

I GENERAL PROVISIONS

1. These Rules regulate admission to EUAS' undergraduate and master's level studies.
2. EUAS charges a tuition fee unless waived by a specific measure or program.
3. Tuition fee waivers are decided by the management board before the admission period and are made known to applicants among other application information.
4. Every scholarship is governed by its respective statute.
5. The periods of admission are a part of the academic calendar.
6. EUAS' general manager manages the general organization of admissions, heads of curricula are responsible for the admission process and quality of admission to their programs. International admissions are assisted by the international student coordinator.
7. EUAS reserves the right to establish fees for admission procedures and handling of documents.

II TERMS OF ADMISSION

8. To begin studies on EUAS' undergraduate curricula an internationally recognized secondary education is required.
9. To begin studies on EUAS' master's level curricula an internationally recognized bachelor's or professional higher education degree is required.
10. Every program may have its additional requirements for admission, which shall be made public on the program's page on EUAS' website.
11. Command of the language of study at the level of B1 is required. As a rule, having obtained the previous level of education in the respective language serves as proof of command of language. EUAS has the right to demand additional certificates of language mastery.
12. As a rule, for non-EU applicants applying to English-medium programs, presenting an IELTS certificate with a score of 5.5 or higher is mandatory. EUAS has the right to reject applicants to master's studies who do not have an IELTS score of 6.0 or higher. Lack of IELTS certificate is a valid reason to deny admission.

III APPLICATION AND SUBMISSION OF DOCUMENTS

13. Documents of application can be submitted via the respective forms on EUAS' website. The documents shall be submitted in the language of study.
14. To apply, an electronic application, copy of ID with photo, proof of necessary education and command of language and a letter of motivation shall be submitted.
15. Admission is decided by heads of curricula based on the admission interview and the documents submitted. Principles of admission decisions are given in Annex 1 (master's studies) and Annex 2 (undergraduate studies).
16. For non-EU applicants a specific admission process is applied, in accordance with the Foreigners' Act. The process is described on EUAS' website and given here as Annex 3.
17. The applicant shall be given notice of the admission decision via e-mail or phone.

IV CONCLUSION OF THE STUDY AGREEMENT

18. A study agreement is concluded between EUAS' designated representative and the applicant, stipulating the conditions and principles of mutual cooperation.
19. A positive admission decision is a prerequisite of the study agreement.
20. To conclude the study agreement the applicant must present their ID and documents proving their meeting the criteria of admission.
21. The documents must be presented in the original or as a notary certified copy. If not in one of these languages, the documents must be translated into Estonian, English or Russian.

V IMMATRICULATION

22. The applicant shall be immatriculated after the study agreement is concluded. If the agreement is concluded between 25 May and 25 August, the immatriculation shall take place when the Autumn semester starts; in other cases within 5 working days.

ANNEX 1

MASTER'S STUDIES

To begin studies on EUAS' master's level curricula an internationally recognized bachelor's or professional higher education degree is required. Admission shall be decided based on the following criteria:

- academic aptitude (20%);
- the motivation letter/essay (30%);
- an entrepreneurial mindset and an interest to pursue studies on the respective program – the admission interview (50%).

Academic aptitude shall be assessed based on the academic documents presented by the applicant and any scholarly work the applicant might have done.

An entrepreneurial mindset and interest to study shall be assessed based on the admission interview. During the interview, the following aspects of the applicant shall be assessed:

- self-presentation;
- entrepreneurial attitudes and values and the willingness to develop these;
- motivation to study;
- initiative;
- previous experience in entrepreneurship, management or organization.

A favourable factor is the applicant being or planning to become an entrepreneur.

ANNEX 2

UNDERGRADUATE STUDIES

To begin studies on EUAS' undergraduate curricula an internationally recognized secondary education is required. Admission shall be decided based on the following criteria:

- the motivation letter/short essay (30%);
- the admission interview (50%);
- motivation to study and an entrepreneurial mindset (20%).

During the interview, the following aspects of the applicant shall be assessed

- self-presentation;
- readiness and willingness to pursue studies on the level of higher education;
- initiative.

