

APPROVED

by Order No. R-403 of 31 October 2023
of the Rector of Vilnius University

**DESCRIPTION OF THE FINANCIAL SETTLEMENT PROCEDURE FOR THE
IMPLEMENTATION OF THE COURSE UNITS (MODULES) OF INDIVIDUAL STUDIES,
GENERAL UNIVERSITY STUDIES, AND MINOR STUDIES AT VILNIUS UNIVERSITY**

**CHAPTER I
GENERAL PROVISIONS**

1. The Description of the Financial Settlement Procedure for the Implementation of the Course Units (Modules) of Individual Studies, General University Studies, and Minor Studies at Vilnius University (hereinafter the ‘Description’) establishes the funding principles and procedure for the implementation of the course units (modules) of individual studies (of another field), general university studies, and minor studies (hereinafter the ‘course units (modules) of individual studies’) in the first cycle and integrated study programmes of Vilnius University (hereinafter the ‘University’).

2. The Description was prepared in accordance with the Study Regulations of Vilnius University approved by Resolution of the Senate of Vilnius University No. SPN-43 of 21 June 2022 “On the Approval of the Study Regulations of Vilnius University and on the Amendments and Repeal of Certain Resolutions of a Senate Commission of Vilnius University”, the Description of the Procedure for the Implementation of the Course Units (Modules) of Individual Studies and the Optional Course Units (Modules) of Study Programmes at Vilnius University approved by Order of the Pro-Rector for Studies of Vilnius University No. R-151 of 20 April 2023 “On the Approval of the Description of the Procedure for the Implementation of the Course Units (Modules) of Individual Studies and the Optional Course Units (Modules) of Study Programmes at Vilnius University”, and other legal acts of the Republic of Lithuania and the University.

3. The funding of the implementation of the course units (modules) of individual studies at the core academic units of the University (hereinafter the ‘Units’) shall be ensured by the centrally-managed University fund through an annual disbursement of funds for the course units (modules) of individual studies to the Units (hereinafter the ‘funds for the Units’), calculated following the procedure laid down in Chapter II of this Description.

**CHAPTER II
FUNDING PRINCIPLES**

4. The funds allocated to the Units shall be calculated when the total amount of credits of course units (modules) of individual studies of the Unit taken by studying persons of study programmes of other Units (including studying persons seeking to liquidate debts and/or academic debts in accordance with the procedure set out in the legal acts of the University) exceeds the amount of credits of the course units of individual studies taken at other Units by the studying persons of study programmes implemented at the Unit during the same study semester (hereinafter the ‘difference of individual study credits at the Unit’).

5. The amount of funds allocated to Units for one study credit study of a course unit (module) of individual studies taken by a studying person shall be calculated in accordance with the standard cost of tuition of the second funding group of the standard cost of first-cycle university tuition approved for the current academic year by the Minister of Education, Science and Sport of the Republic of Lithuania, not including the expenses for incentivising students provided for in the standard cost of tuition and applying the proportions of distribution of the income of study activities to the Unit approved by the Council of the University.

6. The total amount of funds for the Units allocated to a specific Unit for the studies of course units (modules) of individual studies for a study semester, if the condition specified in Item 4 of this Description is fulfilled, shall be calculated according to the formula:

$$k = \frac{n - s}{60} * \frac{p}{100 \%} * (a - i), \text{ kur}$$

k – funds allocated to the Unit;

n – the standard cost of tuition of the second funding group of the standard cost of first-cycle university tuition approved for the current academic year by the Minister of Education, Science and Sport of the Republic of Lithuania;

s – funds for incentivising students provided for in the standard cost of tuition;

p – the percentage of study income per unit approved by the Council of the University;

a – the amount of credits of course units (modules) of individual studies of the Unit taken by studying persons of study programmes of other Units;

i – the amount of credits of the course units of individual studies of other Units taken by the studying persons of study programmes implemented at the Unit.

7. The difference in the study credits of individual studies at the Unit shall be calculated according to the registration data of the studying persons to the course units (modules) of individual studies recorded in the University Study Information System: in the autumn semester – the data of 1 October of the current academic year; in the spring semester – the data of 1 March of the current academic year.

CHAPTER III

THE PROCEDURE FOR THE PAYMENT OF FUNDS ALLOCATED TO THE UNIT

8. The amount of funds for the Units allocated to the Units implementing course units (modules) of individual studies shall be approved by an order of the Rector of the University.

9. The transfer of funds for the Units shall be carried out for both semesters of the current academic year, once per year, at the end of the current academic year.
