



UNIVERSITY OF WORLD ECONOMY AND DIPLOMACY

LEARNING AGREEMENT

2024/2025

**Published by:
International Academic
Cooperation Office**

**Approved by:
Academic Council of UWED
Minutes No. 6, 30 January
2026**

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PART I. MAIN SECTIONS

1. Purpose

1.1. This Policy defines the principles, procedures, and mechanisms regulating cooperation between the University of World Economy and Diplomacy (hereinafter referred to as UWED or the University) and partner universities, research institutions, international organizations, and industry partners.

1.2. The Policy has been developed in accordance with [the legislation of the Republic of Uzbekistan in the field of higher education](#), the Laws of the Republic of Uzbekistan “On Education” and “On the National Program for Personnel Training,” [the internal regulations of the Office of International Academic Cooperation](#), and the internal [academic regulations of UWED](#), and internationally recognized quality assurance standards.

1.3. The purpose of this Policy is to: support the University’s internationalization strategy, strengthen academic excellence and global engagement, promote academic mobility of students and staff, develop joint educational and research initiatives, enhance graduate employability through cooperation with industry partners, and ensure transparency and sustainability of partnership activities as well as to regulate, coordinate, and ensure the effective implementation of institutional cooperation between the University and partner universities, research institutions, international organizations.

1.4. This Policy defines the roles, responsibilities, and procedures of the International Academic Cooperation Office in planning, organizing, implementing, and monitoring international partnerships in accordance with the University’s internationalization strategy.

1.5. This Policy applies to all academic and administrative units of the University, including faculties, departments, academic staff, students, and external partner institutions involved in cooperative activities.

2. Types of Partnerships

2.1. Academic mobility programs: The University of World Economy and Diplomacy (UWED) places significant emphasis on academic mobility as a strategic component of its global engagement efforts. Academic mobility programs are integral to enhancing the international profile of the institution, promoting cross-cultural understanding, and fostering scholarly exchange between UWED and leading academic institutions worldwide.

In support of its academic mobility objectives, UWED is currently

engaged in active partnerships with a wide range of international institutions, organizations, and academic bodies. The following is [a list of contracts, agreements, memorandums, and reports signed with foreign partners for the 2024-2025 academic year**](#):

No	Foreign partner (CEO, organization, international organization, fund, institution)	Country	Full name of the document	Duration of action
1	Syracuse University	USA	Memorandum	5 years
2	Free University of Berlin	Germany	Agreement	2 years
3	The University of Pittsburgh	USA	Letter on renewal	5 years
4	Princeton in Asia (PiA)	USA	Memorandum	1 year
5	The University of Missouri	USA	General Agreement	5 years
6	Ankara Yildirim Beyazit University	The Republic of Türkiye	Memorandum	5 years
7	Saint-Petersburg State University (SPBSU)	Russian Federation	Memorandum / Protocol on Academic and Scientific Exchange/ Protocol on the exchange of students	5 years
8	ADA University	The Republic of Azerbaijan	Student Exchange Agreement	5 years
9	Baku State University	The Republic of Azerbaijan	Memorandum	5 years
10	L.N. Gumilyov Eurasian National University (ENU)	The Republic of Kazakhstan	Memorandum	5 years
11	Burdur Mehmet Akif Ersoy University	The Republic of Türkiye	Memorandum	5 years
12	Recep Tayyip Erdogan University	The Republic of Türkiye	Memorandum	5 years
13	Marmara University	The Republic	Memorandum	5 years

		of Türkiye		
14	Branch of HP Global Trading in Kazakhstan	The Republic of Kazakhstan	Cooperation Agreement	3 years
15	OSCE Academy in Bishkek	Kyrgyz Republic	Memorandum / Academic exchange agreement	indefinite period of time
16	Academy of Public Administration under the President of the Republic of Tajikistan	The Republic of Tajikistan	Cooperation Agreement	5 years
17	CERGE-EI Foundation	Czech Republic	Agreement for Live-Streaming Instruction	1 year
18	Korea international cooperation agency (KOICA)	Republic of Korea	Record of Discussion for the project for enhancement of online education system and creating an environment for the establishment of a cyber university at the UWED in Uzbekistan	Duration of the project from 2025 to 2029
19	Korea Industry Intelligization Association (KOIIA)	The Republic of Korea	Memorandum	2 years
20	Jeonbuk National University	The Republic of Korea	Memorandum Student Exchange Agreement	5 years
21	Kyonggi University	The Republic of Korea	Memorandum Student Exchange Agreement	5 years
22	WISESTONE T Co Ltd	The Republic of Korea	Memorandum	2 years

