

APPROVED

RISEBA Senate's meeting of
21.02.2024.Minutes. No. 24/1.1-7/2

**ADMISSIONS REQUIREMENTS
(for the academic year 2024/2025)**

Terms Used

Applicant – person applying for study place in RISEBA University of Applied Sciences (hereinafter - the RISEBA University).

First cycle – studies in academic or professional Bachelor's programme after graduation from a secondary school.

Second cycle – studies in academic or professional Master's study programme

Third cycle – doctoral studies

Additional admission – admission to free study places after the deadline of the contest.

Study agreement on acquisition of education – contract being concluded between the RISEBA University and applicant for studies.

Electronic application – application for study programmes by completing an electronic application at RISEBA University internal information system my.riseba.lv (RIS).

Enrolment - registration of the applicant in the list of students of the University, fulfilling all the requirements of the RISEBA Admissions Requirements and concluding a study agreement.

Profiling study subjects – study subjects whose final marks are taken into account when calculating the competition level in the specific programme.

Registration fee – payment for submission and examination of documents.

1. General Issues

- 1.1. Admission requirements govern the enrolment in the RISEBA University first, second and third cycle study programmes.
- 1.2. Admission requirements are developed in accordance with Paragraph 46 of the Law of Higher Education, October 10, 2006, Cabinet of Ministers Regulations No. 846 "Regulations Regarding the Requirements, Criteria and Procedures for Admission to Study Programmes" and the Study regulation of the RISEBA University.
- 1.3. Each citizen of Latvia and non-citizen of Latvia as well as a foreigner shall have the right to study in a higher education institution and college. In order to study in a higher education institution, a previous education attested by documents and recognised in Latvia which is compliant with the requirements of a study programme shall be required. A citizen of Latvia, a non-citizen of Latvia, a citizen of the European Union, a citizen of the European Economic Area or a citizen of the Swiss Confederation and a permanent resident of the European Community who has a valid residence permit has equal rights to study in a higher education institution or college. Foreigners who apply for distance learning studies do not need permanent or temporary residence permits.
- 1.4. To apply for studies at the RISEBA University, it is necessary to submit a document recognised in Latvia, which confirms that the candidate has obtained secondary or higher education, and meets the Admission Requirements

- 1.5. Citizens of Latvia and other countries have equal rights to study at and receive services of the RISEBA University in the Republic of Latvia.
- 1.6. In accordance with Article 56 of the Law on Higher Education Institutions of Latvia, learning of the official language shall be included in the mandatory scope of study courses for foreign students, if studies in Latvia are expected to be longer than six months or exceed 20 credit points.
- 1.7. RISEBA offers a wide range of discounts for the tuition fee (see *Provisions on the Application of Tuition Fee Discounts*).
- 1.8. Applicants, who have complied with all the admission requirements, are enrolled in the study programme.
- 1.9. The admission of applicants to RISEBA University is organized by an Admissions Committee created by rector's ordinance, which operates under the regulations of the Admissions Committee.
- 1.10. All information about the admission process, the selection criteria and admissions requirements for applicants is available at the RISEBA University Customer Service Centre and on its website – www.riseba.lv.
- 1.11. These requirements and its amendments are approved by the Senate of RISEBA University
- 1.12. Registration of applicants and their enrolment is organized twice a year – in summer and winter.

2. Application and registration for the studies

- 2.1. Applicant enrolment in first cycle programmes in the first year after secondary education is initiated in accordance with the applicant registration starting point defined by Cabinet of Ministers regulations.
- 2.2. Registration and enrolment of applicants who have attained secondary or higher education in the previous years, is open throughout the academic year.
- 2.3. Applicants are enrolled in the following programmes:
 - 2.3.1. First cycle academic Bachelor's study programmes:
 - 2.3.1.1. **Architecture** (in English);
 - 2.3.1.2. **Business psychology** (in Latvian and English);
 - 2.3.1.3. **Audiovisual Media Arts** (in Latvian and English);
 - 2.3.1.3.1. Specialisation Film Cinematographer
 - 2.3.1.3.2. Specialisation Film Producer
 - 2.3.1.3.3. Specialisation Film Director
 - 2.3.1.3.4. Specialisation Audiovisual Journalist
 - 2.3.2. First cycle professional Bachelor's study programs:
 - 2.3.2.1. **European Business Studies** (in English);
 - 2.3.2.1.1. Qualification – Organisation Manager.
 - 2.3.2.2. **Public Relations and Advertising Management** (in Latvian and English);
 - 2.3.2.2.1. Qualification – Public Relations Manager or Advertising Manager
 - 2.3.2.3. **Business Management** (in Latvian and English).
 - 2.3.2.3.1. Qualification — business manager, e-business manager
 - 2.3.2.3.1.1. Specialisation Business Management
 - 2.3.2.3.1.2. Specialisation Business Management in Digital Environment
 - 2.3.3. Second cycle Academic Master's programmes:
 - 2.3.3.1. **New Media and Audiovisual Art** (in English)

- 2.3.3.1.1. Specialisation: Audiovisual Media Arts
- 2.3.3.1.2. Specialisation Multimedia Performing Arts
- 2.3.3.1.3. Specialisation Digital Art
- 2.3.3.1.4. Specialisation Sound Art and Electronic Music

- 2.3.3.2. **Big Data Analytics** (in Latvian and English)
- 2.3.3.3. **Health Management** (in Latvian and English)

- 2.3.4. Second cycle professional Master's study programmes:
 - 2.3.4.1. **Architecture** (in English);
 - 2.3.4.1.1. Qualification – architect.
 - 2.3.4.2. **Business Management** (in Latvian);
 - 2.3.4.2.1. Qualification – Organisation Manager.
 - 2.3.4.3. **Public Relations and Digital Communication** (in Latvian and English);
 - 2.3.4.3.1. Qualification – Public Relations Manager.
 - 2.3.4.4. **International Business** (in English);
 - 2.3.4.4.1. Qualification – Organisation Manager.
 - 2.3.4.5. **Project Management** (in Latvian);
 - 2.3.4.5.1. Qualification – Project Manager
 - 2.3.4.6. **Human Resource Management** (in Latvian)
 - 2.3.4.6.1. Qualification – Organisation Manager
 - 2.3.4.7. **Management Psychology and Supervision** (in Latvian);
 - 2.3.4.7.1. Qualification – Supervisor
 - 2.3.4.8. **Business Strategic Management** (in Latvian and English);
 - 2.3.4.9. **Sports Management** (in English);
 - 2.3.4.9.1. Qualification – Organisation Manager
- 2.3.5. Third cycle joint Doctor's programme:
 - 2.3.5.1. **Business Management** (in Latvian and English);
 - 2.3.5.2. **Media Arts and Creative Technologies** (in English);
- 2.4. When registering, applicants shall submit all of the documents necessary for enrollment as stipulated in this regulation and its appendices and shall pay the registration fee, presenting the payment order – EUR 40.00 or EUR 200.00 (foreigners). For foreigners who have obtained their previous education at RISEBA, i.e. Vocational Secondary School VICTORIA, or are graduates of RISEBA undergraduate programmes, the registration fee for the next study level is EUR 50.00. The registration fee is non-refundable.
- 2.5. The applicant submits the originals of the documents personally. If the applicant cannot submit the documents in person, it can be done by another person who presents a power of attorney approved by a notary or who has previously drawn up the applicant's oral power of attorney on the spot at RISEBA University.
- 2.6. The applicants register for studies electronically on my.riseba.lv ([RIS](#)). The electronic application must be approved by personally coming to the RISEBA Customer Service Centre, taking with you the originals of identity documents and originals of documents certifying general secondary or vocational secondary education.
 - 2.6.1. Applicant selection criteria for first cycle study programmes:
 - 2.6.2. secondary or vocational education document – a certificate of obtained education and transcript of records;
 - 2.6.3. certificates of centralized examination in Latvian,
 - 2.6.4. certificates of centralized examination in English;

