on Academics, as a rule, not later than one week before the start of its implementation.

5.1.13. Monitoring of the shortened educational programmes is carried out by the approved plan.

5.2. Summarising the results of monitoring of shortened educational programmes

5.2.1. The results of the monitoring of shortened educational programmes, received by the monitoring group (groups), are drawn up in the form of an analytical report for each shortened educational programme and submitted to the Education Quality Assurance Unit of the PMEI "Leadership School", as a rule, within ten days after the end of the revision of the relevant programme.

5.2.2. The Education Quality Assurance Unit of the PMEI "Leadership School" summarises the analytical reports received by the monitoring group(s) and provides them to the directors of the relevant professional military education courses, as a rule, within two weeks after the receipt of the analytical reports.

5.3. Revision and update of shortened educational programmes

5.3.1. Working groups headed by the directors of the relevant courses of professional military education are created to review and decide on the update, closure of shortened educational programmes or the absence of the need for changes.

5.3.2. Proposals on the composition of working groups for revising shortened educational programmes are formed by the Professional Military Education Institute "Leadership School":

in the first half of the planned academic year, as a rule, no later than 15 July of the academic year preceding the planned academic year;

in the second half of the planned academic year, as a rule, no later than 10 January of the current academic year.

5.3.3. The Professional Military Education Institute "Leadership School" drafts an order on the composition of working groups for the review of shortened educational programmes:

in the first half of the planned academic year, as a rule, no later than 15 July of the academic year preceding the planned academic year;

in the second half of the planned academic year, as a rule, no later than 10 January of the current academic year.

5.3.4. The order of the NDUU Commandant on the composition of working groups for the revision of shortened educational programmes is issued

in the first half of the planned academic year, as a rule, no later than 20 July of the academic year preceding the planned one;

in the second half of the planned academic year, as a rule, no later than 15 January of the current academic year.

5.3.5. Proposals for updating shortened educational programmes or for no need to change them shall be developed by working groups for reviewing the relevant programmes, as a rule, no later than two weeks from the completion date of the monitoring of the relevant programmes.

5.3.6. Proposals for updating the shortened educational programmes are considered by the Methodological Commission of the Professional Military Education Institute "Leadership School", as a rule, not later than ten days from the submission date of the relevant proposals.

5.3.7. Representatives of the customer, the quality assurance unit of the PMEI "Leadership School", academic staff, and military education students who implement the relevant shortened educational programmes should be involved in the consideration of proposals for updating the shortened educational programmes or the absence of a need for changes to them.

5.3.8. Updates to shortened educational programmes that involve partial changes to their structural elements, except for sections relating to their features, objectives and programme learning outcomes, are carried out without re-approval.

5.3.9. If the revision results require reforming or significant changes in shortened educational programmes and/or the quality of such programmes appears inadequate, such programmes are subject to a more extensive update.

5.3.10. The update of the shortened educational programmes is carried out by approving the relevant changes by the Academic Council of the NDUU following the established procedure, as a rule, not later than one month from the date of consideration and approval by the Methodological Commission of the Professional Military Education Institute "Leadership School".

The decisions of the Academic Council of the NDUU on amendments to the educational programmes are reflected in the sheet of changes and/or additions to the shortened educational programmes.

5.3.11. The implementation of measures to amend the shortened educational programmes is entrusted to working (project) groups for their development, headed by the directors of the courses of professional military education under the organisational and methodological guidance and in cooperation with the Scientific and Methodological Centre for the Organisation and Conduct of Educational Activities and the NDUU institutes that participate in the training of military education students under the relevant shortened educational programmes.

5.4. Closure of shortened educational programmes

5.4.1. The initiators of closure of shortened educational programmes develop reasonable proposals on the necessity (expediency) of closure of such programmes and submit them to the Methodological Commission of the Professional Military Education Institute "Leadership School", as a rule, not later than two weeks from the completion date of the relevant programmes monitoring.

5.4.2. Proposals for closing the shortened educational programmes are considered by the Methodological Commission of the Professional Military Education Institute "Leadership School", as a rule, not later than ten days from the submission date of the relevant proposals.

5.4.3. The Methodological Commission of the Professional Military Education Institute "Leadership School" submits the results of considering the justification for the necessity (expediency) of closing the shortened educational programmes and proposals to the Academic Council of the NDUU meeting.

5.4.4. The decision to remove the shortened educational programmes from the list of educational programmes implemented at the NDUU is made by the NDUU Academic Council, usually no later than one month from the date of receipt of the justification for the need (expediency) of closing the shortened EP.

5.4.5. The decision of the Academic Council of the NDUU to exclude specific shortened study programmes from the list of study programmes implemented at the NDUU is put into effect by the order of the Commandant of the National Defence University of Ukraine.

6. Final provisions

6.1. The Regulations are approved by the decision of the Academic Council of the NDUU and put into effect by the order of the Commandant of the National Defence University of Ukraine.

6.2. Amendments and additions to the Regulations are made by the decision of the Academic Council of the NDUU and put into effect by the order of the Commandant of the National Defence University of Ukraine.

Chief of the Scientific and Methodological Centre
for the Organisation and Conduct of Educational Activities
Colonel

Mykola PALAMAR