

## APPLICATION

### Study field "Law" for assessment

Study field	<i>Law</i>
Title of the higher education institution	<i>Sabiedrība ar ierobežotu atbildību "BALTIJAS STARPTAUTISKĀ AKADĒMIJA"</i>
Registration code	<i>3394800009</i>
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## **Self-evaluation report**

Study field "Law"

Baltic International Academy

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# 1. Information on the Higher Education Institution/College

## 1.1. Basic information on the higher education institution/ college and its strategic development fields,.

The limited liability company "Baltijas Starptautiskā akadēmija" was established in 1992 as the Baltic Russian Institute. In 2006 the Baltic Russian Institute was renamed the Baltic International Academy (hereinafter referred to as the BIA).

The BIA is registered in the Commercial Register (Annex 1), the Register of Educational Establishments (Annex 2) and the Register of Scientific Institutions (Annex 3). It is the accredited higher education establishment (Annex 4) which provides higher education on the basis of the [Constitution of the Republic of Latvia](#), the [Education Law](#), the [Law on Higher Education Institutions](#), the [Law on Scientific Activity](#), other legal acts and the BIA [Constitution](#) of the higher educational institution which sets out the goals, tasks and guiding principles of its activities as well as its competences and forms of operation.

The BIA is a member of the Association of Private Higher Education Institutions and is one of the 8 private higher education establishments in Latvia which occupies a prominent place in the field of higher education. Private higher education establishments in Latvia have gained the trust of the population by offering every year the opportunities for studies in all regions of Latvia and at all levels of study including the doctoral studies. The wide range of study programs, interesting and practical study content, good material base and modern teaching methodology, increasing opportunities for international cooperation and many other factors have contributed to the development of the private universities and will ensure their growth. Representatives of the Association of Private Higher Education Institutions are delegated to the Council of Higher Education as well as to other institutions related to the resolution of topical issues of higher education.

The BIA is a member of the [Latvian College Association](#) (Only in Latvian) having 23 members the goal of which is to promote the development and improvement of colleges and universities by implementing the 1st level professional higher education programs and increase their efficiency. Rector of the BIA is a member of the Latvian Rectors' Council which unites the rectors of all Latvian higher education institutions the goal of which is to improve and develop the higher education in Latvia and to participate in the European Common Education Area through the European University Association.

BSA is a member of the [European Law Faculties Association](#) (ELFA), which unites 150 members - Law Faculties of European universities. ELFA acts as an international forum for the discussion of legal topics related to legal education, and negotiates and signs cooperation agreements with governmental agencies and educational entities in Europe and internationally.

The BIA is a higher education establishment which is operating in the Latvian Higher Education Area and ensures sustainable education of creative people on the basis of its prestige in the Latvian society, highly qualified personnel, modern technologies and developed material-technical base.

In 2012 as a result of reorganization the BIA and the limited liability company Baltic Psychology and Management University College (BPMA) acquired a limited liability company College of Accounting and Finance (GFK) (BIA and BPMA purchased 50% of its shares each).

Academic year 2014./2015. the limited liability company Baltic Higher educational institution of

Psychology and Management, registration No. 40003261174, was reorganized on the basis of the Resolution No. 6-12 / 4928 of the Latvian Company Register "On the recording of reorganization in the Commercial Register". As a result of reorganization, the Baltic Higher Educational Institution of Psychology and Management (BPMA) was reorganized and merged into the BIA. Prior to the merger both Higher education Institution carefully evaluated their strategic specialization, developed a detailed merger plan and assessed the value of the merger.

As a result of reorganization was set a strong high quality and modern infrastructure, academic resources, the internal management and resource management were strengthened and the study fields and study programs were combined and supplemented.

Table 1.1.1.

**Study fields after reorganization in 2015**

<b>No.</b>	<b>Study fields of the Baltic Higher School of Psychology and Management</b>	<b>Study fields of the Baltic International Academy</b>
1.	Psychology	
2.	Social welfare	
3.	Economics	Economics
4.		Arts
5.		Jurisprudence
6.		Translation
7.		Information and communication sciences
8.		Information technology, computer technology, electronics, telecommunication, computer control and computer science
9.		Sociology, Political Science and Anthropology
10.		Management, administration and real estate management
11.		Hotel and restaurant service, tourism and recreation organization

Considering the qualitative and quantitative factors the study fields "Information Technology, Computer Engineering, Electronics, Telecommunications, Computer Control and Computer Science" was closed in 2018 and study fields "Information and communication sciences" was closed in 2022.

Table 1.1.2.

### **Dynamics of the BIA study fields for 2013-2023**

<i>Academic year</i>	<i>Number of study fields</i>
2022/2023	9
2014/2015	11
2013/2014	9

The BIA provides higher education at four study levels in 2022/2023. academic year.

Table 1.1.3.

### **Number of study programs at different levels in 2022./2023. academic year**

EKI level	Type of study programme	Number of programs
8	Doctoral study programme	2
7	Master's (second-cycle) study programme	9
6	Bachelor's (first-cycle) study programme	10
5	First level (short-cycle) study programme	2

The list of study fields and programmes accredited by the BIA of September, 2023 (see Annex [Pielikums Nr.5 Stud\\_program. akred. term. uz 01.09.2023.docx](#)) contains 9 study fields and 23 study programmes.

The BIA management, administration, branch managers, as well as the study fields managers and study programme managers are analyzing the dynamics of the number of students in order to facilitate the further development of study fields. Common trends in the development and improvement of the Latvian higher education are also analyzed.

Table 1.1.4.

### **Dynamics of the number of students 2020/2021 till 2022/2023**

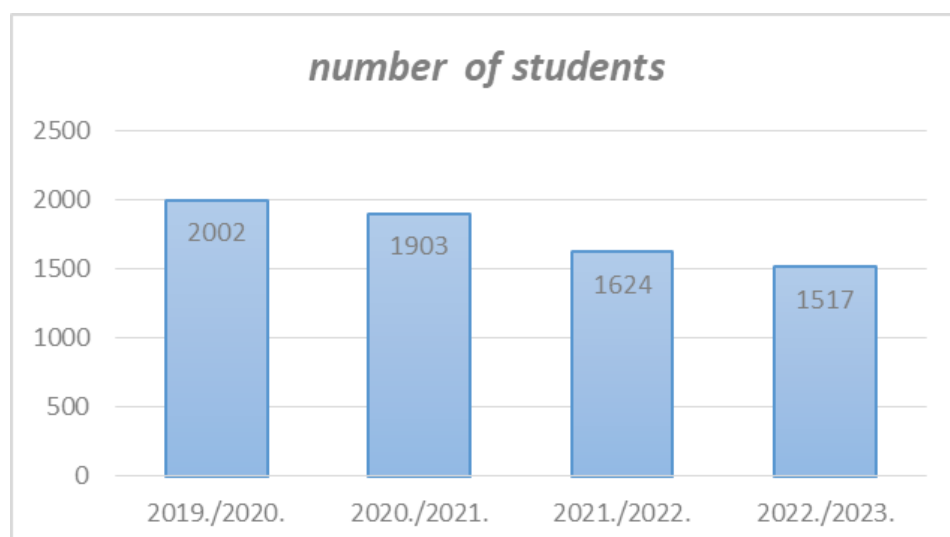


Table 1.1.5.

**Dynamics of the number of students in the BIA branches from 2019/2020 till 2022/2023**

	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>
<b>Daugavpils (DA)</b>	253	310	259	240
<b>Jekabpils (JK)</b>	117	111	56	18
<b>Jelgava (JL)</b>	83	104	50	18
<b>Liepaja (LI)</b>	49	78	80	85
<b>Rezekne (RE)</b>	1332	38	4	3
<b>Riga (RI)</b>	24	1226	1176	1150
<b>Smiltene (SM)</b>	22	19	1	0
<b>Ventspils (VE)</b>	122	17	0	0
<b>Total</b>	<b>2002</b>	<b>1903</b>	<b>1624</b>	<b>1517</b>

The number of students in Riga (RI), Jelgava (JL), Jekabpils (JK), Daugavpils (DA), Rezekne (RE), Smiltene (SM), Liepaja (LI) and Ventspils (VE).

The number of students of the BIA has sufficiently decreased during the period from the academic year 2019/2020 till the academic year 2022/2023.

Table 1.1.6.

**Dynamics of the number of students in the study fields from 2019/2020 till 2022/2023**

<b>Study fields</b>	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>
Science of Law	507	452	297	298
Management, administration and real estate management	359	347	308	242
Economics	148	137	108	99
Arts	141	135	117	110
Hotel and restaurant service, tourism and recreation organization	198	196	188	142
Translation	49	42	38	39
Sociology, Political Science and Anthropology	14	24	37	38



Psychology	225	236	266	289
Social welfare	297	299	259	260
Information and communication sciences	64	35	6	The study fields is closed

Despite the decrease of the number of students at the BIA during the recent years it managed to maintain the positive balance. It is to be noted as an important positive point that the BIA did not increase the tuition fees and maintained a social support policy for the students through a discount system and offering the student credits.

The financial indicators of the main activities of the BIA are closely related to the student fees. According to the NACE classification the main activities of the BIA are as follows.

*Table 1.1.7*

**The main activities**

Non-academic higher education	NACE code 85.41
Academic higher education	NACE code 85.42
Retail sale in non-specialized shops	NACE code 47.19
Renting out of the real estate	NACE code 68.20

Based on European and global experience in the field of professional and academic higher education the BIA promotes the human capital development from the economic, individual and community level.

The BIA is systematically improving the quality of studies in order to ensure the academic and higher professional education in the sectors characteristic to the Latvian and European economy in compliance with the requirements of the EU. By developing the BIA study quality assurance system and working out the development and planning documents, the management of the BIA analyzes the factors influencing the international, national dimension, the regulatory framework in the higher education sector and development trends, as well as the requirements of cooperation partners and the labor market. implemented by the Baltic International Academy.

On August 24, 2021, the Board of the Baltic International Academy (hereinafter referred to as the BIA) in accordance with the provisions of the Article 3 of the Law on Higher Education Institutions took the decision that the limited liability company "Baltijas Starptautiskā akadēmija" (the BIA) complies with the title of the **University of Applied Sciences**.

On April 27, 2022, at the meeting of the founders of the BIA it has been established that the initial strategic specialization of the BIA is the academic and scientific work in the branch group "Social Sciences" which includes the study fields "Hotel and restaurant service, tourism and recreation organization", organization of tourism and recreation" and "Social welfare" implemented by the BIA. Strategic specialization serves as a basis for planning the strategic development of the university and is determining the science branches and study fields to be primarily developed. Constitution of the University of Applied Sciences "Baltijas Starptautiskā akadēmija" Ltd. has been approved on May 30, 2022 at the general meeting of the founders of the BIA.

The BIA is the autonomous institution of higher education and science with the right to self-

government. The BIA is implementing the academic and professional study programmes, performing scientific activities and artistic creativity. The BIA is operating in accordance with the Constitution of the Republic of Latvia (Satversme), Law on Education, Law on Higher education Institution, Law on Scientific Activities, other regulatory acts and Constitution of the BIA.

**Mission of the BIA** is to provide the highly qualified training of competitive specialists, focused on the continuous self-improvement, long-term sustainable development of society, Latvian and world economy, by providing the high-quality internationally recognized higher education and educational services based on integration with the Latvian and world economic and educational communities, science and research.

Objectives, tasks, main fields and basic principles of the BIA

**Main objective** of activities of the BIA:

1. to provide the students with higher education and qualification, competitive in the Latvian and international labor market, in accordance with the today's international requirements, to develop the study and lifelong learning programmes, to develop science and promote the growth of persons involved in the education process.
2. to carry out the applied research, to ensure the transfer of knowledge in the relevant sectors of the national economy.

**Tasks** of the BIA:

1. to ensure the academic freedom of the academic staff and students;
2. to develop and implement the bachelor's, master's and doctoral study programmes and lifelong learning programmes;
3. to ensure the inseparability of studies and scientific research work with innovations and lifelong learning processes in cooperation with the relevant enterprises and organizations of national economic sectors;
4. to cultivate and develop science, art and national language.
5. to implement the internal quality assurance system.
6. to inform the society and offer it the acquired scientific, artistic and professional insights, methods and research results.

**Main fields** of activity of the BIA:

1. implementation of the study programmes for obtaining the bachelor's, master's and doctoral degrees, professional qualification and professional degree;
2. scientific research work which includes science, research, knowledge transfer, innovations, cooperation with relevant enterprises and organizations of national economic sectors;
3. organization of scientific, cultural and sports events;
4. stimulation of social and creative activity of youth;
5. development of international communication and cooperation in the field of education, science and culture.

The BIA adheres to the following **basic principles** in the implementation of its objectives and tasks:

1. Free choice of the methods and forms of implementation of tasks proposed by the founder of the BIA and complying with the Law on Higher Education Institutions;
2. academic freedom of the academic staff and students, if it does not conflict with the rights of other persons, Constitution of the BIA and regulatory enactments;
3. distribution of power and responsibility between the state institutions and the BIA, as well as between the founder of the BIA and its decision-making institutions;

4. democracy and institutional autonomy;
5. inseparability of the study and research work;
6. free expression (publication) of the scientific opinion and research results without a censorship, if this freedom does not conflict with ethical norms, the rights of other persons and regulatory enactments.

at the BIA Senate meeting on August 24, 2022. approved **Operation and development strategy of the Baltic International Academy for 2022 - 2025.** (Protocol No.154)

**Mission of the BIA:** The BIA is a modern institution of higher education, the main value of which is the person, and which provides quality higher education based on research. BIA aims to provide the Latvian economy and society with internationally competitive high-quality scientific research, higher education, technology transfer and innovation.

**Vision of the BIA:** the BIA guarantees students the opportunity to obtain high-quality higher education, to develop professional competence which provide high added value.

#### **Overarching goal and goals for 2025 of the BIA**

The overarching goal is to ensure the development of higher professional and academic education based on the knowledge, professional competence and research in Latvia, improving the sustainable and balanced development of the BIA on the way to the status of a Higher education Institution integrated in Europe. Characteristic features of Higher education Institution are all levels (short-cycle, bachelor, master, doctorate) of studies, integrated research in the studies characterized by a regular increase in the staff qualification, defending doctoral theses and reaching at least 65% of academic staff with a doctorate degree, high proportion of research funding and projects in the budget, publishing of own scientific journals.

By 2025 the BIA is expected to carry out the preparatory work to meet the status of a scientific Higher education Institution also in the sense of Latvian legislation.

#### **Goals of the BIA for 2025**

In order to achieve the defined overarching goal and future vision the BIA has set the interrelated and synergistic goals:

Goal 1: Development of the competitive study fields, raising the quality of studies in accordance with the needs of the Latvian state, regions and cities and the labor market forecasts.

Goal 2: Integration of science and research in all study fields and ensuring scientific excellence and international competitiveness in the priority research areas: involvement in the international projects, mobility of students and lecturers, promotion of scientific activity, further development of doctoral studies.

Goal 3: Strengthening the importance of lifelong learning in education and ensuring the supply according to the needs of the state and regional population by monitoring the demand of the labor market, cooperation of the educational institutions in the supply of lifelong learning programmes.

Goal 4: Cooperation with the interested parties, strengthening cooperation at the national and regional levels, cooperation with entrepreneurs as the future employers of graduates, cooperation with the other Latvian universities and science centers.

Goal 5: Stabilization and expansion of the international dimension of activities of the BIA in all areas of activity: creating the appropriate offers to attract the foreign students, to attract the guest professors and researchers, involvement in the international organizations, cooperation with the foreign universities, scientific institutes, and companies, involvement in the implementation of

international projects.

Goal 6: Development of human resources at the BIA to ensure the improvement of quality of the academic and administrative staff by increasing the number of staff with doctoral degrees, promoting the transfer of experience to the young scientists, and developing the doctoral studies.

Goal 7: increasing the capacity of the BIA and ensuring financial efficiency by improving the resource management, implementing the result management and developing the infrastructure of the BIA.

**1.2. Description of the management structure of the higher education institution/ college, the main institutions involved in the decision-making process, their composition (percentage depending on the position, for instance, the academic staff, administrative staff members, students), and the powers of these institutions.**

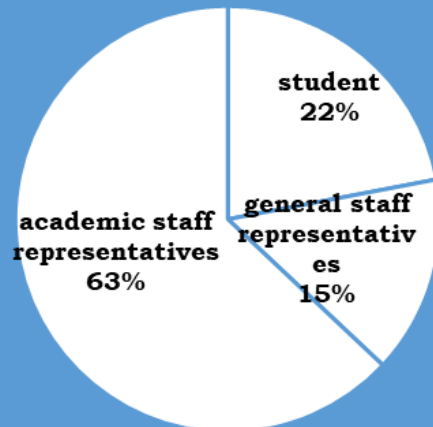
The BIA activities are regulated by the [Constitution of the Baltic International Academy](#)", the [Law on Institutions of Higher Education](#) and [the other external and internal normative documents](#). The BIA decision-making bodies are the Constitutional meeting, Senate, Rector and the BIA arbitration court. The powers and responsibilities of each institution are regulated by the above mentioned normative documents.

The BIA Constituent Assembly has 27 representatives. The BIA Constituent Assembly is elected for 3 (three) years in secret elections from academic staff (17 representatives), students (6 representatives) and general university staff (4 representatives).

- The Constituent Assembly elects members of the Senate from among the academic and general staff;
- may recall members of the Senate;
- approves, adopts and amends the rules of the Senate;
- elects the rector and may initiate the removal of the rector from office;
- examines and decides on other conceptual issues of academic and scientific activity and development of BIA.

Figure No. 1.2.1.

## PARTICIPANTS OF THE BIA CONSTITUTIONAL MEETING



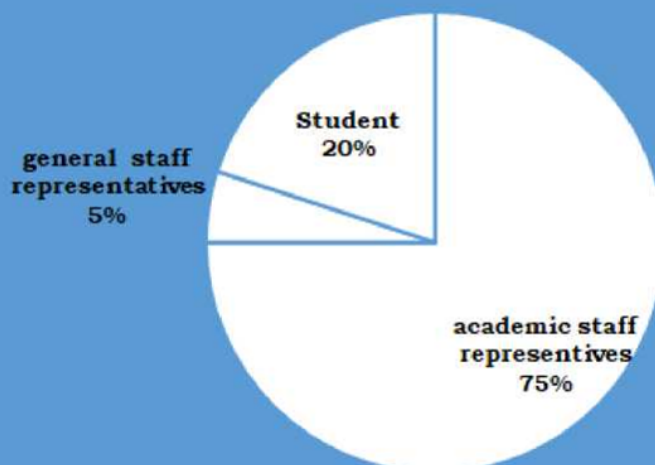
The BIA Senate consists of 21 senators: 15 academic staff representatives, 4 students and 1 representative of the BIA general staff, 1 is BIA Rector, according to the position held (ex officio). Senators are elected for 3 (three) years.

BIA Senate Rights to determine:

- requirements for election to academic positions and evaluation criteria of academic staff;
- the procedures by which study programmes shall be developed and submitted to the Senate for approval;
- the requirements and procedures for the observance of academic integrity;
- the criteria for granting the honorary title: Professor Emeritus and the title of Honorary Member of the Academy;
- to announce the open competition for a vacant (vacancy) place of academic staff;
- elect docents, lead researchers, lecturers, researchers and their assistants for a term of six years;
- to raise the issue of the removal of a responsible person from office for non-compliance or improper enforcement of decisions.

Figure No. 1.2.2.

## THE BIA SENATE



Student Parliament of the BIA ensures the implementation of democratic principles in management of the BIA. Student Parliament of the BIA acts as a bridge between the students and administration of the BIA. Student Parliament of the BIA consists of the students from various study programmes who organize activities and student life of the BIA, represent the students' interests in the study direction and study programme councils and nominate the representatives to the BIA decision-making bodies.

[Organizational structure of the BIA](#) undergoes regular improvement of the organizational processes:

- reducing the fragmentation of structural units and overlapping of functions and positions, strengthening their profiling, financial stability and autonomy; ensuring a balance between collegial management bodies and personal responsibility;
- increasing the efficiency, productivity and transparency of the management processes, targeted involvement of the external stakeholders in the management processes at different institutional levels with clearly defined functions, responsibilities and powers;
- contributing to the balanced fulfillment of the BIA mission (provision of the study process and research), including assessment of the cost of services for one study place.

### **1.3. Description of the mechanism for the implementation of the quality policy and the procedures for the assurance of the quality of higher education. Description of the stakeholders involved in the development and improvement of the quality assurance system and their role in these processes.**

The quality assurance system for studies of the Baltic International Academy has been developed in accordance with the [European Model of Excellence](#) (EIM) and the European Association for quality Assurance in higher Education document [Standard and Guidelines for quality Assurance in the European higher Education area](#) (Only in Latvian)

Part 1 European standards and Guidelines for Internal quality Assurance in higher Education institutions and updated ([ESG-2015](#)).

Development of study quality assurance system of the BIA is a coordinated activity of the hierarchy of all departments of the BIA and professional activity of all its academic staff. The process of improvement of the study quality assurance system is continuous. The study quality assurance system contains the quality policy, the implementation of which is ensured by all departments and their effectiveness is controlled by the hierarchically established management system (see the [BIA organizational chart](#)). The BIA Senate analyzes and evaluates the results of activities of the structural units and makes decisions on their improvement.

[The BIA research quality assurance system](#) has been implemented based on the [British standards Investors in Excellence](#). Investments, processes and results are evaluated by the study quality assurance system. The key criteria are: leadership (management, administration), people (students, graduates, academic staff, scientists, general staff), strategy and planning (BIA, structural units, study fields, study programmes), partnerships and resources (practice supervisors, employers, infrastructure, e-environment), human outcomes (student achievements, academic staff, scientists, etc.), resident / client outcomes, community outcomes and key performance. The BIA uses the model of self-evaluation, collects "evidence" - survey data (students, graduates, academic staff, structural units, practice supervisors, employers), financial indicators, measurements and other information which is reflected in the overviews and self-evaluation reports.

Study quality manager is approved by the BIA Senate. Study quality manager together with structural unit managers identifies and documents the processes. In order to ensure the quality of activities of the BIA its management has taken a number of steps to develop a common quality policy for the BIA and the other important policies and goals for individual processes.

The following policies have been developed and duly approved:

- [Quality policy](#)
- [Privacy Policy;](#)
- [Personnel policy.](#)

Study direction councils include the study programme managers, academic staff, general staff, students and strategic partners - "agents of change" (practice supervisors, employers and industry professionals). Study direction council develops the study direction programme (s) of respective direction, carries out the assessment and implementation analysis of the study programmes, analyzes the learning achievements of students and the quality / performance of the academic staff involved in the study direction. The annual self-assessment of the study direction and recommendations of the accreditation experts are taken into consideration for the improvement of the study programmes.

**1.4. Fill in the table on the compliance of the internal quality assurance system of the higher education institution/ college with the provisions of Section 5, Paragraph 2(1) of the Law on Higher Education Institutions by providing a justification for the given statement. In addition, it is also possible to refer to the respective chapter of the Self-Assessment Report, where the provided information serves as justification.**

1	The higher education institution/ college has established a policy and procedures for assuring the quality of higher education.	<p>Developed and approved by decision of the BIA Senate meeting of 07.10.20, the quality assurance system (SKNS) (<a href="https://bsa.edu.lv/docs/nolikums/BSA_Studiju_kval_nodros_sist_eng.pdf">https://bsa.edu.lv/docs/nolikums/BSA_Studiju_kval_nodros_sist_eng.pdf</a>) for studies of the Baltic International Academy has been developed in conformity with the Standard integrated in the European Association for quality Assurance in higher Education document standards and Guidelines for quality Assurance in the European higher Education area Part 1 European standards and Guidelines for Internal quality Assurance in higher Education institutions.</p> <p>It is maintained and developed in accordance with the British Standard investors in Excellence, which is based on the knowledge and respect of the interests of the public, academy staff, partnership, understanding of quality development, training and involvement of staff in quality improvement processes to achieve the BIA objectives. For the British Standard, the introduction of the investors in Excellence model provides an opportunity for systematic self-evaluation of the performance of the BIA education quality system, gathering information on both inconsistencies and the Academy's significantly improved activities.</p> <p>SKNS is a document describing BIA's quality policies (<a href="https://bsa.edu.lv/docs/nolikums/quality_policy.pdf">https://bsa.edu.lv/docs/nolikums/quality_policy.pdf</a>), and the academy's quality system (see Annex: Annex. Study quality assurance system.pdf). THE SKNS includes or refers to quality system procedures and defines the structure of the documentation to be used in the quality system.</p>
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2	<p>A mechanism for the creation and internal approval of the study programmes of the higher education institution/ college, as well as the supervision of their performance and periodic inspection thereof, has been developed.</p>	<p>Rules of development, approval and amendment of the study programmes at the BIA have been worked out and approved at the meeting of the BIA Senate. (in Annex) These Rules regulate the procedure of development and approval of the study programmes, principles of the study programme structure, content and management of the professional bachelor's, professional and academic master's studies, requirements for obtaining the professional qualification. The implementation of the doctoral study programmes is regulated by the BIA study rules (<a href="https://bsa.edu.lv/docs/nolikums/Stud_nolikums_eng.pdf">https://bsa.edu.lv/docs/nolikums/Stud_nolikums_eng.pdf</a>) approved at the meeting of the BIA Senate. Considering the Regulations No. 793 of the Cabinet of Ministers 11.12.2018. Regulations Regarding Opening and Accreditation of Study Fields (<a href="https://likumi.lv/ta/en/en/id/303956-regulations-regarding-opening-and-accreditation-of-study-fields">https://likumi.lv/ta/en/en/id/303956-regulations-regarding-opening-and-accreditation-of-study-fields</a>).</p>
3.	<p>The criteria, conditions, and procedures for the evaluation of students' results, which enable reassurance of the achievement of the intended learning outcomes, have been developed and made public.</p>	<p>Rules of assessment of the study results of the BIA have been developed and approved at the BIA Senate meeting (in Annex). The Rules have been developed in accordance with Clause 5 of Part 2 of Article 56 (<a href="https://likumi.lv/ta/en/en/id/37967">https://likumi.lv/ta/en/en/id/37967</a>) of the Law on Institutions of Higher Education Description of Study Course which sets forth requirements to determine criteria for assessment of study results in accordance with the regulations of the Cabinet of Ministers Regulations on the national standard for academic education (<a href="https://likumi.lv/ta/id/266187">https://likumi.lv/ta/id/266187</a>) (Lv only) and Regulations on the national standard of professional higher education (<a href="https://likumi.lv/ta/id/342818">https://likumi.lv/ta/id/342818</a>) (LV only), relating to the basic principles and platforms of assessment for programme acquisition.</p> <p>Procedure of organization of the study course examinations and assessment of student competence is applicable to full-time and part-time students enrolled in the study programmes of all levels. Acquisition of the study course is evaluated according to the content, assessment criteria and requirements specified in the course description.</p> <p>Rules of drafting and defending the final theses (in Annex) at the BIA have been developed and approved at the BIA Senate meeting (Protocol No.134 dd 23.05.2018).</p> <p>Regulations for Evaluation of the Study Results in the BIA (in Annex) have been developed and approved at the BIA Senate meeting (Protocol No.143 dd 09.07.2020).</p> <p>Student Performance Evaluation criteria are included in the study course descriptions, which are developed by the lecturer of the relevant study course. The study course descriptions are coordinated with the director of the study program. Study course descriptions are approved by the study direction council.</p>



4.	Internal procedures and mechanisms for assuring the qualifications of the academic staff and the work quality have been developed.	Regulations on the academic positions of the BIA have been developed approved at the BIA Senate meeting (23.10.2017. Protocol No.131) (in Annex). The goal of the BIA personnel policy (in Annex) is to implement a unified, modern, effective personnel policy in the BIA in order to ensure qualified, professional and motivated employees. The personnel policy is aimed at the sustainable development of BIA, giving opportunities to both academic, administrative and general personnel. RULES ON REMUNERATION have been approved at the BIA Senate meeting (Protocol No.131 dd 23.10.2017).
5.	The higher education institution/ college ensures the collection and analysis of the information on the study achievements of the students, employment of the graduates, satisfaction of the students with the study programme, efficiency of the work of the academic staff, the study funds available, and the disbursements thereof, as well as the key performance indicators of the higher education institution/ college.	<p>At the end of each semester the information on student performance is collected, analyzed, and summarized (performance records are input in the BIA File Nomenclature). Rules of assessment of the study results of the BIA (in Annex) describing the performance records and procedure of their preparation have been developed and approved at the BIA Senate meeting.</p> <p>Upon the termination of the study programme the students conclude the agreement with the BIA on the provision of information on their employment which is then collected by the heads of the study programmes. Graduates provide the information on employment using the questionnaire on the BIA website.</p> <p>The BIA receives the information about the students 'satisfaction with the implementation of the study programmes and the efficiency of the lecturers' work using the information provided in the questionnaires of the students and graduates. Students usually fill in the questionnaires at the end of the part of a study course or at the end of the study course. The questionnaires for individual study courses and lecture / group study courses are used. Results of the survey are evaluated at the meetings of the respective study direction; they are analyzed within the the annual self-evaluation and also considered in the elections of the lecturers in the course of assessment of effectiveness of their work.</p>

6.	The higher education institution/ college shall ensure continuous improvement, development, and efficient performance of the study field whilst implementing their quality assurance systems.	<p>The management process structure of the education field defined in general the processes necessary to use the quality management system. Appendix Structure of study direction management illustrates the management process structure of the education field, which shows the relationship between the processes and their respective executors. Processes of the education field management system fall into three groups:</p> <ol style="list-style-type: none"> <li>1) Top management processes (V1 to V6):</li> <li>2) Study processes (from 2.1 to 2.5),</li> <li>3) Resource management processes (R1 to R3).</li> </ol> <p>The most important indicators of activities of the BIA are reflected in the annual study reports and study programme self-evaluation reports. Every six years the study direction accreditation commission reviews the self-evaluation reports of the BIA and the opinions of international experts and performs the accreditation of the study directions and the study programmes on the basis of this information.</p>
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## 2.1. Management of the Study Field

### 2.1.1. Aims of the study field and their compliance with the scope of activities of the higher education institution/ college, the strategic development fields, as well as the development needs of the society and the national economy. The assessment of the interrelation of the study field and the study programmes included in it.

One of the priorities of Latvia's growth is an education system answering the needs of modern and future labour market, promoting economic transformation and implementation of the smart specialisation strategy. Respectively, future changes will determine the gradual restructuring of the workforce from the middle to the higher qualified group. The share of the economically active population with tertiary education will increase by 5% by 2035, while the share of vocational secondary and general secondary education will fall by more than 8%. Thus, by 2035, the labour force with tertiary education could exceed 40% of the total workforce.

While maintaining the current structure of education supply, the largest increase in the workforce with higher education is expected in the fields of social sciences, business and law. The increase in the supply of that qualified labour by 2035 will account for about 63% of the total workforce with tertiary education.

The study programmes of the study direction "Science of Law" are implemented in accordance with the principles of the Bologna Declaration, the relevant laws and regulations of the Republic of Latvia and the normative, strategic and development documents of the BIA.

The development strategy and aims of the study direction have been created in accordance with the mission, vision, values, strategy, and aims of the higher education institution; whereas the aims

of the study programmes have been set in accordance with the aims of the study direction.

**The strategic aim of the study direction “Science of Law” is to ensure the students with high level professional education in legal education which would be competitive on the Latvian, European and international job markets, to improve their research skills and competencies, as well as ensure the develop the relationship with the employers.**

The strategic aim of the study direction “Science of Law” has been defined:

- On the basis of the Baltic International Academy operation and [development long-term strategy for 2022 – 2025](#), the design of which follows the laws and other rules and regulations of the Republic of Latvia, and the Constitution of the Baltic International Academy;
- On the basis of strategic planning documents of the EU and Latvia – the [National Development Plan of Latvia for 2021-2027 \(NAP2027\)](#), the [Sustainable Development Strategy of Latvia until 2030](#) (Latvia 2030), “Guidelines for the Development of Education for 2021-2027” (Only in Latvian), “[Europe2020](#)”, “[EUROPEAN Higher Education System Modernisation Programme](#)”, the most important key principles of the Bologna Process, and other strategic planning documents;
- After consultations with students, employers, professional organisations;
- After discussions following the procedure provided for by BIA education quality system (Study);
- Direction Council, Senate).

The development strategy of the study direction “Science of Law” includes the improvement of the development key elements and defines the main objectives of the study direction:

1. Implementation and continuous improvement of demanding and competitive study programs in nowadays market, providing students with different levels of education and readiness to work in the national and international environment after graduation, attracting foreign lecturers and students, leading classes in foreign languages, providing the opportunity to acquire professional and general competencies;
2. The motivation of students to participate in the research of the academic staff and to initiate their research, ensuring personal and academic research potential growth;
3. To provide the graduate with theoretical and practical skills in researching, analysing and deciding on various economic problems, solving specific economic policy issues, developing students' high professional ethics and social skills in business and intercultural communication, independent and teamwork;
4. Continuous academic, research, professional, and pedagogical development of the teaching staff;
5. Promotion of the professionalism of the direction study programs, ensuring modern study environment, compliance of the content and forms of studies with the European and global information technology development trends.

