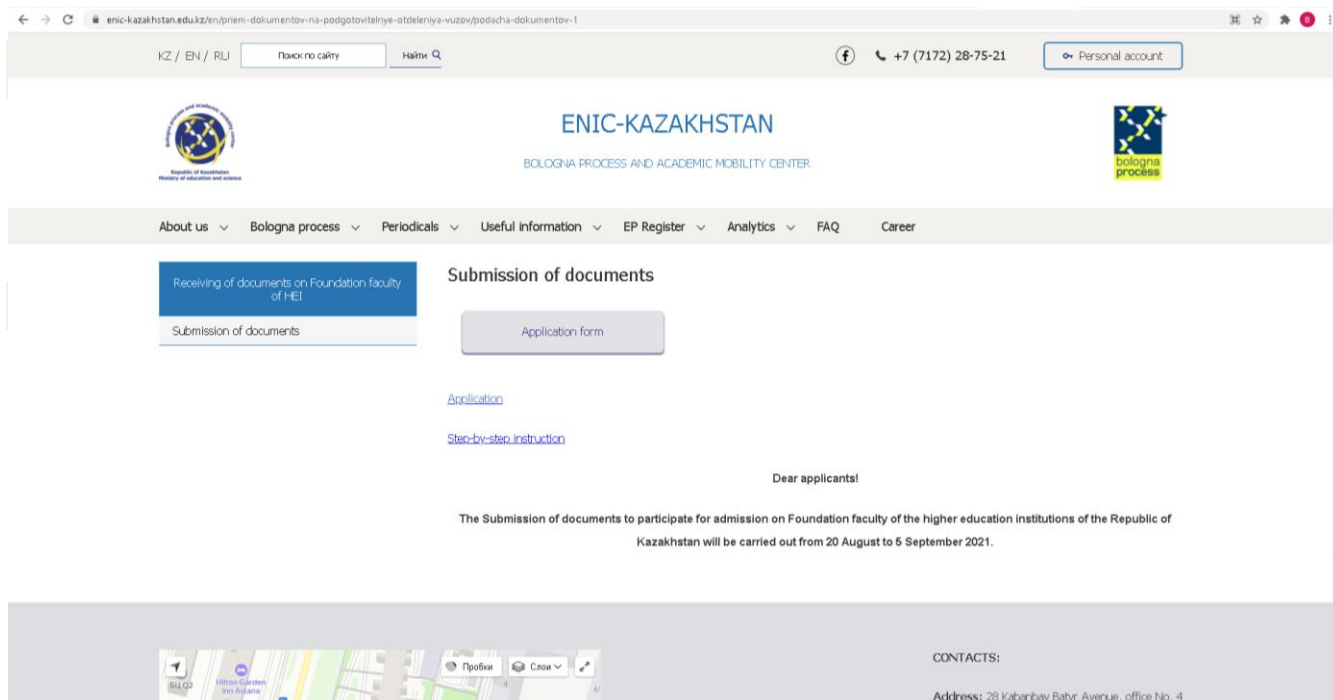


GUIDANCE FOR DOCUMENTS' SUBMISSION ON FOUNDATION FACULTY

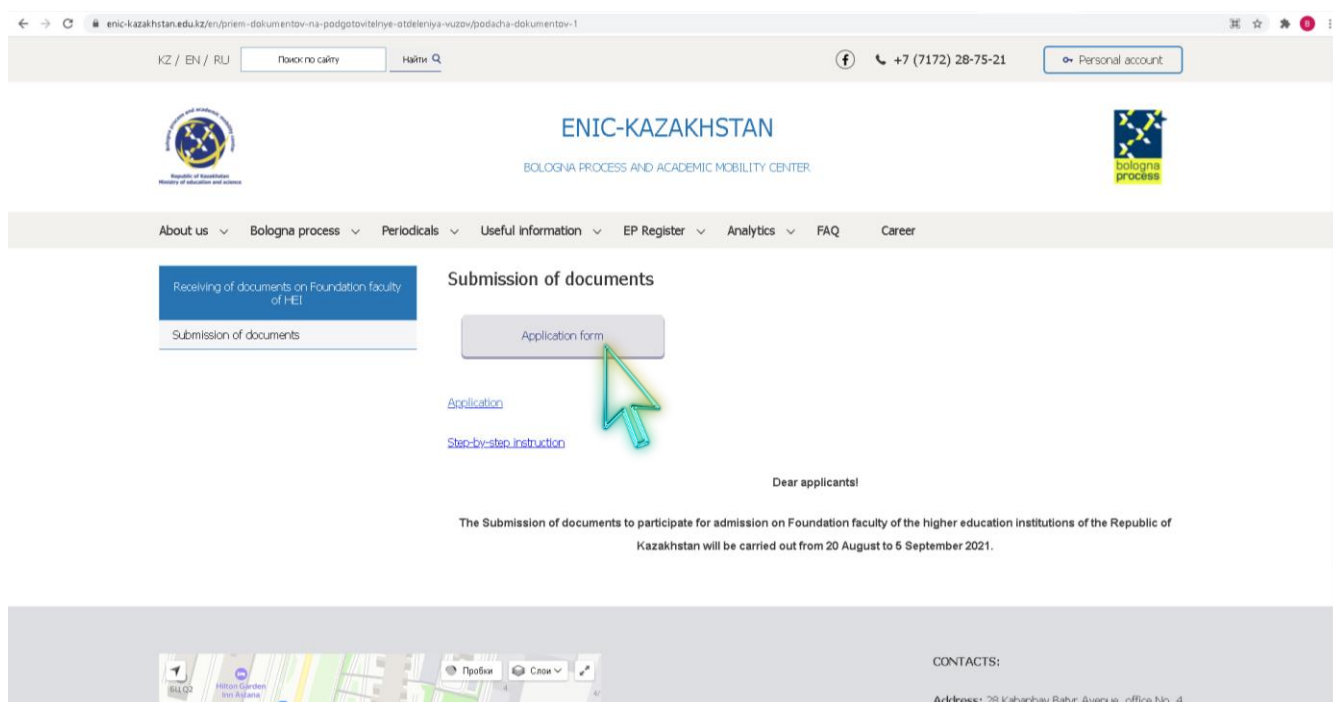
Documents' submission

Open a browser and type in the address bar: <https://enic-kazakhstan.edu.kz/en/priem-dokumentov-na-podgotovitelnye-otdeleniya-vuzov/podacha-dokumentov-1>

The following page will appear:



Press on the flowchart "Form for applicants"



(Pic. 2).

