

Here is the accurate English translation of the provided document:

**Ministry of Higher and Secondary Specialized Education of the Republic of  
Uzbekistan**

**Under the Uzbekistan State World Languages University  
Republican Language Learning Centre**

**REGULATIONS**

**Tashkent**

## I. General Provisions

1.1. The Republican Language Learning Centre under the Uzbekistan State University of World Languages was established on the basis of Resolution No. 197 of the Cabinet of Ministers dated July 29, 1991, "On measures to improve the system of wide-scale foreign language teaching to the students and youth, and specialists of the Republic, and to develop its material and technical base."

1.2. The Centre operates in accordance with the aforementioned resolution, Resolution No. 408 of the Cabinet of Ministers of the Republic of Uzbekistan dated November 27, 1996, "On the procedure for entry, exit, stay, and transit of foreign citizens and stateless persons in the Republic of Uzbekistan," and Resolution of the President of the Republic of Uzbekistan No. PP-1875 dated December 10, 2012, "On measures to further improve the system of learning foreign languages."

1.3. The Centre conducts its activities on the basis of the Constitution and laws of the Republic of Uzbekistan, resolutions of the Senate and Legislative Chamber of the Oliy Majlis of the Republic of Uzbekistan, Resolutions, Decrees, and Orders of the President of the Republic of Uzbekistan, resolutions and orders of the Cabinet of Ministers of the Republic of Uzbekistan, resolutions and orders of the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan, as well as these Regulations.

1.4. The Centre has a seal bearing its name.

1.5. The Centre is subordinate to the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan and the Uzbekistan State University of World Languages, and carries out its activities in cooperation with the relevant departments and divisions of the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan.

1.6. The postal address of the Centre is: 104 Muqimiy Street, Chilanzar District, Tashkent City, 100015, Republic of Uzbekistan.

1.7. Official name of the Centre:

- **In the state language:** O‘zbekiston davlat jahon tillari universiteti qoshidagi Respublika til o‘qitish markazi, short name – RTŪM.
- **In Russian:** Республиканский центр языковой подготовки при Узбекском государственном университете мировых языков, short name – РЦЯП.
- **In English:** Republican Language Learning Centre attached to the University of World Languages, short name – RLLC.

## II. Purpose of the Centre

To radically improve the system of wide-scale foreign language teaching in our Republic, strengthen and develop its material base, teach foreign languages to students, youth, and specialists, and familiarize them with the achievements of world science and technology.

## III. Tasks of the Centre

- Teaching foreign languages to citizens of Uzbekistan in 3, 5, and 10-month courses;
- Preparing applicants (prospective students) for admission to higher education institutions;

- Teaching Uzbek, Russian, and other foreign languages to foreign citizens and stateless persons;
- Teaching computer literacy to the youth of our republic;
- Visiting various organizations to train employees to communicate in foreign languages on-site;
- Testing the knowledge level of independent language learners and those who wish to obtain the Centre's certificate through an examination, and issuing certificates;
- Familiarizing students/listeners with the history, culture, state and political structure, and socio-economic status of foreign countries.

#### **IV. Rights and Obligations of the Centre**

- Concludes agreements with citizens of Uzbekistan, foreign citizens, stateless persons, and organizations, and organizes classes in the respective foreign languages on the basis of this document;
- Upon completion of classes within the agreed timeframe, a commission composed of the professors and teachers of the RLLC administers an exam to the students;
- Students who pass the exams with positive grades are awarded a certificate approved by the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan and signed by the Director of the RLLC;
- Organizes courses in Uzbek, Russian, and other foreign languages upon the request of foreign citizens who have arrived in our republic with official visas and are working in various organizations;
- The RLLC handles entry visas to our country in accordance with the established procedure, addresses housing issues if necessary, organizes classes, and issues certificates to foreign citizens who wish to learn Uzbek, Russian, and other foreign languages and successfully complete the courses;
- Sends the teachers of the Centre abroad for professional development (advanced training);
- Organizes foreign language groups based on CEFR (Common European Framework of Reference) with varying durations for step-by-step language teaching, in line with the requirements of the national testing system;
- Organizes "English Club" groups for those who have independently mastered English pronunciation and grammar and need to develop their spoken language skills;
- Opens specialized ESP (English for Specific Purposes) and other foreign language courses for those who know general English and other languages;
- Organizes "Business Communication" (Foreign language related to entrepreneurship) courses;
- Organizes lessons for foreign citizens and stateless persons learning Uzbek and Russian languages to introduce them to Uzbek national customs, rituals, culture, art, as well as modern and historical monuments;
- Opens branches on-site on the basis of the current Regulations;
- Organizes Republican and international conferences, seminars, and training sessions related to the improvement of foreign language teaching, and resolves visa issues in accordance with the established procedure for foreign specialists wishing to participate in them;
- Carries out activities that are not prohibited by the current legislation of the Republic of Uzbekistan and do not contradict the Regulations.