The strategic objective of the direction also corresponds to the **objectives of the study programs** within it.

- **The short-cycle professional study program "Science of Law"** prepares qualified specialists for practical work in the obtainable legal assistant profession, according to level 5 of the Latvian education classification framework, providing an opportunity for further education in legal sciences;
- **The academic bachelor's study program "Science of Law"** prepares high-quality legal specialists with appropriate theoretical knowledge, skills and competences in law according to level 6 of the Latvian education classification framework.

- **The academic master's study program "Science of Law"** prepares specialists with in-depth theoretical knowledge and research competences in the relevant branch of legal science, promoting their further education in doctoral studies.
- **The professional master's study program "Science of Law"** prepares qualified specialists for practical activity in the legal profession to be obtained, in accordance with the 7th level of the Latvian education classification framework.
- The aim of the **doctoral study program "Law"** is to deepen knowledge and research skills at the theoretical level of law, with a special focus on improving research in the chosen sub-sector, to increase research competencies in preparation for independent research with the opportunity to develop a doctoral thesis. Among other things, the program is focused on preparing qualified legal scholars for academic (pedagogical) work.

The goals of study direction "**Science of Law**" were defined according to the priorities of several national documents:

1. *National Development Plan 2021-2027 - first edition (hereinafter – NDP2027):*

- [National Development Plan 2021-2027](#) (NDP2027) is the main national medium-term development planning document in Latvia. It has been developed in the implementation of the [Latvian Sustainable Development Strategy 2030](#) (Latvia2030) and the [UNO Sustainable Development Goals](#). The goal of NDP2027 – a knowledge society, because “knowledge, quality, and modern education are the basis of a strong country. The Latvian education system at all levels not only meets today's requirements but is also open to the future by training people who are critically-minded, emotionally intelligent and skilled in their profession”. The study direction and the study programs included are implemented according to the modern challenges and market requirements.
- There are internationally competitive higher education institutions in Latvia with internationally recognized and qualified academic staff. The graduates of Latvian higher education institutions are competitive both in the local labour market and abroad.
- The study direction operates based on the NDP2027 action direction “Science for Society Development, National Economic Growth and Security” - attracting human resources for research and capacity building by providing financial resources to increase the number of doctoral students, attracting foreign researchers, more involving in international cooperation.

The active involvement of Academy docents in the scientific process, encouragement and support, both in the development of scientific publications and in the writing and defence of doctoral theses - a direct contribution to the goal realisation.

- The study direction is based on the goals of the NDP2027 action direction “Quality, Accessible, Inclusive Education” - Implementation of adult education for acquisition of skills necessary for national economy development, including higher education institutions (development of flexible learning provision, including modular education, e-environment and work-based learning, acquisition of lifelong learning competencies; recognition of competencies acquired outside formal education).
- In response to the challenges, the current programmes under the study direction “Science of Law” offer a variety of opportunities for lifelong learning. Workers can choose to study on Saturdays or in the e-environment. Education can be provided to both graduates of secondary and vocational secondary education institutions and colleges by raising their level of education and those with higher education developing their competencies.

2. *National Development Plan 2027 (hereinafter – NDP2020):*

- The goal of the NDP 2027 – to ensure higher education accessibility, it is successfully

implemented in the study direction, as students who have difficulty in accessing higher education facilities (regardless of location or disability) have the opportunity to obtain their desired education remotely, in an e-environment. Studies in e-environment are friendly to people with movement and visual disabilities.

- The study direction is based on the goals of the NDP 2020 action direction "Developed Research, Innovation, and Higher Education":
  - to increase the number of researchers employed in the private sector. The institution of higher education in which the study direction is implemented is a private organisation, therefore, the active involvement of the lecturers in the scientific process, encouragement and support, both in the development of scientific publications, writing and defending the doctoral thesis - a direct contribution to the goal.
1. b) to increase the number of students with a degree or qualification in universities and colleges; to increase the population aged 30-34 with a university degree. 32% of students in the field of study who currently or after graduating from the program will fall into this age group meet this criterion.
  2. *Latvian Sustainable Development Strategy until year 2030 (Latvia 2030):*

Latvia2030 defines Latvia's long-term development vision. It is the country's highest long-term development document and the main planning document that defines the spatial development perspective - outlines an integrated view of the country's balanced and sustainable development. Directions of the strategy:

- Quality and accessible lifelong education. Thanks to the material-technical and human resources provided by the Academy, students in the study direction have the opportunity to receive quality and affordable education from anywhere in the world at any convenient time.
  - "Latvia's education policy remains poorly inclusive concerning to orphans and people with disabilities." By using e-learning opportunities, BIA students have the opportunity to obtain high-quality higher education.
  - "An innovative economy demands new skills and competencies. Technological competence, the capacity to integrate skills and competencies in different areas, creative skills, human and risk management skills, and openness to international and intercultural cooperation is importantly increasing." In addition to the e-learning priorities mentioned above, students from different nationalities and cultures study in Academy, to develop intercultural cooperation, common events are being organised.
  - "Latvia's competitiveness will increasingly depend on the link between the education system and changes in the labour market and the ability to prepare people for life-changing work." Study programs offer a variety of lifelong learning opportunities, both for working people, through Saturday or e-learning, for high school and college graduates, for higher education, and those with higher education, developing their competencies.
4. *Education Development Guidelines 2021-2027 (Only in Latvian):*

- Digital teaching aids and resources - an electronic publication and resources that contain the content needed to implement an educational program. The point about digital teaching aids and resources is already being successfully implemented in the study direction. As the realisation of the study direction takes place both in full-time and remotely (in e-environment), to provide students with study materials, only lecture summaries are prepared in each study course.
- Internationalization and international competitiveness of higher education. Promoting the openness of higher education to international cooperation and exchange of information as well as increasing export capacity is one of the priority areas for action in the development of

higher education. The Latvian Sustainable Development Strategy 2030 defines the goal to increase the proportion of foreign students in higher education institutions in Latvia to at least 10% of the total number of students. The institution is actively engaged in internalization processes and attracting foreign students. Foreign students are studying in the study direction, as shown by BIA statistics.

5. *The goals of the National Concept of Higher Education and University Development of Latvia - Future University 2030:*

- *Competitive Economy;*
- *Sustainable environment;*
- *Resilient and secure society.*

The objectives of the study direction "Science of Law" have been defined using the brainstorming method and SWOT analysis, involving stakeholders. A SWOT analysis was carried out with the participation of internal stakeholders (students, lecturers, administration) and employers.

The objectives are successfully implemented. The scientific and methodical capacity of the academic staff is strengthened by engaging in cooperation projects of various levels. Scientific research, which also includes students, related to the solution of regional problems. The problem-based learning method, as well as methods based on the working environment, were introduced into the study programs. They enable the development of close cooperation with employers and stakeholders.

The territorial priority of the study direction "Science of Law" is Latvia, respecting the economic interests of the Latvian state and providing students with broad, sufficient and high-quality academic and professional knowledge at the bachelor's, master's and doctoral levels, also promoting high-quality research.

**2.1.2. SWOT analysis of the study field with regard to the set aims by providing explanations on how the higher education institution/ college expects to eliminate/improve weaknesses, prevent threats, and avail themselves of the given opportunities, etc. The assessment of the plan for the development of the study field for the next six years and the procedure of the elaboration thereof. In case there is no development plan elaborated or the aims/ objectives are set for a shorter period of time, information on the elaboration of the plan for the development of the study field for the next assessment period shall be provided.**

**STRENGTHS:**

- There are both short-cycle and bachelor's, master's and doctoral study programs;
- Study programs are implemented in all branches of the Academy;
- Qualified and professional academic staff with extensive practical and teaching experience;
- There are Professors' and Doctoral councils;
- The study field doctoral study program became an expert of the Latvian Science Council;
- A doctoral school was established, which is intended to ensure the high-quality implementation of the BIA doctoral study programs "Science of Law" and "Economics" and the professional, including research and competence development and enhancement of their doctoral students in an interdisciplinary environment;
- Qualified and professional academic staff with extensive practical and teaching experience

and a growth-oriented approach;

- Regular and systematic qualification improvement and growth of the academic staff involved in the implementation of study programs;
- Hybrid learning forms are used in the study process, making rational use of e-learning facilities, contributing to both time savings and solving the accessibility problem for students and increasing the number of people willing to study;
- Opportunities for students to combine study and work effectively;
- Diversity and availability of student internships in state institutions and oth., as well as internship opportunities under the ERASMUS+ program;
- Close cooperation with professionals in the field contributes to organizing the development of the field of study in line with labour market requirements;
- The study field is implemented on a well-equipped material, technical and technological base with a modern library and reading room with electronic information resources and appropriate technical capabilities;
- Access to the state guaranteed study loan;
- Education is relevant and practically applicable, in line with today's labour market trends and demand: graduates are employed in the legal professions;
- International network established to provide opportunities for student and teaching staff mobility programs, as well as cooperation projects and international lecturers in science of law courses;
- Competitive tuition fees with the possibility of using a state-guaranteed study loan;
- Optimal working conditions created for the implementation of the study programs of the study field thanks to the material, technical and informational support of the Academy (computer classrooms, library, modern technologies for the use of teaching materials, high level of E-environment use).
- The journal of legal scientific articles "Administrative and Criminal Justice" is published, in cooperation in cooperation with Rezekne Technology Academy;
- Membership in the European Association of Law Faculties (ELFA), which gave new opportunities at the international level by organizing a summer school, which was supported by ELFA as a result of the competition.

#### **WEAKNESSES:**

- Different levels of student preparedness;
- Due to the demographic situation, a decrease in the number of students is possible;
- BIA students do not have state budget funding for their studies;
- Studies are financed through various sources of funding available to students, but the increase in overall costs in recent years increases the risk of not completing studies for economic reasons;
- Low motivation to continue studies at the next levels;
- Students' passivity or low motivation to participate in events organized outside Latvia;
- Students are also most often law enforcement officers. Due to time constraints or other circumstances, students are not always able to successfully combine their studies with work, and often decide to discontinue their studies by withdrawing or taking an academic leave. The main reasons given are family circumstances, social circumstances and financial difficulties;
- Low publicity activity of students.

#### **OPPORTUNITIES:**

- *Erasmus+* and *Horizon 2020*, with EU support for international exchanges of students, academic staff and researchers, as well as structured cooperation between higher education

institutions and institutions in different countries;

- Activate teaching staff application and participation in EU and foreign funded research and other projects according to the research directions of the study direction;
- Joint research of teaching staff and student's development of activities;
- Develop cooperation with foreign partner organisations in organising joint thematic courses in different fields of law;
- Continue to organise thematic summer schools in cooperation with partner organisations abroad;
- Further develop cooperation with employers and attract professional practitioners to teach study courses;
- Promote the use of e-environments in the study process;
- Realize academic Master's and Doctoral program studies in English.

#### **THREATS:**

- Threat to all programs - declining student numbers as a consequence of demographic and economic change;
- Students are not motivated to participate in outgoing mobility after the Erasmus+ program due to employment and busyness;
- Absence of state financial support, applicants go to study in universities with budget places, which creates unfair competition conditions between universities in Latvia;
- Low level of funding for science and education;
- Changes in government policy (change of priority study programmes);
- Increasing competition in the higher education system in the European Union.

In order to reduce the influence of the weaknesses of the course and to avoid threats by using the academy's strengths and external opportunities, a development plan for the course from 2023 to 2029 has been developed (**Appendix Study course development plan**). The plan examines improvements in the study process, issues of methodological support, provision of material and technical base, possibilities for activating scientific activities and possibilities for raising the qualifications of lecturers.

**\* Please note that content changes were made in the SWOT analysis compared to the table "BIA Field of study "Science of Law" SWOT analysis" attached in the Other appendices.**

**2.1.3. The structure of the management of the study field and the relevant study programmes, and the analysis and assessment of the efficiency thereof, including the assessment of the role of the head of the study field and the heads of the study programmes, their responsibilities, and the cooperation with other heads of the study programmes, as well as the assessment of the support by the administrative and technical staff of the higher education institution/ college provided within the study field.**

The Study Field Council, which develops the direction development strategy, mission, vision, goals and tasks, controls their implementation, plan study and methodological work. The Study Field Council is elected by the BIA Senate for three years. The numerical composition of the Study Field Council depends on the number of faculty study programs. The council consists of study or program directors, senior academic staff, student representatives and representatives of employers or professional associations. The Study Field Council may involve experts, including members of the



Promotion Council, practitioners, etc. The Study Field Council is a collegial management body that oversees the implementation of the study program and programs, and its purpose is to facilitate the implementation of study programs, to formulate goals and objectives, to follow their implementation and to promote the improvement of study program quality.

The success of study programs depends on close cooperation between the various structures of the Academy.

### **Information on the structural units involved in the implementation of the study program and the required support staff**

No.	Profession	Tasks
1.	Head of the Study Department	Accounting of lecturers' planned and actual workload. Document processing, compilation and accounting according to BIA internal order and record-keeping requirements
2.	Study methodologist	Study process planning, integration, field trip coordination
3.	Operator of the Study Information Centre	Communication with students and academic staff, provision of information on the course of the study process, acceptance of applications
3.	Secretary of the Dean's Office	Listing of student documentation and study results, preparation of informative documents, communication with group elders, organisation of program documentation
5.	Librarian	Work with library stock resources (books, periodicals, databases) and make them available to students
6.	IT specialist	Support of computer users

Each structure is crucial to the quality of program implementation. Support staff in the study programme implementation can be divided into three groups:

**1<sup>st</sup> group** - structures providing the learning process. These include structures such as: an enrolment commission that provides student enrolment, paperwork, collaboration with schools, open door days; the study department ensuring implementation of the learning processes; accounting responsible for financial matters; a library providing students with study and periodical literature and access to databases; analytical department - ensures maintenance and improvement of the database, as well as processes research results; IT department providing website and computer system maintenance; bookstore staff provide students with the opportunity to purchase educational literature and stationery.

**2<sup>nd</sup> group** - structures that ensure interaction between students and lecturers, facilitate the development of international relations, provide students with additional opportunities for study outside the curriculum. These include the Student Parliament, the Erasmus Program Department, and the Foreign Language Centres.

**3<sup>rd</sup> group** - related to the implementation of the study direction "Science of Law". This group includes: Program Director Assistant; Study Direction Council, which includes lecturers, employers, students and graduate students.

Operational control of the study process and control of the study process, control of students 'and teachers' scientific activity is performed by the programme director. The program director draws up the semester work plans, coordinates work with other departments: BIA branches, accounting, study department, information, technology and analytical units, BIA rector and pro-rectors prepare annual reports. The program director is controlled by the BIA rector and pro-rectors.

Secretary of the Dean's Office: prepares documentation, controls the compilation of the study list and its execution, prepares archive materials, ensures information exchange between BIA structural

units, transmits information to students in person, via e-mail or group e-mail, and also uses the website and Facebook to communicate.

The time of acceptance of the program director and the working hours of the program director is determined by the rector's order. The secretary of the Dean's Office is supervised by the program director. Students' participation in the program management is ensured by participation in the Study Field Council, study elders' meetings, Student Parliament, BIA decision-making institutions – the Constitution (Satversme), the Senate which ensures effective achievement of the study direction and study program goals, observing the principles of democracy and mutual trust. Students' suggestions and recommendations to improve the study process are obtained through a questionnaire (twice a year). The results of the questionnaire are issued by the Analytical Department and discussed in the Study Field Council and the BIA Senate.

In the structure of the management processes of the study field "**Science of Law**" is an integral part of the BIA management system, which, as a whole, the processes that are necessary for the use of the quality management system were defined. The annex presents the structure of the management processes of the study direction, which reflects the interrelationship of the processes and the corresponding performers.

According to the BSA Study Quality Assurance System (approved at the BSA Senate meeting on April 27, 2023), processes of the study field management system fall into three groups:

### **1) Top management processes (V):**

- Strategy development and monitoring (V1),
- Human resources management (V2),
- Finance management (V3),
- Document management (V4),
- Cooperation with interested parties (V5),
- Internal audit of the management system (V6).

### **2) Essential education management processes:**

#### 2.1. Development and improvement of study programmes:

- Planning the development of study fields. Development and improvement of programs;
- Quality control of study programs. DS and SP self-assessment;
- Results monitoring. Satisfaction of students, graduates, job titles.

#### 2.2. Study process management:

- Admission of students and management of their documents;
- Study process planning and management;
- Practice organization and management;
- Implementation and monitoring of the study process;
- Examination of student submissions and complaints;
- End of studies. Graduation.

#### 2.3. Doctor study process management

#### 2.4. Scientific and research processes:

- Development and management of scientific research projects;
- Organization of conferences;
- Preparation of editions. Publication of magazines.

#### 2.5. Internationalization processes:

- Mobility programme

### **3) Resource management processes (R):**

- Electronic information and IT resource management (R1);
- Library management process (R2),
- Ensuring material and technical resources (R3).

The close cooperation between the administrative and technical support staff in the implementation of the study field “**Science of Law**” is also important. Both the Study department, Student Information center and BIA support departments (*Accounting Office, Central Scientific Library, Computer Center, Human Resources, and Study Quality Management Center*) are closely involved in the implementation and development of the study process, co-operating on a daily basis. Cooperation with departments takes place in a coordinated manner through the Head of the Department), and staff teachers, for example, in drawing up the study plans in BIA system, the development and approval of study course descriptions, the creation of the e-learning environment, the organization of training seminars for lecturers, and many other aspects of day-to-day work and development. Cooperation can be assessed as successful; it is clearly and transparently regulated and fully integrated in the implementation and management of the study process at BIA as a whole. When evaluating the management efficiency of the study field “**Science of Law**”, it can be concluded that its content and organization is of high quality and well organised.

#### **2.1.4. Description and assessment of the requirements and the system for the admission of students by specifying, inter alia, the regulatory framework of the admission procedures and requirements. The assessment of options for the students to have their study period, professional experience, and the previously acquired formal and non-formal education recognised within the study field by providing specific examples of the application of these procedures.**

At the commencement of their studies, students have the appropriate knowledge, skills and competencies to achieve the intended learning outcomes. The enrolment of graduates to the Academy is by following the Regulations approved by the BIA Senate - “[Enrolment Rules and Matriculation Procedure at the Baltic International Academy](#)” (Only in Latvian). To organise student enrolment at the Academy, an enrolment commission is established for the current academic year by order of the BIA Rector or branch managers. The starting dates for enrolment in full-time study programs in the first year after graduation are set by the Cabinet of Ministers of the Republic of Latvia. Subject to the regulations of the Cabinet of Ministers, the rector shall order the enrolment of graduates to the Academy for specific beginning and end dates for full-time and part-time programs for the first semester. Information on agreements entered into by the Admissions Committee is transmitted electronically to the Accounting and Study Department of the Academy. After verifying compliance with the payment terms in each agreement, the accounting records each completed file to the study department. Based on this information, the Study Department prepares an order for matriculation and submits it to the BIA rector for signature.

Recognition of professional experience, previously acquired formal and non-formal education for students who want to continue their studies at the Academy at a later stage of study is by following Regulation of the Cabinet of Ministers No. 932 of 16 November 2004 “[Procedure for Starting Studies in Later Study Stages](#)” (Only in Latvian), regulations of the Cabinet of Ministers No. 505 of August 14, 2018

[“Regulations for Recognition of Competencies Acquired Out of Formal Education or Professional Experience and Previous Educational attainment”](#) (Only in Latvian) and Regulation approved by BIA Senate – [“Admission Rules and Matriculation Procedures at the Baltic International Academy”](#).

A person who wants to have the learning outcomes achieved in his or her previous education or professional experience recognised submits an application to the BIA for recognition of the learning outcomes achieved. The application shall be accompanied by documents attesting to the learning outcomes achieved in the previous education or professional experience. The decision on the recognition of learning outcomes achieved through prior education or professional experience is being taken by the Commission. The Commission shall, within one month after receipt of the application, examine it and decide on the recognition of the learning outcomes achieved in previous education or professional experience or on the refusal to recognize the learning outcomes achieved. The decision shall be forwarded to the applicant. The Commission has the right to verify the information provided and the facts as they stand. If necessary, the commission may determine examinations to evaluate the learning outcomes achieved in previous education or professional experience.

Admission of applicants to the full-time and part-time study programmes is carried out in the open and equal competition order based on the results of centralized examinations. Applicant A.M. has obtained the secondary education in the Republic of Latvia, she submitted the Secondary school certificate and the Centralized examination certificate on three subjects. According to the BIA Admission Regulations the levels of Centralized Examinations (at least 2 subjects) are to be from A to E (inclusive) which corresponds to the existing level boundaries for each subject. Level of the centralized examinations of the applicant A.M. was sufficient: Latvian - 59% (corresponds to level C), English - 33% (corresponds to level E) and mathematics - 28% (corresponds to level D).

Admission Commission upon getting acquainted with the submitted documents made a decision on the admission of the applicant A.M. in the 1st semester of the 1st year professional higher education study programme of which the applicant was notified. Then the study agreement was concluded with A.M. on the basis of the decision of the Admission Commission.

In the 2017/2018 academic year the student I.Z. applied to the BIA Admission Commission to enter the 2nd level of the professional higher education study programme at the later stage of studies. The applicant submitted the academic transcript from the previous place of study, the copy of which was submitted to the director of the study programme, who has examined the document, compared the subjects with the study programme study plan subjects by names and credit points, prepared the draft of the applicant transfer form and reported to the study result recognition commission on the results of comparison. Admission Commission upon hearing the report of the programme director and getting acquainted with the submitted documents made a decision on the recognition of the learning outcomes achieved during the previous education and on the admission of the applicant in the 3rd semester of the 2nd year of the study programme of which the applicant was notified. Based on the decision of the Admission Commission the transfer form for the applicant was prepared and signed by the director of the study programme, then the study agreement was concluded with I.Z.

Quantitative information regarding the recognition of previously acquired formal education in the study field during the reporting period:

2021/2022 - 78;

2022/2023 - 75;

2023/2024 - 65.

### **2.1.5. Assessment of the methods and procedures for the evaluation of students' achievements, as well as the principles of their selection and the analysis of the compliance of the evaluation methods and procedures with the aims of the study programmes and the needs of the students.**

The professional knowledge, skills and attitudes and competences specified in each course of study are assessed by a variety of tests in accordance with the principles of student-centred education, which are:

- academic staff are familiar with the testing and examination methods that are most appropriate for the course of study;
- students are informed of the assessment criteria and methods at the start of the course;
- assessment is consistent, fair and appropriate for all students and is carried out in accordance with BIA-approved procedures;
- assessment gives students the opportunity to demonstrate the extent to which they have achieved the expected learning outcomes. Students receive feedback and guidance on their learning.

All study courses provided for in the study program are implemented in accordance with the study course descriptions, which also define the evaluation system of the respective course, following the BIA unified evaluation system regulated by the [Regulations on Assessment of Study Outcomes at the Baltic International Academy](#), which is based on the [CM Regulations on the state standard of professional higher education](#) (Only in Latvian) and the [CM Regulations on the national standard of academic education](#) (Only in Latvian).

The BIA assesses study results according the indicators:

- qualitative assessment - with a grade on a 10-point scale;
- quantitative assessment - the number of credits according to the scope and relevance of the course. The assessment of study achievements is carried out on a 10-point scale, based on the following criteria:
  - extent and quality of the knowledge acquired;
  - skills and competences acquired;
  - attitudes to study;
  - dynamics of study achievements.

#### **Basic principles for the assessment of the completion of study programs:**

***The principle of openness and clarity of assessment*** - course descriptions set out the minimum content of a study course, including basic requirements for student achievement and learning outcomes;

#### ***Principle of mandatory assessment:***

- students must achieve a pass grade in all courses of the study program;
- students must achieve a grade in all coursework, internship and dissertation in their program of study. A student may only defend his/her thesis once he/she has mastered all the content of the program.

*Principle of variety of methods used to determine the assessment* - the assessment of study achievements is based on written, oral, practical and combined tests, individual and group achievement assessments, and a variety of test works - control works, presentations, defences,

assignments, project work, examinations, group work, case studies, etc. The mastering of a course of study is successful if the requirements set in the program are fulfilled by the end of the examination period, except in cases where an extension of the examination period has been granted.

*The principle of assessment compliance* - the final thesis gives students the opportunity to demonstrate their knowledge, skills and abilities in tasks, questions, examples and study situations appropriate to all levels of assessment. The organisation of the final thesis ensures adequate and objective assessment.

*The principle of the possibility of revision of the assessment* - the Academy shall determine the procedure for reviewing the marks obtained. The BIA Study Regulations, which are approved by the Senate, state that if a student wishes to improve his/her final grade, he/she must agree with the relevant academic staff and the study program director on the time, obtain from the secretary of the relevant study program a referral in a certain form in accordance with the price list for additional fee-paying services.

BIA's methods of assessing study and knowledge are objective and consistently followed. The scope of each assessment is consistent with the content of the course program and the skills and knowledge requirements of the Professional Standards.

The studies are based on the student's independence, while being guided and supported by academic staff. The description of each course of study specifies the scope and content of students' independent work and the methods of its assessment. The BIA e-environment publishes the assessment requirements, criteria and methods for giving grades for each course of study, as well as an explanation of the grades.

**2.1.6. Description and assessment of the academic integrity principles, the mechanisms for compliance with these principles, and the way in which the stakeholders are informed. Specify the plagiarism detection tools used by providing examples of the use of these tools and mechanisms.**

In 2016, the European Union implemented the [General Data Protection Regulation](#) signed by all Member States on 25 May 2018. This act establishes the obligations and rights of individuals, companies, institutions with regard to storage, maintenance, use and protection of data; for example, in education and research, it applies to personal "data relating to people, articles or research proposals submitted for scientific review, records in personnel files, litigation proceedings, and proprietary data".

The BIA has developed [POLICY Statute on "Privacy"](#) in Latvian (approved at the BIA Senate sitting, protocol No.140 of 23.10.2019). BIA Internal data protection rules.

Developing the principles and requirements of the BIA Academic Code of Academic Integrity and Ethics based on the laws of the Republic of Latvia, namely, the [Law on Higher Education Institutions](#), the [Law on Scientific Activity](#) and [Copyright Law](#), in addition the BIA working group used *Plagiarism in Academia* as well "*General Guidelines for Academic Integrity*" developed for the promotion of academic integrity in European network of the Erasmus+ project. The BIA has developed [Code of academic honesty and ethics](#) and [Regulations on plagiarism control of the Baltic International academy](#).

Aiming to strengthen the academic culture and integrity in the BIA academic environment, the Baltic International Academy Code of Academic Integrity and Ethics clarifies the concept of academic integrity and actions related to it and defines key procedures for dealing with academic integrity violations. The principles of academic integrity are objectivity, responsibility, mutual respect and trust, and they exclude deception and fraud.

The Code of Academic Integrity and Ethics supports the principles and values of the Code of Ethics as expressed by BIA students, academic and general staff. Unfair academic behaviour belittles the BIA name and reputation, undermines values, and reduces competitiveness. Explicating the concept of academic honesty and related behaviour, the Code lists the most common violations of academic integrity in the academic environment and the responsibilities of the BIA personnel in addressing academic dishonesty.

The BIA introduces students to the principles of academic honesty, compliance requirements during studies, and sanctions in case of non-compliance at the beginning of the study process. These principles are also explained to the students at the beginning of study courses by teaching staff. Academic integrity and methods of violation detection are also taught to teaching staff, researchers and general staff.

*Activities aimed at linking the study process with the principles of academic integrity:*

- at the end of each study course, students fill out evaluation surveys of lecturers' work and study course content, which are analyzed and taken into account when planning future study work in order to improve the quality of lecturers' work;
- the final assessment of the study course consists of several parts; they are attendance, class activities, independent work, mid-term examinations; the exam mark represents only 10-25% of the final assessment;
- the deadlines for submission of written papers are strictly adhered to and no works are accepted after the deadline;
- regulations on evaluation of study results, procedure, presentation of results, possibilities of appeal have been developed;

The guidance on dealing with academic integrity violations and types of plagiarism is based on the BIA approved Code of Academic Integrity and Ethics, and it is designed to be used by students, researchers, teaching and general staff. If signs of plagiarism are found in a student's work, the lecturer writes an application to the study programs director. The [Academic Integrity and Regulations of the Ethics Commission](#) of the BIA has been established on the basis of the Regulations of the Academic Integrity and Ethics Committee and considers issues of violations of the Code by academic and general staff, as well as takes note of the report of a BIA faculty member on violations of the Code by students. The student's own point of view is heard – they are invited to a study council meeting where they have to give an explanation. As a result, the student is reprimanded and the written work in question needs. More severe and repeated cases of plagiarism are dealt with at the Vice-Rector and Rector level, and the student is already threatened exmatriculation with expulsion from the BIA. However, cases when a student repeatedly commits plagiarism are extremely rare in the BIA, and explanatory work and the first admonition at a council of the study direction meeting is usually sufficient.

Students, when submitting research papers (bachelor's, master's), must confirm with their signature that the work is not a forgery or plagiarism. The scientific supervisor of the work also confirms this with his signature. The relevant issues are resolved with the academic staff in the deliberations of the collegial institutions.

In June 2023, the Academic Integrity and Ethics Commission considered the issue of student, who



used someone else's work while completing a relevant study course, which was announced by lecturer. The Commission decided:

- to warn the student about exmatriculation, due to the violation found in clauses 1.1.5 and 2.1.4 of the Code of Academic Integrity and Ethics Commission of BIA and to register the violation mentioned in the personal file;

- to BIA lecturer ask the student repeat the test task (on a different subject or perform another task) or not be allowed to take the final exam of the study course, demanding to retake the relevant study course, guided by the provisions of clause 2.2 of the Code of Academic Integrity and Ethics Commission of the BIA.

The student and the lecturer were informed about the decision.

## **2.2. Efficiency of the Internal Quality Assurance System**

### **2.2.1. Assessment of the efficiency of the internal quality assurance system within the study field by specifying the measures undertaken to achieve the aims and outcomes of the study programmes and to ensure continuous improvement, development, and efficient performance of the study field and the relevant study programmes.**

Management of the study direction is effective in achieving the goals of the study direction, it is democratic, has clearly defined responsibilities of administrative staff, teachers and students, and involvement of employers.

Development and implementation of proposals for innovative teaching methods and practices promote the research integration, foster interdisciplinarity and implementation of the courses, practices and such learning methods which directly develop the students' innovation competencies (critical thinking, improvement of the transversal competences and their evaluation system). For the purpose of development of the study direction the trends of development of the global and national study direction implementation opportunities and their compliance with the strategy and common vision of the BIA are analyzed.

The key functions of the study direction council are as follows: to develop the study programme (s) of the respective study direction, to carry out evaluation and implementation analysis of the study programme, to analyze the students' learning achievements, to analyze the quality/performance of the academic staff involved in the study direction and to promote the integration of scientific work into the study programme. The study direction council works out the strategy for development of the study programmes of the branch, evaluates and submits to the study council for approval the applications for new study programmes of all levels, annual self-assessment of the study programmes and changes in the study programmes.

Pursuant to the provisions of the regulations of the "Science of Law" study fields council of the [BIA the fields studies council](#) is a collegial governing body which administers the academic Professional study programmes of all levels relating to the same branch of science.

European standards and guidelines emphasise the need to implement an internal quality management system in higher education institutions.

The BIA study quality assurance system is a central component of the Academy Management



System (AMS). This is one whole system for all the study directions and programmes, all the departments, including branch offices. The general management system of the Academy includes:

- Quality policy and other (privacy, personnel, internationalisation) policies, values and excellence approach defined in the internationally recognised British standard Investors in Excellence.
- Management, educational management and resource management processes.

The educational management processes refer to the branches, and are introduced to the staff. For details, please see the “BIA Study Quality Assurance System” document enclosed (see Annex [BIA Study Quality Assurance System.pdf](#)).

The Academy's management system is founded on a continuous improvement process based on the quality guru, the Edward Deming's cycle PLAN - DO - CHECK - ACT. But Academy is going a step further into excellence direction. After successfully made self-assessment done by 23 representatives of the management staff, including branches, BIA got *Committed to Excellence certificate* (UK) (see Annex [20230801-BIA\\_COMMITMENT.pdf](#)).

**2.2.2. Analysis and assessment of the system and the procedures for the development and review of the study programmes by providing specific examples of the review of the study programmes, the aims, and regularity, as well as the stakeholders and their responsibilities. If, during the reporting period, new study programmes have been developed within the study field, describe the procedures of their development (including the process of the approval of study programmes).**

Process of development and revision of the study programmes is regulated by the Rules “[Development, approval and amendment of the study programmes at the Baltic International Academy](#)” which define the BIA procedure as a whole:

- Development of the study programmes;
- Development of the study plans;
- Development of the basic documents for study courses;
- Maintaining the basic study documents.