In the open window you should fulfill the Application form (pic. 3, 4, 5). You should fulfill all fields of the form.

You should indicate name and surname of the applicant in the fields “First name” and “Surname”.

The screenshot shows a web browser window with the URL enic-kazakhstan.kz/en/priem-dokumentov-na-podgotovitelnye-otdeleniya-vuzov/podacha-dokumentov. The page title is "Application Form". The form fields are as follows:

Name	Surname
<input type="text"/>	<input type="text"/>
Date of birth	Citizenship
<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
Number of passport/ identity document	Date of expiry of passport/ identity document
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
Country of residence	E-mail
<input type="text"/>	<input type="text"/>
HEI 1	Phone number
<input type="text" value="Select value"/>	<input type="text"/>

(Pic. 3).

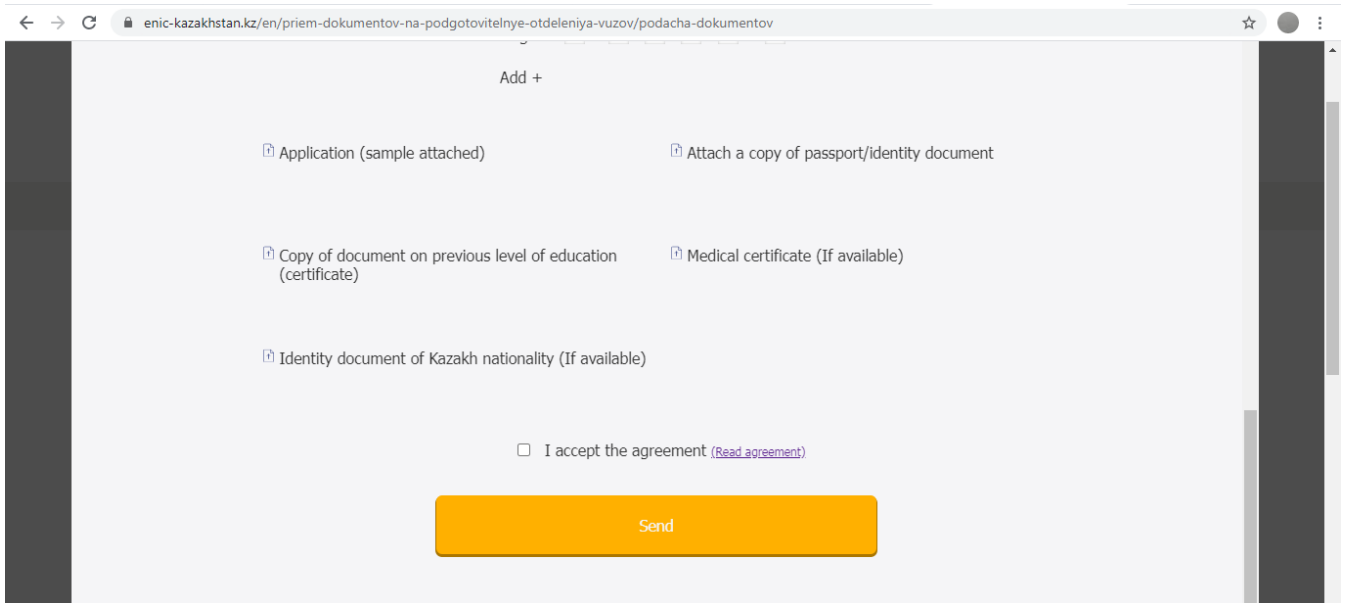
The screenshot shows the "Language proficiency" section of the application form. It includes the following elements:

- HEI 3:
- HEI where UNT passing:
- Language proficiency table:

	A1 (Minimum)	A2	B1	B2	C1	C2 (Maximum)
Kazakh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Russian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

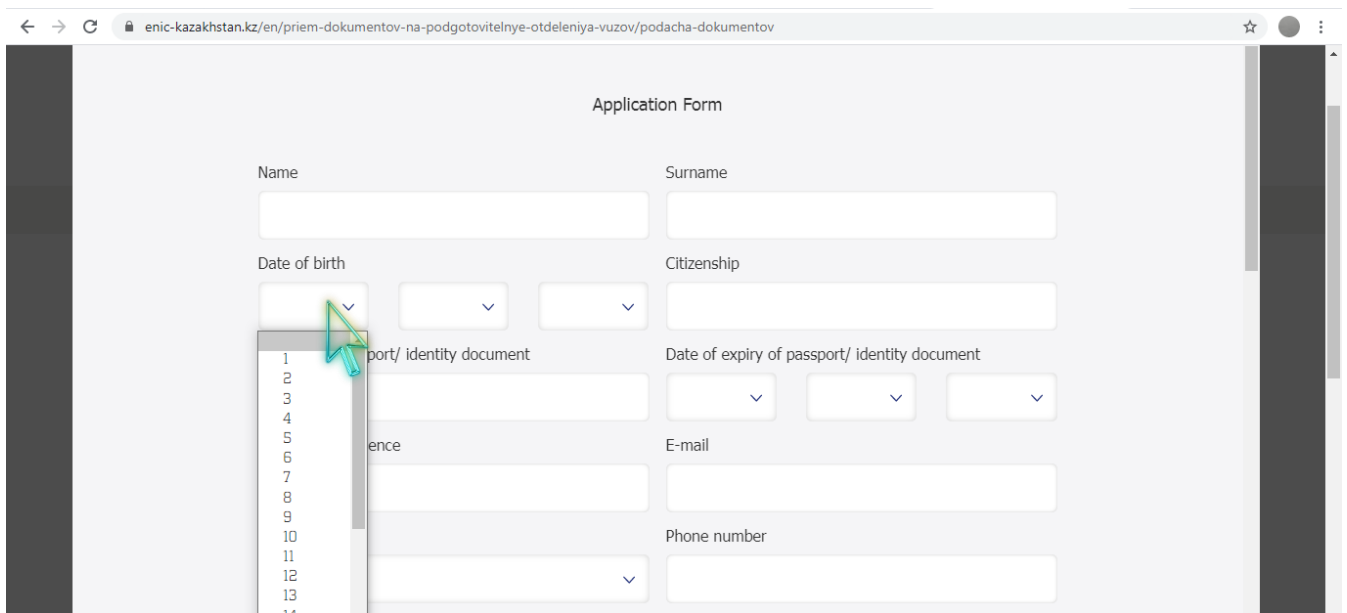
Below the table is an "Add +" button. At the bottom of the form, there are two attachment fields: "Application (sample attached)" and "Attach a copy of passport/identity document".