### **Students of the Centre:**

Persons admitted to study by order of the Director of the RLLC are considered students (listeners) of the Centre.

### **Students of the Centre have the following rights:**

- To learn a language at a level that corresponds to the achievements of science, technology, and modern technologies;
- To use books, periodicals, and electronic educational tools available in the information-resource center of the Centre free of charge in accordance with the established procedure;
- To receive free consultations and guidance;
- To use classrooms and educational process-related facilities free of charge in accordance with the established procedure;
- To submit proposals, comments, and critical opinions regarding the efficiency of language teaching and the quality of lessons to the management of the Centre in accordance with the established procedure, and to demand their review;
- To participate in public events held within the Centre;
- To participate in the Centre's activities and scientific conferences;
- To participate in research work and scientific conferences;
- To receive quality and high-level knowledge regarding language learning.

### **A student of the Centre has the following obligations:**

- The student must not abuse their rights;
- The student must strictly comply with the requirements of the Regulations approved by Resolution No. 139 of the Cabinet of Ministers of the Republic of Uzbekistan dated May 21, 2012, "On measures to regulate the use of mobile phones in educational institutions of the Republic of Uzbekistan";
- In case of failure to perform the obligations provided for in these Regulations and the internal disciplinary rules of the RLLC, the following disciplinary measures shall be taken against the student: warning, reprimand, or dismissal (expulsion) from the student body.

### **Students may be expelled from the Centre in the following cases:**

- Voluntary withdrawal (at their own request);
- For failure to fulfill obligations related to contract-based tuition;
- For violating discipline and the internal regulations of the RLLC during the educational process;
- A student subjected to disciplinary action or their parents may file an objection/appeal in accordance with the procedure established by legislation.

### **Faculty (Professors and Teachers) and Staff of the Centre have the following rights:**

- To choose teaching methods and tools, and to carry out research work ensuring high quality of the scientific and educational process;
- To occupy positions and participate in competitions in accordance with the procedure established by legislation;
- To work part-time in other educational institutions and organizations in addition to their current positions (in agreement with the main place of work);

- To conduct research work aimed at improving theoretical knowledge and practical experience;
- To carry out grants and scientific project work in accordance with the established procedure;
- To participate in the discussion of matters relating to the activities of the Centre;
- To use the services of the university, information-resource centers of the Centre, educational departments, and chairs in accordance with the collective agreement;
- To appeal against the orders and instructions of the administration to higher organizations in accordance with the procedure established by legislation;
- To use other services specified in the legislation of the Republic of Uzbekistan regarding the field of education.

### **Obligations of the faculty (professors and teachers) and staff of the Centre:**

- To strictly observe educational legislation, labor discipline, these Regulations, and internal labor regulations;
- To execute the lawful instructions of the employer in a timely and quality manner;
- To perform educational, methodological, scientific, spiritual, and educational work in a timely and quality manner based on the annually approved individual plan, specifically:
  - To complete the volume of teaching loads, educational-methodological, scientific, and educational-organizational work based on the approved individual plan, and to participate in spiritual and educational activities;
  - To prepare educational literature, write scientific articles, and strictly comply with educational legislation, labor discipline, these Regulations, and the internal labor regulations of the Centre;
  - To systematically upgrade their qualifications, and to keep abreast of the reforms being implemented in the republic and news happening in the world;
  - To protect the legal rights of the employer, and to comply with safety regulations and industrial sanitation rules;
  - To take care of the Centre's property and use it rationally;
  - To actively participate in the community affairs of the Centre and the university;
  - To ensure the effectiveness of the scientific and pedagogical process;
  - To regularly enrich the curriculum of the taught subject based on the achievements of science and technology;
  - To conduct lessons at a high level;
  - To set an example with their etiquette, culture, and spiritual level;
  - To find new sources related to language learning and continuously introduce them to the students;
  - To develop the working curriculum of the taught subject at the beginning of each academic year and approve it at the department meeting;
  - To apply new pedagogical and information technologies in the lesson process;
  - To actively participate in the reforms being implemented in the education system;
  - To continuously improve theoretical knowledge, practical experience, research methodology, and pedagogical skills;
  - To carry out foreign business trips of the professors, teachers, and staff of the Centre on the basis of the temporary Instruction "On the procedure for foreign travel from higher education institutions of the Republic of Uzbekistan," approved by Order No. 81 of the Ministry of Higher and Secondary Specialized Education dated April 13, 2005.