New study programmes and their amendments are approved by the BIA Senate. Programmes are reviewed on the basis of recommendations from the parties involved: students, graduates, teaching staff, practice supervisors, international and national experts and auditors, as well as employers and professional organizations always in consideration of the current industry needs.

In order to make the process transparent, regulated and deliberative, the BIA has established a Field Council. The functions of the Council are to coordinate and supervise the development of the relevant study programme in accordance with the modern requirements of the specific field of science, the formalisation of the programme and its preparation for licensing, accreditation and re-accreditation in accordance with the requirements laid down by law. The Study field Council includes directors of the study field or programmes, senior academic staff, student representatives and representatives of employers or professional associations. Student representatives are delegated by the Student Parliament. The composition of the Direction council is approved by the BIA Senate. The forms of work of the Study field Council are meetings, which include consideration of agenda items, exchange of views and voting.

The objectives of the review of the study programmes:

1. To ensure qualitative study content of higher education that complies with the laws and regulations of the Republic of Latvia;
2. To provide students and teaching staff with a convenient, comprehensible and accessible learning process;
3. To improve the pedagogical competences of teaching staff for successful work, including in e-environment;
4. To contribute to the long-term financial sustainability of the programme.

The revision of the study programme takes place throughout the academic year, but the final changes for the next academic year are approved by the end of the academic year. Programme reviews are carried out on the basis of recommendations from BIA students and staff, international and national experts, employers and professional organisations, always taking into account the current needs of the sector. Study programme directors cooperate with employers in the sector, as well as with Latvian and foreign universities / colleges, on coordination of study programme content and exchange of experience.

The new study programmes in the accredited study field were not licensed. When development of a new study programme takes place, its suitability in the context of the BIA development strategy and available resources is evaluated. The project of the new study programme is prepared by a person appointed by the BIA Senate after the decision on the establishment of the programme has been taken, in accordance with the provisions of the regulatory enactments. Accordingly, a draft programme is prepared, discussed at the Study Field Council and approved by the Senate. In accordance with the Senate's approval, the course descriptions are drawn up by the supervising specialists and approved by the Study Field Council. Study programmes are designed in accordance with the requirements of the standards – taking into account the proportion of compulsory and optional study courses and their CP volume. Study programmes at all levels are designed in such a way to create continuity.

Study courses in all programs were updated, supplementing them with new regulatory acts and textbooks. The head of the study field evaluates the need for the creation of new study courses based on the compilation of student surveys. After reviewing an existing academic master's study program, the direction Council prepared and the Senate approved 3 sub-programs "*Civil law*", "*Criminal law*" and a new one "*Law in business and management*", so in the future the program will not include the directions "*International law*" and "*Mediation*". In addition, the mentioned program includes a series of new study courses, such as "*Prevention of Money Laundering*" etc., and one of them - "*Medical Law*", was developed by A. Litvynenko, a doctoral student of the field. During the reporting period, it was also established that the students of the bachelor's study program lack practice skills, therefore, the study program plan is supplemented with practice. In the short-cycle study program, the scope of the specified study courses is expanded, for example "*Criminal Law*", within the framework of which students will learn not only the general, but also the specific part of this branch of law.

**2.2.3. Description of the procedures and/or systems according to which the students are expected to submit complaints and proposals (except for the surveys to be conducted among the students). Specify whether and how the students have access to the information on the possibilities to submit complaints and proposals and how the outcomes of the examination of the complaints and proposals and the improvements of the study field and the relevant study programmes are communicated by providing the respective**

## examples.

The need for a complaint and suggestion consideration procedure is established by the BIA study quality management system based on the excellence model of the **British standards Investors in Excellence** which helps the BIA to constantly improve all key areas of its activities.

The BIA quality policy defines that the BIA develops and implements the study programmes and research work actively cooperating with the interested parties and taking into account their wishes and needs. In order to implement the quality policy, the BIA is constantly working on the improvement of the study quality management system, study process and research work.

The need for introduction of complaint and suggestion consideration procedure is established by the excellence model of the European Foundation for Quality Management:

- to maintain the quality management system and its compliance with the requirements of the international standards, to ensure the continuous improvement process;
- to ensure the continuous improvement of the level of satisfaction of all interested parties. Each structural unit of the BIA has to contribute to achievement of the BIA study quality management system objectives.

*The procedure for consideration of proposals and complaints applies to:*

- quality of the study process;
- quality of infrastructure and material and technical provision;
- quality of methodological and information provision;
- quality of service (functional).

*The complaint handling procedure does not apply to a student's complaint about:*

evaluation of the test/final thesis,  
organization and progress of the study process,  
tuition fees,  
exmatriculation.

*The motions and complaints procedure does not provide for consideration of motions and complaints that:*

- have already been considered and a decision has already been taken;
- are anonymous;
- are not supported with arguments and are misleading;
- are not explicit;
- are directed to a request for compensation;
- refer to the overall operation, inactivity, process or order of the BIA.

*Complaints and suggestions may be submitted to the BIA by:*

- the student,
- the student group,
- the academic and administrative staff,
- the staff group or structural unit.

The [Procedure for submitting and considering student proposals and complaints](#) determines the procedure that BIA students can submit and complaints (hereinafter referred to as Application)

regarding studies and other issues. The student can submit the application: in a paper form personally from the recipient of the complaint/suggestion, at the BIA Study Information Centre (SIC), the BIA branches or by sending by email: [info.md@bsa.edu.lv](mailto:info.md@bsa.edu.lv).

Upon receipt of a written Complaint and/or suggestion, a member of staff at the BIA Student Information Centre identifies the respondent by subject, registers it and forwards it to the responsible unit for response. Responses to complaints are provided in writing within twenty working days from the moment of receipt of the application. The time limit for consideration of an application may be extended if objective necessity requires it.

For example, referring to the students' proposals, the use of the MOODLE system in the learning process was expanded, it is planned to create a mock court hall, the bachelor's program is supplemented with practice, within the framework of which students will participate in mock courts, the library fund is also supplemented with new textbooks in Latvian and English and etc. Students are notified of improvements by the program director.

#### **Units responsible for handling student proposals and complaints**

<b>Topic</b>	<b>Responsible Unit</b>
Study process	Vice-Rector for Studies, Head of the Study field, Programme Director of the Study field
Research process	Vice-Rector for Science
Student mobility	Erasmus centre, Vice-Rector for International Relations
Library	BIA Scientific Library
Matters related to international students	Vice-Rector for International Relations, Head of the Study field, Programme Director of the Study field
IT issues	IT Department

**2.2.4. Provide information on the mechanism for collecting the statistical data, as developed by the higher education institution/ college. Specify the type of data to be collected, the regularity of collection, and the way the information is used to improve the study field. Describe the mechanism for obtaining and providing feedback, including with regard to the work with the students, graduates, and employers.**

The statistical data collected by the BIA are regularly summarized according to the needs of the study process (development and compilation of self-assessment of study fields and study programmes, preparation of the rector's report, preparation of financial documents, etc.) and prepared for submission to the external institutions and internal departments.

***Types of the BIA statistical data, deadlines and institutions is in Appendix***

Information is collected by the following departments of the BIA:

- Study Department
- Admission Committee
- Vice-Rector for Science
- Vice-Rector for International Relations
- Accounting Department
- BIA branches

Having received the information on the number of students of the study programmes, dynamics of enrollment, material and technical resources of the study field and library stock, student, graduate and employer survey results, directors of the study field and study programmes analyze the information provided, prepare the study year self-assessment reports and take the other measures to improve the study quality.

Submission of the statistical data on the BIA activities to the external institutions (Ministry of Education and Science, Central Statistical Bureau, State Education Information System, State Security Service, etc.) gives the BIA the opportunity upon collecting and analyzing these data by the above mentioned external institutions to collect the statistical data on the higher education system in general and its development trends in dynamics.

When analyzing internal information and statistical data, including surveys of students, graduates, and job titles, the BIA Computer center processes it and presents the results to the BIA Board, BIA management, and study program directors in operational meetings or by sending them to interested parties (BIA heads of department).

For the improvement of the study field, the main statistical data used are the number of students, i.e. enrolled students, expelled students, analysing separately each reason for expulsion, e.g. tuition fee debt, non-completion of the study programme, voluntary withdrawals, etc. Upon receiving information about the number of students of the course in the study programs, enrollment dynamics, the material and technical base of the course and library stocks, the results of the survey of students, graduates and employers, the heads of the course and programs, analyzing the information provided, improve the material base of the respective study courses in MOODLE and expand its use options, improved study course descriptions, added new study courses, as well as improved BIA library's collection of special literature (in Latvian and English).

*Mechanism for obtaining and providing feedback:*

- 1) with students - students fill out relevant surveys in which they indicate their objections or recommendations for the development of the study programs. The results of the student surveys are collected by the BIA Computer center and the results are transferred to the field of study. Student recommendations are taken into account when amending or supplementing the content of study programs and taking other measures. For example, at the suggestion of the students, the use of the MOODLE system in the learning process was expanded, the process of setting up a mock court room was started, the study course on *Prevention of money laundering* was included;
- 2) with graduates - by conducting relevant surveys of graduates, graduates provide information on whether there are deficiencies in the content of a study course in order to ensure the necessary knowledge, skills and competences;
- 3) with employers - the pre-diploma Practice place of each practice provides information about the student knowledge and skills, answering various questions about trainees' knowledge, professional skills and etc. The obtained information is collected and used when providing information to teaching staff, amending or supplementing the content of study programs.

**2.2.5. Specify the websites (e.g., the homepage) on which the information on the study field and the relevant study programmes is published (in all languages in which the study programmes are implemented) by indicating the persons responsible for the compliance of the information available on the website with the information published in the official registers (State Education Information System (VIIS), E-platform).**

All information on the study field and the corresponding study programmes is published on the BIA website: In [Latvian](#) and [English](#).

***Information about websites that publish information about the field of study.***

Information	Web site	Type of access	The person responsible for
About accredited programmes	AIKA: <a href="https://eplatforma.aika.lv/index.php?r=site%2Findex">https://eplatforma.aika.lv/index.php?r=site%2Findex</a>	For authorized users	Vice-Rector for Studies
About BIA study programmes	<a href="https://bsa.edu.lv/index.php/en/admission/programmes.html">https://bsa.edu.lv/index.php/en/admission/programmes.html</a>	Free access	The head of each study field
About admission	<a href="https://bsa.edu.lv/index.php/en/admission/admission-process.html">https://bsa.edu.lv/index.php/en/admission/admission-process.html</a>	Free access	The head of the admission committee
About the Study direction	Short cycle study program <a href="https://bsa.edu.lv/index.php/en/the-1st-level-higher-professional-education-study-programmes.html">https://bsa.edu.lv/index.php/en/the-1st-level-higher-professional-education-study-programmes.html</a> first cycle study programs: <a href="https://bsa.edu.lv/index.php/en/bachelor-study-programmes.html">https://bsa.edu.lv/index.php/en/bachelor-study-programmes.html</a> second cycle study programs: <a href="https://bsa.edu.lv/index.php/en/master-study-programmes.html">https://bsa.edu.lv/index.php/en/master-study-programmes.html</a> doctoral study program: <a href="https://bsa.edu.lv/index.php/en/doctoral-study-programmes.html">https://bsa.edu.lv/index.php/en/doctoral-study-programmes.html</a>	Free access	The head of study field The director of the study programme
About study plans	MS NEXUS	For authorized users	The director of the study programme head of the study department
About the student portal	MS NEXUS: <a href="https://bsa.edu.lv/index.php/en/studies/my-bia.html">https://bsa.edu.lv/index.php/en/studies/my-bia.html</a>	For authorized users	The director of the study programme head of the study department
Programme and student registers	VIIS: <a href="https://www.viis.gov.lv/">https://www.viis.gov.lv/</a> (Only in Latvian)	For authorized users	Vice-Rector for Studies An IT specialist
About ERASMUS+	<a href="https://bsa.edu.lv/index.php/en/international/erasmus.html">https://bsa.edu.lv/index.php/en/international/erasmus.html</a>	Free access	ERASMUS coordinator

## 2.3. Resources and Provision of the Study Field

**2.3.1. Provide information on the system developed by the higher education institution/ college for determining and redistribution of the financial resources required for the implementation of the study field and the relevant study programmes. Provide data on the available funding for the scientific research and/or artistic creation activities, its sources and its use for the development of the study field.**

BIA is a higher education institution funded by its founders. According to Section 77 of the [Law on Higher Education Institutions](#) of the Republic of Latvia, the founder of a higher education institution shall provide financial resources and the control of the utilisation thereof for the continuous operation of the higher education institution, as well as for the fulfilling of the tasks determined by the founder. Financial resources of the private Higher education Institution are made up of private funds as well as the other revenues acquired owing to the activities of the BIA.

Table 2.3.1.1.

**Management of financial resources of the BIA in accordance with the Law on Institutions of Higher Education**

<b>Article 77 of the Law on Higher Education Institutions Financial resources</b>	<b>Financial resources of the BIA</b>	
Financing of higher education institutions is performed by their founders.	Financing of the BIA is carried out by its founders: Stanislav Buka, Valery Nikiforov, Inta Buka, Nikita Nikiforov	
Founder of higher education institution provides the financial resources necessary for its continuous operation and fulfillment of the tasks, set forth by the founder, and controls the use thereof.	Founder of the BIA ensures its continuous operation and the financial resources necessary for the fulfillment of the tasks, set by the founder, and controls the use thereof.	
Financial resources of higher education institution consist of the basic budget resources and the other revenues acquired by the Higher education Institution due to their activities aimed at realization of the goals set in their constitution.	Financial resources of the BIA consist of the basic budget resources and the other revenues acquired by the BIA due to its activities aimed at realization of the goals set in the constitution of the BIA.	
The higher education institution has the right to receive and use donations and endowments from the banks, other credit institutions, legal and natural persons.	BIA exercises its legal right to receive and use donations and endowments from the banks, other credit institutions, legal and natural persons.	
The higher education institution has the right to receive and use loans granted by the banks and other credit institutions.	The BIA has not ever used the bank and credit facilities during its operations. The BIA uses credit facilities for studies and students.	
The structure of financial resources is set by the senate of higher education institution.	The structure of financial resources of the BIA is set by the BIA Senate.	
Rector of higher education institution reports annually on the implementation of the budget to the senate and the founder of Higher education Institution.	Rector of the BIA reports annually on the implementation of the budget to the senate and the founder of the BIA.	

BIA has a unified budget. The principles of budget formation and the overall distribution of funding for the performance of higher education institution functions are approved by the founders of BIA. The Rector provides an Annual Report on the execution of the budget to the Senate or the founder of the higher education institution. The BIA budget contributes to:

- Development of the higher education institution as a single institution, cooperation of structural units and responsibility for the results of academic work.
- Creating an optimal study programme structure (lectures, seminars, practical lessons, group or individual lessons).
- Harmonious distribution of work assignments for the staff, in which the methodological, research and organisational study work is represented in certain proportions.

The purpose of higher education institution 's financial strategy is to ensure the stability of its financial system, to adapt it to changing market conditions and to organise the training of quality specialists in accordance with the requirements of international programs.

The BIA budget is established through a dialogue between its founders, the management and the Student Parliament of the BIA. The relevant representatives of the administration bear personal responsibility for the execution of the budget and the tasks planned therein. The Student Parliament of the BIA is financed from the centralized funds pursuant to the provisions of the Article 53 of the Law on Institutions of Higher Education and includes 1/200 part.

Revenues of the BIA are acquired from the following main sources of funding:

- tuition revenues (tuition fees and other services related to the educational process);
- revenues from scientific activities (financing of projects from the state budget, income from scientific works, EU structural funds and other revenues);
- other revenues (Latvian and international project funds, income from renting out the real estate, selling of books, organizing various courses, etc.).

The BIA transfers financial resources, allocated by the natural and legal persons to finance the specific target programmes and events, directly to the structural unit, natural or legal person which implements that programme or event.

The BIA combines the diverse study and research and innovation activities in order to provide the Latvian society with the internationally recognized higher education, to develop science and to strengthen the intercultural traditions. Successful operation of the BIA is included in the system of higher education and science of Latvia, sustainable development of the whole society, development of knowledge-based economy and social sphere, development of Latvia as a full-fledged partner in the common space of the EU. By joining the EU Latvia has chosen the knowledge-based society model in which the higher education and research are the integral parts of society and an internationally recognized and important image elements of the country. The BIA is an institution which deals with both academic and professional study programmes, as well as science and research, therefore higher education is funded not only by financing tuition, but also by the revenues from science.

The expenditures are planned as a proportion of revenues. The budget priorities of the BIA in the field of its main educational activities are as follows:

- support of development of the study programmes and structural optimization, establishment of the necessary infrastructure for these processes;
- increasing the effectiveness of the master's and doctoral studies;
- support and updating of the academic staff (training at the master and doctoral levels);
- support of scientific research.

The salary system and the social support programme facilitate the formation of a strong core of the professors in all study fields and at the same time it provides the opportunities to involve new lecturers. The activities of the BIA employees are stimulated by raising funds both in the form of research projects and tuition fees, while maintaining the quality of the services offered and the ethics of academic work. The academic staff engaged is paid for its work in accordance with its qualification and quality of work.

The second largest expense item in Higher education Institution refers to the goods and services which in average constitute 18-20% of all expenditures. (Appendix 8 Expenditures of the BIA)

The BIA owns real estate and land plots in Riga, Jelgava, Liepaja, Rezekne, Daugavpils and Ventspils, therefore, a significant part of expenditures constitutes public utilities and maintenance



of buildings.

Figure 2.3.1.2.

**Intangible assets and acquisition of fixed assets**

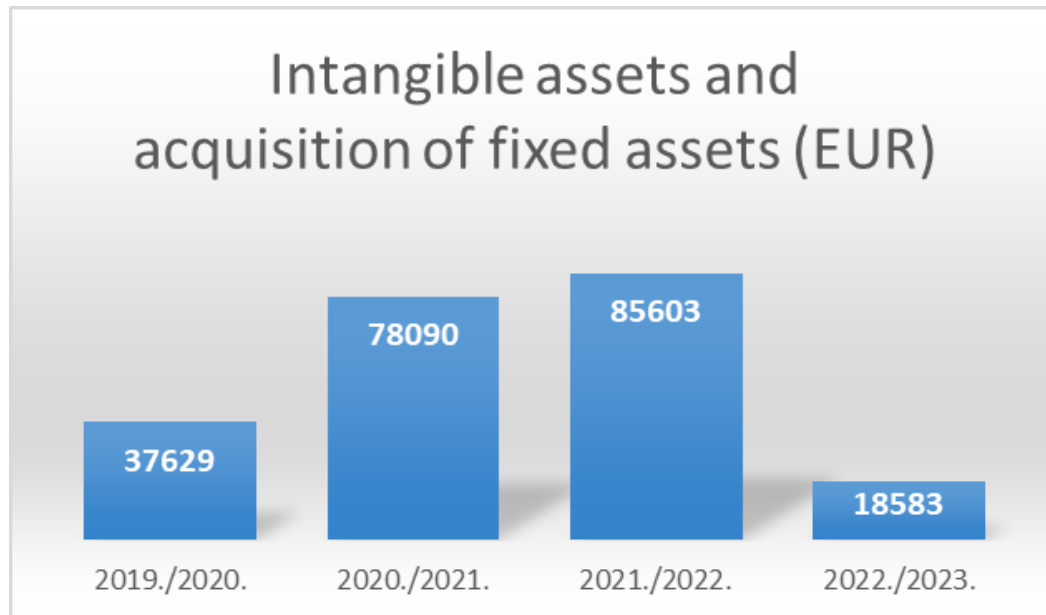
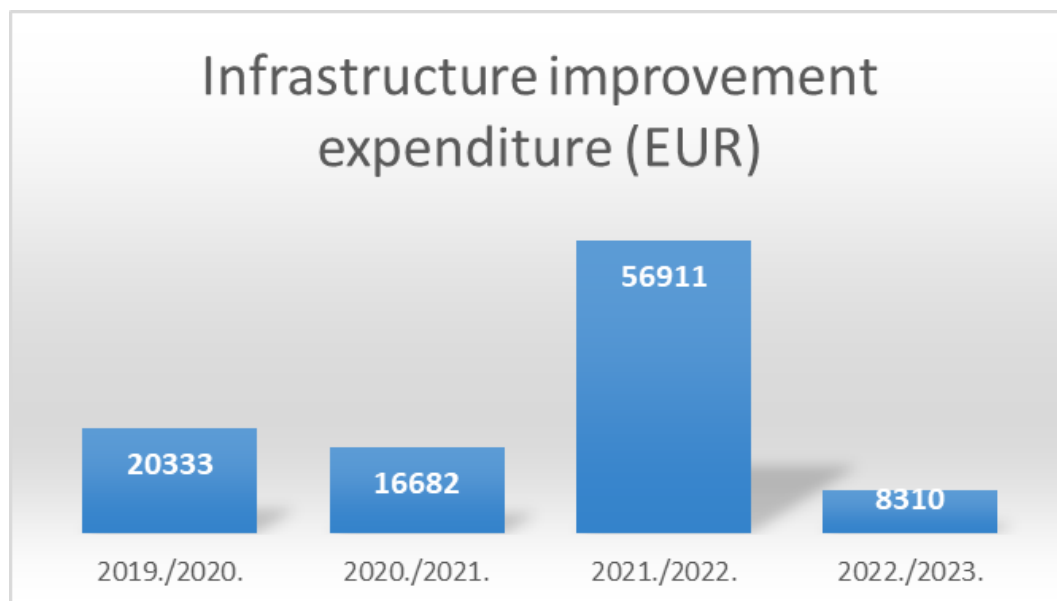


Figure 2.3.1.3.

**Infrastructure improvement expenditures (EUR)**



Every year the BIA receives the financial report of the certified auditor which certifies the financial stability of the BIA which is characterized by high financial ratios. The Board of the BIA uses the profit share for the development of material and technical facilities in accordance with the procedure prescribed by the Articles of Association.

As of 30 June 2022, BIA's total assets amounted to 6.4 million EUR, incl. funds - 2.4 million EUR, which allows the founders to quickly solve the financing issues of study programmes and study fields, as well as to do it in small groups within the framework of strategic specialisations. The financial position of the higher education institution is extremely stable, which is characterised by high indicators of liquidity, solvency and profitability (see the Appendix "[BIA Financial Stability Indicators.docx](#)").

The budget of the BIA Study direction “**Science of Law**” is developed in a dialogue between the founders, BIA management and heads of study fields. The respective representatives of the administration are personally responsible for the execution of the budget and the tasks planned in it.

The income of the BIA Study direction “Science of Law” is made up of the following major funding sources:

- Income for studies (student tuition fees and other services related to the learning process).
- Income for scientific activity (project financing from the state budget, income from scientific works, EU structural funds and other incomes).
- Other income (funds from Latvian and international projects, income from renting, selling books, organising various courses, etc.).

The amount of tuition fees and the payment procedure for each academic year are determined by the BIA Board and approved by the Senate. Until the start of studies, individual study agreements are concluded with all students, which are valid for the entire study period.

The types of discounts and the arrangement system are determined in the document “[Regulations on studies at the Baltic International Academy](#)”. The main goal is to create a system of student support and motivation. While studying at BIA, students may apply for study and student loans. Every academic year, the number of BIA-financed budget places in full-time studies is determined by the order of the Board; the competition for budget places is regulated by the “[Regulations on the competition for budget places](#)”. (Only in Latvian) The income of the BIA Study direction “Science of Law” from tuition fees are reflected in Annex.

The tuition fee depends on the place of study (see Table 2.3.1.4.).

Table 2.3.1. 4.

*Annual tuition fees at the Study Field “Science of Law” for the 2021/2022 academic year (EUR)*

<b>Branches name</b>	<b>Short-cycle professional study program “Science of Law”</b>	<b>Academic bachelor study programme “Science of Law</b>	<b>Academic / professional master study programme “Science of Law”</b>	<b>Doctoral study programme “Law”</b>
	<b>Full time</b>			
Riga	1700	1700	1800	2500
	<b>Part time</b>			
Riga	1500	1500	x	x
Daugavpils	1000	1000	x	x
Liepaja	x	1000	x	x

It can be noted as a benefit that until the 2022/2023 academic year, tuition fees were not increased.

Table 2.3.1.5.

Annual tuition fees at the Study Field "Science of Law" for the 2022/2023 academic year (EUR)

<b>Branches name</b>	<b>Short-cycle professional study program "Science of Law"</b>	<b>Academic bachelor study programme "Science of Law"</b>	<b>Academic / professional master study programme "Science of Law"</b>	<b>Doctoral study programme "Law"</b>
	<b>Full time</b>			
Riga	2050	2050	2150	2500
	<b>Part time</b>			
Riga	1700	1750	x	x
Daugavpils	1250	1250	x	x
Liepaja	x	1250	x	x

Study fees in branches are lower than in Riga. Thus, accessibility to studies in the regions of Latvia is ensured.

Expenses of the BIA Study fields "Science of Law" are divided into five categories:

1. expenses for wages,
2. expenses for social insurance contributions,
3. expenses for goods and services (utilities, inventory, periodicals,
4. etc.),
5. expenses for share capital formation,
6. other expenses.

The main use of financial resources of the BIA is reflected in the Annex "BIA expenses". The classification of BIA expenses can be seen in Table 2.3.1.6.

Table 2.3.1.6.

*Classification of expenses of the Baltic International Academy*

<b>Type</b>	<b>Title of the article</b>	<b>Transcript</b>
Wage	Labor costs	Salary of academic staff; salary of administrative personnel, general personnel salary; benefits, health insurance, royalties for authors

Mandatory contributions of the employer's state social insurance, benefits and compensations of a social nature	Social insurance contributions and state risk levy	Mandatory social contributions according to the norms set by the laws of Latvia
Goods and services	Expenses related to the organization of the learning process	Education expenses; purchase of literature and formation of the library fund; expenses related to publishing activities; expenses related to the repair and maintenance of office equipment; seminars and training; other expenses (membership fees, permits and others); services of external organizations; business trip expenses, expenses related to the organization of exhibitions, summer schools, conferences, research expenses, student self-government expenses
	Maintenance of training rooms, service apartments	Community expenses; Property and building insurance, rent; economic expenses, expenses related to building repairs, transport services, other economic expenses
	Advertising expenses	Advertising expenses, production of advertising brochures, advertising in mass media, social networks, etc.
	Administrative costs	Payment of postal and communication services, costs of stationery, costs of various accounting forms and reports. Legal services related to the preparation and audit of the annual report, as well as bank, transport and security costs
Capital formation	Depreciation of fixed assets and inventory write-off costs	Depreciation costs of intangible investments and fixed assets, inventory write-off costs

Other expenses and services	Expenses not related to core activities	Representation expenses, staff gathering events
	Target funding	Expenses within projects
	Salary of academic staff; salary of administrative personnel, general personnel salary; benefits, health insurance, royalties for authors	
	Mandatory social contributions according to the norms set by the laws of Latvia	
	Education expenses; purchase of literature and formation of the library fund; expenses related to publishing activities; expenses related to the repair and maintenance of office equipment; seminars and training; other expenses (membership fees, permits and others); services of external organizations; business trip expenses, expenses related to the organization of exhibitions, summer schools, conferences, research expenses, student self-government expenses	
	Maintenance of training rooms, service apartments	Community expenses; Property and building insurance, rent; economic expenses, expenses related to building repairs, transport services, other economic expenses
	Advertising expenses	Advertising expenses, production of advertising brochures, advertising in mass media, social networks, etc.
	Administrative costs	Payment of postal and communication services, costs of stationery, costs of various accounting forms and reports. Legal services related to the preparation and audit of the annual report, as well as bank, transport and security costs
	Depreciation costs of intangible investments and fixed assets, inventory write-off costs	
	Representation expenses, staff gathering events	
Target funding	Expenses within projects	

A significant part of expenses is made up of wages, which together with employer's mandatory social insurance contributions make up 67.2% of expenses. The second important expense item is utility payments and expenses for maintaining the material and technical base, which make up half of the total amount of goods and services. It should be noted that BIA owns private real estate (*Riga, 4 Lomonosova Street; Riga, 1/4 Lomonosova Street; Daugavpils, Dzelzceļu 3; Liepāja, Liedaga 3*), which are used for organising the learning process. In general, the expense structure of the Study Field "Science of Law" corresponds to average indicators in Latvian higher education institutions. According to the statistical data of the Ministry of Education and Culture of the Republic of Latvia, a significant part of the expenses of higher education institutions is made up of wages, which, together with employer's mandatory social insurance contributions, make up 55% of the expenses.

In Annex you could see the expenses (EUR) per student for the Study Field "Science of Law". Accounting data of the academy were used in the cost calculation. The calculation was done by dividing expenses per student count. BSA does not use cost estimation in accordance with the Regulation of the MK No. 994 "[Procedure in which universities and colleges are financed from the state budget funds](#)" from December 12, 2006.

Even though the tuition fees differ for full-time and part-time students, the calculation of expenses is carried out in general for the study programs. The calculations of the accounting part show, that during the analysed period, the Study direction "Science of Law" managed to maintain a positive balance between incomes and expenses.

The expenses of the short-cycle professional study programme "Science of Law" per student is 1003 Euros per year. In the 2021/2022 study year, tuition fees in the short-cycle study program: full-time - 1700 Euros per year; part-time Riga - 1500 Euros per year, in branches - 1000 Euros. Considering the number of students in the study programme (as of 01.10.2022, 50 students), the financial support of the short-cycle professional study program "Science of Law" is sufficient.

The expenses of the academic Bachelor study programme "Science of Law" per student is 1 050 Euros per year. In the 2021/2022 study year, tuition fees in the academic bachelor's study program: full-time - 1700 Euros per year; part-time Riga - 1500 Euros per year, in branches - 1000 Euros. Considering the number of students in the study programme (as of 01.10.2022, 222 bachelor students), the financial support of the academic bachelor study programme "Science of Law" is sufficient.

The expenses of the master study programme "Science of Law" per student is 1 270 Euros per year. In the 2021/2022 study year, tuition fee in the master's study program full-time - 1800 Euros per year. Considering the number of students in the study programme (as of 01.10.2022, 31 master students), the financial support of the Master study programme "Science of Law" is sufficient.

The expenses of the Doctoral study programme "Law" per student is 1815 Euros per year. In the 2021/2022 study year, tuition fee in the doctoral's study program full-time - 2500 Euros per year. Considering the number of students in the study programme (as of 01.10.2022, 11 doctoral students), the financial support of the Doctoral study programme "Law" is sufficient.

The financing system is organised in such a way that every student, regardless of the number of students in the group, meets all the conditions for quality education. That means ensuring the necessary number of contact hours, availability of library resources, e-study environment, research activities. In order to ensure the effectiveness of the program, if the number of students is small, similar study courses are implemented in streams for students of several study programs.

Funding for science is developed mainly from own resources and from EU structural funds. Expenses include wages for researchers, professors and associate professors. Expenses also

include the organisation of annual conferences “International Research-to-Practice Conference “Society Transformations in Social and Human Sciences” and International Scientific Conference “Time of challenges and opportunities: challenges, solutions, perspectives”, the costs of business trips and participation fees for participation in international conferences, Baltic Journal of Legal and Social Sciences publishing expenses and editions of the editorial board.

Table 2.3.1.7.

*BIA expenses for carrying out scientific activities, thousand EUR*

	2020	2021	2022
Incomes from the state budget and funding from EU structural funds	17,6	26,6	13.8
Self-financing	395,8	372,7	392.3
<b>BIA Total</b>	<b>413,4</b>	<b>399,3</b>	<b>406.1</b>

BIA budget priorities outside academic and scientific core activities are as follows:

- Co-financing in EU-supported projects, as these projects make a significant contribution to the implementation of BIA's common goals,
- Increasing safety (personnel health insurance, work and environmental safety),
- Strengthening interaction with social partners and society,
- Building a social support network for BIA personnel,
- BIA image-building.

Considering the above, it is concluded that the financial resources for the Study direction “Science of Law” are sufficient and ensure the sustainability of the study field and study programmes. The financial position of the study field is stable, which serves as a “safety cushion” in case the number of students suddenly drops.

**2.3.2. Provide information on the infrastructure and the material and technical provisions required for the implementation of the study field and the relevant study programmes. Specify whether the required provision is available to the higher education institution/ college, available to the students, and the teaching staff.**

Every year the BIA continues to develop the infrastructure and facilities necessary for studies (see Table 2.3.2.1).

