

REGULATIONS ON EDUCATIONAL AND SOCIAL WORK OF THE JALAL-ABAD INTERNATIONAL UNIVERSITY (JAIU)

1. General Provisions

1.1. These Regulations define the goals, objectives, principles, directions, forms of organization, management, documentation, and evaluation of the effectiveness of educational and social work at JAIU (hereinafter referred to as JAIU, the University).

1.2. These Regulations have been developed in accordance with the legislation of the Kyrgyz Republic, the Charter of JAIU, the Regulations on the Quality Management System (QMS) of JAIU, the Regulations on Educational Programs, the Regulations on Academic Integrity, the Regulations on Student Self-Governance, and other internal regulatory documents of the University.

1.3. Educational and social work is an integral part of the educational process and is aimed at the comprehensive development of the student's personality, the formation of civic responsibility, professional accountability, and respect for human rights, as well as the culture and traditions of the peoples of the Kyrgyz Republic and the countries of origin of international students.

1.4. These Regulations apply to all students of JAIU (regardless of their form of study or citizenship), the faculty and teaching staff (FTS), administrative and management personnel (AMP), academic group advisors, staff of psychological and social support services, student organizations, and student self-government.

1.5. Educational and social work is carried out in accordance with the following principles:

1. legality and respect for the rights and freedoms of students;
2. humanism, tolerance, and non-discrimination;
3. partnership between students and the university;
4. consideration of age, cultural, ethnic, religious, and individual characteristics;
5. systematic approach, continuity, and results-oriented focus;
6. transparency and documented recording of key processes within the framework

of the JAIU QMS.

2. Goals and Objectives of Educational and Social Work

2.1. The goal of educational and social work is to create a favorable educational environment at JAIU that fosters the development of socially active, responsible, professionally competent, and morally stable individuals, as well as to ensure the social security and support of students.

2.2. Main tasks of educational work:

2.2.1. Fostering civic identity, patriotism, and respect for the state symbols and laws of the Kyrgyz Republic.

2.2.2. Developing moral, cultural, and spiritual values, as well as a culture of interethnic communication and tolerance.

2.2.3. Fostering professional ethics and responsibility, a culture of academic integrity, and respect for work.

2.2.4. Creating conditions for students' self-realization, the development of leadership qualities, initiative, and creative potential.

2.2.5. Prevention of antisocial behavior, offenses, substance abuse, extremism, and all forms of violence.

2.3. Main objectives of social work:

2.3.1. Identifying students in need of social support (from low-income families, individuals with disabilities, orphans, and students from socially vulnerable groups).

2.3.2. Organizing social support measures (benefits, targeted assistance, provision of housing, meals, assistance with employment, etc.).

2.3.3. Assisting first-year students and international students in adapting to academic and living conditions.

2.3.4. Organizing efforts to protect students' lives and health, and to prevent stress, emotional burnout, and suicidal behavior.

2.3.5. Supporting volunteer, charitable, and social projects aimed at assisting the local population and developing the region.

3. Main Areas of Educational and Social Work

3.1. Civic, patriotic, and spiritual-moral education:

1. events marking national and commemorative dates;
2. meetings with government officials, veterans, and public figures;

3. discussions on civic responsibility, and the rights and duties of students and citizens.
- 3.2. Professional and academic education:
 1. development of professional identity and professional conduct in educational and clinical settings;
 2. promoting the principles of academic integrity and a culture of scholarly discourse;
 3. supporting student participation in academic competitions, contests, conferences, and scientific and innovative projects.
- 3.3. Cultural, recreational, and creative development:
 1. organizing cultural, sports, and creative events, festivals, and competitions;
 2. supporting student clubs, interest groups, and creative studios;
 3. developing the corporate culture of JAIU and the University's positive image.
- 3.4. Social support and assistance:
 1. analysis of the social composition of the student body;
 2. maintaining a database of students in need of support;
 3. organizing measures of material and non-material support;
 4. cooperation with government and non-governmental social organizations.
- 3.5. Psychological and pedagogical support:
 1. activities of the psychological service/student support center;
 2. counseling on personal development, communication, stress, and adaptation;
 3. prevention of conflicts, bullying, discrimination, and violence.
- 3.6. Educational work in dormitories and living quarters:
 1. organizing the work of dormitory advisors/supervisors;
 2. conducting meetings, discussions, and cultural and sports events;
 3. enforcement of internal rules, health standards, and safety requirements.
- 3.7. Work with international students:
 1. adaptation programs (orientation sessions, language courses, cultural orientation course);
 2. assistance with issues related to immigration registration, housing, and socio-cultural adaptation;
 3. activities promoting intercultural dialogue and preventing conflicts based on ethnic or religious grounds.