## **V. Language Teaching Procedures at the RLLC**

### **5.1. For citizens of the Republic of Uzbekistan:**

- The durations of training courses for citizens of the Republic are set at 3, 5, and 10 months;
- These periods may be changed upon the request of organizations;
- The number of students in groups must not be less than 15;
- Lessons are conducted 3 days a week, 3 academic hours per day;
- Lessons may be conducted on an individual basis under a separately drawn contract at the request of the student.

### **5.2. For foreign citizens and stateless persons:**

- Foreign citizens and stateless persons may study individually or in groups. The payment amount is determined according to the form of education;
- The Scientific and Methodological Council of the RLLC is formalized by order of the Director of the Centre;
- Lessons are conducted 3 days a week, 3 academic hours per day.

### **5.3. Organization of the educational process:**

- Curricula and subject programs, educational-methodological work, and class schedules developed by the RLLC are approved by the Director of the RLLC and the educational department;
- Scientific and methodological work aimed at improving lesson quality through the use of advanced pedagogical and information technologies, as well as interactive-communicative methods of language learning, is carried out at the RLLC;
- The RLLC conducts scientific-methodological research work according to the plan of scientific work.

## **VI. Financial Matters**

6.1. The RLLC operates on the basis of commercial contracts (economic agreements).

6.2. Foreign citizens make tuition payments in US dollars.

6.3. The amount of course-related payments is determined by the duration of study.

6.4. Changes regarding payments are formalized by order of the Director of the RLLC before the new academic year—at the end of August.

6.5. Funds earned by the RLLC are first spent on expenses related to the activities of the Centre, monthly salaries of the professors, teachers, and employees of the Centre, and financial incentives.

6.6. When the established minimum wage rate changes, the amount of payments may also be changed.

## **VII. Structure of the RLLC**

7.1. The organizational structure of the RLLC consists of the following administrative and management personnel: Director of the Centre, Deputy Director, Head of the Educational Department, two Heads of Departments (Chairs), professors and teachers, engineering-technical staff, administrative-household staff, information-resource center staff, methodologist, and secretariat.

The organizational structure of the Centre consists of the following administrative and management divisions:

- Educational department;
- Information-resource center;
- Department of English language;
- Department of languages.

7.2. The structure of the RLLC and changes therein are reviewed by the Scientific Council of UzSWLU (Uzbekistan State University of World Languages) and the Scientific-Methodological Councils of the Centre. It is approved by the Director of the Centre in agreement with the Ministry of Higher and Secondary Specialized Education and the Rector of UzSWLU.

7.3. Curricula and plans are approved by the Scientific and Methodological Council of the RLLC.

## **VIII. Management of the RLLC**

8.1. The RLLC is managed by a Director.

8.2. The Director of the RLLC is appointed by the Ministry of Higher and Secondary Specialized Education of the Republic on the basis of the recommendation of the University Rector.

8.3. The Director manages the work of the RLLC and is responsible for all matters connected with the Centre.

8.4. All orders relating to the RLLC are signed by the Director of the Centre.

8.5. Professors, teachers, secretaries, and household staff of the RLLC are hired by order of the Director of the RLLC.

8.6. The Deputy Director of the Centre is responsible for all matters related to the education of foreigners at the RLLC.

## **IX. Property of the RLLC**

9.1. The RLLC operates on the basis of commercial contracts.

9.2. Funds earned by the RLLC are spent on expenses related to the activities of the Centre, specifically:

- Monthly salaries of professors, teachers, and employees, and their financial incentives;
- Purchase of equipment related to conducting classes at the Centre, modern technical means of teaching, as well as textbooks and educational-methodological manuals.

## **X. Final Provisions**

10.1. The Regulations of the Centre are approved and brought into force by the Ministry of Higher and Secondary Specialized Education of the Republic of Uzbekistan and the Scientific Council of the Uzbekistan State University of World Languages.

10.2. The RLLC may be reorganized or liquidated by the Cabinet of Ministers of the Republic of Uzbekistan in accordance with the legislation of the Republic of Uzbekistan.