

## FACT SHEET for EXCHANGE PROGRAM through partnership AY 2023-2024

UNIVERSITY NAME	NJSC "KIMEP University"
General Website (In English)	<a href="http://www.kimep.kz">www.kimep.kz</a>
Postal address	International Office KIMEP University 2a Abay avenue, 050010 Almaty, Republic of Kazakhstan
Student exchange and study abroad related website	<a href="https://kimep.kz/diam/">https://kimep.kz/diam/</a>

### International Office

STAFF MEMBER	POSITION	CONTACT DETAILS	
		PHONE	EMAIL
Mrs. Nailya Demirdogen	Director of International Office (Partners Agreements)	+7(727) 2374800 ext. 1085	<a href="mailto:international@kimep.kz">international@kimep.kz</a>
Ms. Arailym Kuderbayeva	Executive Director of Student Affairs (Incoming students & staff)	+7(727) 2374791 ext. 1016	<a href="mailto:incoming@kimep.kz">incoming@kimep.kz</a>
Mrs. Aigul Rakhimbayeva	International Office Coordinator (Outgoing students & staff)	+7(727) 2374800 ext. 1015	<a href="mailto:outgoing@kimep.kz">outgoing@kimep.kz</a>

**A. Academic Calendar:** <http://www.kimep.kz/current/en/academic-calendar/> (dates might be slightly changed)

	Fall 2023	Spring 2024
Classes start (dates might be slightly changed)	August 21	January 8
Semester ends	December 21	May 13
KIMEP is closed		
New Year's Day		1-2 January
Christmas		7 January
Women's Day		8 March
Nauryz Day		21-23 March
International Labor Day		1 May
Defenders of the Fatherland Day		7 May
Victory Day		9 May
Capital Day		6 July
Constitutional Day	30 August	
Kurban Ait	TBA	
Independence Day	16 December	

EVENTs for International Students organized by the International office	Fall 2023	Spring 2024
Arrival Dates	18-20 August	3-5 January
Orientation session for incoming students (must attend)	22-23 August	10 January
Welcome Party for International Students	8 September	20 January
Birthday party for international students	6 October	15 March
International Student Day	10 November	
Culture Day	26 November	26 April
Farewell party	2 December	3 May
Trips, activities in Almaty and around	Organized by a student organization few times per semester	Organized by a student organization few times per semester

**B. Nomination, Admission & VISA for Face-to-face exchange program**

	Fall	Spring
Nomination to KIMEP by the partner coordinator.  Online Nomination Form: <a href="https://www2.kimep.kz/registration/NominationForm.asp">https://www2.kimep.kz/registration/NominationForm.asp</a>	Nomination deadline: 1 April	Nomination deadline: 1 October
Application deadline for students  Application form should be filled in on line: <a href="https://www.kimep.kz/ext/application/online/en-US/">https://www.kimep.kz/ext/application/online/en-US/</a>	On-line application: 15 April	On-line application: 15 October
Minimum GPA (Grade Point Average) Requirement	Students must have achieved C/B average or 2.67 GPA (On a 4.33 scale) or equivalent in their studies	
English Proficiency Requirement	Letter from home university confirming the level of English language proficiency min. IELTS 6.0. if otherwise not stipulated in the agreement. A Skype interview might also be assigned.	
Application form	<a href="https://www.kimep.kz/ext/application/online/en-US/">https://www.kimep.kz/ext/application/online/en-US/</a> select "Exchange Program"	
Supporting documents to be submitted with Application (documents should be translated to English before submission)	<p><b>We understand some documents might not be ready soon, thus, if students do not have all required documents by the application deadline, they may do it in 2 steps:</b></p> <p><b>1) Apply online before application deadline and upload minimum documents: for Fall - April 15 and for Spring – October 15:</b></p> <ul style="list-style-type: none"> <li>• Scanned Passport</li> <li>• Current Official transcript (records of grades)</li> <li>• Photo, passport size, color, 3x4mm</li> </ul> <p><i>After the completion of the first step of the online application, the Admission letter will be sent to a student's email, so student may apply for a visa and register for classes on time.</i></p> <p><b>2) Complete the online application procedure - upload the following documents for Fall by June 30 &amp; for Spring by 30 November:</b></p> <ul style="list-style-type: none"> <li>• Vaccinations record</li> <li>• Proof of vaccination against COVID 19</li> <li>• English Proficiency Proof (Valid result of International English Proficiency Tests or Letter from the home university)</li> </ul> <p><b>The following medical check should be taken after arrival in Almaty:</b></p> <ul style="list-style-type: none"> <li>• Results of a chest X-ray examination (if you have valid during your stay result from your country, bring notarized translation to Russian along with the picture/film)</li> <li>• Health certificate 075 (Medical Professional-Consultative Conclusion), which includes conclusion from the following physicians: therapist, surgeon, neurologist, oculist, otolaryngologist (only in Almaty)</li> </ul>	
Admission Letters	After the completion of the first step of the online application, the Admission letter will be sent to a student's email. Hard copy can be sent upon written request to <a href="mailto:incoming@kimep.kz">incoming@kimep.kz</a> . In the letter you will find your <b>ID – a number you will use everywhere at KIMEP</b>	
VISA	<p>KIMEP provides support with a Study visa. Student needs to send a VISA form, scanned copy of passport to the Visa Officer. For some countries, the total time for a visa support from KIMEP may take up to 1 month. How to apply for the visa support find at <a href="http://www.kimep.kz/international/en/visa/">http://www.kimep.kz/international/en/visa/</a>. Visa Officer will send an INVITATION Letter with a reference number to the student's email and to the embassy/consulate. It must be submitted to the same embassy together with other documents. Upon arrival student should pay KIMEP for the Invitation Letter fee.</p> <p>Visa coordinator: <a href="mailto:visa@kimep.kz">visa@kimep.kz</a>, +7 727 2704229</p>	