2.6.5. certificates of centralized examination in Mathematics.

Those applicants who have not taken a CE in English (see point 2.7.) or cannot produce a valid English proficiency certificate issued by an international testing institution as per point 2.8, will have to take the RISEBA entrance examination in English language (see point 2.9).

2.7. When registering for first-cycle studies, according to the Law on Higher Education Paragraph 46 (3), CE certificates are not taken into account in the following cases:

2.7.1. if a person has acquired secondary education before year 2004;

2.7.2. if a person has acquired education abroad;

2.7.3. for individuals with special needs, by submitting a document approving release from taking the CE, in accordance with March 11, 2003 Cabinet of Ministers Regulations No. 112 "*Procedures for student exemption from certain state examinations*";

2.7.4. in the cases listed in points 2.7.1. – 2.7.3., CE requirements are replaced by the attestation marks in the relevant subjects.

2.8. CE could be replaced with marks in the respective study subjects from the attestation, IELTS, TOEFL, PTE General, Cambridge English or ECL English test results in accordance with December 20, 2022 Cabinet of Ministers Regulations No. 795 *Regulation on Replacement of the Foreign Language Examination in the General Secondary Education Programme with an International Testing Institution Foreign Language Test* (ref. to Appendices 22 and 23).

2.9. Applicant admission in first cycle study programmes takes place on a basis of competition, taking into account the average mark of each study programme-defined profiling study subject (ref. to Appendix 1-6) and the defined evaluation results of the CEs. In some cases, entrance examination must be passed:

- **entrance examination in drawing and composition.** The conditions of the entrance examination are stipulated in the *Regulations on the Entrance Examination in Drawing and Composition*. The entrance examination in drawing and composition is waived for applicants who have completed the RISEBA pre-training in drawing and composition and have passed the final examination.
- **entrance examination in English language.** The requirements of the entrance examination are stipulated in the *Regulations on the Entrance Examination in English*. Entrance examination must be taken, if the CE result in English language is lower than level B2. Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 or higher evaluation, have mastered their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500);
- **entrance examination on creativity.** The requirements of the entrance examination are stipulated in the *Regulations on the Entrance Examination in Audio Visual Media Art*. Applicants must write an essay (selecting one of several proposed topics) in the University of RISEBA.
- **Entrance examination – colloquium.** The requirements of the entrance examination are stipulated in the *Regulations on the Entrance Examination in Audio Visual Media Arts*. Interviews with the Head of the Department, the Program Director or the Dean of the Faculty are organized for the students.
- Applicants who have acquired previous education abroad, must take **the RISEBA Admissions test** at the University of RISEBA in the language the programme is implemented. (ref. to Appendice 21)

2.10. Applicants participate in the competition with CE and entrance examination (where needed) ratings. To determine the competition rank, the specified CE percentages are summed up according to the formula corresponding to each programme.

To ensure mutual comparability of exam results, the following coefficients are applied:

1. A coefficient of 0.75 is applied to exams of the optimal learning content level, equating to exams of the highest learning content level.
2. A coefficient of 0.50 is applied to the exams of the general learning content level, equating to the exams of the higher learning content level.
3. for applicants who obtained a CE assessment until 2022 (inclusive), CE the rating is multiplied by a coefficient of 0.

Equivalent evaluations of the RISEBA University:

Grade in a 10 point system	Grade in a 5 point system	CE level	Total evaluation %	Language proficiency level	Total evaluation %
10	5	A	84 – 100%	C1	95 – 100
9					
8	4	B	68 – 83%	B2	70 – 94
7		C	52 – 67%		
6	3	D	36 – 51%	B1	40 – 69
5		E	19 – 35%		
4	-	F	5 – 18%		

2.11. When registering for the second cycle studies, applicants shall submit the documents listed in Appendix 7 – 18, a copy of their undergraduate diploma and its annexes (presenting the original document).

2.12. When registering for second-cycle studies, persons who have obtained a bachelor's degree in other areas of science (not in social or other related sciences), if necessary, must complete the compensatory study course module in the amount of 10 CP (introductory module) before the start of studies or during the first year of study. The necessity for the introductory module and the scope of the courses in CP are evaluated by the relevant study programme director, depending on the previously acquired educational content and professional work experience.

2.13. When registering for second cycle studies, persons, who have not completed the courses “Civil Protection” and “Environmental Protection” at the previous level of studies, have to complete these courses as attendees (*lisener*) in line with the requirements of the Civil Protection Law and the Environmental Protection Law.

2.14. When registering for doctoral studies, the documents referred to Appendice 19. and 20. must be submitted.

2.15. For registration for part-time studies - distance learning - from abroad, applicants must use the electronic application system RIS and must attach the notarized copies of the educational documents or document originals (by filling in the electronic application in advance) or the original documents are presented to the representative of RISEBA

University, using a video call and following and executing all instructions and requests regarding the authentication of the document.

- 2.16. If there is a family name change, in addition to the mentioned documents, the document certifying the change of surname must be submitted.
- 2.17. For foreign applicants who are not EU/EEA or Swiss Confederation nationals, in addition to the documents to be submitted, a temporary residence permit in Republic of Latvia must be submitted, except for foreign applicants who are applying for studies in distance learning. For foreign applicants from EU/EEA countries and Switzerland, they must register with the Office of Citizenship and Migration Affairs in 3 months, if the foreigner will stay in Latvia for more than 3 months.
- 2.18. If the applicant has acquired previous education or degrees abroad, the educational documents must be accompanied by a statement from the Academic Information Center on the recognition of education and equalization with the level of education in Latvia.
- 2.19. Application for the studies in the later stages of the study process (2nd, 3rd, 4th course) takes place in accordance with the Law on Higher Education, RISEBA University Constitution and other legal documents, including the RISEBA University regulations regarding initiation of studies in the later stages of studies.
- 2.20. If, upon registering for studies, the applicant wishes to assess and recognise the competencies he/she has acquired through previous professional experience outside of formal education or as a result of daily training, the applicant shall submit documents confirming the acquisition of these competencies in accordance with Cabinet of Ministers Regulation No.505 or 14 August 2018.