4. Organization and Management of Educational and Social Work

- 4.1. Overall supervision of educational and social work is carried out by the Rector of JAIU.
- 4.2. Activities are coordinated by the Vice Rector (Vice President) for Educational and Social Work (or another authorized person), in collaboration with:
 1. deans of the faculties;
 2. department chairs;
 3. advisors (tutors) of academic groups;
 4. the student government;
 5. psychological and social services;
 6. the trade union organization (if any).
- 4.3. At the faculty level, educational and social work is organized by deans and those appointed to be responsible for educational work, who:
 1. develop and approve the faculty's annual plan for educational and social work;
 2. coordinate the activities of academic group advisors;
 3. ensure cooperation with public and government agencies.
- 4.4. Academic group advisors:
 1. conduct advisory sessions (educational, informational, and orientation);
 2. monitor the social and psychological climate within the group;
 3. assist in resolving students' academic, personal, and social issues;
 4. participate in the implementation of the faculty's and the University's educational work plans.
- 4.5. Student self-government:
 1. serves as a partner to the administration in planning and implementing educational and social activities;
 2. represents students' interests in the University's governing bodies;
 3. initiates and implements socially significant projects, campaigns, and events.
- 4.6. Psychological and social services (if available or in the form of designated specialists):
 1. provide individual and group counseling for students;

2. conduct preventive work (stress, conflicts, deviant behavior);
1. participate in the work of committees on social issues and student support.

5. Forms and Methods of Educational and Social Work

5.1. Main forms of educational work:

1. advisory hours, conversations, training sessions, seminars, roundtables;
2. conferences, forums, debates, discussion clubs;
3. cultural, sports, and creative events;
4. field trips, excursions, hikes, socially significant events.

5.2. Main methods:

1. person-centered approach;
2. project-based and volunteer work;
3. case studies and analysis of situations (including clinical, social, and ethical ones);
4. mentoring (peer-to-peer, instructor–student, upperclassmen–freshmen).

5.3. Social work is carried out through:

1. individual counseling and support;
2. committee review of applications for benefits and social assistance;
3. integration of social issues into the work of deans' offices, departments, and academic advisors;
4. projects to support socially vulnerable groups of students.

5.4. In carrying out educational and social work, the use of the following is permitted:

1. digital platforms and messaging apps (official communication channels);
2. LMS (eBilim, etc.) for information sharing and feedback;
3. online events (webinars, online meetings) for various categories of students.

6. Social Support and Benefits for Students

6.1. Social support for students at JAIU may include:

1. partial or full exemption from tuition fees (based on decisions by scholarship/social committees);
2. awarding increased and named scholarships, as well as financial aid;
3. provision of dormitory rooms on preferential terms;
4. support for students with disabilities (accessible environment, adaptation of the educational process);
5. assistance to orphans, students from low-income families, and other socially vulnerable groups.

6.2. The procedure for providing social support is determined by separate local regulations of JAIU (Regulations on Scholarship Provision, Regulations on the Provision of Financial Assistance, Regulations on Dormitories, etc.).

6.3. Decisions regarding the granting of benefits, scholarships, and financial aid are made based on:

1. student applications;
2. supporting documents;
3. conclusions of social welfare committees and recommendations from the deans' offices.