23	China Foreign Affairs University	China	Memorandum	5 years
24	Southwestern University of Finance and Economics (SWUFE)	China	Memorandum	5 years
25	Yangzhou University	China	Memorandum	5 years
26	Nagoya University of Economics	Japan	Cooperation agreement regarding the double degree program	5 years
27	The Nippon-Foundation Central Asia Japan Human Resource Development Project (Based at the University of Tsukuba)	Japan	Letter of Intent Agreement	indefinite period of time
28	Memorandum of Agreement Between "El-Yurt Umidi" Foundation for the Training of Prospective Personnel under the President of the Republic of Uzbekistan and University of Tsukuba, Japan and The University of World Economy and Diplomacy Republic of Uzbekistan	Japan	Memorandum of Agreement	5 years
29	UN Tourism	International organization	Memorandum	2 years
30	Roma Tre university	Italy	Cultural Co-operation framework agreement	5 years
31	University of Perugia	Italy	Cultural and Scientific Cooperation Agreement	3 years
32	University of Bologna	Italy	Framework agreement	5 years

33	Vilnius university	Lithuania	Agreement on student and staff exchange	5 years
34	The A.S.I.E Association	France	Framework agreement	5 years

2.2. **Joint research** initiatives are central to the University of World Economy and Diplomacy's (UWED) commitment to advancing knowledge and addressing global challenges in the fields of economics, diplomacy, and international relations. UWED actively collaborates with leading international institutions and research organizations to conduct high-impact research that informs both academic discourse and policy-making.

2.3. In line with its commitment to global research, UWED publishes the [Journal of International Relations](#), a quarterly academic journal that serves as a platform for research on international politics, diplomacy, and global economic issues. The journal provides a comprehensive analysis of contemporary international processes and promotes scholarly dialogue on pressing global challenges.

Mission and Scope of the Journal:

The journal is dedicated to fostering in-depth analysis of international processes and supporting interdisciplinary research in the fields of international relations, economics, and political science. It aims to create a space where scholars, practitioners, and policymakers can engage with current global issues and exchange ideas. The journal covers a wide range of topics, including:

- International and regional politics;
- Foreign policy of states;
- International security and geopolitics;
- The activities of international organizations;
- Integration and disintegration processes;
- Political and economic aspects of international relations;
- International law and legal regulation.

All submissions to the journal undergo a rigorous peer-review process, ensuring the highest standards of academic quality. The journal adheres to principles of academic objectivity, scientific originality, and transparency. It is committed to providing an international platform for researchers to publish their work and engage in global academic dialogue. For more information, access the journal [here](#).

2.4. [UWED has successfully implemented several international research projects](#), collaborating with global institutions on topics such as climate

migration, EU foreign policy, and WTO accession. These projects contribute to both academic scholarship and practical policy discussions on key international issues.

Some of the notable initiatives include:

UK Science Council (COMPASS): "Eastern Cooperation and Development of Scientific Relations in Central Asia"

World Bank Grant: "Multimedia Center of UWED"

Rosa Luxemburg Foundation (Germany): "Climate Migration in Central Asia: Challenges and Solutions"

EU Jean Monnet Grant: "Tashkent Jean Monnet Center of Excellence"

EU Erasmus Grant: "EU Foreign Policy in Central Asia and Afghanistan"

EU WTO Assistance Grant: "Support for Uzbekistan's WTO Membership Process"

These projects cover a wide range of topics, including climate migration, EU foreign policy, and WTO accession, and involve partnerships with international institutions and experts. UWED's ongoing work in these areas contributes significantly to global academic and policy discussions.

2.5. Internships play a crucial role in enhancing students' professional development at the University of World Economy and Diplomacy (UWED). They provide students with practical experience, allowing them to apply theoretical knowledge in real-world settings and build essential skills for successful careers in international relations, economics, and diplomacy.

Embassy Internships and International Exposure: UWED offers unique internship opportunities in embassies abroad, allowing students to gain firsthand experience in international diplomacy, foreign relations, and consular services. These internships are invaluable for students looking to understand the workings of global governance and diplomatic affairs, and they provide critical networking opportunities within international organizations and foreign ministries.