3. Admission results and enrolment

- 3.1. Admission results of the first cycle and second-cycle studies shall be determined and approved by the Admissions Committee. Admission results are announced within five days after the competition closing date.
- 3.2. Based on the results of the competition, applicants shall sign a study contract for obtaining education with RISEBA University within the specified period.
- 3.3. If the applicant does not sign a study contract within the specified period without a valid reason (he has not coordinated his arrival time with the Admissions Committee), the study place is offered to the next applicant according to the results of the competition.
- 3.4. The applicants are registered (enrolled) in the student list of RISEBA University with the Rector's ordinance when they:
 - a) have passed the competition and/or passed the entrance examinations;
 - b) have paid the registration fee;
 - c) have concluded a study agreement on obtaining education.
 - d) have made the first payment for studies or informed the university about their application for a state-guaranteed study loan.
- 3.5. The number of available places in each programme and form is annually determined by the rector's ordinance.
- 3.6. If the number of applicants applied for the study programme is less than the specified number of study places in the order, RISEBA University may open additional admission.
- 3.7. Admissions Commission's decisions on the competition results can be appealed within 3 working days, submitting an application to RISEBA University Rector. The decision taken by the RISEBA University Rector can be appealed in the Court in the order specified in the Administrative Procedure Law.

3.8. Information about applying for studies and study programmes is available at RISEBA University Customer Service Centre, tel.: 67500265; e-mail: riseba@riseba.lv; info@riseba.lv, as well as RISEBA University homepage www.riseba.lv

3.10. This regulation has the following appendices:

- 3.10.1. Appendix 1 – Academic Bachelor Study Programme *Architecture*;
- 3.10.2. Appendix 2 – Academic Bachelor Study Programme *Business psychology*;
- 3.10.3. Appendix 3 – Academic Bachelor Study Programme *Audiovisual Media Arts*;
- 3.10.4. Appendix 4 – Professional Bachelor Study Programme *European Business Studies*;
- 3.10.5. Appendix 5 – Professional Bachelor Study Programme *Public Relations and Advertising Management*;
- 3.10.6. Appendix 6 – Professional Bachelor study programme *Business Management*;
- 3.10.7. Appendix 7 – Academic Masters Study Programme *New Media and Audiovisual Art*;
- 3.10.8. Appendix 8 – Academic Master Study Programme *Big Data Analytics*;
- 3.10.9. Appendix 9 – Professional Master Study Programme *Architecture*;
- 3.10.10. Appendix 10 – Professional Master Study Programme *Business Management*;
- 3.10.11. Appendix 11 – Professional Master Study Programme *Public Relations Management*;
- 3.10.12. Appendix 12 – Professional Master Study Programme *International Business*;
- 3.10.13. Appendix 13 – Professional Master Study Programme *Project Management*;
- 3.10.14. Appendix 14 – Professional Master Study Programme *Human Resource Management*;
- 3.10.15. Appendix 15 – Academic Master Study Programme *Health Management*;
- 3.10.16. Appendix 16 – Professional Master Study Programme *Management Psychology and Supervision*;
- 3.10.17. Appendix 17 – Professional Master Study Programme *Business Strategic Management*;
- 3.10.18. Appendix 18 – Professional Master Study Programme *Sports Management*;
- 3.10.19. Appendix 19 – Joint doctoral programme *Business Management*;
- 3.10.20. Appendix 20 – Joint doctoral programme *Media Arts and Creative Technologies*
- 3.10.21. Appendix 21 – Specification of RISEBA Admissions test;
- 3.10.22. Appendix 22 – International testing institutions whose examinations in foreign languages replace foreign language exams;
- 3.10.23. Appendix 23 – Compliance of RISEBA evaluation in foreign language exam to the EKP levels English language

Appendix 1

1.	<i>Study programme</i>	Architecture
2.	<i>Study programme level</i>	First cycle Academic Bachelor study programme
3.	<i>Degree/qualification obtained</i>	Bachelor's degree of Engineering Sciences in Architecture and Urban Planning / -
4.	<i>Scope and duration of the study programme</i>	140 KP; 3.5 years
5.	<i>Type of Study</i>	Full time
6.	<i>Implementation language</i>	English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarised copies); - CE Certificate in English, Latvian and mathematics; - payment order or a printout from online banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - 4 photos (4 x 3 cm). - portfolio (documentation on the previously performed works, which reflects the person's individuality, creativity and capacity – 12 pages in the A3 format page horizontally. Portfolio needs to include such categories: drafting, drawing, composition, sketching, painting or sculpture, photography and free choice/creation.
8.	<i>Previous education</i>	Secondary or secondary vocational education
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in drawing and composition *. 2. Entrance examination in English language **. 3. In addition, an interview can be organised. Interviews may be held remotely, for example, through Zoom Platform. 4. RISEBA Admissions Test ***
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. The average mark of each study programme-defined profiling study subject (ref. to point 11); 2. CE results in Latvian language, English language and mathematics. Competition results are calculated using the formula: Evaluation = (20%CE Latvian language + 40%CE English language + 40%CE mathematics); 3. Evaluation of the portfolio; 4. Assessment of the entrance exam in drawing and composition*; 5. Assessment of the English language exam **; 6. RISEBA Admissions Test Rating***.
11.	<i>Profiling study subjects</i>	English, Latvian language and literature (with the exception of those who have been educated abroad), informatics, mathematics (or average grade of algebra + geometry), physics or chemistry or natural sciences.

* Entrance examination in drawing and composition. Entrance examination does not need to be taken, if preparation courses in drawing and composition are acquired at the University of RISEBA and their final examination has successfully been passed;

** Entrance examination in English language. Entrance examination must be passed, if the CE result in English language is lower than level B2 (C level). Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 (C level) or higher evaluation, have mastered

their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500);

*** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 2

1.	<i>Study programme</i>	Business psychology
2.	<i>Study programme level</i>	First cycle Academic Bachelor study programme
3.	<i>Degree/qualification obtained</i>	Bachelor's degree of Science in Management and Administration / -
4.	<i>Scope and duration of the study programme</i>	120 CP; 3 or 3.5 years
5.	<i>Type of study</i>	Full time or Part time or Distance learning
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarised copies); - CE Certificate in English, Latvian and mathematics; - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - 4 photos (4 x 3 cm).
8.	<i>Previous education</i>	Secondary or secondary vocational education
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language * (only for those who applied to study in English); 2. RISEBA Admissions **.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. The average mark of each study programme-defined profiling study subject (ref. to point 11); 2. CE results in Latvian language, English language and mathematics; Competition results are calculated using the formula: Evaluation = (50% CE Latvian language + 40% CE English language + 10% CE mathematics); 3. RISEBA Admissions Test Rating**.
11.	<i>Profiling study subjects</i>	English, Latvian language and literature (with the exception of those who have been educated abroad), informatics.