Motivation to study and an entrepreneurial mindset shall be assessed based on the motivation letter/short essay, other documents submitted by the applicant and the admission interview. What shall be assessed:

- entrepreneurial attitudes and values and the willingness to develop these;
- previous experience in entrepreneurship, management or organization.

A favourable factor is the applicant being or planning to become an entrepreneur.

ANNEX 3

STEP-BY-STEP GUIDE TO BECOMING A STUDENT IN EUAS

1. ONLINE APPLICATION

First, fill in the online application form for the program you want to apply to. Be sure to upload all the necessary documents. If you're applying to an undergraduate program, keep in mind that no matter how high your GPA, as demanded by law every single result on your secondary (in some countries called higher secondary - 12 years of school) education diploma has to be above 50% of the maximum.

2. PREPARE FOR YOUR INTERVIEW

Your future Head of Curriculum will contact you by e-mail or Skype and set up a time for a Skype video interview. Your Head of Curriculum will be your mentor throughout your studies. Prepare for the interview - it will be about your own ideas and opinions on business, society, entrepreneurship and innovation - but don't panic. The interview is not an exam testing your knowledge. It's a conversation to find out if EUAS really is for you.

3. SKYPE INTERVIEW

At the agreed time you'll take the interview. You need to have top quality Internet connection for superb video and audio.

4. DECISION IN TWO WEEKS

Based on the documents you've uploaded and the interview, your admission will be decided within two weeks of the interview. Your Head of Curriculum will let you know.

5. APPLY FOR VISA AND TRP

Once admitted, you have to visit an Estonian embassy to apply for the temporary residence permit for studying (read everything behind this link carefully!) as well as the D-visa. Make sure you prepare and take with you to the embassy these documents for the residence permit:

- An application for temporary residence permit - filled out digitally on screen, printed and signed. Your name, date and signature on each page, which carries any data. □ Data of close relative and family members - filled out digitally on screen, printed and signed. Your name, date and signature on each page, which carries any data.
- The Admission Letter we will send you when you are admitted. We will also send it directly to the embassy and to the Estonian Police and Border Guard Board.

- Documents proving sufficient legal income. Your name, date and signature on each page, which carries any data. Important! Just a deposit on a bank account does not prove regular income. You must show the source and regularity of the income. You may provide, for instance, your parents' or relatives' pay slips from the last six months from their employer with a bank statement about receiving the salary.
- Your passport and its copy. Your name, date and signature on each page of the copy which carries any data.
- A colour photo 40x50 mm in size.
- An insurance contract. Your name, date and signature on each page of the copy which carries any data. Important: the insurance contract must be valid the full time of your studies (not just travel) and must provide at least EUR 6000 cover for family doctor, hospitalization and specialized medicine in Estonia. An accepted insurance contract can be concluded online here.

All documents that are not in English have to be translated to English and the translation certified by a notary. All documents have to be certified with an apostille certificate (marginal note) or legalized. At the embassy you must pay the state fee of 80 euros for the residence permit and another 80 euros for the visa.

6. APPLICATION DONE, WHAT'S NEXT?

After handing in the applications you will be told when you will get an answer for the D-visa. It is usually between 10-14 days. The residence permit will take several months to process and you will receive this when already in Estonia.

7. TUITION AND ACCOMMODATION FEES

When you have received the D-visa, you will notice that the visa is not yet valid, but will become valid a short period of time before you are supposed to arrive at EUAS. After receiving the visa you are required to pay the first year's tuition fee and, if you have received a dormitory placement, the first six months' rent. If your tuition and accommodation fees arrive in time, you can use the visa to travel to Estonia.

8. WELCOME TO EUAS!

EUAS campus is quite close to Tallinn Airport, so you'll have no trouble finding EUAS. Your first stop after arriving in Tallinn should be EUAS Study Centre, where you'll conclude your formal study agreement and get advice and counsel on your accommodation, transport in Tallinn, your lecture plan and everything else. Welcome!