(Pic. 4).



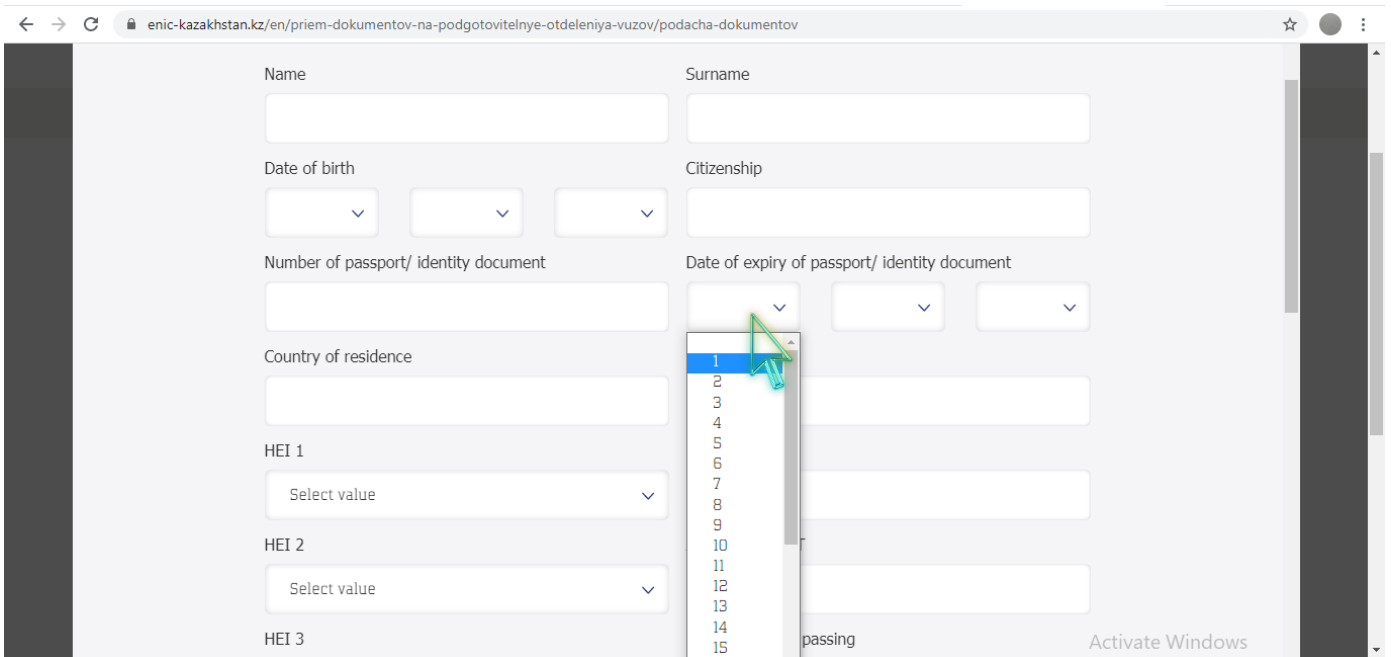
(Pic. 5).

In the field “Date of birth”, you should choose a day, month and year of your birth from the popup window, which appears at pressing the necessary field.