* Entrance examination in English language. Entrance examination must be passed, if the CE result in English language is lower than level B2. Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 or higher evaluation, have mastered their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500);

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 3

1.	<i>Study programme</i>	Audiovisual Media Arts
2.	<i>Study programme level</i>	First cycle Academic Bachelor study programme
3.	<i>Degree/qualification obtained</i>	Bachelor's degree of Humanitarian Sciences in Audiovisual Arts and Media Arts / - / Film Cinematographer, Film Producer, Film Director, Audiovisual Journalist
4.	<i>Scope and duration of the study programme</i>	120 CP, 3 or 3.5 years
5.	<i>Type of study</i>	Full time or Part time
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv) - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarised copies); - CE Certificate in English, Latvian and Mathematics; - payment order or a printout from online banking regarding payment of registration; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - 4 photos (4 x 3 cm).
8.	<i>Previous education</i>	Secondary or secondary vocational education
9.	<i>Additional admission Requirements</i>	<ol style="list-style-type: none"> 1 Creative entrance examination – an essay (selecting one of several proposed topics in the RISEBA University). 2. Entrance examination - colloquium (Interview with the Head of the Department, the Program Director or the Dean of the Faculty). 3. Entrance examination in English language * (only for those who applied to study in English); 4. RISEBA Admissions Test**.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. The average mark of each study programme-defined profiling study subject (ref. to point 11); 2. CE results in Latvian language, English language and mathematics; Competition results are calculated using the formula: Evaluation = (50% CE Latvian language + 40% CE English language + 10% CE mathematics); 3. Evaluation of the creative entrance exam - essay and the entrance exam - colloquium. 4. RISEBA Admissions Test Rating**.
11.	<i>Profiling study subjects</i>	English, Latvian language and literature, informatics, history.

* Entrance examination in English language. Entrance examination must be passed, if the CE result in English language is lower than level B2. Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 or higher evaluation, have mastered their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500);

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 4

1.	<i>Study programme</i>	European Business Studies
2.	<i>Study programme level</i>	First cycle Professional Bachelor study programme
3.	<i>Degree/qualification obtained</i>	Professional Bachelor's degree in European Business / Organisation Manager
4.	<i>Scope and duration of the study programme</i>	160 CP, 4 years
5.	<i>Type of study</i>	Full time
6.	<i>Implementation language</i>	English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv) - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarised copies); - CE Certificate in English, Latvian and Mathematics; - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - 4 photos (4 x 3 cm).
8.	<i>Previous education</i>	Secondary or secondary vocational education
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language *. 2. RISEBA Admissions Test **.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. The average mark of each study programme-defined profiling study subject (ref. to point 11); 2. CE results in Latvian language, English language and mathematics; Competition results are calculated using the formula: Evaluation = (30% CE Latvian language + 60% CE English language + 10% CE mathematics) 3. Assessment of the English language exam *; 4. RISEBA Admissions Test Rating**.
11.	<i>Profiling study subjects</i>	English, Latvian language and literature (with the exception of those who have been educated abroad), informatics, mathematics (or average grade of algebra + geometry), economy.

* Entrance examination in English language. Entrance examination must be passed, if the CE result in English language is lower than level B2. Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 or higher evaluation, have mastered their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500);

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 5

1.	<i>Study programme</i>	Public Relations and Advertising Management
2.	<i>Study programme level</i>	First cycle Professional Bachelor study programme
3.	<i>Degree/qualification obtained</i>	Professional Bachelor's degree in Advertising and Public Relations / Public Relations Manager or Advertising Manager
4.	<i>Scope and duration of the study programme</i>	160 CP, 4 or 4.5 years
5.	<i>Type of study</i>	Full-time or Part time
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarised copies); - CE Certificate in English, Latvian and Mathematics; - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - 4 photos (4 x 3 cm).
8.	<i>Previous education</i>	Secondary or secondary vocational education
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language * (only for those who applied to study in English); 2. RISEBA Admissions Test **.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. The average mark of each study programme-defined profiling study subject (ref. to point 11); 2. CE results in Latvian language, English language and mathematics; Competition results are calculated using the formula: Evaluation = (50% CE Latvian language + 40% CE English language + 10% CE mathematics); 3. RISEBA Admissions Test Rating**.
11.	<i>Profiling study subjects</i>	English, Latvian language and literature (with the exception of those who have been educated abroad), informatics, history.

* Entrance examination in English language. Entrance examination must be passed, if the CE result in English language is lower than level B2. Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 or higher evaluation, have mastered their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500);

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 6

1.	<i>Study programme</i>	Business Management
2.	<i>Study programme level</i>	First cycle Professional Bachelor study programme
3.	<i>Degree/qualification obtained</i>	Professional Bachelor's degree in Business Management / Business Manager or E-Business Manager with a specialisation in Business Management or Business Management in Digital Environment
4.	<i>Scope and duration of the study programme</i>	160 CP, 4 or 4.5 years
5.	<i>Type of study</i>	Full time or Part time or Distance learning
6.	<i>Implementation language</i>	Latvian or English (on distance learning only)
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarised copies); - CE Certificate in English, Latvian and Mathematics; - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - 4 photos (4 x 3 cm).
8.	<i>Previous education</i>	Secondary or secondary vocational education
9.	<i>Additional admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language * (only for those who applied to study in English); 2. RISEBA Admissions Test **.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. The average mark of each study programme-defined profiling study subject (ref. to point 11); 2. CE results in Latvian language, English language and mathematics; Competition results are calculated using the formula: Evaluation = (50% CE Latvian language + 40% CE English language + 10% CE mathematics) 3. RISEBA Admissions Test Rating**.
11.	<i>Profiling study subjects</i>	English, Latvian language and literature (with the exception of those who have been educated abroad), informatics, mathematics (or average grade of algebra + geometry), economy.

* Entrance examination in English language. Entrance examination must be passed, if the CE result in English language is lower than level B2. Entrance examination in English language does not need to be passed for applicants who in the CE in English language have acquired B2 or higher evaluation, have mastered their previous education in English language, or present a positive IELTS certificate (evaluation at least 6) or TOEFL (with evaluation of at least 500).