*Table 3.2.1. Premises at the Baltic International Academy*

Address	grounds	Total area in BIA branches (m2)		
		Riga	Daugavpils	Liepaja
Area of study and research premises - total		7135	2146	1110
Lomonosova street 4, Riga	SIA BSA property	3408		
Lomonosova street 1/4, Riga	SIA BSA property	3727		

Dzelzceļu street 3, Daugavpils	SIA BSA property	2146		
Liedaga street 3, Liepaja	SIA BSA property			1110
Hostel area	SIA BSA property	70.4	196	57.1

### Key directions of the development of the facilities in the study direction “Science of Law”:

- Purchase of study and scientific literature and periodicals.
- Purchase and modernization of computer equipment, creation of a new computer lab.
- Enhancement of students' access to the Internet.
- Repair and equipping of classrooms.

Table 3.2.2. BIA computer system description as of 01.10.2022.

Title	Total	Riga	Daugavpils	Liepaja
Computers (total)	363	256	64	43
- students	264	173	55	36
- administration	99	83	9	7
Printers, copying equipment, scanner	69	51	12	6
Multimedia projectors, TV	51	39	6	6

The details for each of the above addresses specifying premises in Riga, premises in Daugavpils, premises in Liepaja, are provided in the annexed Excel.

Within the framework of various study programmes, the TV-bridge system of the Baltic International Academy is actively used. Media Bridge is additionally equipped with multimedia equipment (projectors, camcorders, etc.) and has large lecture halls in Riga (200 seats). This system allows real-time lectures to be broadcast in Riga to BIA branches in Daugavpils and Liepaja.

The system has been created with the aim of expanding the possibilities of the best lecturers to reach the widest possible audience and to secure bi-directional communication during the classes: lecturer - students; students - lecturer. It is possible to organize seminars, scientific conferences, councils, etc. with real-time video and audio broadcasting. The TV-bridge is also often used by foreign visiting professors, public and political figures during their lectures. The students may set individual tutorials with teachers from Riga branch offices via the Internet (Skype or BigBlueButton).

BigBlueButton complex features:

- Unlimited camcorder connection (up to 256 cameras at one point) with relatively high resolution 768x576 (PAL);
- conversion of multiple video signals - PAL, NTSC, SECAM;
- audio and video recording capability, incl. high precision: by timer signal;
- high recording speeds (up to 400fps);
- communication protocols TCP / IP, ISDN, X-25;
- two-level system of self-control;
- multifunctional tuning system;
- various modes, incl. User Defined

New equipment and hardware for the programme is purchased as part of BIA's technical



development plan. At present, the study process in the programmes is implemented in well- and technically equipped classrooms. The study process is adequately supported by:

1. Copying equipment;
2. visual presentation equipment (multimedia video projectors; DVD / VHS equipment);
3. computer hardware;
4. TV equipment providing for teleconferencing.

BIA students and academic staff have a permanent opportunity to work on the Internet, use e-mail.

WEB Meetings or teleconferences are the most important element of the Blended system. The TV Bridge System consists of audio and video signal receiving and transmitting equipment to which multiple camcorders are connected, multimedia projectors that allow real-time lectures to be delivered over the Internet with the teacher and classrooms located far apart. The system allows to record guided TV bridges and to convert, burn to CDs. The speed of the Internet connection in the TV bridges' connected branches satisfies the requirements and does not interfere with the operation of the TV bridges. As a result, the system achieves high picture resolution and audio synchronization.

The teleconferencing system is provided with specially designed training methodological kits that include study aids and tests (both paper and electronic) as well as Power Point format presentation materials via the BIA website. The early experience of TV Bridges proves the necessity and effectiveness of multimedia labs that provide for the centralized preparation of electronic versions of slides and educational materials.

*Software to use:*

Operating systems: Microsoft Windows 2000/ XP.

Office software: Microsoft Office 2000/ XP / 2003/2007, Microsoft Office Viewers with Compatibility Pack, OpenOffice 3.0-3.3, Proofing Tools, Adobe Acrobat Reader 9/10, DJView, Cognitive Technologies Cunei Form 12, CD Burner XP Pro 4, 7zip 9, Mozilla Thunderbird 3.1, Microsoft Outlook Express, Skype 3.5-5.1.

Browser: Mozilla FireFox 3.6, Opera 10, Google Chrome, Microsoft Internet Explorer.

Multimedia applications: VLC, WinAMP, Windows MediaPlayer, Ffdshow, Qtime, Macromedia Flash Player, Macromedia ShockWave player.

Graphic applications: Microsoft Paint.NET, Gimp, Inkscape.

Other software: KAV 6, RealVNC, Java REu.c.

*Additional program provision in Riga:*

Operating systems: Windows Vista/7/Server 2003/Server2008, Unix FreeBSD, CentOS, MacOS

Office programs: Abby FineReader, Nero.

Browsers: Safari.

Graphical applications: Adobe Creative Suite, Corel DRAW, Macromedia Studio, Final Cut, Adobe Premiere.

Applications for designing: Autodesk 3DMAX, Autodesk AutoCAD, BCAD, ArchiCAD.

Other programs: Audacity, NVU, Tilde Jumis, Trados, Amadeus, iScala, Parallel Desktop, FoxPro, Virtual PC, GNU C++ compiler, Lazarus, Polinom, Octave, MASM, Xilinx WebPack.

**2.3.3. Provide information on the system and procedures for the improvement and purchase of the methodological and informative provision. Description and assessment of the availability of the library and the databases to the students (including in digital environment) and their compliance with the needs of the study field by specifying whether the opening times of the library are appropriate for the students, as well as the number/area of the premises, their suitability for individual studies and research work, the services provided by the library, the available literature for the implementation of the study field, the databases available for the students in the respective field, the statistical data on their use, the procedures for the replenishment of the library stock, as well as the procedures and possibilities for the subscription to the databases.**

The [scientific library](#) of the Baltic International Academy (from 15 January 2004 included in the Library Register of the Ministry of Culture of the Republic of Latvia with No. BLB0530, [BIA Library Registration Certificate](#)) (Only in Latvian) is a member of the [Association of Latvian Academic Libraries](#) (LATABA), which gives the opportunity to use the library funds of all 25 LATABA members (see the list of members here: [LATABA members](#)). (Only in Latvian)

The BIA Scientific Library cooperates with the library of the European Union Information Agency (ESIA - [ES Māja \(esmaja.lv\)](#)).

Library activity is regulated by the [Library Law](#).

At the beginning of the 2022/2023 academic year, the Scientific Library of the BIA consists of the Central Library in Riga and [5 Information and Service Points \(ISP\) \(libraries\)](#) in Daugavpils, Liepāja, Jelgava, Smiltene, and Jēkabpils. Until 2022/2023, ISP were also in Rēzekne and Ventspils. Educational literature, periodicals, electronic databases, as well as other resources necessary for students and academic staff are available in each ISP (library). [The entire collection of the BIA library is included in the electronic catalogue](#). You can also order a book or a scan of necessary chapters from it, or a necessary article from a scientific journal from the BIA Central Library in Riga at any Information and Service Point. Information and Service Points (ISP) have been created to facilitate access to information for BIA students living far away and are also available to students of other LATABA member universities.

The BIA Central Library is located in Riga at 1/4 Lomonosova Street. SL ISPs are located according to branch addresses.

The library is open **55.5** hours a week, including Saturdays, with extended hours during the session:

Monday: 11.00 a.m. - 6.00 p.m.

Tuesday, Wednesday, Thursday: 9.00 a.m. – 6.30 p.m.

Friday: 9.00 a.m. - 8.00 p.m.

Saturday: 9.00 a.m. - 5.00 p.m.

Users have the opportunity to contact the library and any ISP by phone and e-mail, order books to branches, use any of the 10 reading rooms, use a “quiet” reading room, work with a library or personal computer, use free Internet and Wi-Fi, copy, print, and scan necessary documents. ALL library facilities are accessible to people with mobility impairments.

In the library, it is possible to prepare literature according to the topic of the term paper, Bachelor's

or Master's thesis upon request.

The library staff works with EVERY student individually, helps to find the necessary source of information in the electronic catalogue, on the shelf, and in databases.

Library employees actively participate in events that contribute to raising professional qualifications: they study in methodical courses, follow changes in the library industry, participate in professional scientific conferences, visit the libraries of other universities both in Latvia and abroad, using the offers of the Erasmus programme, follow the publication of new books, and both students and teaching staff are informed about them.

There are also 5 Information and Culture Centres (ICC) within the scope of the library:

- German-Speaking Countries Language and Culture Centre
- Slavic Culture, Literature and Language Centre (Polish, Ukrainian, Russian)
- Latvian Culture and Latvian Language Information Centre
- European Union Information Centre
- Nordic Information Centre

### **Assessment of informational resources (library and available databases)**

The **aim** of library's activity is to provide the study and research process with the necessary information resources, improving and facilitating the availability of library services and using information technologies to achieve the aim.

The Baltic International Academy has an appropriate material base, a modern library, which has available literature, periodicals, electronic databases, as well as other resources needed by students and academic staff.

Members of the library staff regularly participate in professional development events both in Latvia (National Library of Latvia, LATABA) and abroad (Erasmus+, Poland).

The BIA always followed the rapid pace of information technology development by modernising computer classrooms (in Riga - 6, in branches - 8), libraries, auditoriums. The BIA was the first higher education institution to establish a TV bridge system between Riga and branches. The years of the Covid-19 pandemic contributed to an even greater digitisation of the process and a rapid reorientation of work in higher education institutions as a whole, including libraries. The library provides the study and reference literature necessary for the study process, access to databases and press releases, provides services to the students and academic staff of the academy: computerised workplaces in the daily study process, copying, printing, and other services. The library offers students, lecturers and academy employees consultations on the use of e-services, training for improving information search skills, provides bibliographic references, compiles lists of theses and Master's theses and stores the best ones. At the beginning of the BIA study period, every new student has practical classes that introduce the library's collection, the possibilities of using electronic resources, the rules of library use. Since such an introductory course is compulsory for all admitted students, it is equated to the student's research activity (scientific internship). The library offers Interlibrary subscription services, which are actively used both within the BIA library system and between state libraries.

There were a total of 25,131 library visits in the 2022 academic year. There were 12,747 users in Rīga, 3,828 in Daugavpils, 2,956 in Liepāja, 3,498 in Jelgava, 855 in Smiltene, 1,247 in Jēkabpils.

The website of the BIA [Library](#) contains information about the library, a link to its electronic catalogue and terms of use, as well as information about library's new acquisitions.

### **Methodological and informative provision**

**The collection of the library is replenished according to the study programmes of the Academy.** A wide collection of methodical and scientific information sources, which is regularly supplemented with the latest literature, contributes to the successful course of the study process.

Publications in the **Latvian language** relevant to the implemented programmes are purchased **in full** both in the Central Library and at all Information and Service Points in proportion to the number of students. Fundamental classical textbooks **in English** by respected authors are procured obligatory for the Central Library and, if possible, for ISP. To a lesser extent, the collection is supplemented with valuable publications in Russian.

The **replenishment** of the BIA library collection is carried out in close cooperation with study programme directors and lecturers, according to lecturers' compulsory literature lists and book supply and demand in the market. The number of books purchased is proportional to the number of students. Donations from other universities and donations from private individuals also become an integral part of the collection. Recently, the collection of educational literature has been significantly updated. The number of books in English was significantly increased, while editions that had lost their relevance were excluded from the collection.

As of 2018, 1,808 books have been purchased (in Riga and branches) for a total amount of EUR 28,587.23, of which 802 books are in Latvian and 435 in English.

During the reporting period, a total of 1035 books were received as donations, of which 257 are in Latvian, 348 in English and 430 in other languages.

#### **BIA library space capacity and fund assessment**

<b>Branch</b>	<b>Area</b>	<b>Number of workplaces</b>	<b>Computers</b>	<b>Number of employees</b>
<b>Rīga</b>	Reading rooms - 5, <b>379</b> sq.m Cultural Centres - 6, <b>358,3</b> sq.m	For students - <b>82</b> For employees - <b>6</b> In Cultural Centres - <b>152</b>	For students - <b>24</b> For employees - <b>6</b>	6
<b>Daugavpils</b>	Reading rooms - 3, <b>136</b> sq.m	For students - <b>24</b> For employees - <b>3</b>	For students - <b>14</b> For employees - <b>2</b>	1
<b>Liepāja</b>	Reading rooms - 2, <b>64</b> sq.m	For students - <b>25</b> For employees - <b>1</b>	For students - <b>4</b> For employees - <b>1</b>	1
<b>Total</b>	Reading rooms - 10, <b>579</b> sq.m Cultural Centres - 6, <b>358,3</b> sq.m	<b>141</b>	<b>51</b>	8

#### **Library collection dynamics, books by language in Riga + ISPs**

	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>1-st half of 2023</b>
<b>Latvian</b>	31624	31698	31712	31816

<b>English</b>	4229	4609	4997	5077
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Subscribed databases are available to students and academic staff for research and studies (*In Appendix: "BIA electronic databases"*).

Database subscription takes place at the Culture Information Systems Centre and Business Information Office and is ensured by participation in EU Projects that offer subscription to SCOPUS and Science Direct databases. In turn, the databases and electronic platforms subscribed to by the National Library of Latvia (LNB) are available to all LATABA members for use at work and at home (It is necessary to fill in the questionnaire and receive an individual username and password for LNB: <https://www.lnb.lv/en/resources/tiessaistes-abonetas-datubazes/>)

BIA management follows the development of new information technologies, innovative processes in higher education, finances their implementation in the Academy as much as possible, continuing to purchase books in traditional paper format.

During the reporting period, books for the study field "Science of Law" were purchased for a total amount of 3'803.01 euros. That books for the amount of 1000.21 euros were also purchased for the library's collection with topics related to the mentioned field of study. 32 books were accepted as donations from students and teachers - mostly electronic editions in English.

In order to supplement the collection of books with the necessary literature, the lecturers of the study direction prepare an application for the purchase of the necessary literature and submit it to the head of the BIA library.

A summary of the collection of books for the field of study "Science of Law" is available in the Appendix "*BSA library collection "Law. Jurisprudence" summary-analysis"*.

The head of the library compiles received applications and coordinates the procurement budget with the Board. After the budget is agreed, the necessary books are purchased.

**2.3.4. Provide a description and assessment of information and communication technology solutions used in the study process (e.g., MOODLE). If the study programmes within the study field are implemented in distance learning, the tools specially adapted for this form of study must also be indicated.**

BIA uses the Moodle e-learning platform (hereafter - Moodle) as a modern complementary solution in the study process. The use of Moodle environment is topical due to the rapid development of the use of information technologies in society and the need to introduce new educational technologies in the learning process, which enable students to connect to the study processes at any time and from any place. Therefore, the effective use of Moodle helps to improve student achievement, the quality of education, the openness of the scoring system for monitoring the learning process, self-monitoring, diagnostics, as well as mutual exchange of information.

Using Moodle system allows to ensure: differentiated delivery and interactivity of learning; repetition of learning material; continuous learning and methodological support; learner self-monitoring; creation and implementation of individual learning plans; confidentiality of learning; a more successful learning process through objective feedback.

For each study course, the lecturer develops a course description in accordance with the BIA-approved regulations, study course materials, which include theoretical material, student self-

examination tasks, independent work tasks, criteria for assessing learning outcomes. The lecturer uploads the course materials to their Moodle classroom, including survey templates that can be used by the teaching staff to provide feedback upon completion of the course, making it easier for teaching staff to create the course in Moodle.

According to the Rector's order, student attendance is recorded in Moodle. The IT Service Centre ensures constant monitoring of the information and communication technology infrastructure and timely resolution of user support issues.

Moodle provides a mutual virtual communication environment where one can share news, useful information or take part in a discussion. The environment allows not only the input of text fields but also the addition of images, videos and presentations on specific topics, areas of activity. Students have access to various Moodle resources and activities that allow them to participate, e.g. as a guest, in any of the Academy's classes. Moodle docent can create different activities for students, use their own set of Moodle tools.

Students, following the instructions in the course, have the possibility to access at any time the educational materials published in the e-learning environment, to access recordings of lectures and online seminars; to complete group assignments and store general information; to use the environment to submit and receive feedback on independent work; to view test results; to communicate with the lecturer and other participants in the educational process via e-mail and other means of communication available in the e-learning environment, as well as to participate in discussions. Summarizing the students' evaluation of the accessibility, convenience or disadvantages of using Moodle, it can be concluded that the students desire to modernize it, which reflects their practical experience in its use, as well as their activation of independence in the use of digital tools in the study process. If the lecturer makes video recordings of the lectures, they are made during the lectures using the *Big Blue Button* and are only available to part-time face-to-face students who are included as Participants for the course. If the study courses have video lecture recordings, they are integrated into the Moodle study courses using the *Big Blue Button*.

Moodle is suitable for both group and individual lessons. Moodle has proven itself and its meaningful use not only in workshops and seminars, but also in project activities, which are relevant in the current digitalisation of education. The systematic use of Moodle and the sequencing of modules and activities in the course delivery contribute to unlocking of the pedagogical potential of teaching while maintaining feedback. Moodle allows the teacher to interact more effectively with the students. However, the successful use of Moodle requires further training of teachers, good collaboration opportunities and access to this educational technology, technical and administrative support, as Moodle develops new tools that can be used to improve the study process.

Student self-control in the Moodle system: tasks in the form of questions and tests, each of which is designed to test knowledge in the relevant study course. The results of the test for self-control ensure the verification of students' knowledge, abilities and skills development of certain competencies.

Self-control of teachers in the Moodle system:

- monitoring and analysis of the results of completed test tasks allows drawing conclusions about the progress of the student's work in studying the study course, providing information about errors,
- shortcomings and gaps in his knowledge;
- monitoring students' attendance at lectures;
- the ability to automatically evaluate completed tasks in accordance with established requirements.

Confidentiality is ensured by the personal data protection of the Moodle system. Depersonalization of personal data - without the use of additional information, it is not possible to determine the ownership of personal data by a specific User. Establishing restrictions on student and faculty use. Encryption of evaluation results, availability only to a specific student about his results and to the lecturer.

### **2.3.5. Provide information on the procedures for attracting and/or employing the teaching staff (including the call for vacancies, employment, election procedure, etc.), and the assessment of their transparency.**

The mission of BIA is ensured by the highest qualified academic staff, which consists of professors and associate professors, as well as other qualified teaching staff and scientists (docents, lecturers). Administrative staff, as well as technical and service personnel, serve to achieve academic objectives.

The aim of the BIA staff policy is to provide qualified, professional and motivated employees to achieve high operational efficiency of the Academy. The BIA uses the elected academic staff in the implementation of the study field, as well as attracts teaching staff - foreign lecturers, as well as practitioners who are specialists in the field.

BIA promotes a flexible and attractive recruitment policy. The work of experienced practitioners not having a scientific degree is also used. In order to improve and diversify the study process, first of all for the teaching of applied knowledge, the use of teaching staff and guest lecturers on short-term contracts is supported. BIA uses opportunities to attract foreign specialists.

Uniform, special approach criteria for academic staff elections are reflected in the "[Regulations on the Academic Positions of the BIA](#)". The selection of academic positions is based on an open competition taking into account the requirements of the person's academic qualifications and professional competence. In the election of the academic staff, uniform criteria are set, the most important of which are the achievements of the scientific and pedagogical activity, as well as the coherence of the respective field with the mission of the BIA. The Senate of the BIA shall announce an open competition for professors and associate professors for the vacant academic positions of the BSA at least one month before the elections, by publishing an advertisement in the official publisher of the Republic of Latvia "Latvijas vēstnesis" and the BIA home page. The academic staff is appointed by the BIA Senate, concluding employment contracts with them for six years, while guest teaching staff are contracted for a specific semester of the academic year. With the elected person, the BIA rector concludes an employment contract with a salary corresponding to the person's academic position. Vacancies are advertised in an open competition by following regulatory enactments.

Guest teaching staff are invited to the direction study programs, who are excellent specialists in fields such as: combating corruption (J.Strelčenoks, former head of the Prevention and Combating of Corruption), mediation and conflictology (5-star certified mediator V.Portere), combating money laundering (AML certified specialist D.B.Gratkovskis), in the protection of children's rights (Dr.iur. I.-J.Mihailovs), in the field of administrative law (Dr.iur. L.Menģele-Stellere, head of the Legal Department of the State Forest Service, lecturer at the School of State Administration), criminal law in the field (Dr.iur. D.Kuzelewski, associate professor from the University of Bialystok) and c.

Differences between elected teaching staff (academic staff) and guest teaching staff see Table

3.5.1.

**Table 3.5.1.**

*Differences between elected teaching staff (academic staff) and guest teaching staff*

	<b>Academic staff</b>	<b>Guest teaching staff</b>
1	Recommendation of the Study Field Council	Announcement without tenders
2	Announcement of the competition for recruitment with the advertisement in the <u>Latvijas Vēstnesis</u> newspaper and on <u>cvmarket.lv</u> and BIA website.	
3	The results of the competition are approved by the Senate (up to and including the position of docent) or the Departmental Council of Professors (for professors and associate professors)	At the discretion of the Head of Study Field, according to the decision of the Study Field Council
4	An employment contract for a period of 6 years is concluded with approved persons	An employment contract is concluded for no longer than 2 years (for the duration of the semester, according to the scope of the study course)
5	Vacation (8 calendar weeks)	In proportion to the time worked
6	May participate in the elections of BSA representative and management institutions and be elected in them	May not participate
7	May work in one position only, including as a senior researcher or researcher	May work in various institutions as visiting teaching staff
8	Registration in the list of higher education institution academic staff (State Education Information System (VIIS) Register)	Without the registration in the list of higher education institution academic staff (State Education Information System (VIIS) Register)

**2.3.6. Specify whether there are common procedures for ensuring the qualification of the academic staff members and the work quality in place and provide the respective assessment thereof. Specify the options for all teaching staff members to improve their qualifications (including the information on the involvement of the teaching staff in different activities, the incentives for their involvement, etc.). Provide the respective examples and specify the way the added value of the possibilities used for the implementation of the study process and the improvement of the study quality is evaluated.**

The qualification of BIA academic staff has the most direct impact on the quality of study and research work and covers all activities of the Academy: provision of necessary infrastructure, development of international cooperation, education field and study programmes, a vision of development of the scientific activity, etc. Improvement of the academic staff's qualification is both a means to improve the quality of study and research activities and a process that includes both the identification of the necessary competencies of the academic staff and the organization of the qualification improvement, the motivation of the academic staff and performance evaluation.



The qualifications of the teaching staff involved in the course of study fully meet the requirements of the Higher Education Law. In addition, most of the teaching staff are industry-recognized practitioners - experts (lawyers, prosecutors, judges, etc.).

*The BIA academic staff policy includes events of improvement of professional skills, that is:*

- participation in scientific conferences, scientific research, methodical seminars, development of methodical materials, experience exchange events in Latvia and abroad;
- The qualification of the BIA academic staff is monitored based on the academic staff policy developed by the Academy;
- It provides for careful selection of personnel, regular training and professional development.

The BIA has developed and implemented the following policy for the composition of academic staff:

- to ensure that all study courses are delivered by qualified, scientifically and methodologically trained lecturers with well-developed pedagogical and organisational skills, who use modern teaching methods in their work;
- the academic staff consists of highly qualified scientific and professional staff, most of them have a doctoral degree (BIA strategic goal is to reach 65%);
- to attract foreign specialists and lecturers from other higher education institutions for teaching according to the specifics of the programme/field;
- to attract representatives of the sector, expert specialists for teaching according to the specifics of the programmes/fields;
- teaching staff can work in an international environment by communicating and delivering lectures in different languages;
- the teaching staff are experts in the field in Latvia and in international environment;
- The Academy has a favourable and creative atmosphere for the professional development of the teaching staff.

For the implementation of the mentioned policy, the BSA operates a [System of stimulating and supporting the scientific activity of academic staff, master's and doctoral students](#).

As part of its academic staff policy, BIA encourages teaching staff to deepen their knowledge in various training or to improve their qualifications through doctoral studies. The Academy provides financial support to doctoral students by covering the costs of participation in scientific conferences and by supporting the inclusion of scientific papers in internationally recognised and cited publications, exchanging experience or teaching study courses within Erasmus+.

To promote the improvement of the qualification of the teaching staff, the BIA also holds elections of academic positions of the teaching staff, evaluating the results of scientific research work, pedagogical and organizational achievements of the teaching staff by following the requirements of regulatory enactments. The academic staff is elected for a term of six years. Elections provide a strong incentive for academic staff to maintain high performance. In its turn, the management of the higher education institution has an opportunity to evaluate, improve and renew the quality of the academic staff, opening new perspectives for development.

Lecturers' work is evaluated according to the level of knowledge and skills acquired by students. Student surveys are used to find out students' opinion on the work of the lecturer, the content and implementation of the study course.

BIA promotes the professional development of its teaching staff in several ways:

1. by participating in the inter-university methodological seminars, which are led by both Latvian and foreign experts;
2. by participating in the guest lectures of foreign lecturers organized by the BIA (information is

regularly published on the BIA website). For example, 12 guest lectures by foreign lecturers were provided to the students of the study program (see the Appendix of self-evaluation point 2.4 "Statistics data on foreign for teaching staff 2021-2023");

3. by participating in the scientific and business conferences organized by the BIA (BIA conference plan is posted on the BIA website <https://bsa.edu.lv/index.php/en/conferences/plan-of-conferences.html>)
4. by raising the level of knowledge of foreign languages by attending the English language courses organized at the BIA;
5. by raising the digital skills by attending the training courses organized by the BIA for work in the BIA MOODLE system;
6. by participating in the development and implementation of research projects;
7. by participating in exchange activities, including in the framework of the Erasmus+ mobility programme.

*In order to promote the professional development of the teaching staff, they are provided with the following support:*

- free attending of the inter-university methodological seminars and training courses for work in the BIA MOODLE system;
- co-financing of the English language courses;
- co-financing of participation in the scientific and business conferences organized by the BIA and the conferences organized by the other universities;
- co-financing of publication of scientific articles in the internationally recognized databases and scientific journals;
- attracting financial resources for the mobility of teaching staff and their participation in the international visits, involving the financial opportunities which were insufficiently used before or not used at all.

These opportunities have already added value to the implementation of the study process and the quality of studies: the number of internationally recognized publications, including WOS and Skopus databases, practically all lecturers are able to work remotely using e-environment (BIA MOODLE system and BigBlueButton system).

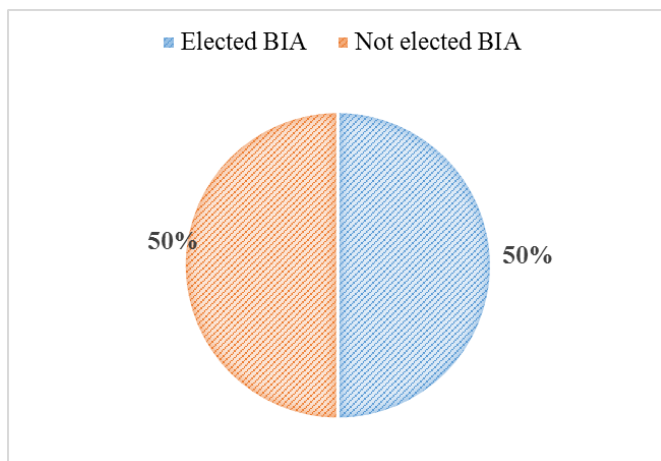
The added value of the opportunities used by BIA teaching staff for the implementation of the study process and the quality of studies is confirmed by the teaching staff of the study direction:

- results of scientific and research activities, including significantly increasing their participation in international scientific conferences and the number of publications in ERIH+, Web of Science, EBSCO, etc. in indexed journals (see point 2.4 of the Self-assessment and Appendices),
- teaching study courses within the framework of Erasmus+, significantly improving teaching study courses within the framework of Erasmus+, significantly improving and expanding their mobility (see Self-assessment point 2.5.3 and Appendices);
- qualification improvement. For example, I. Gafta on 19.06.2022. has studied the advanced training courses (180 ac.h.) "Theory and practice of scientific and pedagogical approaches in education" of the University of Information Systems Management, 22.02.2022. completed the EUROPEAN ACADEMY OF SCIENCES&RESEARCH courses "Research Design: Inquiry and Discovery Course" (10 ac.h.), 28.08.2023. participates in the conference of education workers organized by the European Commission "The European Union - in everyday life and in the classroom" (6 ac.h.). In June 2023, BIA teaching staff A.Gabrielyan, K.Jablonska, H.Šimkuva have studied international ELFA courses "Modern features of Human Rights protection in the countries of the Three seas" (1 ECTS).

**2.3.7. Provide information on the number of the teaching staff members involved in the implementation of the relevant study programmes of the study field, as well as the analysis and assessment of the academic, administrative (if applicable) and research workload.**

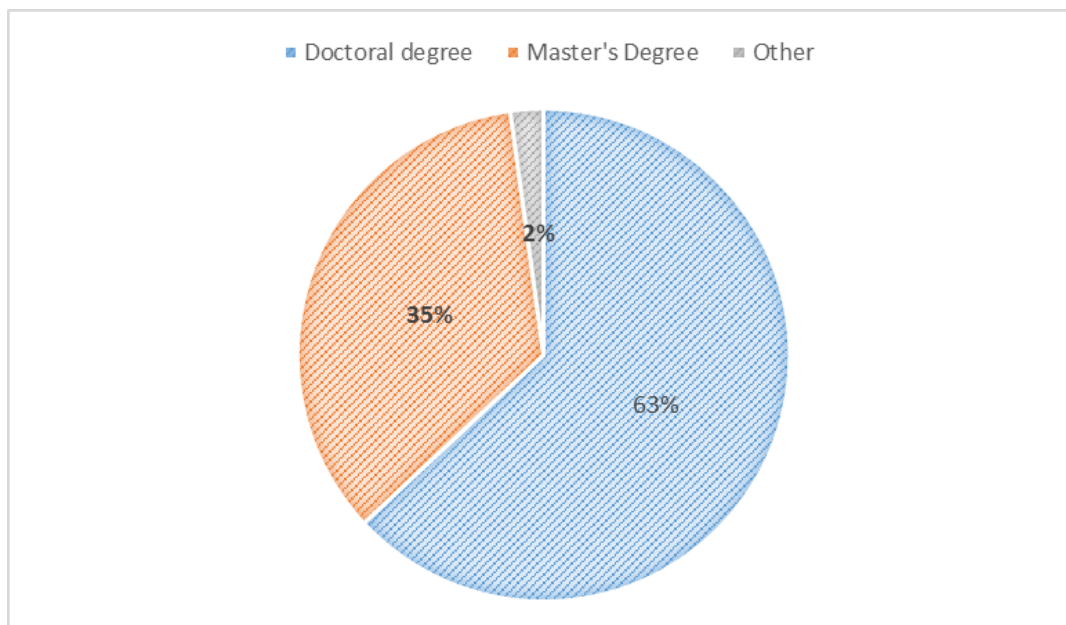
Studies in the study direction "Science of Law" are provided by 46 teaching staff, of which 23 (50%) are elected at the BIA.

***Proportion of the elected academic staff in the Study direction "Science of Law"***



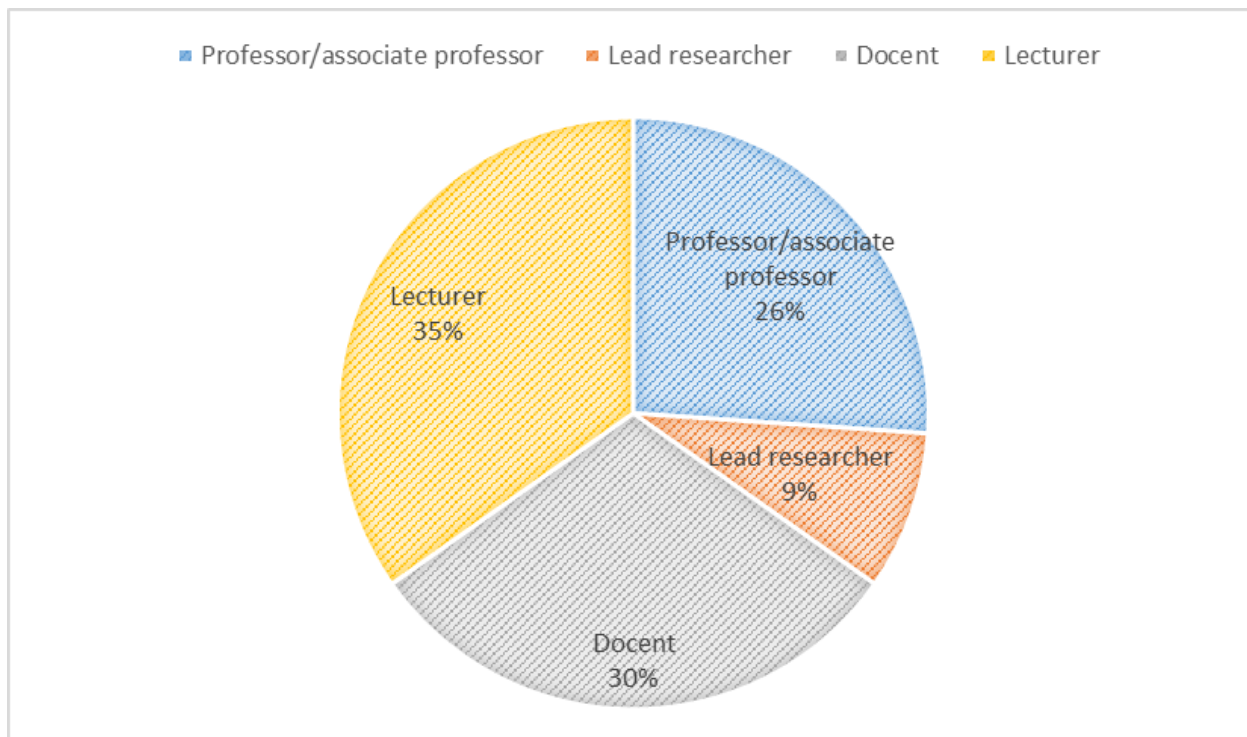
In the study direction "**Science of Law**" studies are provided by 46 teaching staff, from which 29 (63%) have Phd, 16 (35%) with Master degree, others - 1 (2%).