**C. Study Area & CourseRegistration**

Restricted Subjects for International Exchange Students (Not open to exchange students)	None. Student should follow only the prerequisite requirement			
Academic Program	<p>Bachelor <a href="https://kimep.kz/prospective-students/bachelor/">https://kimep.kz/prospective-students/bachelor/</a>  Master <a href="https://kimep.kz/prospective-students/master/">https://kimep.kz/prospective-students/master/</a>  PhD <a href="https://kimep.kz/bang-college-of-business/doctor-of-philosophy-program-phd/">https://kimep.kz/bang-college-of-business/doctor-of-philosophy-program-phd/</a></p> <p>Under the each program find “Program of Study” with course descriptions and syllabus or contact program coordinators at the college:</p> <p>Undergraduate Business Programs Manager <a href="mailto:bcb-upm@kimep.kz">bcb-upm@kimep.kz</a>  Graduate Business Program Manager PhD &amp; MBA <a href="mailto:bcb_graduate@kimep.kz">bcb_graduate@kimep.kz</a>  Undergraduate Social Sciences Programs Manager <a href="mailto:marzhank@kimep.kz">marzhank@kimep.kz</a>  Graduate Social Sciences Program Manager <a href="mailto:css_coordinator@kimep.kz">css_coordinator@kimep.kz</a>  College of Humanities and Education Programs Manager <a href="mailto:marina.kim@kimep.kz">marina.kim@kimep.kz</a>  School of Law Programs Manager <a href="mailto:lawcoord@kimep.kz">lawcoord@kimep.kz</a></p> <p>Student Learning Support center: <a href="mailto:marzhank@kimep.kz">marzhank@kimep.kz</a>; <a href="mailto:advising@kimep.kz">advising@kimep.kz</a></p>			
Russian and Kazakh languages	<p>For the course in the academic catalog (beginning Kazakh and Russian languages) - tuition fee is waived for exchange students.  For the course not in the academic catalog (intensive courses, other languages), tuition fee is different according to different levels. Detailed information please check:  <a href="https://www.kimep.kz/college-humanities-education/en/language-courses/">https://www.kimep.kz/college-humanities-education/en/language-courses/</a></p>			
<b>Study Area</b>	<b>Department</b>	<b>Bachelor</b>	<b>Master</b>	<b>PhD</b>
Business Studies	Accounting and Audit	Y	Y	Y
	Finance	Y	Y	Y
	Marketing	Y	Y	Y
	Management	Y	Y	Y
	Information Systems in Business	Y		
	Business Administration and Accounting	Y	Y	
Social Studies	Economics	Y	Y	Y
	Public and Municipal Administration	Y	Y	Y
	International Relations	Y	Y	
	Journalism	Y	Y	
Law School	Jurisprudence	Y		
	International Law	Y	Y	
Linguistics	Foreign Languages	Y	Y	
	Translation/ Interpretation Studies	Y		
	Cognitive Science	Y		
	Education Policy and Management		Y	Y
<b>Other courses</b>	Physical education	Y	Y	
<b>Minimum &amp; Maximum Credits per Semester</b>	9 –18 US credits (15-30 ECTS)			
<b>Benefits for incoming exchange students</b>	Incoming exchange students can take courses from all KIMEP colleges			

**D. Health issues. Emergency Care**

KIMEP Medical Center on campus	<p>Outpatient medical care for KIMEP students and staff on campus, including physicians, nurse, injections, electrocardiogram, physiotherapy, first aid and psychologist are always free of charge.</p> <p>Working hours: Mon-Fri 8am-6pm, Sat 9am-2pm.  Doctor: Sergey Dyakov, s.dyakov@kimep.kz  Tel: +7727 237 48 05 ext. 1087  <a href="https://www.kimep.kz/current-students/en/student-affairs/medical-center/">https://www.kimep.kz/current-students/en/student-affairs/medical-center/</a>  <b>Students must have a health insurance applicable in Kazakhstan or buy it from an insurance agency in Almaty.</b></p> <p>International medical insurance from a home country might not have a partner in Kazakhstan. In this case, a student pays all costs and consult his medical insurance company at home for a reimbursement.</p> <p><b>In case of an emergency or life-threatening situation, visit the Medical Center for medical</b></p>
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Off campus clinics	In this case for medical care when the KIMEP medical center is closed (nights, weekends, holidays) - contact specialized doctors in Almaty's health institutions. A list of the nearby health care institutions offering reasonable prices can be found here: <a href="https://www.kimep.kz/current-students/en/student-affairs/medical-center/">https://www.kimep.kz/current-students/en/student-affairs/medical-center/</a>
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#### E. Accommodation