International Collaborations: In addition to embassy internships, UWED fosters partnerships with leading international organizations, providing students with access to internships at institutions such as the [UN World Tourism Organization](#). This collaboration allows students to intern at **the organization's headquarters in Madrid**, where they contribute to global tourism projects, particularly focused on sustainable tourism development.

Global Internship Programs: UWED is also finalizing an agreement with **Absolute Internship**, a global provider of internship opportunities. This partnership will offer UWED students **summer internship programs** in major cities around the world. These internships provide hands-on experience in diverse industries and enable students to engage with top-tier companies and international organizations.

3. Approval and Management

3.1. All partnerships shall be reviewed, endorsed, and approved by the management of the University of World Economy and Diplomacy (UWED) in accordance with the University's internal regulations, governance structure, and established approval procedures prior to their implementation.

3.2. The Office of International Academic Cooperation, as a structural unit of the University, operates under the direct supervision of the First Vice-Rector for Academic Affairs and is responsible for the coordination, administrative management, and monitoring of all international partnership activities.

3.3. The Office of International Academic Cooperation shall:

- prepare and submit partnership proposals, agreements, and related documentation for review and approval by the University management through the First Vice-Rector for Academic Affairs;
- regularly inform the University leadership about the status, progress, and outcomes of international cooperation activities;
- submit reports and relevant information on international cooperation to the Ministry of Foreign Affairs and the Ministry of Higher Education, Science and Innovation in accordance with established procedures;
- ensure compliance of partnership activities with national legislation, University regulations, and approved agreements;
- fulfill other obligations related to international cooperation in accordance with applicable legislation and internal regulations.

3.4. Faculties, departments, and other structural units involved in partnership activities shall cooperate with the Office of International Academic Cooperation and provide necessary academic, administrative, and analytical support for the effective implementation of approved partnerships.

3.5. The First Vice-Rector for Academic Affairs is responsible for overseeing international partnerships and ensuring that they support the University's academic policy, strategic objectives, and quality assurance standards.

4. Review

4.1. The University management conducts regular and systematic

reviews of all academic, research, and institutional partnerships to assess their effectiveness, relevance, sustainability, and alignment with the University's strategic goals.

4.2. Reviews are based on key performance indicators, including student and staff mobility, joint academic activities, research outputs, and partner engagement. Feedback from faculties, students, and partner institutions is collected and analyzed.

4.3. Based on the review results, partnerships may be renewed, revised, expanded, or discontinued to ensure continuous quality improvement and mutual benefit.

PART II. LEARNING AGREEMENT

1. General Rules

1.1. This procedure defines the rules for the **recognition of academic achievements** obtained by students of the University of World Economy and Diplomacy (hereinafter – the University) during their studies at foreign higher education institutions (hereinafter – FHIs) within the framework of international academic exchange programs, as well as the mechanisms for re-taking courses if necessary.

1.2. The procedure has been developed based on the **regulatory documents of the higher education system of the Republic of Uzbekistan, the Academic Regulations of the University of World Economy and Diplomacy, and the ECTS standards.**

1.3. This procedure is aimed at **supporting student academic mobility, recognizing acquired knowledge and skills, optimizing re-study processes, and effectively planning the student's academic workload.**

1.4. This procedure applies to students participating in **one-semester (6-month) or one-academic-year (1-year) programs** organized in cooperation with partner foreign higher education institutions.

2. Procedure for Preparing to Participate in an International Academic Exchange Program

2.1. A student participating in an international academic exchange program prepares an **“Academic Sheet (Course Adaptation Sheet)”** for the relevant academic semester or year, which includes the catalog or list of approved courses. This sheet is developed **in coordination with the Dean of the relevant faculty, heads of departments, and the Admissions and Registration Office.** The **template of the “Academic Sheet (Course Adaptation Sheet)”** is approved in accordance with Appendix 1, and its draft is prepared by the **Vice Dean for International and Academic Affairs** of the

respective faculty.

2.2. The Academic Sheet is approved by the following:

Head of Department (for course content alignment);

Dean of Faculty (for academic workload and individual study trajectory);

Admissions and Registration Office (for enrollment);

The Student.

2.3. If courses are changed during the academic exchange program, the student must **submit an updated version of the Academic Sheet to the University within 10 days.**

3. Procedure for the Recognition of Credits After Participation in an International Academic Exchange Program

3.1 After returning from the FHI, the student must submit the following documents to the **Admissions and Registration Office within 10 calendar days:**

Academic transcript (original or officially certified electronic version)

Final Academic Sheet,

Syllabus of the completed courses (for content comparison)

3.2. Office of Students Admission and Registration

receives and registers the documents;

sends the documents to the relevant departments within 3 working days for content evaluation;

issues the official order for the recognition of final credits.