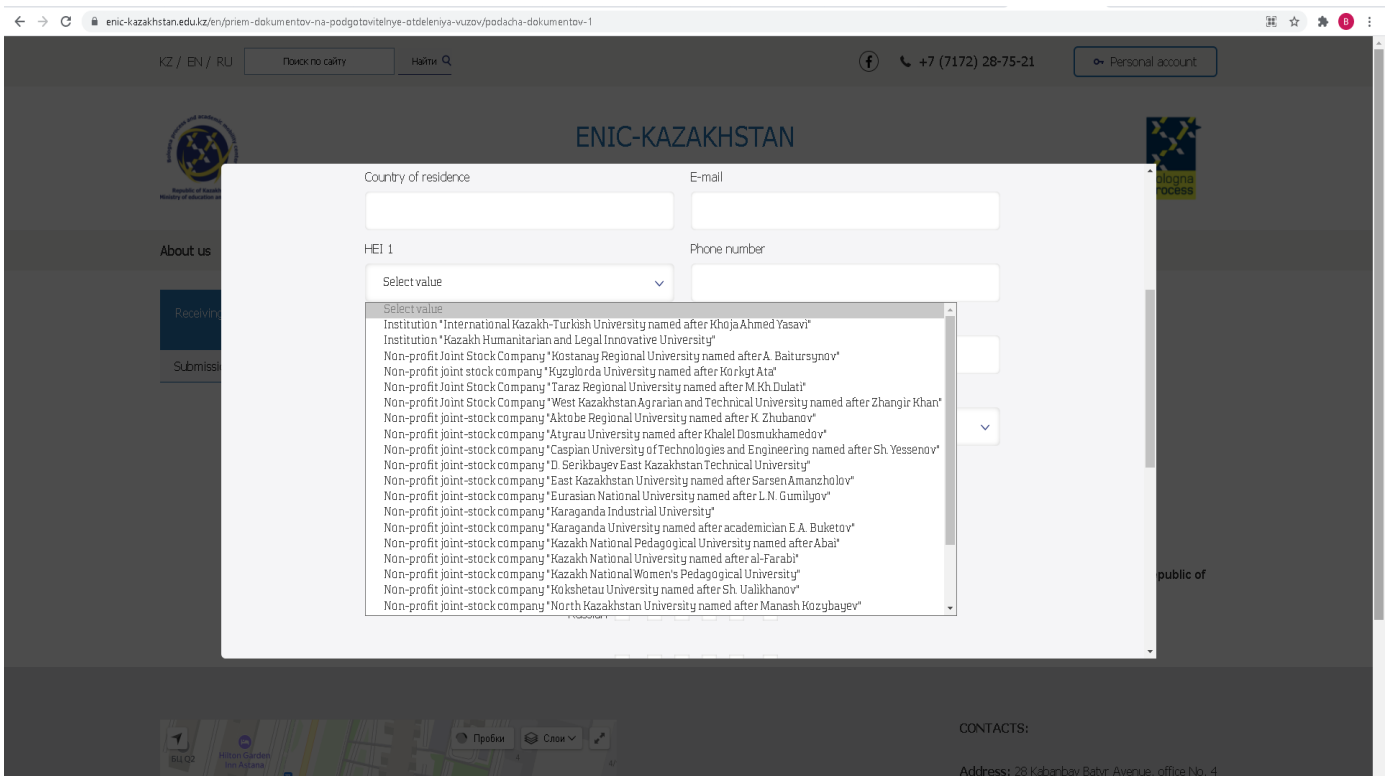
(Pic. 6).

In the field “Expiry date of passport/ID” you should choose a date, month and year from the popup window, which appears at pressing the necessary field.



(Pic. 7).

In the field “HEI 1”, “HEI 2”, “HEI 3” you should choose the preferred HEIs from the popup window, which appears at pressing the necessary field. **Please note** you should choose three different preferred HEI in all these fields.



(Pic. 8).

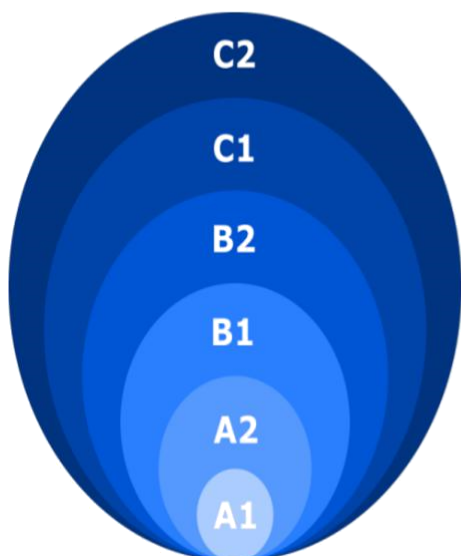
In the field “Language knowledge level” you should indicate the knowledge level of each language specified in the form.

The screenshot shows a web browser window with the URL enic-kazakhstan.kz/en/priem-dokumentov-na-podgotovitelnye-otdeleniya-vuzov/podacha-dokumentov. The form contains two dropdown menus labeled "Select value". Below them is the "Language proficiency" section, which has a grid of checkboxes for languages: Kazakh, Russian, and English. The columns represent proficiency levels: A1 (Minimum), A2, B1, B2, C1, and C2 (Maximum). For each language, the C2 checkbox is checked with a green checkmark. Below the grid is an "Add +" button. At the bottom of the form, there are four document upload options: "Application (sample attached)", "Attach a copy of passport/identity document", "Copy of document on previous level of education (certificate)", and "Medical certificate (If available)". An "Activate Windows" watermark is visible in the bottom right corner.

	A1 (Minimum)	A2	B1	B2	C1	C2 (Maximum)
Kazakh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Russian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(Pic. 9).

Таблица уровня владения языками по CEFR



Уровень по CEFR	Уровень владения казахским, русским и английским языками
C2 Уровень профессионального владения	Advanced (продвинутый)
C1 Уровень профессионального владения	Pre-Advanced (почти продвинутый)
B2 Пороговый продвинутый уровень	Upper-Intermediate (высокий)
B1 Пороговый уровень	Intermediate (средний)
A2 Предпороговый уровень	Pre-intermediate (подготовительный средний)
A1 Уровень выживания	Elementary (начальный)

(Pic. 10).