On campus: Dormitory	<p>If student needs room in the dormitory, s/he has to make online reservation through student portal (<a href="https://my.kimep.kz/">https://my.kimep.kz/</a>) after official admission to KIMEP University. Places in the dorm are distributed on the first-come-first-served basis. Student signs a contract and pays for a bed in a shared room for 2 people plus Compulsory dormitory security deposit. Students have to pay 100% for the whole semester at once before moving to the dorm.</p> <p><i>Students have to purchase a pillow, kitchen utensils, toiletries.</i></p> <p>All students must pass medical clearance before moving to a room (order from the Health Ministry). Medical clearance is done at the Medical Center in the Dormitory on campus. Thus, students should arrive during arrival dates and working hours of the Medical Center. If they arrive outside of the working hours – they have to stay in a hotel/hostel.</p> <p>The detailed info and rules in the dormitory, and how to choose and reserve a room online find here <a href="https://www.kimep.kz/current-students/en/student-affairs/housing/">https://www.kimep.kz/current-students/en/student-affairs/housing/</a></p> <p>Director: <a href="mailto:atokina@kimep.kz">atokina@kimep.kz</a> +7 (727) 237-47-73 ext. 1022</p>
Off campus: Apartment, hostel, hotel	<p>Off campus 1-2 room apartment costs from ~ \$500/ month (can be shared with a few students). More info at <a href="https://www.kimep.kz/current-students/en/student-affairs/housing/">https://www.kimep.kz/current-students/en/student-affairs/housing/</a></p> <p>To be on the safe side from frauds on real estate market, <b>always contract the accommodation through KIMEP Residence Hall:</b></p> <p>Director: <a href="mailto:atokina@kimep.kz">atokina@kimep.kz</a> +7 (727) 237-47-73 ext. 1022</p> <p>A place in a hostel/hotel should be booked in advance. We advise a hostel "MyHostel".</p>

#### F. Other issues

Computer Password, login	Admission office will give students a password and a login to have access to computers and Wi-Fi
Student Portal	All useful and important info, forms, links for requests are located on Student Portal. Insert your ID and password to start navigation <a href="https://my.kimep.kz/">https://my.kimep.kz/</a>
Airport pick-up service	<p>Students should arrive during KIMEP Medical Center working hours and dates. Pick up is arranged only for the 1<sup>st</sup> arrival for non-CIS citizens. No drop-off for departure.</p> <p><b>Arrival days in August 2023: 17-20 August.</b> We will inform students about a Bus shuttle from the airport to KIMEP campus or the hostel "My Hostel". Students may take a public bus # 92 from terminal to a bus stop "Abay street", cross road to Abay street and take bus 65, 66, 120, or trolleybus 19, 25 towards bus stop "Dostyk". Or students may order an official taxi from the airport Touristic booth.</p> <p><b>Arrival dates in January 2024: 3-5 January.</b> Fill in the Transportation Form on Student Portal and a car will pick you up for free to get to KIMEP or a hostel "My Hostel".</p>
Student Buddy System	Each exchange student will have a Buddy (KIMEP student) who will assist and help students smoothly transit to KIMEP and Almaty environment. Buddy will contact the student before arrival to Almaty. Email: <a href="mailto:globus@kimep.kz">globus@kimep.kz</a>
Useful links:	<p>Exchange Student Guide with KIMEP campus map, Feedbacks <a href="https://kimep.kz/diam/study-abroad-opportunities-for-kimep-students/">https://kimep.kz/diam/study-abroad-opportunities-for-kimep-students/</a></p> <p>Facts about Kazakhstan <a href="https://www.kimep.kz/diam/en/facts-about-kazakhstan/">https://www.kimep.kz/diam/en/facts-about-kazakhstan/</a></p> <p>Facts about Almaty <a href="https://www.kimep.kz/diam/en/facts-about-almaty/">https://www.kimep.kz/diam/en/facts-about-almaty/</a></p> <p>Events <a href="https://kimep.kz/diam/diam-events/">https://kimep.kz/diam/diam-events/</a></p> <p>Feedback <a href="https://www.youtube.com/watch?v=bj9pYfpvnc">https://www.youtube.com/watch?v=bj9pYfpvnc</a></p> <p>YouTube about Almaty <a href="https://www.youtube.com/watch?v=ez6LGAQOI_U">https://www.youtube.com/watch?v=ez6LGAQOI_U</a></p>
Recommendations	We recommend your students to bring small souvenirs, badges, national costume elements, flags, booklets to actively participate in cultural events and promote home country and university.