7. Documentation, Planning, and Reporting

7.1. Educational and social work is carried out based on:

1. the University's annual plan for educational and social work;
2. the plans of the faculties and departments;
3. individual and group plans of advisors, services, and responsible persons.

7.2. Key documentation:

1. orders, directives, and plans for educational and social work;
2. reports from faculties, departments, advisors, and services;
3. minutes of committee meetings (on social issues, crime prevention, etc.);
4. logs of academic advisor office hours and educational activities;
5. reports and minutes on the results of surveys of students' social circumstances.

7.3. At the end of the academic year, a consolidated report on educational and social work is compiled, which:

1. is reviewed at a meeting of the Academic Council of JAIU;
2. is used to adjust plans, develop development programs, and prepare for accreditation.

8. Evaluation of the effectiveness of educational and social work

8.1. Effectiveness is assessed based on:

1. indicators of student engagement in educational, social, cultural, and volunteer activities;
2. survey results and feedback from students and faculty;
3. indicators of disciplinary violations, conflicts, and antisocial behavior;
4. trends in academic performance and withdrawals for non-academic reasons;
5. student participation in competitions, academic contests, conferences, and community and charitable projects.

8.2. Results of the effectiveness analysis:

1. are taken into account when evaluating the work of deans' offices, departments, academic advisors, and service specialists;
2. are used in the development of programs for educational and social work;
3. integrated into the JAIU quality management system and self-assessment reports for accreditation.

9. Final Provisions

9.1. These Regulations are approved by the Academic Council of JAIU and enter into force by order of the rector.

9.2. Amendments and additions to these Regulations shall be made at the initiative of the Rector, the Vice Rector for Educational and Social Work, deans, department chairs, and the student government, and shall be approved in accordance with established procedures.

9.3. Matters not covered by these Regulations shall be resolved in accordance with the current legislation of the Kyrgyz Republic, the Charter of JAIU, and other internal regulatory documents of the University.

Appendix 1

Sample Annual Plan for Educational and Social Work of the Faculty

FACULTY _____

PLAN for educational and social work for the 20__ / 20__ academic year

No.	Period (month) / date	Event Name	Objective (brief)	Student category (year, group, program)	Responsible parties (dean's office, advisors, Student Support Service, etc.)	Format (lecture, training, event, etc.)	Reporting format (photos, list, report, summary)	Completion status
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If necessary, the plan can be divided into sections: civic and patriotic, professional, cultural and recreational, social support, work with international students, etc.

Appendix 2

Form for recording mentoring hours and educational activities

JALAL-ABAD INTERNATIONAL UNIVERSITY (JAIU)

FACULTY _____

GROUP _____, COURSE _____

ADVISOR _____

LOG OF ADVISOR HOURS AND EDUCATIONAL ACTIVITIES (20__ / 20__ academic year)

No .	Date	Topic of the advisor session / activity	Objective (brief)	Format (discussion, training, video viewing, etc.)	Number of attendees / in the group	Summary, key points	Decisions made / recommendations (if any)	Supervisor's signature	Signature of the group leader
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At the end of the log, you can add the following line:

Summary of educational work for the year (brief):

Supervisor's signature _____ /Full Name/ Date «» _____ 20

Appendix 3

Student Social Assessment Form

REPORT of the student's social and living conditions

Jalal-Abad, “” _____ 20

We, the undersigned, a commission consisting of:

have drawn up this report regarding the following:

1. Student Information

1. Student's full name: _____
2. Faculty, year, class: _____
3. Degree program: _____
4. Type of study: _____
5. Contact phone number: _____

2. Information about family and household composition

1. Place of residence (address): _____
2. Family composition (full name, relationship, age, employment status): _____
3. Special status:
 - large family
 - low-income family
 - family raising a child with a disability
 - Orphaned student / student without parental care
 - Other (specify): _____