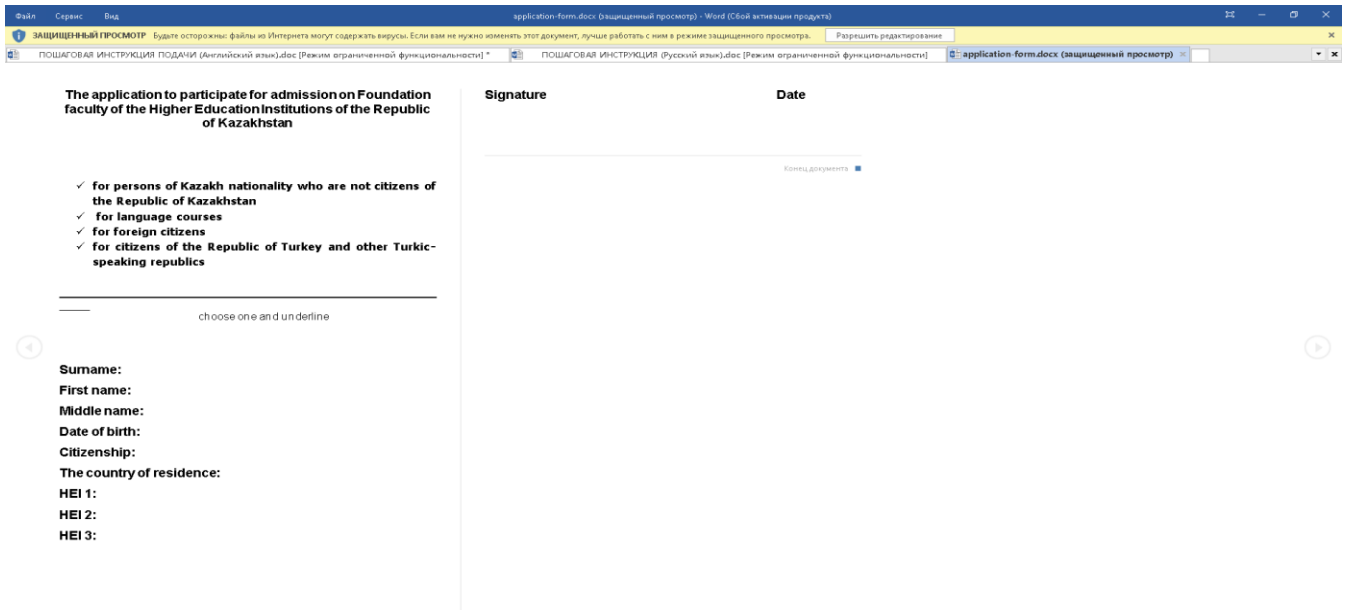
You can download the application form following the link: <https://enic-kazakhstan.kz/ru/priem-dokumentov-na-podgotovitelnye-otdeleniya-vuzov/podacha-dokumentov>

Press on the application form and save the form to your computer.

The screenshot shows the ENIC-KAZAKHSTAN website interface. At the top, there is a navigation bar with language options (KZ / EN / RU), a search bar, and contact information (+7 (7172) 28-75-21). The main header features the ENIC-KAZAKHSTAN logo and the text "BIOLOGIA PROCESS AND ACADEMIC MOBILITY CENTER". Below the header is a menu with items like "About us", "Bologna process", "Periodicals", "Useful information", "EP Register", "Analytics", "FAQ", and "Career". The main content area is titled "Submission of documents" and includes a button for "Application form", a link for "Application", and a link for "Step-by-step instruction". A message to applicants states: "The Submission of documents to participate for admission on Foundation faculty of the higher education institutions of the Republic of Kazakhstan will be carried out from 20 August to 5 September 2021." At the bottom, there is a map and contact information: "CONTACTS: Address: 28 Kabanbay Batyr Avenue, office No. 4".

(Pic. 11).

In the opened text editor press on a popup console “Allow editing”.

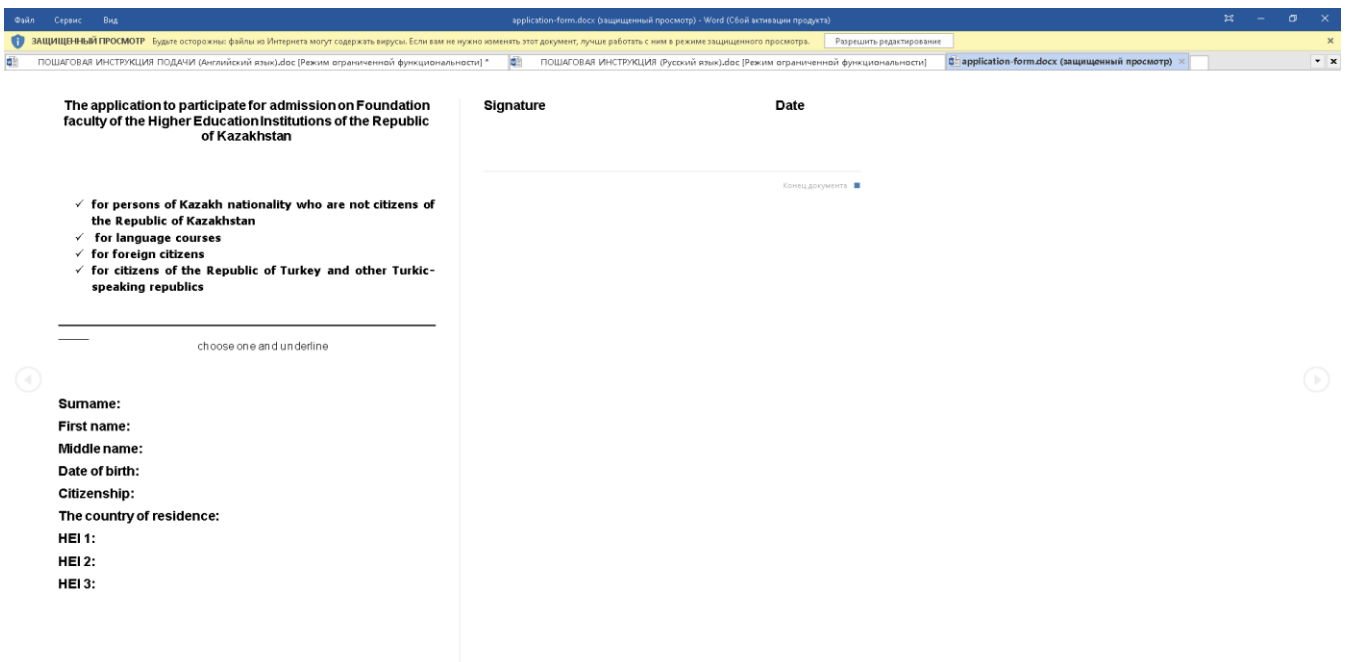


(Pic. 12).