3.3. The relevant department, within 5 working days:

compares the course content with the corresponding course syllabus at the University;

identifies equivalent courses;

prepares a conclusion regarding recognition or re-study requirements.

3.4. Dean of the Faculty (or Vice Dean for International and Academic Affairs):

approves the department's conclusion;

prepares the relevant academic records (grade sheets);

ensures that the results are entered into the HEMIS system.

4. Procedure for Determining Credit Equivalency and Credit-Hour Ratios

4.1. In the process of recognizing credits for courses completed by students participating in academic exchange programs at foreign higher education institutions (FHIs), the credit systems of each university may differ. In this regard, at UWED, the credit adaptation process is carried out based on

the following **credit-hour equivalency principles**.

4.2. The procedure for accounting and recognizing credits of a student who has studied based on academic mobility is carried out **based on five blocks of courses**.

1. General education (university requirements);
2. Major-specific courses (specialized courses);
3. Concentration/Specialization/Elective courses (if available);
4. Internship/Practical training;
5. Additional courses (practical lessons).

4.3. If there are differences in the course blocks of a student who has studied at a partner university based on academic mobility, but the number of credits and hours accumulated by the student corresponds to the curriculum of the receiving higher education institution, the course differences are resolved in favor of the student.

4.4. The most common credit standards at different higher education institutions are ECTS (European Credit Transfer and Accumulation System), US Credit Hour, Korean/Chinese Credit Unit, and other national credit systems, which differ in terms of workload and contact hours. At UWED, credits are calculated [based on the state standards of higher education of the Republic of Uzbekistan](#), where 1 credit corresponds to 25–30 academic hours

4.5. Credits earned for courses completed at the host higher education institution (HEI) are transferred to UWED credits using the following credit conversion coefficients:

Credit System / Source	Workload (Hours)	Equivalent in UWED Credits
ECTS (European Credit Transfer System)	25–30 hours	1 UWED credit
US Credit Hour	45 hours	1.5 UWED credits
Asian universities (where 1 credit equals 45–48 hours)	45–48 hours	1.5 UWED credits
Central Asian national credit systems	As indicated by workload	Calculated proportionally

If the difference in course credits is **less than 2 credits**, the course is fully recognized.

4.6. If the official documents provided by the FHI (transcript, syllabus, curriculum) do not indicate the course workload or credit value, the **Admissions and Registration Office** together with the relevant department studies the curriculum and determines the credit equivalency based on an independent calculation of the workload. In this process, the number of teaching weeks, classroom sessions, seminars, independent work, and the assessment system are taken into account.

4.7. The conclusion regarding credit equivalency is reviewed by the

relevant department and approved by the **Faculty Dean** as well as the **Admissions and Registration Office**. This conclusion is recorded in the student's "**Academic Sheet**" and the **final credit recognition certificate**. Coordination of the entire process is carried out by the **Vice Dean for International and Academic Affairs** of the faculty.

4.8. If there is a significant difference between the UWED credit system and the FHI credit system, opportunities are provided for the student to **re-take these courses** in accordance with the [University's Academic Regulations](#), in order to **objectively assess the student's knowledge, skills, and competencies**.

4.9. Students of the University of World Economy and Diplomacy, starting from the second year, have the right to study for up to **one academic year** at a local or foreign higher education institution in the corresponding specialization of their program. The period studied and courses completed at the foreign higher education institution, based on the official transcript from that institution, can be recognized by the **UWED Academic Council** as completion of the relevant parts of the University's curriculum and programs, thereby granting the student the right to continue their studies from the corresponding academic semester.

5. Organization of Re-Study When Course Content Does Not Match

5.1. If, as a result of the comparison, the course content matches **less than 70%**, the student is directed to **re-study the course free of charge** under consultation, in accordance with the [UWED Academic Regulations](#).

5.2. Re-study in the form of consultation includes the following:
a condensed sample syllabus covering the main topics;
consultation sessions organized by the department;
conducted in the form of a final assessment or a written exam (project work).

