

DESCRIPTION OF THE PROCEDURE FOR INTRODUCTION OF THE CHINA TRACK MODULE AT VILNIUS UNIVERSITY BUSINESS SCHOOL

CHAPTER I. GENERAL PROVISIONS

1. The Description of the Procedure for Introducing the China Track Module (hereinafter - the Module) at Vilnius University Business School (hereinafter - VU VM) regulates the procedure of introduction of the Module, the criteria for the selection of candidates and other conditions for the introduction of the Module.

2. The Module is introduced in cooperation with the Confucius Institute of Vilnius University (hereinafter - VU CI), the Module consists of:

2.1. Chinese Language and Culture Course (conducted by VU CI);

2.2. one semester of studies at VU BS partner university in China or a 2-4 week summer camp in China.

3. The purpose of the Module is to provide students of the *International Business* study programme in Lithuanian and English, and in sessions (hereinafter - *International Business*) and *Business Finance* study programme with knowledge of the peculiarities of the Chinese market, business and culture, which determine successful business development in cooperation with the Chinese business partners or a successful business development into Chinese markets.

CHAPTER II COMPETITION, CONDITIONS AND SELECTION OF THE CANDIDATES

4. The competition for the studies of the Module is announced in the autumn semester, on November 15-30 of the current year. The information about the competition and other relevant information about the Module is published on the VU BS website (<http://www.vm.vu.lt/>), it can also be published on the VU BS Student representation website (<https://vm.vusa.lt/>), VU BS social networks *Facebook* and *Instagram* accounts.

5. The competition is open to students of the 1st year study programs *International Business* and *Business Finance* who have submitted a free-form application and a motivation letter to the Study Service of Vilnius University Business School within the set deadlines in the Study Information System of Vilnius University (hereinafter - VUSIS).

6. The selection commission, approved by the order of the Director of VU BS, conducts motivational interviews with candidates after the expiry of the deadline for submission of applications and cover letters.

7. After the end of the competition, by 15 December of the current year, students are informed about the formation or non-formation of the Module group.

8. The module is organized when the group consists of at least 10-12 students and no more than 20 students.

9. The Chinese Language and Culture Course is conducted in English - Chinese.

10. In December of the current year, VU BS informs VU CI about the formed or non-formed group.

CHAPTER III STUDENT MOBILITY

11. A student who has successfully completed the Chinese Language and Culture Course which consists of 4 semesters has the right to choose between two options: to complete semester 6 at VU BS partner university in China or to join a summer camp held in China, the duration of which is 2-4 weeks (after completing the 2nd semester of the Chinese Language and Culture Module students can also join a 2-4 week summer camp held in China).

12. In the middle of the 5th semester until November 15 of the current year, a student submits a free-form application to the VU BS International Exchange Coordinator via VUSIS to visit and attend classes at a Chinese partner university or to join a summer camp in China. The students who are involved in the 3rd semester studies, by November 15, shall submit to VUSIS a free-form application expressing their wish to join a summer camp held in China.

13. The subjects of the 6th semester are coordinated with the help of the VU BS International Exchange Coordinator by contacting the Chinese partner university.

CHAPTER IV FINANCIAL CONDITIONS FOR A VISIT

14. Students at the VU BS partner university in China to which they will go for a visit and to attend classes, do not pay tuition fees. The student pays tuition fee (if the student is studying in a place not financed by the state) to Vilnius University in accordance with the procedure specified in the Description of the Procedure for Payment, Refund and Recovery of Tuition Fees of Vilnius University.

15. Travel and subsistence expenses in China are self-financed by students. Outgoing students can apply for loans and other financial support to public and private funds to finance their study period abroad.

CHAPTER V RECOGNITION OF RESULTS

16. A Chinese Language and Culture Course is a non-study subject for which no credits are awarded.

17. After completing the Chinese Language Course, the achieved language level may be recorded in the diploma supplement at the request of the student.

18. For a fee set by VU CI, students will have the opportunity to participate in the international HSK (The Chinese Language Proficiency Rating) exam, and upon successful completion of the exam, an internationally recognized certificate will be issued.

19. Upon returning from studies at a Chinese partner university, the student must apply to the VU BS International Exchange Coordinator for crediting the study results obtained at the partner university, and submits the received certificate of study results.

20. All the received qualitative assessments (grades) and quantitative assessments (credits) shall be credited and entered in the diploma supplement without converting the assessments (grades) into the assessment system of Vilnius University. In terms of the conversion of the received qualitative and quantitative assessments, the student has the right to apply to the VU BS International Exchange Coordinator, who performs the conversion of the assessments (grades) of the qualitative study achievements indicated by the student.

21. If a student fails to fulfill the prescribed obligations and does not pass the examinations at the university to which he/she has gone for studies, after returning to his/her home university, the

student must liquidated the debts and academic debts in accordance with the procedure established by VU BS.

22. When forming the ranking of academic progress, in the first semester, after returning to his/her home university, the student is ranked according to the weighted average of the study results of the last semester he/she completed at VU BS.

CHAPTER VI FINAL PROVISIONS

23. The Description enters into force on the day of approval by the Council of VU BS.

24. These items of the Description may be deleted, supplemented or amended by the resolution of the Council of VU BS. In this case, a new version of this Description shall be approved.