In the application, you **must select one category** from four categories:

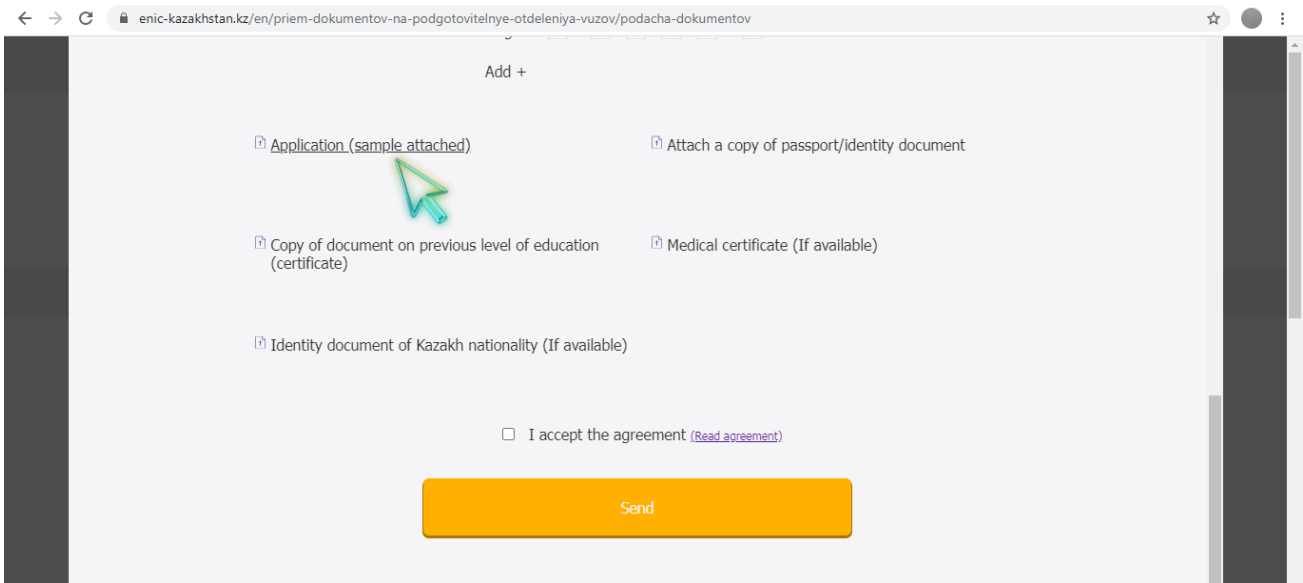
- for persons of Kazakh nationality who are not citizens of the Republic of Kazakhstan
- for language courses *
- for foreign citizens
- for citizens of the Republic of Turkey and other Turkic-speaking republics and **emphasize what is needed**.

* "Language courses" are chosen by citizens of Kazakhstan planning to raise the level of the English language. Choose one category, fill out the application and save the form to your computer in a folder convenient for you.

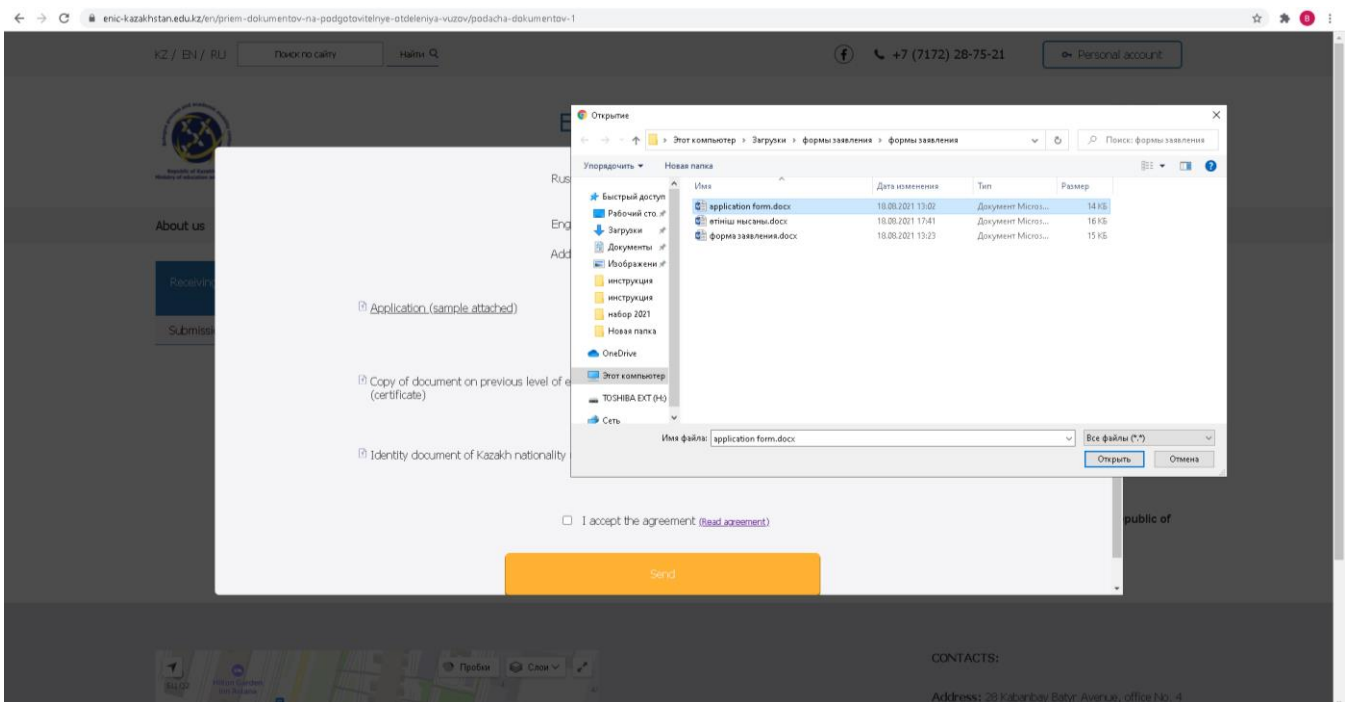


(Pic. 13).

Pressing “Application form (sample attached)” you can download the form that you saved to your computer.