***Scientific degree of the Academic staff in the Study direction "Science of Law"***



In the study direction "**Science of Law**" studies are provided by 46 teaching staff, from which 12 (26,09%) are professors and associate professors, 14 (30,43%) docents, 4 (14,09%) leading researchers and 16 (34,78%) lecturers.

***Academic positions of the Academic staff in the Study direction "Science of Law"***



Therefore, the academic staff has academic degrees and positions that correspond to the implementation and achievement of the goals and tasks of the study programs of the direction.

The academic staff involved in the course of study is highly qualified and competent, and ensures that the students acquire the necessary research skills, theoretical knowledge, skills and competencies.

The analysis of the academic and research workload of BIA teaching staff takes place both in the planning of the study process, in the development of self-assessments of study directions and study programs, and in the evaluation of the self-assessment questionnaire of teaching staff before being elected to an academic position.

The size of the workload of BIA teaching staff is determined by the Regulations on the organization of payment of work and types of teaching workload for academic staff and guest lecturers (in Appendix, Only in Latvian).

The teaching load of BIA teaching staff is divided as follows:

- audience load (lectures, seminars, consultations, semester and final exams);
- workload outside the audience (participation in various events, organization and management of conferences);
- publications;
- writing, editing and reviewing scientific, teaching and methodical materials).

Workload – 1000 ac. hours per year. If the academic staff is involved in administrative work at the same time (rector, vice-rectors), their workload is limited to 50% or 70% (heads of study directions and study programs, branch directors and other administrative personnel). It is the responsibility of the Study Department and the Vice-Rector of Studies to monitor and control that the teaching load is reasonable and to provide timely information to the Rector and the BIA Board for decision-making and reallocation of the teaching load, as a disproportionate teaching load may affect the quality of teaching of the course.

The implementation of study programs of the direction "**Science of Law**" is conducted in Latvian. The knowledge of the State language of the involved teaching staff in the programs is confirmed by

the Appendix Knowledge of the State language of the academic staff of the study field Science of Law. The implementation of the Academic Master and Doctoral study programs is also applied for English language. The knowledge of foreign languages of the teaching staff involved in the programs is confirmed by the higher education document with the acquired specialty and the awarded qualification, as well as the self-assessment of the teaching staff in the European-level document EUROPASS, regardless of whether the language was learned in formal education or outside it, determining the level of proficiency in accordance with the common European guidelines for language learning (see Appendices *Curriculum Vitae in Europass format* and the *Study direction Science of Law English language skills of the academic staff*).

The analysis and evaluation of the research load of the teaching staff involved in the course of study is reflected in point 2.4.4 of the Self-evaluation.

**2.3.8. Assessment of the support available for the students, including the support provided during the study process, as well as career and psychological support by specifying the support to be provided to specific student groups (for instance, students from abroad, part-time students, distance-learning students, students with special needs, etc.).**

The support system available to students at the BIA is being developed in several directions.

BIA starts working with applicants before choosing a programme to start their studies, organising open days at the Academy or providing various types of individual consultations to applicants.

For first-year students in September, familiarisation with the study process at BIA begins During the Opening week of studies, where meetings with the BIA and study programme administration, testing in Latvian, foreign languages and informatics are planned in order to find out the level of knowledge of students, acquaintance with the resources of the BIA Library and culture centres is organised, etc. One of the most important tasks for the heads of study fields and programmes is the formation of a common understanding of students about career development issues, therefore, during the Opening week of studies, new students are introduced to the opportunities and topicalities of their career growth. First-year students are expected to communicate with the staff of the BIA Admission Committee on all issues related to the commencement of the study process at the Academy. In this case, the staff of the BIA Admissions Committee perform functions of curators of first-year students.

Teaching staff work individually with students and, within their capabilities, provide consultations and help them in the study process, if necessary, offer individual consultations, tasks to be completed at home, use of additional literature and study materials. The BIA has developed a set of measures that includes a student-centred individual approach, finding out the knowledge deficits of a particular student and providing individual support to reduce these deficits. Every BIA student is a personality whose development and growth is taken care of by all academy staff, incl. teaching staff, technical staff and administration. Employees of the Academy take into account the individual features, characteristics, skills and abilities of students in their daily work, as well as take care of the diverse development of students, contribute to the formation of personal growth and tolerance. Great attention by the BIA administration and lecturers is given to students with various problems in both studies and communication. Students who enroll and study in the BIA have different levels of knowledge from different regions of Latvia, as well as from abroad, of different nationalities and with different levels of knowledge of Latvian. There are also students who have different health, social and material problems. For example, persons with special needs studied in the field of Law during the reference period.

BIA does not have a separate educational programme available to learners with special needs. All enrolled learners are integrated into higher professional education programmes. The Academy is accordingly equipped and suitable for the admission of such students. In order for students with reduced mobility to move around the premises of the Academy, elevators are available and easy to use. The premises are all suitable and conveniently accessible to people with special needs. BIA has the necessary facilities for the qualitative provision for special needs of students.

BIA operates the Study Information Center (SIC) and the Dean's Office of Studies direction, which provide consultative assistance to students (on site, by e-mail, by phone) in all matters related to the organization of the study process, communication with the administration and teaching staff.

The BIA always strives for taking care not only of students' good educational opportunities but also their social needs and psychological support, to the extent possible it supports students in different life situations, particularly in problem situations. The primary support for students is programme directors who can be addressed in any life situation for tackling current matters.

Each study group has a group elder, who is nominated by the students, who ensures communication with the teaching staff, the director of studies and the BIA administration, creating a continuous study process.

## **2.4. Scientific Research and Artistic Creation**

### **2.4.1. Description and assessment of the fields of scientific research and/or artistic creation in the study field, their compliance with the aims of the higher education institution/ college and the study field, and the development level of scientific research and artistic creation (provide a separate description of the role of the doctoral study programmes, if applicable).**

Scientific activity is an integral part of the BIA operations, in which academic staff and students are participating. The research activities of the academic staff are one of the main directions of the BIA operations. In order to ensure a successful research process, the Council of Doctorate and the Doctoral school are operating in the BIA.

The research process in the BIA is coordinated by the pro-rector of sciences, who is in charge of the BIA Council of Science and is responsible for the academy's scientific research work strategy, implementation of the objectives set and the quality of the results achieved. The scientific activities of the BIA are:

- to provide science, research and innovations according to the research directions defined in the strategy of the operations and development of the BIA;
- to develop the scientific research capacity;
- to increase the number of employees in science by restoring and developing human resources of sciences, technology and innovation, promoting international excellence and quality;
- to maintain and improve the scientific infrastructure. Research work ethics are defined as key principles for the scientific activities of the BIA;
- the indivisibility of the pedagogical and research work;
- knowledge transfer;
- co-operation, interdisciplinary, integrity.

The research areas of the BIA Study direction "Science of Law" are the following:

Nr.	Research direction	Sector
1.	Contemporary trends in the modernization of law Civil rights	Civil law
2.	Development of the criminal process and its differentiation in Latvia	Criminal law
3.	Development trends of European Union law and their influence on Latvian legal framework	European Union law
4.	Legal culture of multicultural society	Social law
5.	Popular voting and legislative initiative of voters	Constitutional law
6.	Medical, treatment and patient rights in Latvia	Constitutional law, Civil law

By approving the results of scientific research activities, BIA teaching staff prepare scientific publications, articles and monographs, as well as participate in various international scientific research conferences (see Self-assessment Article 2.4.4.).

A.Lytvynenko, a doctoral student of the doctoral study program "Science of Law", has developed and prepared the study course "Medical Law" in 2023, after completing the results of his doctoral thesis, which was included in the academic master's study program of the Study direction.

In June, 2023, the BIA study direction "Science of Law" in cooperation with the Faculty of Law of the University of Bialystok, held the International Summer school " *Modern Peculiarities of Human Rights Protection in the Countries of the Three Seas*", within the framework of which scientists from five countries (Bulgaria, Georgia, Latvia, Ukraine, Poland) held lectures for 214 listeners from 20 countries (Latvia, Lithuania, Estonia, Poland, Germany, France, Hungary, Bulgaria, Czech Republic, Ireland, Turkey, Kazakhstan, Kyrgyzstan, USA, Great Britain, India, Israel). The Summer school was led by the director of the Study direction I.Gafta, but approving the results of scientific research activities, the teaching staff of the Study direction department gave lectures: I.Nikulceva, D.Ignatans, T.Jurkevica, R.Rublovskis, V.Volkovs, Information: [Summer school](#).

Every year, the Academy organizes an international scientific-practical conference "Transformation process in law, regional economy and economic policy: current problems of economic, political and legal relations", which is co-organized by Daugavpils University (Latvia); College of Accounting and Finance (Latvia); V.N. Karazin Kharkiv National University (Ukraine); Kyiv National University of Technologies and Design (Ukraine); Research Center of Industrial Problems of Development of NAS of Ukraine; Panevezys University of Applied Sciences (Lithuania); Simon Kuznets Kharkiv National University of Economics (Ukraine); Siedlce University of Natural Sciences and Humanities (Poland); University of Oradea (Romania); Kyiv Agrarian University of the National Academy of Agrarian Sciences of Ukraine (Ukraine); Lithuanian Sports University (Lithuania); Department of Economics, University of Messina (Italy); LTJSS's Priyadarshini College of Engineering (India); Polytechnic University of Portalegre (Portugal).

Every year in May, BIA organizes an international scientific and practical conference "Time of challenges and opportunities: problems, solutions, perspectives", co-organizers of which are V.N. Karazin Kharkiv National University, Ukraine; Uniwersytet Przyrodniczo-Humanistyczny w Siedlcach, Poland; College of Accounting and Finance, Latvia; Šiauliai State College, Lithuania; Department of Economics, University of Messina, Italy.



The moderator of the Legal Science section of both conferences is the head of the study direction "Science of Law" doc. I. Gafta, while the members of the scientific and editorial board are teaching staff involved in the implementation of the programs of the study area: prof., I. Plotka., as.prof. S. Buka., as.prof. T. Jurkeviča, as.prof. Ž. Caurkubule, as.prof. V. Volkovs and doc. B. Heimānis.

Within the framework of conferences, students, doctoral students and scientific staff of universities have the opportunity to exchange opinions and discuss the most pressing problems in the field of legal science. For more information on BIA conferences, see:

<https://bsa.edu.lv/index.php/en/conferences/scientific-conferences.html>

More information about the conferences organized by the BIA, scientific publications and scientific cooperation partners is provided in Article 2.5. of the Self-assessment.

Lectures by foreign lecturers were held for the students of the study direction, while BIA teaching staff held lectures for the students of foreign universities during the reporting period (see Article 2.5.1. of Self-assessment).

Therefore, the BIA study direction "Science of Law" ensures proper compliance of the scientific research activity with the goal of the study direction - to provide students with high-quality professional legal education and to improve their research activity skills and competences.

#### **2.4.2. The relation between scientific research and/or artistic creation and the study process, including the description and assessment of the use of the outcomes in the study process.**

During the report period, for the science research connection with the study process, the following general objectives and detailed objectives were identified for the BIA science council:

##### **General objectives:**

- to coordinate scientific research work in the BIA and its integration into the study process and acquisition of programmes (resp. the BIA's science pro-rector, the directors of study courses and study programmes);
- to develop and coordinate the research activities of students of the BIA (resp. study course and study programme directors).

##### **Detailed objectives:**

- to participate regularly in the approval of the topics or supervisors of the Master and Bachelor theses of the Master and Bachelor study programmes.
- to participate in the evaluation of the development process of the final theses, in the pre-defence of the Bachelor and Master theses, in the recommendation of the final theses for defence and their reviewing. (study programme directors, assistant professors).
- to participate in the development of the BIA's research directions and academy's progress strategy.
- to participate in the organisation and provision of the process of the BIA student scientific conference, to participate as experts in the conference. (study programme directors, faculty assistant professors).
- to clarify the standpoints of both internal and external stakeholders on the operations of the BIA KM, by carrying out surveys (oral or written) (analytical part of the BIA).



The research work performed by the academic staff is used in the preparation of the study course programmes and in the training of the students and has a direct impact on the study work. The research work of the academic staff leaves a direct and positive impact on the study work. The participation in conferences and project development gives an opportunity to provide an insight into the newest research directions, current scientific and practical work problems and their solution in the study work. The improvement of the study course content is also related directly to the research work and scientific activities of the lecturer. Students are involved actively in a variety of research activities, acquiring the abilities, skills and competences necessary for the performance of the research work. Students of all levels participate actively with their reports in both Latvian and international conferences. For Master and Doctoral students, publication of a scientific article is a compulsory condition.

In each study programme students are offered current research directions from which students can draw inspiration for their own researches. In co-operation with employers, students have an opportunity to research and develop studies important and useful for the field. The model topics for the final theses are developed by the assistant professors of the corresponding study programme and till 1 December these topics are confirmed by the faculty board. The model topics confirmed are released on the BIA website. Study programme directors review and confirm or ask to specify each application for the topic of the final thesis.

Teachers are actively published in scientific publications within the framework. Their scientific publications contribute to the improvement of the content of the read disciplines. Here are two short lists of scientific publications of teachers, which are related both to the areas of scientific work of the Academy and to the content of the disciplines read.

*The list of academic staff publications is attached*

#### **2.4.3. Description and assessment of the international cooperation in the field of scientific research and/or artistic creation by specifying any joint projects, researches, etc. Specify those study programmes, which benefit from this cooperation. Specify the future plans for the development of international cooperation in the field of scientific research and/or artistic creation.**

BIA has a wide-ranging international cooperation that has developed at several levels, which is based on the participation of both study fields and study programmes in internationally funded educational or scientific projects, including student exchange projects, as well as on the personal scientific contacts of lecturers involved in study programmes and scientific cooperation, in which students are also successfully involved.

Teaching staff of the study field regularly participate in various projects of international scale (Appendix 2.4.3.). Being aware of the importance of the internship gained in the course of such projects, the lecturers involve academy students from different programmes in the implementation of projects. BIA has successfully implemented EU fund projects, which has developed experience in the implementation of funds, as well as skills to advise students and provide information to the general public.

On January 17-18, 2023, BIA together with its cooperation partner - **Siedlce University of Natural Sciences and Humanities**, organized and held an international scientific conference "SECURITY OF CENTRAL AND EASTERN EUROPE IN THE CONTEXT OF MODERN GEOPOLITICAL PROBLEMS",

which was organized by the BIA teaching staff of the study field I.Gafta, T.Jurkeviča and V.Volkovs.

In 2023, the BIA study direction "Science of Law" won the competition of the **European Law Faculties Association** (ELFA) and in cooperation with the **Faculty of Law of the University of Bialystok**, in June 2023, held the International Summer school " *Modern Peculiarities of Human Rights Protection in the Countries of the Three Seas*", within the framework of which scientists from five countries (Bulgaria , Georgia, Latvia , Ukraine, Poland) held lectures for 214 listeners from 20 countries (Latvia, Lithuania, Estonia, Poland, Germany, France, Hungary, Bulgaria, Czech Republic, Ireland, Turkey, Kazakhstan, Kyrgyzstan, USA, Great Britain, India, Israel), including students of the study field programs. The Summer school was led by the director of the department I.Gafta, but the lectures were also held by the teaching staff of the department: I.Nikulceva, D.Ignatans, T.Jurkevica, R.Rublovskis, V.Volkovs, Information: [Summer school](#). All students of study field programs participating in the school gained new knowledge about actualities in Human rights. It is planned to organize summer schools of the direction regularly together with BIA cooperation partners from foreign universities.

In 2022, associate professor T.Jurkeviča is participating in the international scientific conference "SCIENCE AND EDUCATION IN GLOBALIZATION (SCEDU' 2022)" organized by BIA cooperation partner Panevezys University of Applied Sciences (Lithuania).

In 2022, Docent I.Gafta participated in the international scientific conference "NEW KAZAKHSTAN: DEVELOPMENT POTENTIAL AND CURRENT CHALLENGES" organized by BIA cooperation partner NARXOZ University (Kazakhstan) with the paper "Meritocracy as a method of eradicating nepotism". In June 2023, she participated in the international scientific conference "Russo-Ukrainian War 2022-2023" of the BIA cooperation partner Jozef Golushkowski University of Applied Sciences (Poland), in which 120 participants from 15 countries took part, presenting the paper "The impact of the European energy crisis of 2022 on bankruptcy".

Cooperation within the framework of the ERASMUS+ programme: academic staff of the study field undergo internships in foreign universities in order to objectively understand student exchange trips and study opportunities, opportunities for exchange of lecturers and a new form of cooperation, as well as signing new cooperation agreements. For example, in September 2023, during the visit of teaching staff I.Gafta and A.Gabrielyan to the Eurasian International University of Armenia, they agreed on closer cooperation and the implementation of joint projects.

Already for 12 years, the BIA has been organising the annual international scientific-practical conference of young researchers "Time of Challenges and Opportunities: Challenges, Solutions, Prospects", one of the tasks of which is to draw students to scientific activities. The co-organisers of the conference are foreign universities and colleges. The conference is also attended by participants from other higher education institutions of Latvia and other countries. Conferences are usually organised in May, i.e. at the end of the study year, so they have the opportunity to present research that has been created during the entire study year.

For the twelfth year, the annual international scientific-practical conference "Society Transformations in Social and Human Sciences" is organised (until 2019 the name of the conference was "The Process of Transformation in Law, Regional Economy and Economic Policy: Current Problems of Economically Political and Legal Relations". The co-organisers of the conference are 8 foreign universities and colleges.

The teaching staff and students work of these conferences [results in the publication](#) on the BIA website. The results show that the international cooperation of the field of study was successful during the reporting period. The following were organized and held with cooperation partners:

- a special international conference,

- the international summer school, which attracted a lot of interest from the participants,

Teaching staff of the field of study:

- participated in conferences organized by cooperation partners,
- participates in various international projects,
- regularly do internships at foreign universities within the framework of the ERASMUS+ program, including discussing and agreeing on cooperation opportunities.

However, there were also limiting conditions for cooperation: the pandemic, as well as the war in Ukraine, as a result of which planned cooperation with Ukrainian partners was suspended.

**2.4.4. Specify the way how the higher education institution/ college promotes the involvement of the teaching staff in scientific research and/or artistic creation. Provide the description and assessment of the activities carried out by the academic staff in the field of scientific research and/or artistic creation relevant to the study field by providing examples.**

During the reporting period (from 2021-2022 to 2022-2023), teaching staff have published their research results in various international journals and collections, including those indexed in internationally recognized databases (e.g. ERIH+, WEB OF SCIENCE, SCOPUS, EBSCO, etc.), as well as 5 monographs (in 2021: 1- co-author of a collective monograph - L.Kasirina; in 2022: 1-author Vladislavs Volkovs; 1-collective monograph, co-author S.Buka, in 2021: author Vitolds Zahars; in 2023 - 1 collective monograph, one of whose co-authors is Vitold Zahars).

The total number of publications in the reporting period is 200 (In the attachment, The list of publications of the teaching staff of the study field "Law" for 2021-2023).

In the reference period 2021-2023. 65 out of 200 faculty publications (32,5%) were indexed in ERIH+, EBSCO, SCOPUS and Web of Science databases, of which:

- ERIH+ - 26;
- EBSCO - 15;
- SCOPUS - 20;
- WEB OF SCIENCE - 4.

30 out of 46 faculty members have publications (65.2%) indexed in databases Ulrich's Periodicals Directory, INDEX COPERNICUS and other databases.

In total, 30 out of 46 teaching staff (65,2%) have scientific publications.

20 out of 46 teaching staff (43,4%) participated in international scientific conferences. During the reporting period, teaching staff participated in 59 European and international congresses, conferences and symposia.

For example, in 2022, associate professor Tatjana Jurkeviča is participating in the international scientific conference "SCIENCE AND EDUCATION IN GLOBALIZATION (SCEDU' 2022)" organized by Panevezys University of Applied Sciences (Lithuania).

In 2022, Associate Professor Irina Gafta participated in the international scientific conference "NEW KAZAKHSTAN: DEVELOPMENT POTENTIAL AND CURRENT CHALLENGES" organized by NARXOZ University (Kazakhstan) with the paper "Meritocracy as a method of eradicating nepotism". In

January 2023, she participated in the conference "SECURITY OF CENTRAL AND EASTERN EUROPE IN THE CONTEXT OF MODERN GEOPOLITICAL PROBLEMS" organized by the Sedlce University of Natural Sciences and Humanities and the Baltic International Academy with the paper "The problem of bankruptcy in EU countries in modern conditions", 2023. In June 2018, he participated in the international scientific conference "Russo-Ukrainian War 2022-2023" of the Jozef Goluchowski University of Applied Sciences (Poland), in which 120 participants from 15 countries took part, presenting the paper "The impact of the European energy crisis of 2022 on bankruptcy".

BIA annually organizes international scientific research conferences in which academic staff actively participate. The full list of planned BSA conferences can be found on the BSA website, in the "Research" section, in the "Conferences" subsection: <https://bsa.edu.lv/index.php/en/conferences/plan-of-conferences.html>

In the period from 2021/2022 - 2022/2023. the number of scientific articles of the teaching staff of the study direction "Science of Law" in international scientific bases ERIH+, SCOPUS, EBSCO and Web of Science totals 65 scientific articles. The number of scientific articles in other international scientific databases (RSCI, INDEX COPERNICUS, etc.) is 135.

During the reporting period, teaching staff were involved in 3 projects:

- **Zahars Vitolds:** European Social Fund project No. 9.1.3.0/16/l/001 "Increasing the efficiency of the resocialization system" (2023-2024). Responsible for the implementation of parts 22 and 23 of the project;
- **Lytvynenko Anatoly:** Public health and medical law of European countries at the end of the 19th - beginning of the 20th century (Public health and medical law of European countries at the end of the 19th - beginning of the 20th century) (2023-2024);
- **Mihailovs Ivans-Janis:** Study course development expert of the specific support goal 8.2.1 project "Reducing the fragmentation of study programs and promoting the internationalization of studies at Riga Stradina University" (No. 8.2.1.0/18/A/014) at the RSU Doctoral Department.

In 2023, the BIA study direction "Science of Law" won the competition **of the European Law Faculties Association (ELFA)** and in cooperation with **the Faculty of Law of the University of Bialystok**, in June 2023, held the International Summer school " *Modern Peculiarities of Human Rights Protection in the Countries of the Three Seas*", within the framework of which scientists from five countries (Bulgaria , Georgia, Latvia , Ukraine, Poland) held lectures for 214 listeners from 20 countries (Latvia, Lithuania, Estonia, Poland, Germany, France, Hungary, Bulgaria, Czech Republic, Ireland, Turkey, Kazakhstan, Kyrgyzstan, USA, Great Britain, India, Israel). The Summer school was led by the director of the department I.Gafta, but the lectures were also held by the teaching staff of the department: I.Nikulceva, D.Ignatans, T.Jurkevica, R.Rublovskis, V.Volkovs, Information: [Summer school](#) . It is planned to organize summer schools of the direction regularly together with BIA cooperation partners from foreign universities.

The teaching staff of the direction also conducts seminars and lecture cycles in foreign countries. In 2021, within the framework of the Council of Europe project "Promoting Transparency and Combating Economic Crime in Central Asia", Jaroslavs Strelcenoks conducted an online seminar on the analysis of regulatory acts in the Kyrgyz Republic and speaks on the topics "Review of International Best Practices and Recommendations" and "Review of the National Business Protection System" (Bishkek, Kyrgyzstan).

In September 2023, at the invitation of Kazpotrebojuz University of Karaganda (Kazakhstan), associate professor Marina Sumbarova held a series of lectures on European Criminal law.

The teaching staff of the BIA direction regularly participates in the commission of the national

uniform professional qualification exam for lawyers, for which they are presented with a Letter of Appreciation from the Ministry of Justice for their contribution to raising the professional qualifications of young lawyers in November 2023.

BIA has developed a [system for stimulating and supporting the scientific activities](#) of academic staff, doctoral students and other students. This system corresponds to the main objectives of scientific activity, which are reflected in the Article 2 of the [Law on Scientific Activity](#): to strengthen ... taking care of science as a particularly important factor in the development of society, promotes the motivation of teaching staff to write publications and raises their level of qualification, also increasing the quality and academic depth of the content of classes.

In accordance with the "Regulations on the Organisation of Work Remuneration and Types of Pedagogical Workload for Academic Staff and Visiting Lecturers at the BIA", stimulation of scientific activity includes:

- Organisation and management of international conferences;
- Publication of scientific papers in Web of Science, SCOPUS and ERIH+ databases;
- Writing, editing and reviewing scientific, teaching and methodological materials from 2 to 5 academic hours (taken into account when determining the load of teaching carried out).

Stimulation of scientific activity of BIA academic staff also includes:

- the opportunity to use the Erasmus Programme resource to deliver lectures in European countries at universities;
- to handle the costs of participation in international scientific conferences.

Stimulation of scientific activity of bachelor's, master's and doctoral students includes:

- BIA grants master's and doctoral students discounts for participation fee in the BIA scientific conferences;
- bachelor's, master's and doctoral students are covered by Erasmus+ financial resources in order to increase their scientific preparedness at European universities and the introduction of scientific communication with scientists from foreign countries.

The system of stimulation and support of scientific activity is open to suggestions for improvement for academic staff, doctoral students and other students of the BIA.

**2.4.5. Specify how the involvement of the students in scientific research and/ or applied research and/or artistic creation activities is promoted. Provide the assessment and description of the involvement of the students of all-level study programmes in the relevant study field in scientific research and/ or applied research and/or artistic creation activities by giving examples of the opportunities offered to and used by the students.**

The study research work is being planned in terms of content and organisationally in accordance with the requirements of the study program and targeted in a way that future professionals would gradually acquire the necessary knowledge and abilities. The development and defence of 2 study papers and bachelor thesis is foreseen in Bachelor study program, for Master students – the development and publication of a scientific article and Master thesis and defence of the thesis.

In order to promote students' involvement in scientific research in June 2023, within the framework of the International Summer school "*Modern Peculiarities of Human Rights Protection in the*

*Countries of the Three Seas*" organized by the BIA study direction "Science of Law", 8 foreign scientists from Bulgaria, Georgia, Ukraine and Poland, as well as scientists of the study direction, organized for students of the study directions programmes 13 lectures (in English) on Human Rights (Summer school program in the Appendix). Information: [Summer school](#).

The student research activities are related to the implementation of different projects both within and outside the activities of the BIA. Researches or creative projects are implemented during the period of different study courses that contribute to strengthening students' competitiveness. Students without assistance must perform micro-research in relation with the problem acquired during the course developing both empirical and theoretical work skills. When collecting, summarising and analysing all of the information to be learned on a specific matter, students develop experience of empirical work, while interpreting the material according to the theoretical findings of the subject specialists and drawing up their conclusions in the report, statement, students develop their scientific work skills with the help of writing.

The research works performed by students in the framework of the studies correspond with the objectives of the study course. The final (Bachelor, Master) thesis of the course „Science of Law” is an independently developed and implemented project with the practical implementation part in the specialisation chosen by the student. The project is independently implemented, carried out and presented. In order to successfully qualify, it is necessary to acquire competences in their own professional and research work, to be able to justify and carry out the creative intention, to comprehend and to be able to apply variously the knowledge, abilities and competences related to the future profession. Throughout the entire study process these competences are integrally formed and promoted by starting with small, creative tasks, later – with practical projects and scientifically grounded researches. Students acquire basic knowledge about research in the study course "Theory and Methodology of Scientific and Educational Work" and their involvement in scientific activity basically takes place within the study process, theoretical knowledge is tested in practical work and creative projects, developing coursework and final (bachelor's, master's) theses.

The writing of diploma and graduation papers (bachelor's and master's papers) is considered to be the most significant contribution to the improvement of students' research and creative activities. Elaboration and defence of the final thesis is a proof of the student's professional competence in order to obtain an appropriate qualification. Participates in scientific conferences, as participation in conferences and publications of scientific articles is part of the practical training that is included in the master's study programs.

The participation of doctoral students is also manifested in the implementation of pedagogical practice, during which classes are conducted in 2nd level higher education study programs. In order to provide practice for doctoral students, there is a dialogue between the director of the 2nd level program and the scientific supervisor of the doctoral student about giving lectures, conducting seminars and reviewing the works of 2nd level master's students.

In 2023, the Doctoral School was established at BIA to ensure the quality implementation of the BIA doctoral study programmes "Law" and "Economics" and the development and enhancement of the professional, including research and competences of their doctoral students in an interdisciplinary environment, in line with European best practices and international standards.

During the reporting period, students of the study direction "Science of Law" of study participated in international scientific conferences organized by BIA and prepared scientific articles:

- XIII International Scientific Conference **“Time of challenges and opportunities: problems, solutions and prospects”** On the 12th – 13th of May, 2023 - 4 students;
- XI International Research-to-Practice Conference **“Society Transformations in Social and**



**Human Sciences”**09-10.12.2022 – 11 students;

- XII International Scientific Conference **“Time of challenges and opportunities: problems, solutions and prospects”** On the 13th – 14th of May, 2022 - 12 students;
- X International Research-to-Practice Conference **“Society Transformations in Social and Human Sciences”**10-11.12.2021 – 5 students;
- XI International Scientific Conference **“Time of challenges and opportunities: problems, solutions and prospects”** On the 13th – 15th of May, 2021 - 7 students.

**2.4.6. Provide a brief description and assessment of the forms of innovation (for instance, product, process, marketing, and organisational innovation) generally used in the higher education institution, especially in study field subject to the assessment, by giving the respective examples and assessing their impact on the study process.**

BIA has developed and brought into the study process the Academy's e-learning platform BIA MOODLE and BigBlueButton (BBB) platform, which provided an opportunity to improve the quality of the content of study programmes, providing students with a better opportunity to increase their competences and skills. Work continued on the improvement of the BIA database by introducing the NEXUS programme, which made it possible to interconnect an integrated e-solutions platform with the processes of study programme content, personnel and student file management, financial resources and document flows. By improving the organisational structure of the BIA and performing the support available to students in the study process, the Student Information Centre was created, where students and academic staff can receive informational support. BIA continues to optimise its management by organising the Quality Management Department in order to improve the quality of studies and provide the Latvian economy with a competitive workforce, moving closer to the current demand of the labour market.

At the given moment, the researchers and lecturers of the study field "Science of Law" and the study field "Psychology" are working on the new activity, evaluating the opportunity to use the *BIA study field "Psihology" Laboratory of neurocognitive implicit processes*, in which students of the field of study could participate, conducting scientific and practically significant research in the field of Criminal Law, related to the cognitive mechanisms of victims (aspects of victimology), as well as the implicit attitude of criminals about the reasons for committing crimes.

## **2.5. Cooperation and Internationalisation**

**2.5.1. Provide the assessment as to how the cooperation with different institutions from Latvia (higher education institutions/ colleges, employers, employers' organisations, municipalities, non-governmental organisations, scientific institutes, etc.) within the study field contributes to the achievement of the aims and learning outcomes of the study field. Specify the criteria by which the cooperation partners for the study field and the relevant study programmes are selected and how the cooperation is organised by describing the cooperation with employers. In addition, specify the mechanism for the attraction of the cooperation partners.**

In order to achieve the goals and results of the study direction, the study field "Science of Law" cooperates with several organizations in Latvia: universities, employers, employers' organizations, non-governmental organizations, science institutes, professional associations, secondary schools, etc. c. (see the list of cooperation agreements in the *Appendix "Cooperation Agreements"*) that meet several criteria:

- (a) the institution is ready to cooperate: in the field of research, practice provision;
- (b) the work profile of the institution relates to the legal field of work and organizations.

Cooperation with various Latvian institutions (universities, employers, employers' organizations, non-governmental organizations, scientific institutes, etc.) develops in the following directions:

- Participation in the improvement of study direction and study programs - inviting professionals to work in the study direction Council.
- Participation in the implementation of study programs as guest teaching staff, teaching one or more study courses or part of them.
- Participation in scientific, research and creative activities. Provision and management of internships.
- Participation in the development, discussion and approval of topics for bachelor's and master's theses. Participation in defense commissions for bachelor's and master's theses.