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 7

1.	<i>Study programme</i>	New Media and Audiovisual Art
2.	<i>Study programme level</i>	Second cycle Academic Master study programme (Jointly with LiepU)
3.	<i>Degree/qualification obtained</i>	Master's degree of Humanitarian science in Audiovisual Arts and Media Arts / - / Audiovisual Media, Multimedia Performing Arts, Digital Art, Sound Art and Electronic Music
4.	<i>Scope and duration of the study programme</i>	80 CP, 2 years
5.	<i>Type of study</i>	Full time
6.	<i>Implementation language</i>	English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - creative portfolio; - Research proposal of Master thesis (free form); - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	<p>1. First cycle higher education in humanities and arts (bachelor's degree / second level professional higher education) in music, visual arts and architecture, as well as other humanities and arts, including creative industry sciences).</p> <p>2. the English language proficiency at least on B2 level;</p> <p>or</p> <p>1. First cycle higher education (bachelor's degree/ second level professional higher education) in other humanities and arts sciences (History and Archaeology, Linguistics and Literary Science, Philosophy, Ethics and Religion), social sciences, educational sciences, engineering, computer science or other field, etc.;</p> <p>2. work experience in professional artistic creation as an author or self-employed person/work experience in the creative industries, culture, art or music (at least 12 months) or study courses in the humanities and arts of at least 8 credits (12 ECTS):</p> <ul style="list-style-type: none"> • Art History or Art Theory of at least 4 credits (6 ECTS), • Philosophy, Cultural History or Cultural theory of at least 4 credits (6 ECTS); <p>3. the English language proficiency at least on B2 level;</p>
9.	<i>Additional admission Requirements</i>	<p>1. Entrance examination - master's thesis application and portfolio of creative work (to be attached at the time of application):</p> <p>1.1. Master thesis application: creative research project in one of the specialisations offered by the programme: audiovisual media, multimedia performances, digital art, sound art/electronic music. The project must be developed in the context of the Master's thesis. Applicants are required to develop their application in one of the chosen fields of specialisation.*</p> <p>1.2. Creative portfolio: 3 – 5 works, projects, prototypes, commissions or research projects in new media art,</p>

		audiovisual art, sound art, of your choice 2. Entrance examination in English language **. 3. RISEBA Admissions Test***.
10.	<i>Competitive evaluation criteria</i>	1. Assessment of Creative portfolio; 2. Assessment of Research proposal; 3. Assessment of the English language exam **; 4. RISEBA Admissions Test Rating***.

* Applicants, who have obtained an undergraduate degree from the RISEBA undergraduate study programme “Audiovisual Media Arts”, are enrolled in the postgraduate study programme without additional entrance examinations.

** The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

*** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

1.	<i>Study programme</i>	Big Data Analytics
2.	<i>Study programme level</i>	Second cycle Academic Master study programme
3.	<i>Degree / qualification obtained</i>	Master's degree in Social Sciences in Economics / -
4.	<i>Scope and duration of the study programme</i>	60 CP or 80 CP, 1.5 or 2 years
5.	<i>Type of study</i>	Full time
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	<p>In the 60 CP programme – first cycle professional higher education in Information Technologies, economics, entrepreneurship, engineering, finance and other exact sciences involving higher mathematics studies in the amount of at least 2 CP and 4-year first cycle higher education studies;</p> <p>In the 80 CP programme — first cycle higher education in economics, entrepreneurship, engineering, finance and other exact sciences involving higher mathematics studies in the amount of at least 2 CP, and 3- year first cycle higher education studies.</p>
9.	<i>Additional admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language * (only for those who applied to study in English); 2. RISEBA Admissions Test **.
10.	<i>Competitive evaluation criteria</i>	RISEBA Admissions Test Rating **.

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 9

1.	<i>Study programme</i>	Architecture
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Architecture / Architect
4.	<i>Scope and duration of the study programme</i>	80 CP, 2 years
5.	<i>Type of study</i>	Full time
6.	<i>Implementation language</i>	English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	First cycle higher education or first cycle professional higher education in architecture.
9.	<i>Additional admission requirements</i>	<ol style="list-style-type: none"> 1. Interview with the Director of the Programme to assess compliance of previously acquired knowledge. Interviews may be held remotely, for example, through <i>Skype</i>. Prior to the interview, the applicant shall submit: <ul style="list-style-type: none"> - A letter of motivation; - Portfolio (in digital format); - Description of Master's thesis topic (on A4 page); 2. Entrance examination in English language *; 3. RISEBA Admissions Test **.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. Interview assessment by the Director of the Programme, taking into consideration the candidate's CV, motivation and portfolio, as well as the submitted Master's thesis topic; 2. Assessment of the English language exam *; 3. RISEBA Admissions Test Rating **.

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

**The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 10

1.	<i>Study programme</i>	Business Management
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Business Management / Organisation Manager
4.	<i>Scope and duration of the study programme</i>	60 CP or 80 CP, 2 or 2.5 years
5.	<i>Type of Study</i>	Part-time studies (distance learning)
6.	<i>Implementation language</i>	Latvian
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	<p>In the 60 CP programme — first cycle professional higher education in management, entrepreneurship, economics, finance or a related field and a previously attained Level 5 professional qualification;</p> <p>In the 80 CP programme — first cycle higher education profiling or professional bachelor's degree in a non-profiling field, which is not related to the study programme's sector/subject group, i.e. any education, except management, entrepreneurship, economics, finance or in a related field;</p>
9.	<i>Additional Admission Requirements</i>	RISEBA Admissions Test *.
10.	<i>Competitive evaluation criteria</i>	RISEBA Admissions Test Rating*.

* The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 11

1.	<i>Study programme</i>	Public Relations Management
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Public Relations / Strategic Communication Manager
4.	<i>Scope and duration of the study programme</i>	60 CP or 80 CP, 1.5 or 2 years
5.	<i>Type of study</i>	Full time
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	<p>In the 60 CP programme — first cycle professional bachelor's degree or the equivalent professional higher education in advertising, public relations, marketing, communication management, business administration or a related field and a previously attained Level 5 professional qualification.</p> <p>In the 80 CP programme — first cycle academic bachelor's degree in communication science, marketing and advertising, or an academic or professional bachelor's degree or the equivalent professional higher education in other disciplines.</p>
9.	<i>Additional admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language * (only for those who applied to study in English); 2. RISEBA Admissions Test **. 3. Persons with a bachelor's degree in other disciplines have to complete a levelling course module (introductory module) with 10 CP.
10.	<i>Competitive evaluation criteria</i>	RISEBA Admissions Test Rating**.

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

1.	<i>Study programme</i>	International Business
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in International Business/ Organisation Manager / with an opportunity to specialise in Business Management, Project Management or Human Resources Management
4.	<i>Scope and duration of the study programme</i>	60 CP or 80 CP, 1.5 or 2 years
5.	<i>Type of Study</i>	Full time
6.	<i>Implementation language</i>	English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	<p>In the 60 CP programme — first cycle professional bachelor's education with the duration of studies at least 4 years; Level 5 professional qualification in management, entrepreneurship, economics, finances or a similar field and/or professional work experience in human resource management;</p> <p>In the 80 CP programme — first cycle academic bachelor's education in a profiling field or first cycle professional bachelor's education in a non-profiling field, which is not related to the study programme's industry/subject group, i.e. any education, except management, entrepreneurship, economics, finance or in a related field;</p>
9.	<i>Additional admission Requirements</i>	<ol style="list-style-type: none"> 1. Interview with the programme director to assess compliance of previously acquired knowledge; 2. Entrance examination in English language *; 3. RISEBA Admissions Test**.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. Interview assessment by the Director of the Programme; 2. Assessment of the English language exam *; 3. RISEBA Admissions Test Rating **.