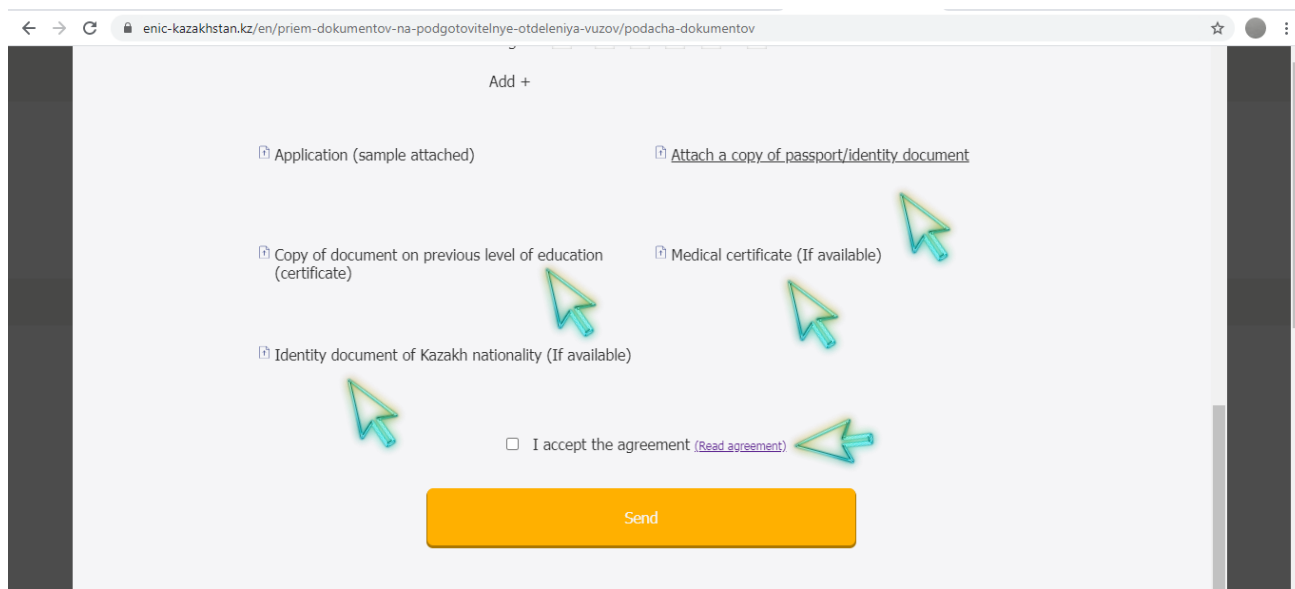


(Pic. 14).



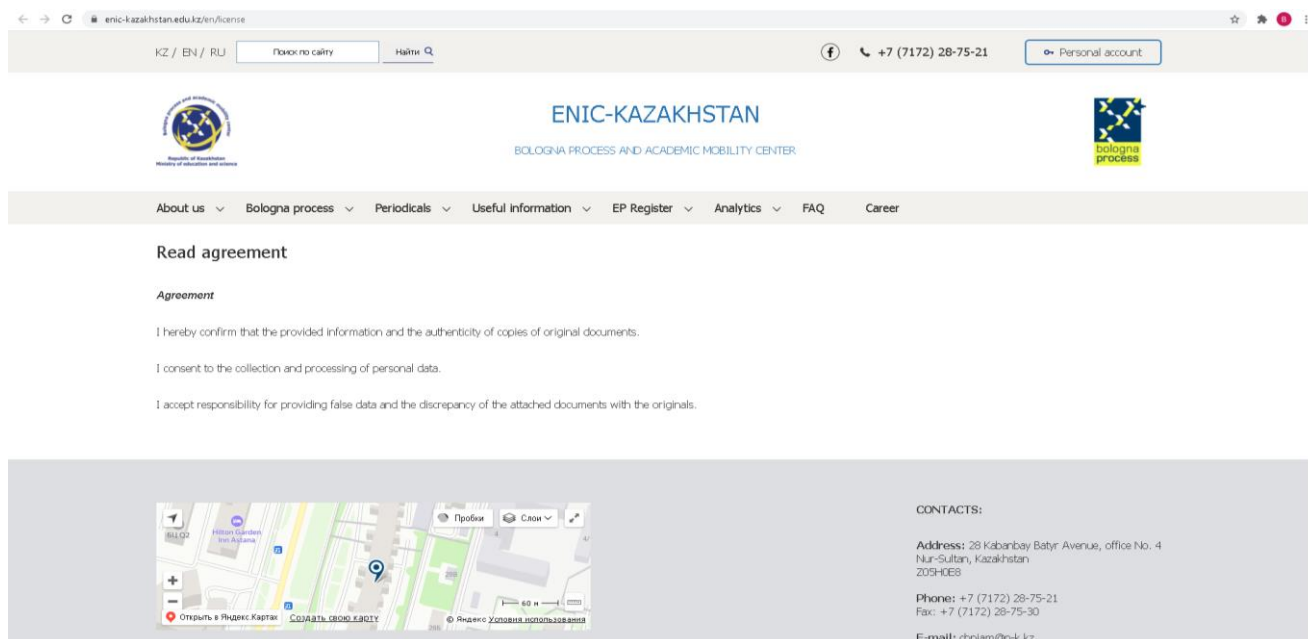
(Pic. 15).

In the field “Attach copy of passport/ID” and “Document on previous level of education (certificate)” you should attach the electronic documents according to the picture 16, as well as if available "Medical certificate" and "Identity document of Kazakh nationality".