Cooperation with Latvian universities is implemented by holding joint conferences and conducting research. For example, BIA publishes the scientific journal "Administrative and Criminal Justice" in cooperation with *Rezekne University of Technology*. For the twelfth year, the BIA has been organizing an annual international scientific-practical conference "Transformation of society in the field of social and humanities", which is co-organized by *Daugavpils University and the College of Accounting and Finance, etc.* This cooperation achieves the study fields goal - to improve students' research activity skills.

Observing that targeted cooperation with other Latvian higher education institutions implementing related study programs is not sufficient, teaching staff involved in the field of study are encouraged to teach in parallel at other higher education institutions, thereby ensuring a mutual exchange of experience.

BIA maintains partnerships with associations, unions and confederations (for example, [Confederation of Latvian Employers](#), [European Law Faculties Association](#)).

During the reporting period, the field of study, in cooperation with the [Ministry of Justice](#), held the professional qualification exam of the state unified lawyer, but the teaching staff (I. Nikulceva, T. Jurkeviča, M. Sumbarova, J. Radionovs) participated in the commission of the relevant ministry, for which they were awarded on November 6, 2023 Ministry's Acknowledgments were presented for the contribution to raising the professional qualification of young lawyers and participation in the examination commission.

The field of study "Science of Law" also cooperates with Latvian associations and societies, for example: Association of Lawyers, Association of Latvian borrowers. Cooperation agreements have been concluded with many employers for providing internships within the framework of short-cycle and professional master's study programs: State Police, Municipal Police, State Probation Service, Prosecutor's Office, municipal councils, etc. (see *Appendix "Cooperation Agreements"*). Students regularly carry out internships in the mentioned institutions, thus ensuring the achievement of the goal of the study field - to develop connections with employers, as well as the results of studies. There were no special changes in cooperation with Latvian institutions.

For the preparation of qualified and high-quality specialists, employers offer study work and



diploma thesis topics, determine pre-diploma practice tasks, and recommend subjects of law branches to be studied. In addition, employers offer students and BIA provides research that is relevant for research and relevant for practice. Employers, as representatives of the industry, also regularly participate in the work of state examination commissions, evaluating specialists prepared by the BIA.

Employer surveys are carried out by the BIA, which allows you to receive information about the professional training of BIA graduates. Summarizing the opinions of employers, it was concluded that the amount and quality of theoretical knowledge of the graduates of the study program "Science of Law" fully satisfies employers. Graduates who start working in companies and organizations are able to integrate knowledge from different sectors, contribute to the development of new knowledge; show understanding and ethical responsibility for the possible impact of the results of professional activity on society. Graduates are able to independently improve their competence, take responsibility for the results of their activities and their analysis, as well as independently use theory, methods and problem-solving skills to perform their activities.

The staff of the field of study of the BIA is actively involved in projects that are not directly related to science, but are related to education in Latvia and integration into the environment. One of such projects is the program "Latvian language lessons for Ukrainian civilians" 2023.LV/LVUKR funded by the Latvian state budget, which is implemented by BIA in the period 01.03.2023-31.12.2023. The event is financially supported by the Society Integration Fund from the allocated Latvian state budget funds.

During the project, 22 groups were completed, which acquired Latvian language categories A-1, A-2 and B-1 in person and remotely in different cities of Latvia: Riga, Ventspils, Malpils. In total, more than 300 Ukrainian civilians were taught. The staff of the study field was actively involved in the project: lecturer Ksenija Doroņina (project coordinator) and as.prof. Tatjana Jurkeviča (legal support of the project).

The main mechanisms for attracting partners are:

- joint participation in scientific conferences, researches and projects;
- participation in other activities, such as summer schools, international weeks, intensive programs;
- participation in meetings with representatives of higher education institutions during visits to Latvia, both individually and in meetings organized by such organizations as: LIAA, VIAA, LDDK, foreign embassies in Latvia, Ministry of Foreign Affairs of the Republic of Latvia;
- country visits as part of marketing activities;
- contacts of representatives of higher education institutions and international departments with the Academy's international department.

**2.5.2. Provide the assessment as to how the cooperation with different institutions from abroad (higher education institutions/ colleges, employers, employers' organisations, municipalities, non-governmental organisations, scientific institutes, etc.) within the study field contributes to the achievement of the aims and learning outcomes of the study field. Specify the criteria by which the cooperation partners suitable for the study field and the relevant study programmes are selected and how the cooperation is organised by describing the cooperation with employers. In addition, specify the mechanism for the attraction of the cooperation partners.**

The main goal of the internationalisation of the Baltic International Academy (hereinafter referred to as the BIA) is to increase the international competitiveness of BIA, promote the international mobility of students and lecturers, strengthen international cooperation and ensure its sustainability by attracting foreign academic staff and supporting the integration of foreign students into the Academy, thus promoting BIA's international recognition and creating high quality multicultural educational environment.

The types of BIA international cooperation are the exchange of staff and students within the framework of mobility programs and projects, international projects, international scientific conferences, congresses and seminars, international academic weeks, and membership in international associations.

The BIA positions itself as a higher education institution open to cooperation, which not only actively invites foreign guest lecturers, but also evaluates the offer of cooperation and potential cooperation university lecturers to give lectures to Academy students. In this way, several high-quality mobilities corresponding to the study content of the Academy have already been implemented, so it is planned to evaluate incoming cooperation offers in the future.

Within the framework of international cooperation, the Academy is regularly visited by delegations from related foreign universities and other institutions, who share their work experience and are interested in getting to know what has been done at the Academy. Insights are gained in the discussions, which allow to improve the work of the BIA. The number of visiting lecturers has increased, which promotes international cooperation in studies and research, the development of professional skills and personal growth in contact with foreign experience, which is later reflected in both the motivation of students and the quality of academic work.

Since 2006, the European Commission has granted the BIA the Erasmus University Charter and the Erasmus code LVRIGA28, which allows it to participate in the Erasmus mobility program, within the framework of which almost 120 cooperation agreements have been signed between universities of the European Union ([ERASMUS partners](#)). This allows for the organisation of students' study and internship exchange, as well as to promote the organisation of lecturer mobility events. In the period from 2021/2022 to the 2026/2027 academic year, the Study Field "Science of Law" has concluded 49 cooperation agreements with foreign universities with countries such as Turkey, Georgia, Ukraine, Romania, Kazakhstan, Poland, Italy, Lithuania, Germany, Croatia, France, Cyprus, Bulgaria, Macedonia, Portugal (see Appendix "*Cooperation Agreements with Foreign Institutions (outside ERASMUS)*"). (see Appendix "*Erasmus Cooperation Agreements*"). Also, international cooperation is ensured based on mutually concluded agreements (outside ERASMUS). 73 cooperation agreements with foreign universities have also been concluded for the study direction "Science of Law", of which a total of 40 cooperation agreements have been concluded with Armenia, Georgia, Moldova, Taiwan, Kazakhstan, Ukraine, Poland and Germany during the period from 2021/2022 to the academic year 2026/2027 (see Annex "Cooperation agreements with foreign institutions (outside ERASMUS)").

Students are provided with opportunities to acquire academic knowledge and experience within the framework of Erasmus+. On the other hand, the teaching staff increases their qualifications within the Erasmus+ mobility program, gaining appropriate international experience, which increases the quality of the implementation of the teaching staff's study course in the relevant study program.

Every year, at the management level, short-term priorities for the implementation of mobilities are determined, including the planned *number of foreign guest lecturers*, represented sectors and countries. The BIA has established a stable network of cooperation with higher education institutions, whose professionals are regularly invited to give guest lectures. 2021/2022. until 2022/2023. for the academic year, for the field of study direction "Science of Law" within the

framework of ERASMUS, guest lecturers were attracted from Lithuania, Poland, Romania, Portugal (see section 2.5.3 of the Appendix "Statistical data on incoming and outgoing mobility of teaching staff", table 5.2).

Teaching staff of the "Science of Law" field of study actively participated in mobility within Erasmus+ (see section 2.5.3 of the Appendix "Statistical data on incoming and outgoing mobility of teaching staff", table 5.3.), as well as in mobilities outside of Erasmus+ (see section 2.5.3 of the Appendix "Exchange of incoming and outgoing academic personnel (work, internship, scientific and research activities, other activities abroad)", Table 5.2.)

BIA is a member of the [European Law Faculties Association](#) (ELFA). During the reporting period, the BIA study direction "Science of Law" in cooperation with the [Faculty of Law of the University of Bialystok](#) (Poland) won a competition organized by ELFA and with its support organized the International Summer School "Modern features of Human Rights Protection in the Three Seas Countries", within which scientists from five countries (Bulgaria, Georgia, Latvia, Ukraine, Poland) held lectures for 214 participants from 20 countries (Latvia, Lithuania, Estonia, Poland, Germany, France, Hungary, Bulgaria, Czech Republic, Ireland, Turkey, Kazakhstan, Kyrgyzstan, USA, Great Britain, India, Israel). Information: [Summer school](#).

Cooperation with Ukrainian universities and teaching staff has strengthened during the reporting period. In the spring-summer of 2023, BIA was visited by representatives of several Ukrainian higher education institutions, with whom work is currently being continued on the coordination of the plan of academic-scientific activities: with V.N. Karazin Kharkiv National University (Ukraine) it is planned to create qualification improvement courses, the purpose of which is to provide a clear understanding on the interaction of law and business, addressing legal issues from a regional and international perspective.

Also, at the end of 2023, an agreement has been reached between the BIA, Siedlce University of Natural Sciences and Humanities, Jozef Goluchowski University of Applied Sciences and Bialystok University on the organization of joint seminars and the implementation of practical *case-law* classes, a plan of events has been agreed upon.

As well as in 2023, cooperation with Siedlce University of Natural Sciences and Humanities has been strengthened, developing scientific cooperation, closer cooperation of doctoral programs in the field of study and dialogue between teaching staff.

Institutions were selected based on several criteria:

- (a) the institution is ready to cooperate in the field of research (international conferences, seminars, master classes, joint research projects);
- (b) institutions ready to provide internships for students;
- (c) institutions capable of ensuring the implementation of academic personnel and student exchange programs in the field of legal science;
- (d) willingness of institutions to participate in summer schools, international weeks, exchange programs, etc.;
- (e) geographical location, taking into account the recommendations of the Ministry of Foreign Affairs and the Ministry of Education, Latvia's geopolitical interests, countries with which Latvia has concluded international agreements in the field of education, science and (or) culture.

The main mechanisms for attracting foreign partners are:

- joint participation in scientific research, projects and conferences, incl. their joint

organization;

- participation in meetings with representatives of universities during their visits to Latvia, both individually and in meetings organized by such organizations as IDAL, SEDA, LEC, Foreign Embassies in Latvia, Ministry of Foreign Affairs of the Republic of Latvia;
- visits to other countries as part of marketing activities, incl. within IDAL projects;
- direct contact of representatives of universities and their international parts in the International Part of the BIA.

In order to stimulate the incoming and outgoing mobility of students and teaching staff, it is planned to continue the transformation and development of inter-university programs with partner universities that implement a similar field of specialist training, which was hampered due to the previous 2-year accreditation of major programs and possible changes in study programs.

**2.5.3. Specify the system or mechanisms, which are used to attract the students and the teaching staff from abroad. Provide the assessment of the incoming and outgoing mobility of the teaching staff in the reporting period, the mobility dynamics, and the issues which the higher education institution/ college faces with regard to the mobility of the teaching staff.**

The mobility of the incoming academic and administrative staff within the ERASMUS+ program, as well as the incoming mobility of students, was significantly limited, because during the reporting period the study direction "Science of Law" was not granted the right to implement study programs in foreign languages.

2 students are participating in outgoing student mobility during the reporting period. Such creators are related to the fact that the majority of students are employed and perform official work in the State Police, Municipal Police, Prisons Administration in Latvia, which does not prevent them from leaving the country for a longer period of time, as well as the direction orientation towards the preparation of specialists for the Latvian and regional labor market.

Considering the specific aspects of this area of expertise, objectives scheduled for achievement by 2025 include adding more courses taught in English, including joint lectures and practice sessions held by Latvian and foreign tutors; enhancing incoming academic mobility by means of inviting guest lecturers, developing and holding international summer schools (1 Summer school a year), short-term professional development and retraining programs.

Students can get acquainted with the experience of foreign teaching staff in guest lectures organized throughout the study year. Thus, in the 2021/2022-2022/2023 study years, 12 teaching staff gave guest lectures to students (see Appendix Statistics data on foreign students and teaching staff), as well as 8 online lectures by foreign university lecturers in June 2023 (see Appendix Statistical data on the incoming and outgoing mobility of teaching staff).

It is planned to continue to invite foreign teaching staff from other countries for the study direction.

In order to stimulate the incoming and outgoing mobility of students and teaching staff, it is planned to continue the transformation and development of inter-university programs with partner universities that implement a similar field of specialist training, which was hampered due to the previous accreditation of the study direction for 2 years and possible changes in the study programs.

## **2.6. Implementation of the Recommendations Received During the Previous Assessment Procedures**

**2.6.1. Assessment of the fulfilment of the plan regarding the implementation of the recommendations provided by the experts during the previous accreditation of the study field, as well as the assessment of the impact of the given recommendations on the study quality or the improvement of the study process within the study field and the relevant study programmes.**

BIA appreciates the recommendations given in the 2021 previous accreditation process and tried to take them into account when improving the quality of the study process and study programs.

Summarizing the recommendations given by experts in the accreditation of the previous field of study, a plan for the implementation of the experts' recommendations was developed, the implementation of which was already started in 2021.

The provided recommendations had a positive and significant impact on the quality of studies and the improvement of processes in the following study programs:

### **Short-cycle study program "Science of Law":**

- The international mobility of students was increased;
- The collection of the library fund was replenished with books in English (see the 6th point of the Appendix on the Study direction Science of Law recommendation implementation review);

### **In the academic bachelor's study program "Science of Law":**

The academic staff was stimulated to participate in international projects and mobility, which is confirmed by the achieved results (see the 5th point of the Appendix on the Study direction Science of Law recommendation implementation review);

The collection of the library fund was replenished with books in English (see the 6th point of the Appendix on the Study direction Science of Law recommendation implementation review);

### **In the academic master's study program "Science of Law":**

All teaching staff who participate in the implementation of an academic master's study program in English have language knowledge corresponding to at least the B2 level;

The academic and professional master's programs were clearly distinguished (see the 23rd paragraph of the Appendix on the Study direction Science of Law recommendation implementation review).

### **In the professional master's study program "Science of Law":**

- BIA provided students with study courses in all areas of legal science, which are included in the unified lawyer's exam, which was also recognized by the Ministry of Justice this fall;
- The mobility of academic staff was increased, which is confirmed by the achieved results (see the 5th point of the Appendix on the Study direction Science of Law recommendation implementation review);
- The academic and professional master's programs were clearly distinguished (see the 23rd

paragraph of the Appendix on the Study direction Science of Law recommendation implementation review).

- The collection of the library fund was replenished with books in English (see the 6th point of the Appendix on the Study direction Science of Law recommendation implementation review)

#### **In the doctoral study program "Law":**

- Contracts were concluded with another university in order to ensure the opportunity for students to continue their studies in the event of the termination of the study program (see Appendix 28 on the Study direction Science of Law recommendation implementation review);
- The evaluation system was discussed at the meeting of the Program Council, coordinated with the Study and Methodological Council. It is not created in the form of a separate document, but is regulated by the BIA Study Results Evaluation Regulations. Work continues on the creation of a separate evaluation system, linking it to the introduction of the new doctoral model;
- The information available on the BSA website about the doctoral program was improved (<https://bsa.edu.lv/index.php/en/doctoral-study-programmes/legal-science.html>).
- The number of publications jointly developed by lecturers and students has increased, and the participation of program students in the implementation of other level programs on doctoral research topics has increased. The Summer School has been implemented (see Appendix 5 on the implementation of the recommendations of the TZ experts). In the 2023/2024 academic year plan, joint seminar classes and open lectures are planned, including with the participation of foreign students. Teaching staff prepares scientific articles, participates in conferences and practical seminars, develops methodical materials. By reviewing the content of study courses in each study year, it is followed that lecturers use their research works.
- All teaching staff who participate in the implementation of an academic master's study program in English have language knowledge corresponding to at least the B2 level;
- Scientific achievements of academic staff are constantly monitored and evaluated. Information about scientific projects available through: Marija Skłodowska-Curie Foundation, VILNIUS UNIVERSITY MSCA POSTDOCTORAL FELLOWSHIPS, NORFACE and CHANSE, ERANET, ERASMUS is identified. Academic personnel were successfully motivated to publish articles in Web of Science, SCOPUS and ERIH+ databases. The number of publications has significantly increased, which increases the opportunities for lecturers to participate in scientific projects (see also point 5 of the Appendix on Study direction Science of Law recommendation implementation review).

The report on the implementation of the recommendations for the field of study "Science of Law" is attached in Appendix 2.6.

In general, it can be concluded that in the previous evaluation the recommendations provided by the experts had a impact on the quality of studies and helped to improve the study process in the study direction and its corresponding study programmes.

**2.6.2. Implementation of the recommendations given by the experts during the evaluation of the changes to the study programmes in the respective study field or licensed study programmes over the reporting period or recommendations received during the procedure for the inclusion of the study programme on the accreditation form of the study field (if applicable).**

***(Not applicable)***

# Annexes

I - Information on the Higher Education Institution/ College		
Information on the implementation of the study field in the branches of the higher education institution/ college (if applicable)	Law BIA Branch.docx	TZ BSA filiales.docx
List of the governing regulatory enactments and regulations of the higher education institution/ college	1.2.p. List of regulatory documents.docx	1.2.p. Saraksts ar normatīvajiem dokumentiem.docx
The management structure of the higher education institution/ college	Annex No.1. Structure of BIA University.jpg	Pielikums Nr.1. BSA struktūra.pdf
II - Description of the Study Field - 2.1. Management of the Study Field		
Plan for the development of the study field (if applicable)	2.1. Development plan for the field of study Science of Law 2023-2029.docx	2.1. Studiju virziena Tiesību zinātne attīstības plāns no 2023-2029.docx
The management structure of the study field	BSA Management system ENG LINKI v2023-10-10.pdf	BSA pārvaldības sistēma LINKI v2023-10-10 (1).pdf
A document certifying that the higher education institution or college will provide students with opportunities to continue their education in another study programme or another higher education institution/ college (agreement with another accredited higher education institution or college) if the implementation of the study programme is terminated.	BIA Study field Science of Law opportunities to continue education in another study program or high school.pdf	Iespēja turpināt izgl ieguvī citā programmā, augstskolā BSA Tiesību zinātne.pdf
A document certifying that the higher education institution or college guarantees compensation for losses to students if the study programme is not accredited or the study programme license is revoked due to actions (actions or omissions) of the higher education institution or college and the student does not wish to continue studies in another study programme.	2.1.4. BIA obligations.edoc	2.1.4. Par saistību izpildi BSA LV.edoc
Standard sample of study agreement	Agreement_TZAb_pl.docx	Līgums_TZAb_pl.docx
II - Description of the Study Field - 2.2. Efficiency of the Internal Quality Assurance System		
Analysis of the results of surveys of students, graduates and employers	ANALYSIS OF THE SURVEY RESULTS.docx	APTAUJAS REZULTĀTU ANALĪZE.docx
II - Description of the Study Field - 2.3. Resources and Provision of the Study Field		
Basic information on the teaching staff involved in the implementation of the study field	Teaching staff of the Science of Law field of study.xlsx	Pamatinformācija par studiju virziena īstenošanā iesaistītajiem mācībspēkiem.xlsx
Biographies of the teaching staff members (Curriculum Vitae in Europass format)	CV_ENG.zip	CV_LV (1).zip
A statement signed by the rector, director, head of the study programme or field that the knowledge of the state language of the teaching staff involved in the implementation of the study programmes within the study field complies with the regulations on the state language knowledge and state language proficiency test for professional and official duties.	Study direction Science of Law Knowledge of the state language of the academic staff.edoc	Studiju virziena Tiesību zinātne akadēmiskā personālā valsts valodas zināšanas.edoc
A statement of the higher education institution/ college on the respective foreign language skills of the teaching staff involved in the implementation of the study programme at least at B2 level according to the European Language Proficiency Assessment levels (level distribution is available on the website www.europass.lv, if the study programme or part thereof is implemented)	Study direction Science of Law English language skills of the academic staff.edoc	Studiju virziena Tiesību zinātne akadēmiskā personālā angļu valodas zināšanas.edoc
II - Description of the Study Field - 2.4. Scientific Research and Artistic Creation		
Summary of quantitative data on scientific and/ or applied research and / or artistic creation activities corresponding to the study field in the reporting period.	4.1. Collection of data about scientific, applied research activities of teaching staff in 2021-2023.docx	4.1. Kvantitatīvo datu apkopojums par zinātniskās un lietiskās pētniecības aktivitātēm 2021-2023 (2).docx
List of the publications, patents, and artistic creations of the teaching staff over the reporting period.	The list of publications of the teaching staff of the study field Science of Law 2021-2023.docx	studiju virziena Tiesību zinātne mācībspēku publikāciju saraksts par 2021 - 2023. .docx
II - Description of the Study Field - 2.5. Cooperation and Internationalisation		
List of cooperation agreements, including the agreements for providing internship	List of cooperation agreements.docx	BSA Sadarbības līgumi.docx
Statistical data on the teaching staff and the students from abroad	Statistics data on foreign teaching staff and students 2021-2023.docx	Statistikas dati par ārvalstu mācībspēkiem un studējošajiem 2021-2023.docx
Statistical data on the incoming and outgoing mobility of students (by specifying the study programmes)	data on student mobility_2023.docx	Dati par studējošo mobilitāti_LV_EN_2023.docx
Statistical data on the incoming and outgoing mobility of the teaching staff	BIA Statistical data on the incoming and outgoing mobility of teaching staff.docx	BSA Statistiskās dati par mācībspēku ienākošo un izejošo mobilitāti.docx
II - Description of the Study Field - 2.6. Implementation of the Recommendations Received During the Previous Assessment Procedures		
Report on the implementation of the recommendations received both in the previous accreditation and in the licensing and/ or change assessment procedures and/ or the procedures for the inclusion of the study programme on the accreditation form of the study field.	Study direction Science of Law recommendation implementation review.docx	TZ ekspertu rekomendāciju izpilde.docx
An application for the evaluation of the study field signed with a secure electronic signature	Application Science of Law_22.03.2024.edoc	Iesniegums Tiesību zinātne_22.03.2024.edoc
III - Description of the Study Programme - 3.1. Indicators Describing the Study Programme		
Sample of the diploma and its supplement to be issued for completing the study programme		
For academic study programmes - Opinion of the Council of Higher Education in accordance with Section 55, Paragraph two of the Law on Higher Education Institutions (if applicable)		
Compliance of the joint study programme with the provisions of the Law on Higher Education Institutions (table) (if applicable)		
Statistics on the students in the reporting period		
III - Description of the Study Programme - 3.2. The Content of Studies and Implementation Thereof		
Compliance with the study programme with the State Education Standard		
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard or the requirements for professional qualification (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme		
The curriculum of the study programme (for each type and form of the implementation of the study programme)		
Descriptions of the study courses/ modules		
Description of the organisation of the internship of the students (if applicable)		
III - Description of the Study Programme - 3.4. Teaching Staff		
Confirmation that the academic staff of the doctoral study programme includes not less than five doctors, of which at least three are experts approved by the Latvian Council of Science in the branch or sub-branch of science in which the study programme intends to award a scientific degree (if applicable)		
Confirmation that the academic staff of the academic study programme complies with the requirements specified in Section 55, Paragraph one, Clause 3 of the Law on Higher Education Institutions (if applicable)		

## Other annexes

Name of document	Document
Studiju virziena "Tiesību zinātne" SVID analīze LV	2.1.2. Studiju virziena SVID analīze.docx
Studiju virziena pārvaldības struktūra	Studiju virziena_parvaldibas_schema_LV.pdf
Study direction and programmes self-assessment development	Study direction and programmes self-assessment development EN.pdf
Pielikums Nr.1 Komersanata apliecība.pdf	Pielikums Nr.1 Komersanata apliecība.pdf
Pielikums Nr.2 izglītības iestādes reg.kods.pdf	Pielikums Nr.2 izglītības iestādes reg.kods.pdf
Pielikums Nr.3 BSA zin.institūcija apliecība.jpg	Pielikums Nr.3 BSA zin.institūcija apliecība.jpg
Pielikums Nr.4 BSA_akkred.lapa.jpg	Pielikums Nr.4 BSA_akkred.lapa.jpg
Pielikums Nr.5 Stud_program. akred. term. uz 01.09.2023.docx	Pielikums Nr.5 Stud_program. akred. term. uz 01.09.2023.docx
ADDITIONAL INFORMATION ON CREDIT POINTS (ECTS) TRANSFER IN BIA	Additional information on credit points transfer_ENG.doc
PAPILDUS INOFRMĀCIJA PAR KREDĪTPUNKTU PIELĪDZINĀŠANU (ECTS) BSA	PAPILDUS INOFRMĀCIJA PAR KREDĪTPUNKTU PIELĪDZINĀŠANU BSA.doc
Telpas Rīga LV 21072023.xlsx	Telpas Rīga LV 21072023.xlsx
Provision of premises for study and administrative purposes Riga_09052023.xlsx	Provision of premises for study and administrative purposes Riga_09052023.xlsx
telpas_Liepajas filiāle_09052023.xlsx	telpas_Liepajas filiāle_09052023.xlsx
Provision of premises for study and administrative purposes Liepaja_09052023.xlsx	Provision of premises for study and administrative purposes Liepaja_09052023.xlsx
Provision of premises for study and administrative purposes Daugavpils_09052023.xlsx	Provision of premises for study and administrative purposes Daugavpils_09052023.xlsx
Telpas Daugavpils filiāle_09052023.xlsx	Telpas Daugavpils filiāle_09052023.xlsx
BSA_Studiju_kval_nodros_sist_lv.pdf	BSA_Studiju_kval_nodros_sist_lv.pdf
BIA Study Quality Assurance System.pdf	BIA Study Quality Assurance System.pdf
20230801-BIA_COMMITMENT.pdf	20230801-BIA_COMMITMENT.pdf
Virziena Tiesību zinātne ieņēmumi no studiju maksas (EUR).pdf	Virziena Tiesību zinātne ieņēmumi no studiju maksas (EUR).pdf
Studiju virziena Tiesību zinātne izmaksas uz vienu studējošo 2021.2022. studiju gadā (Eiro).pdf	Studiju virziena Tiesību zinātne izmaksas uz vienu studējošo 2021.2022. studiju gadā (Eiro).pdf
Baltijas Starptautiskās akadēmijas izdevumi laika periodā 2020. - 2022.gg..pdf	Baltijas Starptautiskās akadēmijas izdevumi laika periodā 2020. - 2022.gg..pdf
Baltijas Starptautiskā akadēmija ieņēmumi.pdf	Baltijas Starptautiskā akadēmija ieņēmumi.pdf
BSA Finanšu stabilitātes rādītāji.pdf	BSA Finanšu stabilitātes rādītāji.pdf
Income from tuition fees of the BIA Study Field Science of Law (EUR).pdf	Income from tuition fees of the BIA Study Field Science of Law (EUR).pdf
Expenses per student of the Study Field Science of Law in the 20212022 academic year (EUR).pdf	Expenses per student of the Study Field Science of Law in the 20212022 academic year (EUR).pdf
Sadarbības līgumi ar ārvalstu institūcijām (ārpus ERASMUS).pdf	Sadarbības līgumi ar ārvalstu institūcijām (ārpus ERASMUS).pdf
Cooperation agreements with foreign institutions (outside ERASMUS).pdf	Cooperation agreements with foreign institutions (outside ERASMUS).pdf



BSA bibliotēkas krājuma Tiesību zinātne. Jurisprudence kopsavilkums-analīze.docx	BSA bibliotēkas krājuma Tiesību zinātne. Jurisprudence kopsavilkums-analīze.docx
BIA library collection Law. Jurisprudence summary-analysis.docx	BIA library collection Law. Jurisprudence summary-analysis.docx
BSA elektroniskās datu bāzes.docx	BSA elektroniskās datu bāzes.docx
BIA electronic databases.docx	BIA electronic databases.docx
BSA Pārvaldības sistēma.pdf	BSA Pārvaldības sistēma.pdf
BIA Management system.pdf	BIA Management system.pdf
2.1.2. BIA Field of study "Science of Law" SWOT analysis.docx	2.1.2. BIA Field of study "Science of Law" SWOT analysis.docx
ELFA_BIA_summer_school_programme.pdf	ELFA_BIA_summer_school_programme.pdf
NOLIKUMS par darba apmaksas organizāciju un pedagoģiskās slodzes veidiem akadēmiskajam personālam un viespasniedzējiem.pdf	NOLIKUMS par darba apmaksas organizāciju un pedagoģiskās slodzes veidiem akadēmiskajam personālam un viespasniedzējiem.pdf
Nr.8. BIA Financial Stability Indicators.docx	Nr.8. BIA Financial Stability Indicators.docx
Baltics International Academy revenues.pdf	Baltics International Academy revenues.pdf
Expenses of the Baltic International Academy in the period 2020 - 2022..pdf	Expenses of the Baltic International Academy in the period 2020 - 2022..pdf
BSA_studiju_rezultatu_novertejums.pdf	BSA_studiju_rezultatu_novertejums.pdf
Regulations_Evaluation_Study.pdf	Regulations_Evaluation_Study.pdf
BSA_akademiskie_amati.pdf	BSA_akademiskie_amati.pdf
Regulations_Academic_Positions.pdf	Regulations_Academic_Positions.pdf
BSA_personala_politika.pdf	BSA_personala_politika.pdf
Studiju_programmu_izstrade_lv.pdf	Studiju_programmu_izstrade_lv.pdf
Development_approval_new_study_programme_eng.pdf	Development_approval_new_study_programme_eng.pdf
BSA_diplomdarbu_nolikums_LV.pdf	BSA_diplomdarbu_nolikums_LV.pdf
BSA_GRADUATION PAPER DEVELOPMENT_ENG.pdf	BSA_GRADUATION PAPER DEVELOPMENT_ENG.pdf
Personnel policy.docx	Personnel policy.docx
BSA Bibliotēkas jaunumi Tiesību zinātne 2020-2023.docx	BSA Bibliotēkas jaunumi Tiesību zinātne 2020-2023.docx
BSA Library news Law 2020-2023.docx	BSA Library news Law 2020-2023.docx
2.4.3. Projekti.xlsx	2.4.3. Projekti.xlsx
2.4.3. Projects.xlsx	2.4.3. Projects.xlsx
3_Appendix_Ak.mag study program MAPPING 2023.docx	3_Appendix_Ak.mag study program MAPPING 2023.docx
3_Pielikums_Studiju kursa kartējums ak.maģistra studiju programmā "Tiesību zinātne".docx	3_Pielikums_Studiju kursa kartējums ak.maģistra studiju programmā "Tiesību zinātne".docx
1. Answers to AIKA experts.docx	Answers to AIKA experts.docx
1. Answers to AIKA experts - 1 Appendix.docx	1 Appendix.docx
1. Answers to AIKA experts - 2 Appendix.pdf	2 Appendix.pdf
1. Answers to AIKA experts - 3_Bistrova Anastasija_Master thesis 2023.pdf	3_Bistrova Anastasija_Master thesis 2023.pdf
1. Answers to AIKA experts - 4_Zulge_Santa_Master thesis 2022.pdf	4_Zulge_Santa_Master thesis 2022.pdf
1. Answers to AIKA experts - 5_Kaulins Andris_Master thesis 2023.pdf	5_Kaulins Andris_Master thesis 2023.pdf

1. Answers to AIKA experts - 6_Makejeva Ilona_Master thesis 2023.pdf	6_Makejeva Ilona_Master thesis 2023.pdf
1. Answers to AIKA experts - 7_Breidaks Maris_Master thesis 2022.pdf	7_Breidaks Maris_Master thesis 2022.pdf
1. Answers to AIKA experts - 8 Appendix.docx	8 Appendix.docx

# Law (51380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Law</i>
Education classification code	<i>51380</i>
Type of the study programme	<i>Doctoral study programme</i>
Name of the study programme director	<i>Tatjana</i>
Surname of the study programme director	<i>Jurkeviča</i>
E-mail of the study programme director	<i>advokatu.birojs@inbox.lv</i>
Title of the study programme director	<i>Asoc.profesore, Dr.iur.</i>
Phone of the study programme director	<i>28811085</i>
Goal of the study programme	<i>The aim of the Doctoral Study program is to realize high level of study in Law to prepare highly qualified Law scientists, for further science development in the context of Latvia and internationally, providing opportunities: to deepen the knowledge and research skills in Law at theoretical level, paying special attention to improving research in the sub branch chosen; advance research competences, to prepare for independent scientific research work, as well as to provide opportunity for qualitative development of Doctoral Dissertation. The program is also oriented at qualified Law scientists for academic (pedagogical) work.</i>

