

Approved by order No: _____
of Baku Higher Oil School
dated _____

RULES

for payment of tuition fees

1. General provisions

1.1 These Rules were prepared on the basis of provisions of Resolution No. 137 of the Cabinet of Ministers of the Republic of Azerbaijani on "Approval of rules for payment of tuition fees in the state higher and secondary specialized educational institutions of the Republic of Azerbaijan" dated July 14, 2005, and they regulate the relations arising during the process of admission to Baku Higher Oil School (hereinafter referred as BHOS) and subsequent payment of tuition fees.

1.2. The provisions of these Rules apply to every level of education taught at BHOS and to the citizens of the Republic of Azerbaijan.

2. Procedure for payment of tuition fees

2.1. Pursuant to paragraph 6.1 of the "Rules for Admission of Students to Higher Education Institutions of the Republic of Azerbaijan" approved by Resolution No. 39 of the Cabinet of Ministers of the Republic of Azerbaijan dated February 8, 2017, an applicant accepted to any specialty, regardless of the form of education, must register by submitting within 10 days the required documents to the educational institution where he/she has been admitted.

2.2. Applicants accepted to any specialty on a paid basis must submit a document confirming full payment of the annual tuition fee for the first academic year of study at the time of registration.

2.3. Students who successfully complete the first academic year shall pay a tuition fee on a semester-by-semester basis. A copy of the document confirming the payment of tuition fees by

the student must be submitted to the accounting department of the educational institution and the relevant department (dean's office) for information.

2.4. In the case provided for in paragraph 2.2 of these Rules, the student shall pay the tuition fee and submit by September 10 a document confirming the payment for the first semester, and he/she shall submit by January 15 a document confirming the payment for the second semester.

2.5. In the cases provided for in paragraphs 2.1 and 2.3, of these Rules, tuition fees shall be paid by students studying on a paid basis to the relevant settlement accounts of BHOS through banks and their branches. In case of non-compliance with the provisions of these paragraphs, appropriate measures shall be taken to prevent such persons from entering the territory of BHOS and participating in the educational process.

3. Exemption from payment of tuition fees

3.1. The following persons are exempted from paying tuition fees under the relevant legislative acts of the Republic of Azerbaijan:

3.1.1. Citizens of the Republic of Azerbaijan who received the status of IDP in accordance with the Order of the President of the Republic of Azerbaijan dated September 14, 2011 "On payment of educational expenses of IDPs studying on a paid basis in state higher education institutions of the Republic of Azerbaijan";

3.1.2. Children of citizens of the Republic of Azerbaijan who became disabled while defending Azerbaijan's territorial integrity, independence and constitutional order, died for freedom, sovereignty and territorial integrity of Azerbaijan, went missing in military operations, or were declared dead by the court, in accordance with the Order of the President of the Republic of Azerbaijan dated March 18, 2014, on "Reimbursement for educational expenses of children of citizens of the Republic of Azerbaijan who became disabled while defending Azerbaijan's territorial integrity, independence and constitutional order, died for freedom, sovereignty and territorial integrity of Azerbaijan, went missing in military operations, or were declared dead by the court";

3.1.3. Children under the age of 23 who have lost both parents, children deprived of parental care, persons who have lost one parent and whose other parent is a person with I or II degree

disability, in accordance of the Law of the Republic of Azerbaijan dated June 22, 1999 “On social protection of orphans and children deprived of parental care”.

3.1.4. Members of the family which received the status of a martyr's family, in accordance with the Law of the Republic of Azerbaijan dated September 3, 1993 "On perpetuating of the name of the martyr and about privileges to families of martyrs”.

3.1.5. Persons with I and II degree disabilities, as well as children under 18 with disabilities, in accordance with the Order of the President of the Republic of Azerbaijan dated May 3, 2019 on “Reimbursement for educational expenses of persons with I and II degree disabilities, as well as children under 18 with disabilities”.

3.2. Tuition fees of students who study full-time (except for repeated higher and secondary special education) in the educational institutions of the Republic of Azerbaijan on a paid basis for the normative education period and who are members of families belonging to the following socially vulnerable groups shall be paid from the state budget, in accordance with Resolution No. 138 of the Cabinet of Ministers of the Republic of Azerbaijan dated April 13, 2020 "On reimbursement for educational expenses of students who are members of families belonging to socially vulnerable groups":

3.2.1. Recipients of targeted state social assistance;

3.2.2 Either of parents (and the person who has one parent) or their legal representatives belonging to any of the following categories:

a) persons with I and II degree disabilities;

b) persons registered as unemployed;

c) labor pensioners by age

d) social benefit recipients by age

3.3. In other cases stipulated by legislative acts of the Republic of Azerbaijan and relevant decisions of SOCAR.

4. Final Provisions

4.1 The provisions of these Rules shall enter into force on July 1, 2020 and shall also apply to relations regulated before that date.

4.2. Paragraph 2.3 of these Rules shall apply equally to foreign students. In the case specified in paragraph 2.1 of these Rules, the foreign student shall pay the tuition fee in the amount specified in the contract concluded between BHOS and him/her within 10 calendar days from the date of registration. Other issues shall be regulated by the contract concluded between BHOS and the foreign student.