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

1.	<i>Study programme</i>	Project Management
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Project Management / Project Manager
4.	<i>Scope and duration of the study programme</i>	60 CP or 80 CP, 1.5 or 2 or 2.5 years
5.	<i>Type of Study</i>	Full time or Part-time
6.	<i>Implementation language</i>	Latvian
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (3 x 4 cm).
8.	<i>Previous education</i>	<p>In the 60 CP programme — obtained first cycle professional higher education or the equivalent of professional higher education in management, entrepreneurship, economics, finance or a related field and a previously attained Level 5 professional qualification.</p> <p>In the 80 CP programme — obtained first cycle higher education in management, entrepreneurship, economics, finance or a related field or an academic or professional degree in other disciplines (not social or other related fields).</p>
9.	<i>Additional Admission Requirements</i>	RISEBA Admissions Test *.
10.	<i>Competitive evaluation criteria</i>	RISEBA Admissions Test Rating *.

* The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

1.	<i>Study programme</i>	Human Resource Management
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Human Resource Management/ Organisation Manager
4.	<i>Scope and duration of the study programme</i>	60 CP and 80 CP, 1,5 or 2 years
5.	<i>Type of Study</i>	Full time
6.	<i>Implementation language</i>	Latvian
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (4 x 3 cm).
8.	<i>Previous education</i>	<p>In the 60 CP programme — first cycle higher education with the duration of studies at least 4 years; Level 5 professional qualification in management, entrepreneurship, economics, finance or a similar field and/or professional experience in human resource management;</p> <p>In the 80 CP programme — first cycle academic bachelor's education or professional bachelor's degree in a non-profiling field, which is not related to the study programme's sector/subject group, i.e. any education, except management, entrepreneurship, economics, finance or in a related field.</p>
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. At least 2 years of professional work experience in human resource management; 2. RISEBA Admissions Test*.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. Assessment of professional work experience in human resource management; 2. RISEBA Admissions Test Rating*.

* The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 15

1.	<i>Study programme</i>	Health Management
2.	<i>Study programme level</i>	Second cycle Academic Master study programme (study programme jointly with Rīga Stradiņš University)
3.	<i>Degree/qualification obtained</i>	Master's Degree of Social Sciences in Management and Administration
4.	<i>Scope and duration of the study programme</i>	4 semesters, 2 years (80 CP)
5.	<i>Type of Study</i>	Full time
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; -if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (3x4 cm). -the confirmation of research experience (copies of conference theses or publications) - a document certifying English language proficiency and its level (in the programme in English)
8.	<i>Previous education</i>	First-cycle higher education or first-cycle professional higher education in social sciences, medical engineering or healthcare with the right to take master's studies
9.	<i>Additional admission requirements</i>	<ol style="list-style-type: none"> 1. Letter of motivation; 2. Must have previous knowledge in macroeconomics and microeconomics*; 4. Entrance examination in English language ** (only for those who applied to study in English); 3. RISEBA Admissions Test***.
10.	<i>Competitive evaluation criteria</i>	<ol style="list-style-type: none"> 1. Evaluation of the letter of motivation; 2. RISEBA Admissions Test Rating ***. <p>Candidates for the study programme "Health Management" are enrolled according to the results of the competition (total number of points), which are formed by the following:</p> <ol style="list-style-type: none"> 1. the average score of study courses (in points) obtained in the previous education programme; 2. the candidate's motivation letter and its content (0-2 points: 0 — the motivation letter has not been submitted; 1 — the motivation letter has been drawn up contrary to the document preparation requirements, and does not clearly reflect the choice of a study programme, and contains significant spelling mistakes; 2 — the motivation letter has been drawn up in accordance with the document preparation requirements, clearly reflects the choice of the study programme, and does not contain any spelling mistakes) 3. the candidate's professional work experience at healthcare institutions (0-2 points: 0 — no experience; 1 — medium-level (head of the unit or project manager) professional work experience at least 2 years; 2 — higher-level (institution management) professional work experience at least 3 years) 4. the confirmation of the candidate's research experience (0-

		<p>2 points: 0 — no experience; 1 — the confirmation of participation in a scientific conference with theses / an article in a professional journal of the industry/participation in scientific research; 2 — a scientific publication in a quoted journal).</p> <p>In the event of the sum of equal scores, the results of the competition are ranged according to the average weighted score of the diploma.</p>
--	--	--

* Applicants without previous knowledge in the economy must additionally acquire the course in distance learning form “Economic Theoretical Aspects” in the amount of 2 control points.

** The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate

*** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 16

1.	<i>Study programme</i>	Management Psychology and Supervision
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Management / Supervisor
4.	<i>Scope and duration of the study programme</i>	80 CP, 2 or 2,5 years
5.	<i>Type of Study</i>	Full-time or part-time studies
6.	<i>Implementation language</i>	Latvian
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (3 x 4 cm).
8.	<i>Previous education</i>	<p>1) An obtained first cycle higher education in management, economics, social and behavioural sciences, completing a study programme of at least 3 years; and at least four years of professional experience;</p> <p>3) An obtained first-cycle higher education or second-cycle higher education in other social sciences or related sciences: health care or social welfare, human sciences; teacher education and educational sciences or engineering, and at least four years of professional work experience.</p>
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. RISEBA Admissions Test *. 2. At least 4 years of professional experience.
10.	<i>Competitive evaluation criteria</i>	RISEBA Admissions Test Rating *.

* The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

1.	<i>Study programme</i>	Strategic Business Management
2.	<i>Study programme level</i>	Second cycle Professional Master study programme
3.	<i>Degree/qualification obtained</i>	Professional Master's degree in Management / -
4.	<i>Scope and duration of the study programme</i>	42 CP, 1.1 or 1.5 years
5.	<i>Type of Study</i>	Full time or Part time (distance learning)
6.	<i>Implementation language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (http://app.riseba.lv/lv.html) - passport or identification document (eID) copy (presenting the original); - copies of documents confirming previous education (by presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, the certificate issued by the Academic Information Center; - CV; - 2 photos (3x4 cm).
8.	<i>Previous education</i>	First cycle higher education (entrepreneurship, economics or similar area) and applicants whose first cycle higher education duration of studies has lasted at least 4 years.
9.	<i>Additional Admission Requirements</i>	<ol style="list-style-type: none"> 1. Entrance examination in English language * (only for those who applied to study in English); 2. RISEBA Admissions Test **.
10.	<i>Competitive evaluation criteria</i>	RISEBA Admissions Test Rating**.