<p>Tasks of the study programme</p>	<p><i>-to acquire modern theoretical concepts, to identify modern theoretical and practical tendencies in Law, as well as to develop understanding of process interaction in Law and related sciences and fields acquiring study courses within the frames of the program, including detailed acquisition of Law sub-branches within the frames of the study courses chosen according to doctoral research topic;</i></p> <p><i>-to develop the ability to independently conduct scientific research, prepare scientific publications, as well as to present reports on research results in Latvia and internationally, to implement research of the chosen doctoral thesis topic, receiving appropriate qualified scientific and methodological assistance in the doctoral program study process (during theoretical part of doctoral studies);</i></p> <p><i>-to ensure the acquisition of high-quality theoretical and empirical research methodology, to develop knowledge and skills about research methodology and to acquire the latest research methods and scientific analysis methods in law in general, as well as in the chosen sub-sector, conducting scientific research on the chosen topic using modern analysis and data processing methods;</i></p> <p><i>- to promote complex scientific research of doctoral students in Latvia and abroad, providing an opportunity to acquire skills to participate in scientific, etc. projects, complex research works, including interdisciplinary research, improving the ability to identify the problem, describe its relevance and connection with other sciences and sub-sectors of science, developing analytical, creative and critical thinking, the ability to solve problems innovatively;</i></p> <p><i>- to develop pedagogical skills by combining theoretical studies with the acquisition of pedagogical and study methodological work skills, acquiring and improving the ability to independently develop study courses and lead study classes at any level study programs, manage qualifications, bachelor's, master's theses, diploma projects, practice and prepare for academic work at high schools.</i></p>
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Results of the study programme	<p><i>Knowledge:</i></p> <ol style="list-style-type: none"> <li>1) <i>expanded knowledge of the development trends of law in Latvia, Europe and the world, understanding of current theories and findings in law (SO1);</i></li> <li>2) <i>in-depth knowledge and understanding of the research methodologies applied in legal science and aspects of the application of research methods (SO2);</i></li> <li>3) <i>understanding of the importance of legal science research and the use, applicability and effectiveness of research results for the development of the field of justice, including in the context of comparative legal policy, as well as for the improvement of studies in the field of legal science (SO3);</i></li> <li>4) <i>understanding of the importance of legal science research in the development of society, as well as the use of research results in the general context of society development, as well as understanding of the interdisciplinary approach to research in the broader aspects of effective development of science (SO4);</i></li> </ol> <p><i>Skills:</i></p> <ol style="list-style-type: none"> <li>1) <i>to independently choose and apply research methods appropriate for legal science research in order to perform independent research activities in the chosen field, including in an international comparative context (SO5);</i></li> <li>2) <i>to critically analyze scientific theories and findings, as well as to apply theoretical and empirical substantiations for the evaluation and solution of legal problems (SO6);</i></li> <li>3) <i>to independently carry out extensive original research in law, motivated to explain and represent the results of his / her research, including at the international level (SO7);</i></li> <li>4) <i>to discuss the topical issues of law both with specialists and in a way that is perceptible to the general public (SO8);</i></li> <li>5) <i>to use topicalities of the field of specialization for the improvement of the study process and content in law (SO9);</i></li> <li>6) <i>manage and / or coordinate industry and multidisciplinary teams and / or work and collaborate in an international context for research (SO10);</i></li> <li>7) <i>to encourage and implement changes in the field of legal science and as far as possible in the society as a whole, for the efficient functioning of the state and society (SO11);</i></li> <li>8) <i>to independently promote their scientific development by raising the level of scientific qualification (SO12);</i></li> </ol> <p><i>Competences:</i></p> <ol style="list-style-type: none"> <li>1) <i>to independently organize and implement research activities in the field of law, independently put forward a research idea, plan, structure and perform the results, their critical evaluation (SO13);</i></li> <li>2) <i>to plan, organize, manage, implement and supervise scientific research projects in law and / or participate in their implementation (SO14).</i></li> <li>3) <i>to implement the interpretation of the results (achievements) of legal science and research in the field of practical application, solving complex problems of law application, as well as implementing them in the educational process in higher education institutions (SO15);</i></li> <li>4) <i>to independently create the study content, teaching methodological tools, to apply various teaching (study) methods and to manage the study process by organizing, self-improving (SO16);</i></li> <li>5) <i>to independently promote the improvement of one's competencies and specializations, independently acquire new competencies and improve one's researcher's personality (SO17);</i></li> </ol>
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Final examination upon the completion of the study programme	<i>Doctoral examinations, approval of the doctoral thesis project</i>
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## Study programme forms

### Full time studies - 3 years - latvian

Study type and form	<i>Full time studies</i>
Duration in full years	<i>3</i>
Duration in month	<i>0</i>
Language	<i>latvian</i>
Amount (CP)	<i>180</i>
Admission requirements (in English)	<i>1. Master's degree in law or equivalent education. 2. Confirmation of scientific, pedagogical and/or professional activity. 3. Recruitment negotiations.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Scientific doctoral degree Doctor of Science (Ph.D.) in Social Sciences</i>
Qualification to be obtained (in english)	<i>—</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

### Full time studies - 3 years - english

Study type and form	<i>Full time studies</i>
Duration in full years	<i>3</i>
Duration in month	<i>0</i>
Language	<i>english</i>
Amount (CP)	<i>180</i>
Admission requirements (in English)	<i>Professional master's degree or academic master's degree in Law Science and English at least at B2 level.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Scientific doctoral degree Doctor of Science (Ph.D.) in Social Sciences</i>
Qualification to be obtained (in english)	<i>—</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

## 3.1. Indicators Describing the Study Programme

**3.1.1. Description and analysis of changes in the parameters of the study programme made since the issuance of the previous accreditation form of the study field or issuance of the study programme license, if the study programme is not included on the accreditation form of the study field, including changes planned within the evaluation procedure of the study field evaluation procedure.**

The name of the study programme, the degree to be obtained, the professional qualification or degree and the professional qualification, objectives, tasks, study results and admission requirements shall be mutually relevant.

The aim and tasks of the study program, how the study results to be achieved are based on the following normative documents: Law on Higher Education Institutions (Section 60. **Aim and Subject-Matter of Scientific Research**); Law on Scientific Activity; Cabinet of Ministers Regulation No.1001 of 27 December 2005 Procedures and Criteria for Awarding a Doctoral Degree (Promotion)"; Education Law. (Article 8.<sup>1</sup> Latvian Qualifications Framework); Cabinet of Ministers Regulation No. 322 of June 13, 2017 "Regulations on Latvian education classification"; European qualifications framework; Standards and guidelines for quality assurance in the European higher education space (ESG) (15.05.2015); Academic Information Center. Level of higher education (LKI level 5-8). Available: <https://www.latvijaskvalifikacijas.lv/izglitiba-sistema>

On October 11, 2022, the amendments to the Law of September 15, 2022 "[Amendments to the Law on Higher Education Institutions](#)" (Only in Latvian) entered into force, with which the term "credit point" in Article 1 of the [Law on Higher Education Institutions](#) is expressed in a new wording and it is determined that 60 credit points correspond to those acquired in full-time studies in one academic year study results according to the European credit transfer and accumulation system. In accordance with paragraph 93 of the Transitional Regulations of the Law on Higher Education Institutions, the terms of the study program credit points and the amount of credit points are determined, in accordance with the aforementioned law and 13.06.2023. CM [Regulations No. 305 on the requirements of state professional higher education standards](#) (Only in Latvian) according to the European Credit Transfer and Accumulation System (ECTS).

In compliance with the requirements of the law, BIA has made relevant amendments when converting into ECTS, the number of Latvian credit points is multiplied by 1.5. Also, credit points are expressed as whole numbers. One credit point corresponds to 25-30 hours of study work. According to the BIA Rector's order of February 05, 2024 *On the transition to ECTS*, one credit point corresponds to 25 hours of study work, of which in the doctoral study program full-time flow 20% are contact hours.

**3.1.2. Analysis and assessment of the study programme compliance with the study field. Analysis of the interrelation between the code of the study programme, the degree, professional qualification/professional qualification requirements or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements. Description of the duration and scope of the implementation of the study programme (including different options of the study programme implementation) and evaluation of its usefulness.**

The Baltic International Academy has been implementing study programs in the field of field since 1999, but doctoral studies have been implemented since 2000. The title of the doctoral study program is "Law". The title of the Doctoral Study Program has been developed in accordance with the Cabinet of Ministers of the Republic of Latvia Regulation No. 49 of 23 January 2018 "Regulations on Latvia Science Branches and Sub-Branched" section "Social Sciences" paragraph 5.1. This name fully corresponds to the content offer of the program, which is basically designed as an in-depth study of legal science and its sub-fields and result-oriented research in this direction.

The Baltic International Academy (hereinafter also referred to as the Academy or BIA) Doctoral study program "Law" (program code 51380) is implemented in accordance with the Law on Higher Education Institutions of the Republic of Latvia, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 1001 of 27 December 2005 Procedures and Criteria for Awarding a Doctoral Degree (Promotion) ", as well as on the basis of the Cabinet of Ministers Regulations No. 1000 "Regulations on Delegation of the Right to Grant a Doctoral Degree (Promotion) to Higher Education Institutions" (hereinafter - CM Regulations).

The reporting period to be analyzed for the evaluation of the study program is defined as the period from September 1, 2020 to October 1, 2023 (hereinafter also - the Reporting Period). In addition, if necessary, up-to-date information at the time of submission of the self-assessment is also indicated, i.e. for the academic year 2023/2024.

The Study Accreditation Commission of the Ministry of Education and Science of the Republic of Latvia (Decision No. 85 of 05.06.2013) has allowed the Academy to implement the study field "Science of Law", incl. doctoral study program "Legal Science" (previous title).

As a result of successful completion of the study program and defense of the doctoral thesis, the doctoral degree of Doctor of Science (Ph.D.) is awarded.

The title of the study program, the degree to be obtained, the aims and objectives, as well as the admission requirements are interrelated and relevant.

The Doctoral study program of the Academy "Science of Law" (program code 51380) is developed and implemented in accordance with the Law on Higher Education Institutions of the Republic of Latvia, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 322 of 13 June 2017 "Regulations on the Classification of Education in Latvia", Cabinet of Ministers Regulation No. 1001 of 27 December 2005 "Procedure and Criteria for Awarding (Promotion) a Doctoral Degree".

Doctoral studies in Latvia have a special status. These have two basic aspects: first, *the main element of doctoral studies is the original research that must be prepared for each doctoral candidate, thus doctoral study programs cannot be compared with bachelor's and master's study programs and evaluated similarly.* (Doctoral study and promotion system in Latvia. Andrée Sursock, World Bank consultant. 21 November 2016); secondly, graduation of the doctoral study program does not mean obtaining a degree and / or professional qualification, because obtaining / awarding a doctoral degree, i.e. the promotion process, in Latvia is separated from the doctoral study program and takes place in a separately regulated process, according to the Cabinet of Ministers Regulation No. 1001 "Procedure and Criteria for Awarding a Doctoral Degree". According to these regulation, the completion of the doctoral study program is one of the mandatory preconditions for starting the doctoral candidate's promotion process. Undoubtedly, the basic element of the doctoral study program, which makes up 70% of the program, is the development and preparation of this doctoral student / doctoral candidate's original research to ensure the doctoral student's readiness for the promotion process after graduation, which also ensures mutual interaction of both aspects



mentioned above.

The title, goals and objectives of the BIA doctoral study program, as well as the enrolment requirements are interrelated and appropriate. The aim and objectives of the doctoral study program, which are defined in detail in Sub-paragraph 3.1.1 of of the assessment materials, are set according to the title and level of the program. The aim of the program is defined as the implementation of the highest level study in law for the preparation of highly qualified law scientists, further development of science in the Latvia and international context, as well as the preparation of qualified law scientists for academic (pedagogical) work. In its turn, the tasks of the program are related to the possibility to provide the doctoral student with the acquisition of the latest theoretical and practical tendencies and concepts in law, developing a complex scientific research approach; developing high-quality independent scientific research skills, increasing the methodological capacity of research; the development of pedagogical skills by acquiring the skills of pedagogical and study methodological work at the level of higher education institutions.

The aim and objectives of the study program correspond to the long-term strategy of BIA activity and development, BIA priority research directions and the aims and objectives of the study direction "Science of Law"; they are focused on the further development of the professional competence of jurisprudence. The goal and objectives are achievable at all levels - 1st and 2nd level professional higher education study program "Science of Law", master's and doctoral - study programs in succession and mutual coherence.

The content image of the program is designed to achieve the defined goal of the doctoral study program and to fulfill the objectives of the program set to achieve the goal. The organization of the study process is based on several principles - quality, sustainability, succession and cooperation. In addition to methodological and profiling study courses and a foreign language, the program plan in accordance with the specific goals and tasks of the doctoral study program includes pedagogical practice and the development of a doctoral thesis.

Enrolment requirements for the Doctoral study program are based on the content direction of the study program and in accordance with the objective justification. Taking into account the above, applicants are required to have a master's degree in law or its equivalent with an education in law as a prerequisite for starting studies in the program. If the applicant has the qualification of a lawyer, but the master's degree is in another field of science, then he / she must pass the entrance examination in accordance with the direction of the chosen specialization in doctoral studies. Each applicant must also provide appropriate evidence of scientific, pedagogical and / or professional activity. Being aware of the need to ensure that those students who, first of all, demonstrate a sufficient level of purposefulness, are matriculated in the doctoral study program; secondly, those who have developed an understanding of the importance of doctoral studies; thirdly, for whom appropriate applications in the chosen field of research can be established, upon admission to the Doctoral study program, an entrance examination - interviews are organized for each applicant. Admission to the doctoral study program takes place in accordance with the provisions of the BIA Doctoral Regulations, following the decision of the Matriculation Commission, evaluating the criteria for enrolment in doctoral studies. In addition, it should be noted that the enrolment rules and matriculation procedures at the Baltic International Academy during the study year 2023/2024 can be assessed at the website.

Successful completion of the doctoral study program, which summarizes the completion of the theoretical course, successful passing of doctoral examinations and development of the doctoral thesis project (which is further forwarded for defense at the doctoral council), opens opportunities for further independent development in scientific, research and academic fields.

When evaluating the effectiveness of program implementation options, the relevance of the study

program and study courses must be evaluated through the needs of the labor market and the employment opportunities of graduates, labor market forecasts have been taken into account. Labor market forecasts in Latvia have been developed by the Ministry of Economics since 2008. Labor market forecasts are based on economic development and demographic target scenarios developed by the Ministry of Economics. In 2022, the Ministry of Economy of the Republic of Lithuania prepared and published the [INFORMATIVE REPORT ON MEDIUM AND LONG-TERM FORECASTS OF THE LABOR MARKET](#), which describes the current labor situation on the market, as well as included medium-term labor market forecasts for the time period until 2030 and [long-term labor market forecasts until 2040 \(LV only\)](#) updated by the Ministry of Economy. The labor market forecasts are based on the economic development and demographic scenarios developed by the Ministry of Economy. According to the Report, economic development continues to be affected by the Covid-19 pandemic and measures to limit it, however, growth is also expected. Taking into account the reorientation of the national economy towards activities with higher added value, the number of highly qualified jobs has significantly increased in the past years, and there is still a shortage of actual labor force. Most (36%) of the number of employees in highly qualified professions were employed in public service sectors, including public administration, health care, education. According to the labor market forecast by 2030 developed by the Ministry of Economics of the Republic of Latvia, the situation in the labor market is expected to continue to improve in the coming years, while the improvements will become more moderate, which will be affected by a higher base effect in the labor market and slower growth rates. The target scenario envisages conditions for the Latvia economy to achieve such growth rates in its medium-term development that would ensure annual convergence to the EU average level by at least 2-3 percentage points. In addition, the situation will be increasingly affected by negative demographic trends, which will be reflected not only in labor market indicators but also in labor supply. By 2030, the number of employees is expected to increase, requiring an increase in the highly and very highly skilled workforce.

In order to perform the perspective evaluation of the study programs from the point of view of the interests of the Republic of Latvia, the Latvia Sustainable Development Strategy until 2030 (Latvia 2030) is used as the basic document. This document outlines the main problems related to the education system in the country, as well as the most important challenges in the field of higher education. In order for the Doctoral study program “Law” to be able to develop and be sustainable, the Program Council has aligned the goals and objectives of the study programs with the directions of action described in the Latvia Sustainable Development Strategy. The following directions of the Latvia 2030 strategy are used in the development plan and implementation of the study program:

- The Latvian higher education system will not be able to exist by admitting only students from its own country (§ 64; p. 16);
- Access to good quality education due to both income inequality and territorially uneven demographic development becomes a serious long-term challenge (§ 65; p. 16);
- In the long run, Latvia competitiveness will depend on the connection of the education system with changes in the labor market and the ability to prepare people for work in changing conditions throughout their lives. (§ 66; p. 16);
- The goal of the 21st century education system is to strengthen an individual's skills for continuous learning and innovation. (§ 67; p. 17);
- Education is not only the accumulation of specific competencies and qualifications, but also a process of human talent, emotional and social intelligence and personality development. (§ 68; p. 17);
- Systematic co-operation of general education institutions with higher education institutions is becoming important, both in developing curricula and promoting the improvement of teachers' competence. (§ 72; p. 18);

- Special emphasis should be placed on adult life-long education. (§ 78; p. 20);
- Already, a large group of students in higher education institutions and colleges are people in the so-called non-traditional age group, who are over 23 years of age, so higher education institutions must move to adult education as a stable and necessary direction of their activity. (§ 80; p. 20);
- Higher education institutions need to follow local and global trends in the economy in order to be able to anticipate and offer study content and formats that will enhance the competitiveness of individuals and organizations in tomorrow's economy. (§ 80; p. 20);
- Higher education institutions can create programs that take place entirely in the e-environment. (§ 94; p. 22).

Currently, the study program is implemented in Latvian, integrating up to 20% of studies in English as well. By implementing such an approach and developing the aspect of internationalization, requests for studies in English were also identified. During the reporting period, representatives of Polish, Ukrainian and Armenian higher education institutions and students of these higher education institutions express great interest in closer cooperation and study of the BSA doctoral study program during the meeting. In order to attract foreign students, the study program is designed to be implemented in English as well.

### **3.1.3. Economic and/ or social substantiation of the study programme, analysis of graduates' employment.**

The doctoral study program of the Academy provides the highest level of academic studies, in which specialists are prepared for independent, creative and versatile scientific research work. The academic qualifications and range of interests of the academic staff cooperating with the Academy create preconditions for in-depth studies in law, as well as guarantee professional management of scientific work in a wide range of legal issues.

Higher education is one of the pillars of the development of a democratic society and the growth of the Republic of Latvia is inconceivable without highly qualified doctors, who are necessary for the development of any branch of science. This is especially relevant in law, as there is an insufficient number of doctors in this field, which could ensure the stable development of Latvian science, as well as could apply for vacancies of professors, associate professors and senior lecturers at Latvia universities and be involved in training new specialists. This can make it particularly difficult for higher education institutions to operate in law programs. There is also a growing demand in the labor market for more and more qualified specialists, especially for lawyers, who would be prepared to work in various fields of law, where in-depth research skills are needed in the field of law and sub-sectors. The successful operation of the doctoral study program in Latvia will help to reduce the shortage of specialists in the field and promote faster development of the field.

The program offered by the Academy emphasizes the training of specialists in civil law, criminal law, international law, paying attention to the development of these fields not only in Latvia, but also in other European Union countries and in the world. In addition, the proposed program pays special attention to a globally important aspect - the issue of combating money laundering in several dimensions, as well as the relatively rare field of research - medical law.

The Academy employs a sufficient number of elected teaching staff with a doctoral degree in law (Dr.iur, Ph.D.), which allows to ensure the implementation of the doctoral study program and the development of doctoral theses in certain sub-branches of law according to academic research

needs, economic situation, labor market requirements, as well as the classification of branches of science and education.

Taking into account the growing process of globalization, including the ever closer integration of countries into the European Union, especially after the ratification of the Lisbon Treaty, the Academy also attracts leading specialists from foreign universities. Only on Latvia scale, but creates a basis for research on the Baltic and European scale.

During the implementation of the doctoral study program of the Academy, improvements have been made to the study program, as well as changes related to processes aimed at improving the quality of legal education by making changes in the planning, organization and implementation of law study programs and compliance with uniform requirements. Based on the above, the Academy has chosen a progressive approach to the planning of study courses and the succession of study programs, thinking about the improvement of the quality of legal education in general in the field of study "Science of Law".

Based on significant changes in legal education in general, as well as analyzing previous accreditation materials and expert recommendations in a broader context, we can observe in the program the implementation of an approach based on study results, on the implementation of learning outcomes approach in study programs, internationalization and strengthening of international involvement. The content of the study program is developed in accordance with the requirements of a modern competence approach, as well as a study results-oriented approach is supported (in accordance with knowledge, skills and competences at the 8th level of the European and Latvia qualifications framework [http://www.nki-latvija.lv/content/files/LKI\\_limenu\\_apakstu\\_tabula\\_2017.pdf](http://www.nki-latvija.lv/content/files/LKI_limenu_apakstu_tabula_2017.pdf)). (Only in Latvian)

### **3.1.4. Statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down into different study forms, types, and languages.**

Statistical data on students in the doctoral study program, according to the guidelines for the development of the self-evaluation report, are viewed from three basic aspects, namely: 1. - dynamics of the number of students enrolled in the program; 2.- dynamics of the students in the program, including ex-matriculated and student distribution; 3.- dynamics of the number of graduates of the program.

#### ***1.2.1. Dynamics of the number of students enrolled in the program***

Persons who meet the admission requirements in accordance with the admission regulations of the Baltic International Academy and the regulations of the doctoral studies of the Baltic International Academy are admitted to the doctoral study program "Law".

In the reporting period from 2021/2022 to 2023/2024 (on 01.10.23) the number of students matriculated in the doctoral study program "Law" is 10 students. The number of students enrolled in the doctoral study program by years is shown in Figure 3.1 and Figure 3.2: Statistical data on students is in the appendix.

The presented data show that the number of persons enrolled in the doctoral study program is generally stable. The relatively small number of enrolled students is related both to the total decrease in the number of university students and to the economic aspects of Latvia economic development, which is related to the decrease in the number of people willing to finance doctoral studies from their own funds. There are no budget places in the doctoral study program “Law” at the given time, and all students in the program study only at the expense of physical entities. The number of students can also be explained by the improvement of the rules for admission to the doctoral study program, which has increased the minimum number of points required for admission to the doctoral program, has improved the selection criteria for foreign persons, paying special attention to applicants from non-EU countries. Knowledge of English and the quality level of prior learning is assessed, thus refusing admission to applicants who wish to study but have not obtained the required number of points, recognizing that this approach has significantly reduced the number of students admitted, the Doctoral Council considers it prevent the situation, when insufficiently motivated persons or persons without the necessary competencies and understanding of studies in doctoral level study programs enroll in the program. This approach allows the doctoral council to ensure the effective implementation of the study process and the achievement of the goals of the doctoral study program.

### ***1.2.2. Dynamics of the students in the program***

In the reporting period the number of students in the doctoral study program “Law” decreased minimally, but in general, the decrease in the number of students coincides with the demographic situation in the country in recent years, the reduction of the total number of university students in the country and economic aspects of Latvia economic development.

The number of students in the doctoral study program on October 1 of each study year is shown below (Fig. 3.3 in Appendix Statistical data on students), which reflects current dynamics.

The decrease in the number of students of the doctoral study program “Law” is justified by the gradual decrease in the number of persons admitted to the program, as well as by implementation of the selection criteria approach in relation to those doctoral students who had not fulfilled the requirements of the study program and thus deducted (ex-matriculated), which was done with the intention to strengthen the quality (process, implementation) of doctoral study program implementation, to increase student motivation and discipline regarding the ability to meet the study program implementation deadlines. See Appendix Statistical data on students 3.4. figure.

Analyzing the trends of student drop-outs, it can be seen how the annual drop-out of students is relative. See Appendix Statistical data on students 3.5. figure.

Ex-matriculation of doctoral students due to non-fulfillment of the program or their own choice, data analysis indicates that the majority of students in the program are expelled due to their own will or due to non-fulfillment of program requirements (both academic and financial), which means that these students have not successfully completed their study program. The reasons for such leaving are various, but most of them are related to the inability of students to master the study program effectively, which manifests itself mainly in the inability to meet the deadlines or the inability to achieve scientifically measurable research results. There are fewer cases when studies in the program are terminated due to financial aspects, namely the inability to further finance their

studies. With regard to the first group drop-outs, it should be noted that successful studies in doctoral programs always require a high level of self-discipline and high research capacity, thus, the expelling of individual students is related to the incomplete awareness of these students about the essence of doctoral studies and the proportion of individual work in the program, which makes up 70% of the total number of credit points acquired in the program. Such drop-out is natural and understandable, but it is also planned to strengthen the control mechanisms of doctoral students and intensify the feeling of supervision in order to reduce it. With regard to the second group drop-outs, it should be noted that the Academy, as far as possible, supports students in the program by granting tuition fee extensions or tuition fee reductions. However, the Academy is understandably limited in the use of such financial instruments. The solution to this can be seen in attracting financial resources from the state and EU structural funds within the framework of the implementation of the new doctoral model. However, the Academy does not see the funding direction of the new doctoral model as a priority direction for itself, considering that studies on their own financing or independently attracted financial resources are one of the aspects of higher motivation of doctoral students.

Every student who has decided to terminate their studies is offered to fill in a questionnaire on the reasons for their termination of studies, which helps the Academy to find out the reasons for termination of studies (termination). Analyzing the mentioned data, it can be concluded that the most common reasons are personal (voluntary, financial debts, academic debts, etc.).

### **1.2.3. Dynamics of program graduates**

Analyzing the dynamics of graduates of the doctoral study program, it should first be pointed out that according to the current normative regulation in the Republic of Latvia, doctoral process is separated from the doctoral study program during the Reporting period, therefore those who submit their developed and completed Doctoral Theses for promotion process are mostly already ex-matriculated due to the fulfillment of the requirements of the doctoral program, completing the theoretical course and successfully passing the doctoral examinations.

During the *Reporting period*, as well as until the beginning of the academic year 2020/2021, 10 graduates have successfully completed studies in the doctoral study program. See Appendix Statistical data on students 3.6. image.

It should be noted that in the Reporting period one of the graduates of the program has obtained a Doctoral Degree, but the second applicant has submitted a work to start the doctoral process. Objective obstacles to the timely completion of the doctoral thesis are significant, which are primarily caused by the lack of time for the development, preparation and approbation of the doctoral thesis. This is explained by the fact that most of the students and graduates of the program work full-time in legal employment positions, not only in the private sector, but also in the public sector. Such busy employment is undeniably related to the issues of study financing, thus combining studies with work and the inability to devote time entirely to research alone becomes a necessity for doctoral students. The Academy, as far as possible, supports students in the program. However, the financial resources of the Academy in this matter are limited, because so far the Academy has not participated in state-funded budget programs or EU structural funds programs.

Taking into account the fact that the doctoral promotional process is separated from the study process in doctoral programs, it should be emphasized that doctoral theses whose authors have acquired the doctoral program at other universities may also be defended in the promotion councils of a particular higher education institution. The Academy does not rule out the possibility that some graduates of the doctoral study programs offered by the Academy have obtained a doctoral degree in the promotion councils of other universities, but such statistics have not been compiled.

The positive side is that after successful completion of the program, most graduates continue to maintain close contact with their research supervisors and the doctoral council, confirming the continuation of scientific research and the determination to fully develop it and move towards obtaining a doctoral degree, which will be confirmed by the results of the survey of program graduates who have not yet obtained a doctoral degree. According to the results of the survey on the main obstacles to obtaining a doctoral degree, it can be concluded that the main obstacle was mostly lack of time or loss of motivation, less often other priorities have emerged. But it should be noted that for some of the graduates, communication with the supervisor of the doctoral thesis was quite complicated already after the completion of the study program, especially in cases when the supervisor either suspended his / her lecturing altogether or transferred to a full-time job at another university. Aspects of such communication can, to some extent, be explained by the fact that by ensuring the right of the graduates of the doctoral study program to start the doctoral process also after graduating from the program, the legislator has not explained the legal status of the supervisor. Changes in the situation are expected with the completion of the implementation of the new doctoral model.

Analyzing all the above, it can be concluded that in order to reduce the negative aspects regarding the development and defense of doctoral theses, more attention should be paid to stricter control of doctoral thesis development already during the study process. This has already been started, for example, by introducing reports on research activities, including the preparation of the doctoral thesis once every six months, i.e. at the end of each study semester, which will be able to improve this currently negative trend.

The implementation of the above-mentioned stricter control, which in the opinion of the Academy will make the activities of doctoral students more motivating, at the same time improving the student support mechanisms, is ensured together with the program improvement process. As a result of the study program improvement, a more frequent doctoral students' reporting procedure was introduced in 2019 - at the end of each semester, as well as a regular public presentation with the mentioned report on the research results of the previous period at Doctoral Council meetings has been introduced.

### **3.1.5. Substantiation of the development of the joint study programme and description and evaluation of the choice of partner universities, including information on the development and implementation of the joint study programme (if applicable).**

Not applicable

## **3.2. The Content of Studies and Implementation Thereof**

**3.2.1. Analysis of the content of the study programme. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators with the aims of the study course/ module and the aims and intended outcomes of the study programme. Assessment of the relevance of the content of the study courses/ modules and compliance with the needs of the relevant industry, labour market and with the trends in science on how and whether the content of the study courses/ modules is updated in line with the development trends of the relevant industry, labour market, and science.**

The doctoral study program “Law” is a study program developed in accordance with the Law on Higher Education Institutions, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 1001 “[Procedures and Criteria for Awarding a Doctoral Degree \(Promotion\)](#)” (LV only) and the regulations of the Baltic International Academy.

Acquisition of the study program is planned in full-time format for 3 years (6 semesters) in the period of 180 credit points. Credit points are counted for each acquired study course (as well as for practice and scientific research work), if the assessment in the examination or achieved is positive. Acquisition of the study program is planned in the form of contact hours and independent work. The importance and responsibility of students' independent work in the acquisition of study content has been increased.

Analyzing the connection of the planned results of the study courses with the results to be achieved in the Doctoral study program “Science of Law”, a mapping of the study courses included in the program was performed. Obtaining the mapping results (in the appendix: [Doctoral Study Program “Law” Study Course Mapping.docx](#)), it was concluded that the planned results of the study courses included in the study program fully correspond to all the results to be achieved by the study program.

The study course programs envisage the development of critical understanding and the ability to critically analyze theories of legal science, as well as to evaluate their suitability in both research and practical activities; the ability to independently put forward a research idea, plan it, structure and conduct large-scale scientific research, sharing achievements in publications, conferences, discussions, seminars, etc.

Also, some of the study courses focus on the ability not only to independently conduct original research in law, but also to motivate to explain and represent the results of their research, including at the international level; to discuss the topical issues of legal science with arguments in a way that is perceptible both to specialists and to the general public; lead and / or coordinate multidisciplinary teams and / or work and collaborate in an international context for research; to encourage and implement changes in the field of law and, as far as possible, in the society as a whole, for the efficient functioning of the state and society.

Research methodology oriented study courses envisage the ability to understand and apply scientific principles in higher level research and the ability to independently and correctly develop research in law in accordance with the basic principles of scientific research and ethical principles. Thus, it can be concluded that by concluding the study program, the graduate will have achieved all the study results provided for in the study program. Study results are defined for each study course, which forms a unified study program and forms common study results.

For each type of study implementation, the specified feedback measures are assigned - what kind and when students are informed about the evaluation of their study results.



The quality control and analysis of the implementation of the study process, teaching and acquisition of the study content is regularly performed by the program director and the Doctoral Council.

The study program consists of study courses, the planning and content of which are closely connected with the aim and objectives of the program. The planning and content of the study program are aimed at achieving the results of the program.