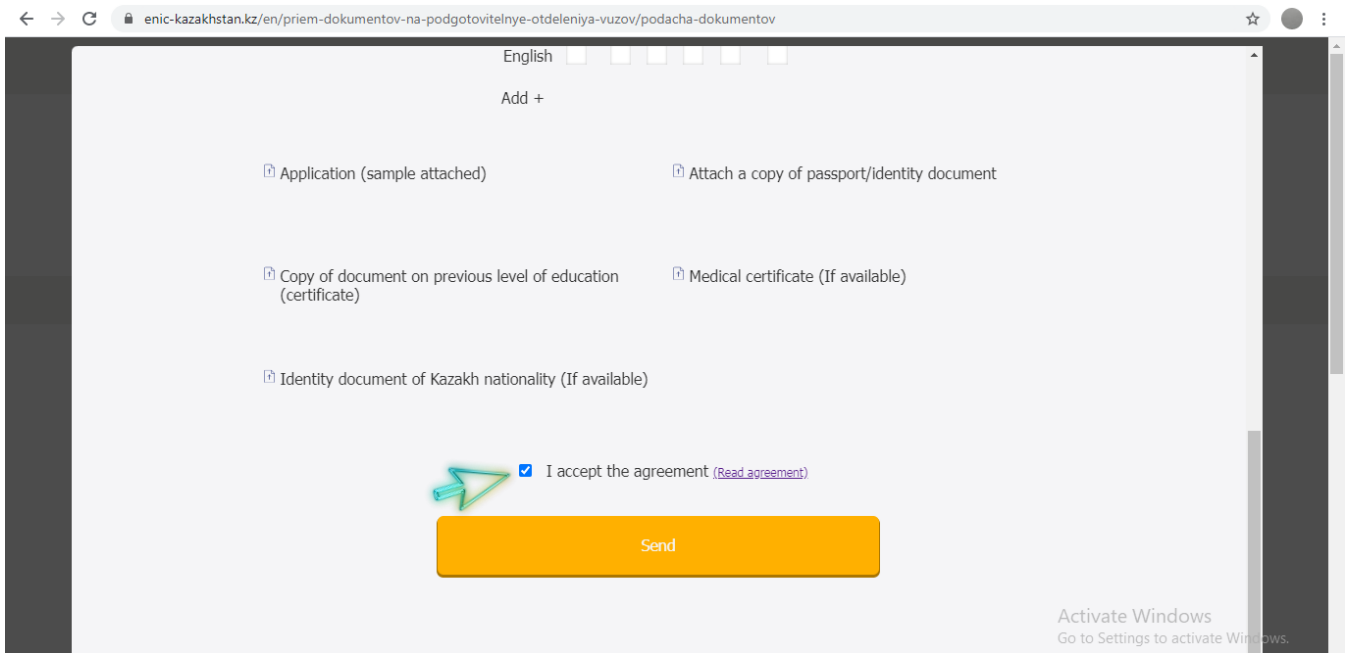


(Pic. 16).

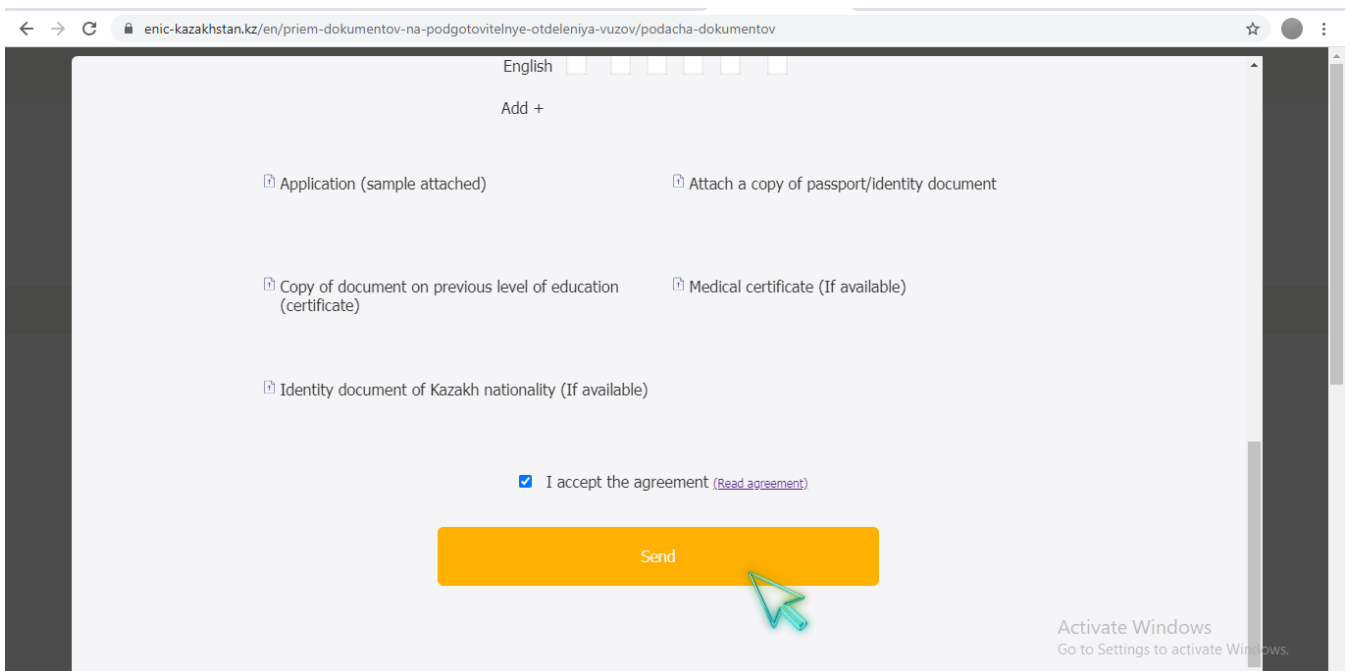
After attaching the documents, you can familiarize yourself with the agreement by clicking "Read the agreement" (Pic. 17), if you agree, tick the box "I accept the agreement" (Pic. 18), and click on the "Send" button (Pic. 19).



(Pic. 17).



(Pic. 18).



(Pic. 19).

When your application is approved, you will receive a letter via email address you specified with notification of the approval or not approval of the documents.