5.3. The final grade is assigned according to the University's **100-point grading system**.

6. Conversion of Grades

Grade	USA %	Japan %	Russia %	South Korea %	Great Britain %	UWED %	Grade (Uzbekistan)	
A+	97-100	90 – 100	87 – 100	95 – 100	75-100	97-100	5	Excellent
A	93-96			90 – 94	71-74	93-96		

A-	90-92				67-70	90-92		
B+	87-89			85 – 89	64-66	87-89		
B	83-86	80 – 89			61-63	83-86		
B-	80-82			80 – 84	57-60	80-82		
C+	77-79		74 – 86	75 – 79	54-56	77-79	4	Good
C	73-76	70 – 79			50-53	74-76		
C-	70-72			70 – 74	48-49	71-73		
D+	67-69		60 – 73	65 – 69	43-47	67-70		
D	63-66	60 – 69			40-42	63-66	3	Satisfactory
D-	60-62			60 – 64	38-39	60-62		
F	0-59	0 – 59	0 – 59	0 - 59	0-37	0-59	2	Unsatisfactory

6.1. This procedure enters into force by issuance of an official order from the **University Rector**. The order shall specify the effective date and be communicated to all relevant faculties, departments, and administrative units to ensure proper compliance.

6.2. By digitally signing/approving this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the learning agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions agree to apply all the principles of the Learning Agreement. The Receiving Institution confirms that the educational components listed in the agreement are line with its course catalogue or as otherwise agreed and should be available to the student. The Sending Institution commits to recognise all the credits or equivalent units gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree. The student and the Receiving Institution will communicate any problems or changes regarding the study programme, responsible persons, or the study plan to the Sending Institution. Amendments to the procedure are made based on the **decision of the Academic Council**.

6.3. The Admissions and Registration Office guarantees the transparency of these processes, their timely processing, and protection of student rights. In

cases of force majeure or disputes between parties, the matter shall be resolved through mutual negotiations or in accordance with internal regulations and applicable legislation.

7. Final Provisions

Appendix 1

UNIVERSITY OF WORLD ECONOMY AND DIPLOMACY

Learning agreement (Course Adaptation Sheet)

Student's Full Name	
Student ID (HEMIS ID)	
Faculty / major	
Course (Year of Study)	
Telephone	
E-mail	
Name of the Foreign Higher Education Institution	
Period of Study	

Sending Institution (Home University)	
University of World Economy and Diplomacy (UWED)	
Faculty / Department:	
Address:	
Telephone:	
E-mail:	

Receiving Institution (Foreign Higher Education Institution)	
Official Name:	
Faculty / Department:	
Address:	
Country:	
Telephone:	
E-mail:	
Contact Person (Name, Position)	

CHAPTER 1. Courses to Be Taken at the Foreign Higher Education Institution (for the 2nd semester or the academic year)

Nº	Subject name	Brief	Credits	Instructor
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		Description (Syllabus)	(ECTS)	/ Professor
1.				
2.				
3.				
4.				

CHAPTER 2. Corresponding Courses in the UWED Curriculum

Nº	Course Title at UWED	Credit	Subject code	Equivalenc y (%)	Department' s Conclusion
1.					
2.					
3.					
4.					
5.					
6.					

CHAPTER 3. Coordination and Approval (Before the Mobility)

Student's Signature:_____ **Date:** __ / __ / 20__

Head of Department (UWED): _____ **Date:** __ / __ / 20__

Dean of Faculty (UWED):_____ **Date:** __ / __ / 20__

Admissions and Registration Office (UWED): _____ **Date:** __ / __ / 20__

Registration Number: _____

Receiving Institution

Name and Position: _____

Signature / Stamp: _____

Date: __ / __ / 20__

CHAPTER 4. Changes to the Learning Agreement (During the Mobility)

Reason for Changes:

☐ **Course cancellation**

☐ **Timetable conflict**

☐ **Academic requirements**

☐ **Other:** _____

Table A – Courses Deleted

Nº	Course at the Receiving Institution	Credits	Reason for Deletion

Table B – Courses Added

Nº	Course at the Receiving Institution	Credits	Equivalent Course at UWED

Approval of Changes

Student

Signature: _____

Date: __ / __ / 20__

Sending Institution (UWED)

Name and Position: _____

Signature: _____

Date: __ / __ / 20__

Receiving Institution

Name and Position: _____

Signature / Stamp: _____

Date: __ / __ / 20__

CHAPTER 5. Results of Credit Recognition (After the Mobility)

Nº	Course at the Foreign Higher Education Institution	ECTS grade	Equivalent Course at UWED	UWED grade	Final Decision