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 18

<i>Study programme</i>	Sports Management
<i>Study programme level</i>	Second cycle Professional Master study programme
<i>Degree/qualification to be awarded</i>	Professional Master's degree in Sport Management / Organisation Manager
<i>Scope and duration of the study programme</i>	60 CP or 80 CP, 1 year and 6 months or 2 years
<i>Study type</i>	Full-time studies
<i>Learning language</i>	English
<i>Documents to be submitted</i>	<ul style="list-style-type: none"> • electronic application (https://my.riseba.lv); • a copy of the passport or identity card (eID) (by presenting the original); • copies of documents confirming previous education (by presenting originals or submitting notarised copies); • payment order or a printout from on-line banking regarding payment of registration fee; • if the previous education was completed abroad, a statement issued by the Academic Information Centre; • CV; • 2 photos (3x4 cm).
<i>Previous education is required for admission to the study programme</i>	<p>In the 60CP study programme — first cycle professional higher education in sports management, entrepreneurship, finance, economics, management or similar field; motivation letter and an entrance examination in English language;</p> <p>In the 80CP study programme — first cycle higher education in sports management, entrepreneurship, finance, economics, management or similar field; motivation letter and an entrance examination in English language.</p>
<i>Additional admission requirements</i>	<ol style="list-style-type: none"> 1. Motivation letter; 2. Entrance examination in English language*. 3. RISEBA Admissions Test **.
<i>Competition assessment criteria</i>	Assessment of the motivation letter; RISEBA Admissions test result**.

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate.

** The entrance examination must be taken if applicants have received their previous education abroad, then CE evaluations are not required, but they must take the RISEBA Admission Test.

Appendix 19

1.	<i>Study programme</i>	Business Management
2.	<i>Study programme level</i>	Joint third cycle Doctoral study programme
3.	<i>Degree/qualification to be obtained</i>	Doctor of Science (<i>Ph.D.</i>) in Economics and Business / –
4.	<i>Scope and duration of the study programme</i>	120 CP, 3 years or 4 years
5.	<i>Study type</i>	Full-time studies and part-time studies
6.	<i>Learning language</i>	Latvian or English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - a copy of the passport or identity card (eID) (presenting the original); - copies of documents certifying previous education (presenting originals or submitting notarised copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, a certificate issued by the Academic Information Centre; - CV; - 2 photos (3x4 cm); - essay in free form on the potential topic of the dissertation (up to 12 pages); - essay summary in English (up to 2 pages). If the essay is submitted in English, then a summary is not required; - for studies in English – a document certifying knowledge of English.*
8.	<i>Previously acquired education is required for admission to the study programme</i>	<p>A person has the right to apply for admission to the joint doctoral study programme “Business Management” if he/she meets one of the following conditions:</p> <ul style="list-style-type: none"> - second cycle higher education in social sciences — economics or business management — or second cycle higher education in humanitarian or technical sciences, if the candidate has at least two years of professional work experience in commercial activity management, public management or management of educational work, and sufficient knowledge in business management. - persons, who have obtained previous education abroad, shall submit a copy of the education document, presenting its original, and enclosing a statement issued by the Academic Information Centre (www.aic.lv) on the conformity of the educational document obtained abroad to any academic degree or diploma issued in Latvia. The confirmation of English language proficiency for studies in English (IELTS 6.5+ or its equivalent) *
9.	<i>Additional admission requirements</i>	<ol style="list-style-type: none"> 1. An essay on the potential topic of the dissertation should be drawn up in free form (up to 12 pages), accompanied by a summary in English of up to two pages (if the essay is submitted in English, the summary is not necessary). 2. Interview with the programme director; 3. A copy of the certificate issued by an international testing institution that the person's English language skills correspond to a

		certain level (IELTS – minimum grade 6.5 or equivalent level), presenting the original, if the person plans to study in this study programme in English.
10.	<i>Competition assessment criteria</i>	In the joint third cycle doctoral study programme “Business Management” the result of the competition is determined taking into account the following: <ol style="list-style-type: none"> 1. Evaluation of a free-form essay; 2. Evaluation of the programme director for the interview to evaluate the adequacy of the previously acquired knowledge (previous education, management work experience and scientific work experience).

* The entrance examination in English is waived for applicants, who have previously acquired education in English or can present a valid IELTS (with a score of at least 6) or TOEFL (with a score of at least 500) certificate

1.	<i>Study programme</i>	Media Arts and Creative Technologies
2.	<i>Study programme level</i>	Joint third cycle doctoral study programme
3.	<i>Degree/qualification to be awarded</i>	Doctor of Science (Ph.D.) in Humanities and Arts Sciences / –
4.	<i>Scope and duration of the study programme</i>	132 CP, 3 years
5.	<i>Study type</i>	Full-time studies
6.	<i>Learning language</i>	English
7.	<i>Documents to be submitted</i>	<ul style="list-style-type: none"> - electronic application (https://my.riseba.lv); - a copy of the passport or identity card (eID) (by presenting the original); - copies of documents certifying previous education (presenting originals or submitting notarized copies); - payment order or a printout from on-line banking regarding payment of registration fee; - if the previous education was obtained abroad, a certificate issued by the Academic Information Centre; - curriculum vitae (CV); - 2 photos (3x4 cm); - doctoral thesis research application; - a document certifying knowledge of English. *
8.	<i>Previous education is required for admission to the study programme</i>	<p>1.The second cycle higher education: academic or professional Master's Degree in Humanities and Arts sciences, Music, Visual Arts and Architecture, as well as other humanities and arts, including creative industry sciences;</p> <p>2.the English language proficiency at least on B2 level;</p> <p>or</p> <p>1.The second cycle higher education: academic or professional master's degree in other humanities and arts (History and Archaeology, Linguistics and Literature, Philosophy, Ethics and Religion), social sciences, educational sciences, engineering, computer science or other field, etc.;</p> <p>2. work experience in professional artistic creation as an author or self-employed person/work in the creative industries, culture, art or music (at least 24 months) or study courses in the humanities and arts of at least 12 credits (18 ECTS):</p> <ul style="list-style-type: none"> • Art History or Art Theory of at least 4 credits (6 ECTS); • Philosophy, Cultural History or Cultural Theory of at least 4 credits (6 ECTS) ; • New Media Art, Audiovisual Art or Design at least 4 credits (6 ECTS); <p>3.the English language proficiency at least on B2 level.</p>
9.	<i>Additional admission requirements</i>	<p>Entrance examination:</p> <ul style="list-style-type: none"> -proposal (2500-5000 words), including the topic of the planned doctoral research, its relevance and importance; -Introduction interview: 5-10 minutes report on the planned topic of the PhD research. <p>Previous education and research experience are taken into account.</p>
10.	<i>Competition assessment criteria</i>	<ol style="list-style-type: none"> 1. Evaluation of the research application; 2. Evaluation of the admission expert commission of the results of the interview.

* Proof of previous education in English or a positive IELTS (grade at least 6.5) or TOEFL (grade at least 500) certificate, or equivalent.

Specification of the RISEBA University Admissions Test

1. Objective of the test

To assess the potential student's ability to integrate within the multicultural study environment at the University of RISEBA, their intellectual potential and competencies to successfully and creatively perform the study process.