3. Housing conditions

1. Type of housing: owned rented dormitory other _____
2. Number of rooms: _____
3. Number of residents: _____
4. Condition of housing, amenities (heating, water, sanitation): _____

4. Financial situation

1. Main sources of family income (specify): _____
2. Estimated total family income (in words): _____ som / month
3. Additional expenses (medical treatment, rent, etc.): _____

5. Academic and social profile of the student

1. Academic performance (overall): high average below average
2. Attendance: satisfactory problematic
3. Participation in community/volunteer activities:
 - active occasional does not participate
4. Special circumstances (health, family circumstances, etc.): _____

6. Commission's Conclusions and Recommendations

Based on the assessment, the committee deems it necessary to:

- classify the student as in need of social support;
- recommend:

1. financial assistance / a one-time payment;
2. tuition assistance;
3. priority placement in a dormitory;
4. referral to a psychologist / support service;
5. other: _____

Brief justification:

Committee members:

1. _____ /Full Name/ Signature _____
2. _____ /Full Name/ Signature _____
3. _____ /Full Name/ Signature _____

I have read and understood this document:

Student _____ /Full Name/ Signature _____

Appendix 4

Structure of the Faculty's Report on Educational and Social Work for the Academic Year

REPORT
on Educational and Social Work
OF THE FACULTY _____
for the 20__ / 20__ academic year

1. General Information

1. Brief description of the student body (number of students, academic years, educational programs, percentage of international students, percentage of students eligible for financial aid, etc.)
2. Persons responsible for educational and social work at the faculty (full names, positions).

2. Analysis of the implementation of the educational work plan

2.1. Brief description of activities carried out in the main areas:

1. civic and patriotic;
2. spiritual and moral;
3. professional and academic;
4. cultural, recreational, and athletic activities;
5. work with international students;
6. prevention of delinquency and antisocial behavior.

2.2. Table of Key Activities:

No.	Area (block)	Name of activity	Date	Number of participants	Brief outcome (impact)
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3. Social Work and Student Support

3.1. Data on students who received support:

Indicator	Value
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3.2. Brief description of the most significant cases of support, implemented programs, and projects (if necessary, without personal data).

4. Work of advisors and psychological support

1. Summary of data on advising hours (frequency, main topics).
2. Description of efforts to help first-year students and international students adjust.
3. Information on the work of the psychological/social services (if available): inquiries, main topics, preventive work (anonymized).

5. Effectiveness assessment and feedback

1. Results of the student survey (if conducted): satisfaction level, suggestions.
2. Analysis of cases of disciplinary violations and conflicts, and their dynamics.
3. Participation of faculty students in competitions, conferences, volunteer, and socially significant projects (brief statistics).

6. Conclusions and Recommendations

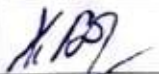
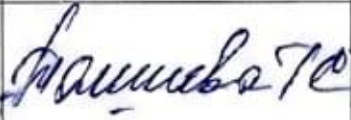







1. Key achievements during the reporting period.
2. Key challenges and risk factors.
3. Recommendations for improving educational and social work in the coming year (specific steps, resource needs, partnerships, etc.).

Signatures:

Dean of the Faculty _____ /Full Name/ «» _____ 20

Person Responsible for Educational Work _____ /Full Name/ «» _____ 20

APPROVAL SHEET

No	Position / Role	Full Name	Signature	Date
1	Developed by	Kanetova D.E.		29.12.25
2	Approved: head of the responsible department			29.12.25
3	Approved: Head of the Educational and Informational Department	Kanetova D.E.		29.12.25
4	Approved: leading specialist for quality	Kalmuratova A.		29.12.25
4	Approved: head of the legal affairs and human resources department / lawyer	Sydykova B.J.		29.12.25
5	Approved: vice-rector for academic affairs	Sadyrova N.A.		29.12.25
6	Approved: vice-rector for science, SR and GE	Asilova Z.A.		29.12.25
7	Endorsed / considered in the established manner	JASU Scientific Council		29.12.25.

