Kurdistan Region – Iraq
Council of Ministers
Ministry of Higher Education & Scientific Research
Apparatus of Supervision and Quality Assurance
Directorate of Quality Assurance and Accreditation

Kurdistan Regional Government
[Official emblem]

No.: 21 *[handwritten]*
Date: 8 / 9 / 2020 *[handwritten]*
Kurdish year: 2720

Ministerial Order

Based on the minutes of the fourth and fifth meetings of the Higher Committee for Drafting the Policy and Instructions for the Implementation of the Bologna Process and the Development of Programmes, and by virtue of the authority vested in us, it is hereby decided:

First: Implementation of the following points related to (admission, transfer, distribution, application, study ceiling, deferment of study, and examinations) in the Bologna Process:

1. The academic year in the Bologna Process is a Semester system based on the calculation of the number of ECTS credits; each semester consists of (30) credits, and each semester, including examinations and holidays, is between (15–20) weeks, provided that the teaching period is not less than (14) weeks. The university and the institutes are responsible for preparing their own annual calendar based on this for all academic years.
2. The academic year begins on (9/1) [1 September] of each year and ends on (7/1) [1 July] of each year, and each academic year consists of (2) two Semesters.
3. To obtain a Diploma degree, (2) two years, and for a Bachelor's degree, (4) four years of study, i.e. (60) sixty credits per academic year must be earned, and the number of credits for the years of study is determined by multiplying (60 credits × number of years of study) = the number of credits required to obtain the degree.
4. One (1) ECTS credit is equivalent to (27) twenty-seven hours of student workload.
5. Those universities and institutes that have a joint programme and Dual Degree with foreign universities may, in accordance with the agreement signed between the two universities, determine the number of hours for the calculation of one (1) credit.
6. A student, after registering his/her name at a university, may defer study for up to (6) six semesters, as follows:
   a. Two semesters at the student's own request, which are not counted against the student's study ceiling.
   b. Two semesters by the authority of the College Council, which are counted against the student's study ceiling.
   c. Two semesters by the authority of the University Council, which are counted against the student's study ceiling.
   d. Contrary to points (a, b, c) above, the student's enrolment is cancelled and thereafter he/she may return on a parallel basis.
7. A student, after registering his/her name at an institute, may defer study for up to (3) three semesters, as follows:
   a. One semester at the student's own request, which is not counted against the student's study ceiling.
   b. Two semesters by the authority of the Institute Council, which are counted against the student's study ceiling.
   c. Contrary to points (a, b) above, the student's enrolment is cancelled and thereafter he/she may return on a parallel basis.
8. A student, after registering his/her name at a university or institute, in cases where he/she defers both semesters of an academic year or only one semester, will be postponed by that semester in the years of study. If the deferment was in any semester, care must be taken that the modules that are prerequisites for the following semester should not be studied by the student.
9. If a student cheats in the examinations (daily, monthly, end-of-semester), he/she is considered to have failed the whole of that semester; if he/she repeats this, his/her enrolment is cancelled (deregistration).
10. A student whose enrolment has been cancelled due to cheating for the second time has no right to return on a parallel basis.
11. The passing mark is (50%), and the grade of first, second and other ranks is counted according to their average.
12. In order for a student to be able to participate in the end-of-semester examinations, the student must first have completed the Module Requirements set by the lecturer of the module; contrary to this, he/she is not permitted to participate in the end-of-semester examination, and the student is again re-registered on a

parallel basis. It is preferable that lecturers should not use this authority excessively, and universities should systematically organise this matter so that the student can better prepare him/herself.

13. For each Module, the student is entitled to four attempts. If, in the four examination attempts, the student does not pass, the student must retake that module on a parallel basis.
14. Those students who have fallen behind their peers are not required to take the modules that have been removed as a result of a change of curriculum, and are instead required to take the new subjects.
15. Transfer is carried out only between those universities that apply the Bologna Process, i.e. from the classical system to the Bologna Process and vice versa, transfer is not carried out.
16. Transfer and distribution at the end of each academic year are carried out; at the time of distribution the student's credits earned are counted according to the consent of the university/institute.
17. With regard to those parts related to the transfer of the Bologna Process to the colleges [from one level to a higher one], transfer is dealt with in accordance with the previous instructions on transfer.
18. Any student who, in any form, discontinues his/her studies (registration) will have that period counted against his/her study ceiling and the semesters of study; however, for the following year he/she has the right to return to study.
19. Any point in this order relating to admission, transfer, distribution and application that has not been referred to shall be dealt with in accordance with the same general instructions on admission, transfer, distribution and application.
20. These instructions shall be implemented from the academic year (2020–2021).

Second: The Directorate of Study, Planning and Follow-up shall undertake to implement the above points of the instructions on admission, transfer, distribution and application in the universities and public institutes and the private ones for the academic year (2020–2021).

Third: This order shall be effective from the date of its issuance.

Dr. Aram Mohammed Qadir
Minister of Higher Education and Scientific Research
[signed and stamped]

Copy to:

- Office of the Minister / with reference to the Minister's approval / for information / with respect.
- Office of the Deputy Minister / for information / with respect.
- All public universities / Office of the University President / for information and necessary action / with respect.
- All private universities, colleges and institutes / Office of the University/College President / for information and necessary action / with respect.
- Apparatus of Supervision and Quality Assurance / Office of the Head / for information / with respect.
- Directorate of Study, Planning and Follow-up / Office of the Director General / for information and necessary action / with respect.
- All Ministry departments / Office of the Director / for information / with respect.
- Directorate of Quality Assurance and Accreditation / for information / with respect.
- Directorate of Private Education / for information and necessary action / with respect.
- File.