2. Test takers

A potential student who has applied for enrollment to an undergraduate or postgraduate programme at the University of RISEBA and has obtained previous education outside of the European Union or European Economic Area.

3. Topics covered in test

General topics with an emphasis on information technologies, economics and business, mathematics, communication and ethics.

4. Number of questions on the test

60.

5. Duration of test

1.5h

6. Skills to be tested

General knowledge about the aforementioned topics, as well as language skills (English, Russian), computer skills, communication skills in a multicultural environment (including social skills, intercultural tolerance, ethics, sustainability), and logical reasoning (critical thinking skills).

7. Testing method

Multiple choice questions.

8. Weighted score of test questions

All questions are weighted the same.

9. Assessment procedure, minimum passing score.

Test answers are evaluated by computer, using the MOODLE platform. Minimum passing score – to be determined after the pilot test.

10. Accessibility of the test

The test may be taken once. Questions may be answered in random order.

11. Announcing of results

The results are available within minutes of completing the test.

International testing institutions whose examinations in foreign languages replace foreign language exams

Nr. p. k.	Starptautiskā testēšanas institūcija	International Testing institution	Minimum mark requirements obtained in the tests	
			the optimal learning level of the curriculum /optimālais mācību satura apguves līmenis	the highest level of obtaining the learning content
1.	<i>British Council, IDP: IELTS Australia and Cambridge English Language Assessment</i>	<i>International English Language Testing System (IELTS)</i>	5,5 in overall ranking	7 in overall ranking
2.	Pearson PLC	<i>Pearson English International Certificate</i>	Level 3 (B2)	Level 4 (C1)
			Level 4 (C1)	Level 5 (C2)
			Level 5 (C2)	
	<i>PTE Academic</i>	59 points in overall ranking	76 points in overall ranking	
3.	<i>Educational Testing Service (ETS)</i>	<i>Test of English as a Foreign Language (TOEFL) iBT</i>	72 points in overall ranking	95 points in overall ranking
4.	<i>Cambridge English Language Assessment</i>	<i>B2 First</i>	160 points in overall ranking (<i>Pass at Grade C</i>)	Cannot be replaced
		<i>C1 Advanced</i>	160 points in overall ranking (<i>Level B2</i>)	180 points in overall ranking (<i>Pass at Grade C</i>)
		<i>C2 Proficiency</i>	180 points in overall ranking (<i>Level C1</i>)	180 points in overall ranking (<i>Level C1</i>)
5.	<i>Goethe Institut</i>	<i>Goethe-Zertifikat B2</i> (all modules need to be passed)	Level B2	Cannot be replaced
		<i>Goethe-Zertifikat C1</i>	Level C1	Level C1
		<i>Goethe-Zertifikat C2: Großes Deutsches Sprachdiplom (GDS)</i> (all modules need to be passed)	Level C2	Level C2
6.	<i>TestDaF-Institut</i>	<i>Der Test Deutsch als Fremdsprache (TestDaF)</i>	TDN 3 in every part	TDN 4 in every part
7.	<i>Ständige Konferenz der Kultusminister der Länder in der Bundesrepublik Deutschland</i>	<i>Das Deutsche Sprachdiplom (DSD) der Kultusministerkonferenz II</i>	Level B2	Level C1 in at least 3 parts
8.	<i>Centre international d'études pédagogiques</i>	<i>Diplôme d'études en langue française (DELFF) B2</i>	Level B2	Cannot be replaced
		<i>Diplôme approfondi de langue française (DALF) C1</i>	Level C1	Level C1
		<i>Diplôme approfondi de langue française (DALF) C2</i>	Level C2	Level C2
		<i>Test de connaissance du</i>	Level B2	Level C1

		<i>français</i> (TCF) (written and oral parts must be passed)		
9.	<i>European Consortium for the Certificate of Attainment in Modern Languages</i> (ECL)	ECL <i>English Level B2</i> (written and oral parts must be passed)	Level B2	Cannot be replaced
		ECL <i>English Level C1</i> (written and oral parts must be passed)	Level C1	Level C1
		ECL <i>German Level B2</i> (written and oral parts must be passed)	Level B2	Cannot be replaced
		ECL <i>German Level C1</i> (written and oral parts must be passed)	Level C1	Level C1
		ECL <i>Russian Level C1</i> (written and oral parts must be passed)	Cannot be replaced	Level C1
10.	PeopleCert Qualifications	<i>LanguageCert Level 1 Certificate in ESOL International (Listening, Reading, Writing) (Communicator B2)</i> <i>LanguageCert Level 1 Certificate in ESOL International (Speaking) (Communicator B2)</i> (written and oral parts must be passed)	Level B2 (Pass)	Cannot be replaced
		<i>LanguageCert Level 2 Certificate in ESOL International (Listening, Reading, Writing) (Expert C1)</i> <i>LanguageCert Level 2 Certificate in ESOL International (Speaking) (Expert C1)</i> (written and oral parts must be passed)	Level C1 (Pass)	Level C1 (Pass)
		<i>LanguageCert Level 3 Certificate in ESOL International (Listening, Reading, Writing) (Mastery C2)</i> <i>LanguageCert Level 3 Certificate in ESOL International (Speaking) (Mastery C2)</i> (written and oral parts must be passed)	Level C2 (Pass)	Level C2 (Pass)

**COMPLIANCE OF RISEBA EVALUATION IN FOREIGN LANGUAGE EXAM TO THE EKP LEVELS
ENGLISH LANGUAGE**

EKP levels	VISC CE in foreign languages	IELTS	TOEFL iBT	Cambridge English: Preliminary	Cambridge English: First		Cambridge English: Advanced		Cambridge English: Proficiency from 01.01.2015		Pearson Test of English (General)	The ECL Language Exam
					Taken prior to 01.01.2015	Taken post 01.01.2015	Taken prior to 01.01.2015	Taken post 01.01.2015	Taken Prior 01.01.2015	Taken post 01.01.2015		
C2		8.5-9	118 - 120				Pass at Grade A (80-100)	Grade A (200-210)	Pass at Grade A (80-100) Pass at Grade B (75-79) Pass at Grade C (60-74)	Grade A (220-230) Grade B (213-219) Grade C (200-212)	Level 5	
C1	95% - 100%	7-8	95 – 117		Pass at Grade A (80-100)	Grade A (180-190)	Pass at Grade B (75-79) Pass at Grade C (60-74)	Grade B (193-199) Grade C (180-192)	Level C1 (45-59)	Level C1 (180-200)	Level 4	Level C1
B2	70% - 94%	5.5-6.5	72 – 94	PET (Pass with Distinction)	Pass at Grade B (75-79) Pass at Grade C (60-74)	Grade B (173-179) Grade C (160-172)	Level B2 (45-59)	Level B2 (160-179)			Level 3	Level B2
B1	40% - 69%	4-5	42 - 71	PET (Pass, Pass with Merit)	Level B1 (45-59)	Level B1 (140-159)					Level 2	Level B1