The achievement of the study results indicated in the section "Knowledge" of the program results is ensured as follows:

<b>KNOWLEDGE</b>
<i>SR1: expanded knowledge of the development trends of law in Latvia, Europe and the world, understanding of current theories and findings in law</i>
The acquisition of the necessary knowledge is, first of all, provided by courses designed for the development of scientific research capacity in the specialty, as well as for the acquisition of a foreign language, which is an important aspect of working with foreign sources at a sufficient level. These are the following courses: <i>Scientific and Research Methodology</i> and <i>Legal Foreign Language</i> . The acquisition of the necessary knowledge and acquaintance with current events in legal theory and modern approaches and findings in methodology is ensured by the following courses: <i>Theory of Law and Legal Methodology</i> and in the sub-branch - <i>Specialization Course</i> from Section B and <i>Advanced Specialization Course</i> from Section C. Comprehension is also ensured by scientific research work: identification and analysis of doctoral thesis sources, doctoral thesis writing
<i>SO2: in-depth knowledge and understanding of the research methodologies applied in legal science and aspects of the application of research methods</i>
The acquisition of the necessary knowledge is ensured by the theoretical study courses, which are focused on knowledge about research in law. These are the following study courses: <i>Theory of Law and Legal Methodology</i> , <i>Data analysis and statistical methods</i> . It should be noted that the acquisition of the necessary knowledge is also ensured by the student's research work, which in itself includes the improvement of relevant knowledge in methodology, as well as the practical application of knowledge management of modern research methods, without which it is impossible to conduct research, write a doctoral thesis, as well as publish the research results.
<i>SO3: understanding of the importance of legal science research and the use, applicability and effectiveness of research results for the development of the field of justice, including in the context of comparative legal policy, as well as for the improvement of studies in the field of legal science</i>
Due to the objective of the study program to promote complex scientific research and interdisciplinary research, the program is oriented towards the student's understanding that the science of law exists and functions in the common system of sciences. Promoting the development of appropriate understanding is not provided by every theoretical course in the field and sub-branch: <i>Theory of Law and Legal Methodology</i> , <i>Methodology of Scientific Activity and Research</i> , <i>Higher Education Pedagogy and Development of Higher Education Systems</i> , <i>Specialization Course</i> from Section B, <i>Advanced Specialization Course</i> from Section C, <i>Law Sociology</i> and also the doctoral student's <i>scientific research work</i> , which the doctoral student performs independently under the supervision of the scientific supervisor, conducting research in the chosen topic, developing a doctoral thesis, publishing their research results.

SO4: *understanding of the importance of legal science research in the development of society, as well as the use of research results in the general context of society development, as well as understanding of the interdisciplinary approach to research in the broader aspects of effective development of science*

The acquisition of skills in the practical field of effective transfer of research results and to the Study of Law, improving its content and form, is ensured by such study courses, which develop an understanding of the significance, necessity, forms and techniques of such transfer. These are the following study courses: *Higher Education Pedagogy and Development of Higher Education Systems, Development of Scientific Articles, Data Analysis and Statistical Methods*, three *Pedagogical Practices* within the frames of the program.

The achievement of the study results indicated in the section "Skills" of the program results is ensured as follows:

## **SKILLS**

SO5: *to independently choose and apply research methods appropriate for legal science research in order to perform independent research activities in the chosen field, including in an international comparative context*

In order to successfully carry out research work, it is important to orientate oneself freely in scientific methods, to develop skills to choose the necessary methods correctly, as well as to acquire and develop skills to use them accordingly. For these purposes, the program provides the following theoretical courses: *Theory of Law and Legal Methodology, Methodology of Scientific Activities and Research, Development of Scientific Papers, Data Analysis and Statistical Methods*. After mastering the theoretical courses, the improvement of the acquired skills continues in the doctoral student's *individual scientific research work*.

SO6: *to critically analyze scientific theories and findings, as well as to apply theoretical and empirical substantiations for the evaluation and solution of legal problems*

As with the description of the previous study outcome (SO5), it can be summed up that the effective and successful performance of research activities is not objectively possible without developed skills to critically analyze scientific theories and knowledge, moreover, skills are especially important for solving legal issues at the theoretical level to apply theoretical and empirical grounds for the evaluation of the problem. The following theoretical courses are provided for the development of the mentioned skills: *Theory of Law and Legal Methodology, Methodology of Scientific Activities and Research, Development of Scientific Articles, Data Analysis and Statistical Methods*. After mastering the theoretical courses, the improvement of the acquired skills continues in the doctoral student's *individual scientific research work*.

SO7: *to independently carry out extensive original research in law, motivated to explain and represent the results of his / her research, including at the international level*

Due to the objective of the study program to develop the ability to independently conduct scientific research, which summarizes the preparation of the doctoral thesis and forms the largest part of the doctoral program, this skill is developed in all study courses dedicated to in-depth study of current issues. These are: *Theory of Law and Legal Methodology, Methodology of Scientific Activity and Research, Specialization Course* from Section B, *Advanced Specialization Course* in Section C, also *Data Analysis and Statistical Methods* and *Development of Scientific Articles*, which also provide skills in developing scientific publications.

SO8: *to discuss the topical issues of law both with specialists and in a way that is perceptible to the general public*

As with the description of the previous study outcome (SO7), this study outcome can be summarized as the fact that effective and successful performance of research activities is objectively impossible without developed skills to argumentatively discuss current scientific issues, therefore, the study courses mentioned in the previous part provide this skill acquisition.

SO9: *to use topicalities of the field of specialization for the improvement of the study process and content in law*

In order to ensure the effective transfer of research results in the field of practical applicability, one of the most effective ways is to include these results in the studies of the respective study programs. The development and improvement of this skill is ensured by the following courses included in the study program, which are related to the development of pedagogical skills of higher education institutions: *Higher education pedagogy and development of higher education systems*, the block of pedagogical practice envisaged in the program.

SO10: *manage and / or coordinate industry and multidisciplinary teams and / or work and collaborate in an international context for research*

Emphasizing the need to develop students' understanding that Law exists and functions in a common science system and is not isolated, as well as the need for a cross-border dimension in law research, the development of interoperability and communication skills is envisaged in all study courses which implement them within their framework and areas.

SO11: *to encourage and implement changes in the field of legal science and as far as possible in the society as a whole, for the efficient functioning of the state and society*

Emphasizing the fact that the doctoral student's independent research is the main component of any doctoral study program, the appropriate skills to initiate and implement change and improve the functioning of society through scientific contributions are provided by all study courses in the program, each within its own framework and areas.

SO12: *to independently promote their scientific development by raising the level of scientific qualification*

Taking into account that all activities and measures in the process of acquiring a doctoral study program significantly increase the level of doctoral students' scientific qualification, all study courses included in the doctoral study program are applicable to the development of this skill.

The achievement of the study outcomes indicated in the section “Competences” of the program results is ensured as follows:

<b>COMPETENCES</b>
<p>SO13: <i>to independently organize and implement research activities in the field of law, independently put forward a research idea, plan, structure and perform the results, their critical evaluation</i></p>
<p>In order to carry out a successful and efficient research, it is important to identify the current problems and to put forward a concentrated research idea and choose its implementation models. Recognizing the importance of this element for research activities, the development and improvement of this competence is envisaged in those study courses that are dedicated to the acquisition of research methods and research of current events in the field and sub-field. These are: <i>Scientific Activity and Research Methodology, Development of Scientific Papers, Data Analysis and Statistical Methods, Legal Theory and Legal Methodology, Specialization Course from Section B, Advanced Specialization Course from Section C</i>. After mastering the theoretical courses, the improvement of the acquired competence continues in the doctoral student's individual <i>scientific research work</i> and his / her research activities.</p>
<p>SO14: <i>to plan, organize, manage, implement and supervise scientific research projects in law and / or participate in their implementation</i></p>
<p>As with the description of the previous study outcome (So13), it can be summarized that this competence is an integral component of any research activity and such competence is provided by the study courses mentioned in the previous part.</p>
<p>SO15: <i>to implement the interpretation of the results (achievements) of legal science and research in the field of practical application, solving complex problems of law application, as well as implementing them in the educational process in higher education institutions</i></p>
<p>The development of theoretical-based research problem-solving competence in the field of justice is ensured by the following study courses: <i>Theory of Law and Legal Methodology, Development of Scientific Articles, Data Analysis and Statistical Methods</i>. After mastering the theoretical courses, the development of the developed competence continues in the doctoral student's individual scientific research work. Acquisition of the competence for transfer of scientific research achievements to practical applicability in the field of law is ensured by the following study courses: <i>Theory of Law and Legal Methodology, Methodology of Scientific Activities and Research, Development of Scientific Articles, Data Analysis and Statistical Methods, block of Pedagogical Practice</i>.</p>
<p>SO16: <i>to independently create the study content, teaching methodological tools, to apply various teaching (study) methods and to manage the study process by organizing, self-improving</i></p>

According to the objective of the program to develop pedagogical skills, combining theoretical studies with the acquisition of pedagogical and study methodological work skills, acquiring and improving the ability to independently develop study courses and lead study classes at any level of study programs, students are provided with the opportunity to develop appropriate competencies : *University pedagogy and development of higher education systems*, as well as the block of *Pedagogical Practice* envisaged in the program.

*SO17: to independently promote the improvement of one's competencies and specializations, independently acquire new competencies and improve one's researcher's personality*

Appropriate competence required for scientific research is developed in all study courses within the frames of the program.

Achieving the performance indicators, the program also ensures the fulfillment of the objectives of the program and the achievement of the goal, i.e. an opportunity to deepen knowledge and skills at the theoretical level of law, with a special focus on developmental research in the chosen sub-field has been provided; an opportunity to increase research competencies in preparation for the performance of independent scientific research work has been provided, as well as an opportunity to qualitatively develop a doctoral thesis has been provided. Graduates of the program are highly qualified Law scientists who are prepared for academic work at universities, scientific and organizational work for further scientific development in the Latvia and international context, as well as for relevant work in practical jurisprudence.

Doctoral study programs are closely related and influence the direction of other programs: academies and professional master's study programs "Law", academic bachelor's program "Law". The doctoral study program continues studies in several master's study program courses, which concern civil law, criminal law and international law as sub-branches of legal science. Master's study programs prepare for studies at the doctoral program level, providing basic knowledge in scientific research and university didactics, deepening knowledge and competences in legal theory and legal methodology, developing master students' skills to prepare publications and approbation of research results by presenting reports at conferences. The Bachelor's program in Law also provides basic knowledge of law, which in general creates a strong research environment in the field of law and motivation for research, including preparation for doctoral research. One of the achievements of the Doctoral study program "Law" is a strong interaction in the pedagogical activities of the programs: compulsory organization of 2nd year doctoral seminars in master's study programs "Law", review of bachelor's papers, as well as co-management of master's theses in both academic and professional master's study programs "Science of Law". Such interaction allows not only to acquaint bachelors or master students with the most important discoveries, theories and findings of law, but also to motivate students to continue their studies in doctoral studies. It should be noted that 6 Master's degree graduates of the Academy enrolled in the doctoral program during the Reporting Period (this is more than 50% of the total number of applicants who enrolled in the doctoral program during the Reporting Period.).

However, not only the educational modules are coordinated with other BIA educational programs, but also the directions of scientific research in doctoral studies influence other levels of BIA education. Taking into account that the Doctoral study program "Law" is implemented in three directions, the scientific direction of the doctoral program in the Civil Law sub-branch of Law, the

Criminal Law sub-branch of Law and the International Law sub-branch of Law. Within the framework of the mentioned sub-branches, research is carried out in Latvia, the EU, as well as worldwide. These scientific fields are reflected in doctoral students' research and their doctoral theses, as well as lecturers and scientific supervisors in research activities.

Also, doctoral students need to participate in the pedagogical practice of the university, where they introduce students to the results of their research, among other things, in lectures and seminars. Some of the BIA teaching staff successfully completed the BIA doctoral study program and continue to work on the development of doctoral theses, for example, I. Cvetkova, H. Ozolina. Anatoly Lytvynenko continues his scientific and pedagogical work after successfully graduating from the program and defending his doctoral thesis, including for the provision of master's level studies at the Academy. The lecturers of the Academy use the research achievements of doctoral students in taught courses, participate in joint publications.

The influence of doctoral students' studies on the field programs can be seen in the aspect that in the preparation of bachelor's and master's theses, conducting research at the appropriate level on similar topics, doctoral students' publications, conducted lectures and seminar materials are used.

Representation of doctoral students' research results within the scientific directions of the doctoral study program at BIA conferences, discussion panels, seminars with the participation of BIA lecturers, as well as joint publications of BIA doctoral students and lecturers, influence the overall level of BIA bachelor's and master's education.

It should be noted that a newly established Doctoral School is also currently starting its operation, which, among other things, will ensure the implementation of individual study courses and open lectures, which in an interdisciplinary sense will be of interest not only to students in the lower study levels of the Law Science study stream, but also to students of other study programs and streams. Completion of such lectures and study courses will be assessed with independent credit points and will be included in the student's study plan.

Interconnection of the study courses implemented in the implementation of the program of study courses should be evaluated as corresponding to the requirements of the industry and the results to be achieved. The purpose, tasks and achievable study results of the program reflect the set of knowledge, skills and competences to be acquired within the framework of all study courses of the program. The information included in the study courses derives from the common goals, tasks and achievable study results of the program. The relevance of the study courses to the achievable study results is indicated above.

The difference of the doctoral program is in the research orientation, thus the content and complementation of study courses helps to effectively develop research capacity, academic skills, as well as create and improve teaching skills that meet the needs of the industry and the labor market.

Based on the long-term strategy of the operation and development of the [Baltic International Academy long-term strategy of activities and development for 2022 - 2025](#), the main directions of the development strategy in the field of science and research have been developed in the field of study "Science of Law":

1. Promote scientific research work of academic staff, development and publication of publications;
2. Continue participation in international projects and engage in international research networks;
3. Increase the quality of scientific research and ensure its coverage in internationally cited publications;

4. To continue publishing the results of the scientific-research works made in cooperation between students and academic staff in international scientific journals, scientific collections and presenting them at international scientific conferences and competitions for young researchers;
5. Continue to organize local and international inter-university scientific conferences, summer schools, seminars on current affairs in law, involving students

*Compliance of the study program with science requirements ensures:*

1. updating the study courses, including the latest scientific knowledge and literature sources in accordance with the current affairs of the scientific field;
2. participation of teaching staff in international scientific conferences and publication of research in scientific publications;
3. all PhD students all students under scientific supervision develop doctoral studies and approve the results in various scientific activities. Research and master's thesis topics are related to current events in the industry, as well as priority research directions in the field of law.

*Conclusion:* Summarizing the mentioned information, it is concluded that the structure of the program is logical, the content of the study program meets the needs of the modern labor market in the field of law and the development trends of science and offers a competitive education.

In order to analyze the competitiveness and compliance of the BIA Doctoral study program "Law" with the requirements of the labor market, a comparison was made with other similar programs in Latvia and Europe. Comparing the Academy's Doctoral study program "Law" with other universities: School of Business Administration Turība (Latvia), Rīga Stradiņņa University (Latvia) and Mykolas Romeris University (Lithuania), it can be concluded that both similar and different criteria can be established, which is determined by the differences of the national law of the state, as well as the development of the training of legal science specialists and the regulatory framework of higher education, as well as the field of the respective higher education institution specialization.

The duration of the program in all higher education institutions is 3-4 years, offering 180 full-time credits. All programs are open to persons with an academic or professional master's degree in law or equivalent education. This is in line with the principle that doctoral studies are developed as the next higher level of education after obtaining a master's degree. All comparable programs stipulate that 1-3 doctoral exams must be taken.

At the same time, it should be noted that the Academy's Doctoral Study Program "Law" is wider in terms of the range of courses offered and includes both compulsory study courses that are mandatory for all doctoral students (Theory of Law and Legal Methodology, Higher Education Pedagogy and Higher Education Systems Development, research methodology, foreign language, as well as scientific and pedagogical practice and development of doctoral thesis (research work), as well as partially elective courses that allow deepening knowledge in the content and development trends of civil law, criminal science and international law, main theoretical and practical issues in the latest findings of legal doctrine. In addition, free choice study courses are offered, in which doctoral students can deepen their knowledge in accordance with the chosen specialization, which also promotes the development of a doctoral thesis in the respective sub-branch.

When comparing the program offered by the Academy, it should be concluded:

- The Doctoral study program "Law" of the Academy is implemented taking into account the European experience and the existing standards of higher professional education;
- The content of the Doctoral study program of the Academy is mostly similar to the programs

of European universities. The program corresponds to doctoral study programs in the field of Law;

- The Doctoral study program of the Academy is an original study program, which has been developed taking into account the interests of Europe and Latvia and the market situation;
- The Doctoral study program offered by the Academy provides the necessary level of theoretical knowledge and professional training, as well as provides students with the opportunity to acquire skills and competencies that would provide an opportunity to continue research and improve teaching in Latvia and Europe;
- despite the differences, there are opportunities for cooperation between the Academy and other European higher education programs in various fields (student exchange, exchange of guest lecturers, cooperation in research and study projects).

*Conclusion:* The Academy's Doctoral Study Program "Law" and the analysis of foreign analogous study programs show that the structure and nature of study courses comply with national and international educational standards.

The content and organization of the program in these higher education institutions is similar to the distribution of the Academy's study program in thematic areas, but the main differences are due to the fact that the study program of the Academy has a broader module of scientific and pedagogical skills, namely, more study courses in the compulsory general education part of studies, and a more detailed structured choice of study courses in specialization directions. In general, the Academy's Doctoral study program is well-balanced and provides the necessary knowledge and skills in the field of law, which correspond to the level of doctoral studies.

The Doctoral study program "Law" of the Academy has been compared with study programs of the Latvia. The Doctoral study program of the Academy " Law" has also been compared with other Latvian universities doctoral study programmes. The comparison reveals several important components that university programs have in common, as well as differences that do not allow these programs to be interchanged, as well as differences that prevent the substitutability of these programs.

The same duration of studies, number of credit points, degree to be obtained should be indicated as the common for this programs. A significant difference between the programs is revealed in their orientation. Other universities mainly focuses on the analysis of legal theories, legal history and state law, civil law, criminal law and international law. On the other hand, the Doctoral study program of the Academy envisages much wider opportunities not only to acquire partially elective courses, but also to specialize in criminal procedure law, civil procedure law, money laundering and terrorism prevention (choosing partially elective courses), as well as to deepen knowledge in free choice courses according to specialization, including in the current field - medical law. The above mentioned allows us to claim that the Doctoral study program of the Academy creates an opportunity for wider and more in-depth studies in the field of doctoral research interests.

The structure and content of the doctoral study program promotes the acquisition of acquired knowledge, scientific cognition and the use of scientific findings developing in-depth skills.

The amount of each doctoral study year is 60 CP. The total amount of the program is 180 CP, which is expected to be acquired in a period of 3 study years. The doctoral study program consists of:

1. scientific research work - 126 CP;
2. compulsory part (part A) - 24 CP;
3. partially elective part (part B) - 12 CP;
4. free choice part (part C) - 9 CP;
5. pedagogical practice (part A) - 9 CP.



See the detailed study program plan in Appendix [Doctoral study programme Law.docx](#)

Taking into account that the implementation of the Doctoral study program is intended not only in the state language, but also in English for foreign students, in accordance with Section 56, Paragraph 3, Clause 2 of the Education Law, in addition to the study plan of the Doctoral program, compulsory acquisition of the state language is provided for foreign students, envisaging their implementation with the study course Latvian Language for Foreign Students. The study course is implemented in the amount provided for in regulatory enactments - 2 CP and is obligatory for all foreign students of the program, as well as forms a mandatory precondition for graduating from the Doctoral study program, although it is not included in the total credit points of the study program. This requirement only applies to foreign students.

Also, the civil defense study course, which must be applied in accordance with the requirements of regulatory acts, is not included in the total study credits.

The program is designed so that in its compulsory part theoretical knowledge is acquired and research and pedagogical skills and abilities are acquired, which form a complete basis for the development of independent scientific research in the field of law. The elective part of the program provides an opportunity for broader and in-depth studies in the areas of doctoral students' research interests, with an in-depth focus on research in the chosen sub-branch of law. Such an approach, based on the economic and legal situation, to create a program corresponding to the Latvia internal market and international competition, attracting both Latvian and foreign students.

The central part of the doctoral study program consists of the common interaction of four basic elements:

1. Scientific research work, which forms the main part of the program, is the development of a doctoral thesis, it is a public approbation of the results achieved in the course of it - in the amount of 126 CP;
2. General module of scientific and pedagogical skills - in the amount of 21 CP, which includes the study course *Theory of Law and Legal Methodology*, the study course *Scientific Activity and Research Methodology*, as well as the study course for the acquisition of methodological work - *University Pedagogy and Development of Higher Education Systems*;
3. Specialization module, which covers doctoral examinations and study courses in the corresponding branch / sub-branch - in the amount of 15 CP, where the following integral parts are provided:
4. the study course in specialization in the amount of 9 CP, offering 3 specialization directions, which ends with a doctoral examination;
5. the course Legal Foreign Language in the amount of 3 CP, which is covered by a doctoral examination;
6. the study course Prevention of Money Laundering and Terrorism in the amount of 3 CP, offering three different courses, each of which is focused on the student's chosen field of specialization;
7. Pedagogical practice - in the amount of 9 CP, which provides the student with a form of transfer of theoretical knowledge to practical scientific research or university pedagogy.

The free choice part of the program consists of study courses that ensure the doctoral student's choice between the in-depth study opportunities of the chosen specialization. The free choice part of the program and its content allow to make the program more flexible and attractive for students with different competencies and interests.

Internships in other universities, scientific institutes, doctoral schools, participation in the development of research projects and their implementation give the doctoral student the

opportunity to obtain additional CP.

Acquisition of theoretical courses and practical skills makes up 26% of the total amount of doctoral study credit points. The development of a doctoral research (theses) makes up 74% of the total amount of doctoral study credit points. The proportion of permanent scientific research work performed by doctoral students has increased by one percent (compared to the previous accreditation period).

In turn, the acquisition of theoretical courses and skills within 54 credit points makes up a percentage of the total amount of doctoral study credit points in certain parts: Part A – 33 CP, Part B – 12 CP, Part C – 9 CP.

The doctoral study program consists of study courses and individual work of doctoral students, the main content and objective of which is the development, elaboration and completion of independent research work with obtaining scientifically original and verified results in the chosen sub-branch of law.

Within the study program, the doctoral student must complete and provide records of:

1. Acquisition of compulsory study courses (A), obtaining 24 credit points;
2. Acquisition of partially elective study courses (B), obtaining 12 credit points;
3. Acquisition of free choice study courses (C), obtaining 9 credit points;
4. Acquisition of scientific and pedagogical practice (A), obtaining 9 credit points;
5. Development of research work (A), obtaining 126 credit points. ***Appendix Components of Scientific Research Work.docx***

BIA doctoral studies can specialize in criminal law, civil law, or international law, choosing the offered partially elective and free choice study courses, respectively.

At the end of the implementation of the program, in accordance with the specifics of the essence of the doctoral level study programs and the specific nature of the goal, a separate final examination of the study program is not provided. During the implementation of the program, it is planned to take two doctoral examinations, which ensures the compliance of the program:

1. with external acts regulating the study process: Law on Higher Education Institutions, Law on Scientific Activity, Cabinet of Ministers Regulation No. 1001 of 27 December 2005 “Procedure and Criteria for Awarding (Promotion) a Doctoral Degree”;
2. with internal acts regulating the study process: BIA acts regulating the study process: BIA Doctoral Regulations, Regulations on Studies at the Baltic International Academy, Regulations on Development, Approval and Amendments to Study Programs at the Baltic International Academy and others.

Within the framework of the study program, it is envisaged that one doctoral examination is taken in in-depth study courses of theoretical components (disciplines) of the field of law and it is also an examination in a specialization course - in one of the three offered directions. The second doctoral examination is taken in a foreign language, as a conclusion to the successful acquisition of the study course Legal Foreign Language.

The obligatory precondition for graduating the doctoral study program is the completion of the program in full, that is, the completion of all credit points, which is summarized by the submission and approval of the developed doctoral thesis at the program council meeting. It is also mandatory to provide information on publications of scientific articles (min. 3) and confirmations on presentations at international conferences (min. 2) in accordance with the Regulations of the Latvia Academy of Sciences VZKK.

The organization of the study program is oriented towards such a result when, provided that the student has successfully mastered the theoretical part of the study course, fully fulfills the requirements of scientific research work, i.e. successfully completes all components of the study program, thus obstacles and delays in submitting the doctoral thesis for defense to the Doctoral Council are eliminated as much as possible.

**3.2.2. In the case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation. In the case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels (if applicable).**

The doctoral study program provides students with further acquisition of theoretical knowledge and research skills, preparing them for independent scientific research in the chosen field or sub-branch of science.

The doctoral study program "Law" (program code 51380) is implemented in accordance with the Law on Higher Education Institutions of the Republic of Latvia, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 101 of 27 December 2005 "Procedures and Criteria for Awarding a Doctoral Degree" as well as on the basis of the Cabinet of Ministers Regulations No. 1000 "Regulations on Delegation of Doctoral Degree (Promotion) Award Rights to Higher Education Institutions".

The expected results of the implementation of the program correspond to the goals and objectives of the program (see section 3.1). Doctoral studies provide the necessary knowledge, skills and abilities for further independent scientific research work, using the latest achievements of academic and practical science in the world.

The most important part of the doctoral study program is the performance of independent doctoral research and its result, which summarizes the preparation of the doctoral thesis, public presentation of basic research results (publication and approbation) which corresponds to the common goal of doctoral study programs - conducting in-depth research in order to prepare a substantiated, independent, original research (doctoral thesis), which can form the basis for obtaining a doctoral degree; both for the purpose of the Doctoral study program of the Academy - to implement higher level studies in law for the preparation of highly qualified law scholars, for further development of science in Latvia and international context. In addition to the doctoral study program, students are provided with the opportunity to improve their capacity level by developing both general skills in law, as well as prepare for the work of a lecturer. There is also an opportunity to get acquainted with the latest achievements of the field not only in the research topic, but also in the broader context of science.

The main research directions of PhD students and teaching staff are indicated in the relevant (II) section of the self-assessment, and are confirmed by the list of scientific publications of teaching staff and the topics of doctoral theses, which can be viewed in the appendices.

Higher education is one of the pillars of the development of a democratic society and the growth of the Republic of Latvia is inconceivable without highly qualified doctors, who are necessary for the development of any field of science. This is especially relevant in law, as there is an insufficient number of doctors in this field, which could ensure the stable development of Latvia science, as

well as could apply for vacancies of professors, associate professors and docents at Latvia universities and be involved in training new specialists. This can make it particularly difficult for higher education institutions to operate in law programs. There is also a growing demand in the labor market for more and more qualified specialists, especially lawyers, who would be prepared to work in various areas of law where in-depth research skills in law are required. The successful operation of the doctoral study program in Latvia will help to reduce the shortage of specialists in the field and promote faster development of the field.

The program offered by the Academy emphasizes the training of specialists in civil law, criminal law, international law, paying attention to the development of these fields not only in Latvia, but also in other European Union countries and in the world. In addition, the proposed program emphasizes special attention to a globally important aspect - the issue of fighting money laundering in several dimensions.

On January 22, 2020, "Moneyval" published a progress report on Latvia's progress in preventing money laundering, terrorism and proliferation financing. According to the progress report, out of the 40 Financial Transaction Work Groups (FATF) technical compliance recommendations, seven are currently assessed as fully compliant and 33 as largely compliant. To further implement the "Moneyval" recommendations, on 23 December 2019, the government adopted a plan of measures to prevent money laundering, terrorism and proliferation financing for the period from 2020 to the end of 2022, , which has concluded with the implementation and execution of the new strategic plan starting from January 2023. The aim of the action plan is to strengthen Latvia's capacity to fight money laundering, terrorist and proliferation financing and to monitor the implementation of anti-money laundering, anti-terrorist and anti-proliferation financing requirements, reduce the overall risks of money laundering, terrorist and proliferation financing, thus ensuring compliance with international law obligations and standards in the field of prevention of money laundering, terrorist and proliferation financing and promoting public security, competitiveness of the economic environment and trust in the jurisdiction of Latvia. According to International Standards on Combating Money Laundering and the Financing of Terrorism & Proliferation (hereinafter - NILLTPFN), the country must be aware, assess and understand its national NILLTPFN risks and, based on of this assessment, a risk-based approach should be applied to ensure that actions aimed at preventing or reducing the risks of the NILLTPF are commensurate with the significance of the identified risks. Latvia has taken significant measures to introduce and ensure the legal and institutional framework of NILLTPFN that meets international standards. In order to provide the institutions that are involved in the prevention and combating of AML/CFT, as well as the public, useful information about the identified AML/CFT risks and deficiencies in the AML/CFT system, a national AML/CFT risk assessment is carried out. Such an assessment, based on the identified risks, allows to increase the efficiency of resources for mitigating and preventing the identified risks, as well as improving the understanding of the participating institutions and society about the dangers and negative consequences of the risks of NILLTPF.

Preventing and combating illegal activities is the basic task of any democratic state, the implementation of which ensures the development of society, the legal order in the country and the possibility for people to legally exercise their interests. One of the overarching goals of the development of the field of law is public security. This requires the ability to maintain a stable legal basis for preventing and combating illegal activities, while ensuring a rapid response to new and potential threats (*from Medina L. Criminal Law - A Vision for the Future. Lawyers of the Ministry of Justice for the Centenary of Latvia: Current Issues in Legal Policy. Riga: Courthouse Agency, 2018, p. 233*). In the fight against illegal activities and crime, the quality of the legal regulation, which is based on sufficiently practical and in-depth theoretical research, is essential. The legal framework must ensure a fair, rights-based solution to the legal relationship. Rights are a phenomenon, just as

a person develops and improves, even when the text remains unchanged, the content is transformed in the light of external conditions and events in society. (*Stukāns J. Mantas Recognition as a Criminal Acquisition Legal Regulation and Problems of Application. Doctoral Thesis. RSU. 2019. p. 7*). Law as a specific structure of human existence undoubtedly arose in a person's pursuit of justice. By living, man transforms nature. Something succeeds, something fails. (*Broks J. Philosophy of Law. Doctrines, Concepts, Discourses. Riga: SIA Biznesa augstskola Turība, 2008, p. 19*). Therefore, law is in a continuous process of transformation, thus timely and progressive research of the most relevant aspects becomes one of the integral elements of the implementation of doctoral programs, as specialists of the highest level in the field of law are prepared for such studies, which are necessary for both the development of the field of science and higher level professional work, including in the fields of state administration, where high complexity legal tasks are solved, but there is a lack of persons with a doctoral (PhD) degree in law.

In order to analyze the competitiveness and compliance of the BIA Doctoral study program "Law" with the requirements of the labor market, a comparison was made with other similar programs in Latvia and Europe.

Comparing the Academy's Doctoral study program " Law" with other universities: School of Business Administration Turība (Latvia), Riga Stradiņa University (Latvia) and Mykolas Romeris University (Lithuania), it can be concluded that both similar and different criteria can be established, which is determined by the differences of the national law of the state, as well as the development of the training of legal science specialists and the regulatory framework of higher education, as well as the field of the respective higher education institution specialization.

The duration of the program in all higher education institutions is 3-4 years, offering 180 full-time credits. All programs are open to persons with an academic or professional master's degree in law or equivalent education. This is in line with the principle that doctoral studies are developed as the next higher level of education after obtaining a master's degree. All comparable programs stipulate that 1-3 doctoral exams must be taken.

At the same time, it should be noted that the Academy's Doctoral Study Program "Law" is wider in terms of the range of courses offered and includes both compulsory study courses that are mandatory for all doctoral students (Theory of Law and Legal Methodology, Higher Education Pedagogy and Higher Education Systems Development, research methodology, foreign language, as well as scientific and pedagogical practice and development of doctoral thesis (research work), as well as partially elective courses that allow deepening knowledge in the content and development trends of civil law, criminal science and international law, main theoretical and practical issues in the latest findings of legal doctrine. In addition, free choice study courses are offered, in which doctoral students can deepen their knowledge in accordance with the chosen specialization, which also promotes the development of a doctoral thesis in the respective sub-branch.

When comparing the program offered by the Academy, it should be concluded:

- The Doctoral study program "Law" of the Academy is implemented taking into account the European experience and the existing standards of higher professional education;
- The content of the Doctoral study program of the Academy is mostly similar to the programs of European universities. The program corresponds to doctoral study programs in the field of Law;
- The Doctoral study program of the Academy is an original study program, which has been developed taking into account the interests of Europe and Latvia and the market situation;
- The Doctoral study program offered by the Academy provides the necessary level of theoretical

knowledge and professional training, as well as provides students with the opportunity to acquire skills and competencies that would provide an opportunity to continue research and improve teaching in Latvia and Europe;

- despite the differences, there are opportunities for cooperation between the Academy and other European higher education programs in various fields (student exchange, exchange of guest lecturers, cooperation in research and study projects).

Conclusion: The Academy's Doctoral Study Program "Law" and the analysis of foreign analogous study programs show that the structure and nature of study courses comply with national and international educational standards.

The content and organization of the program in these higher education institutions is similar to the distribution of the Academy's study program in thematic areas, but the main differences are due to the fact that the study program of the Academy has a broader module of scientific and pedagogical skills, namely, more study courses in the compulsory general education part of studies, and a more detailed structured choice of study courses in specialization directions. In general, the Academy's Doctoral study program is well-balanced and provides the necessary knowledge and skills in the field of law, which correspond to the level of doctoral studies.

The Doctoral study program "Law" of the Academy has been compared with study programs of the Latvia. The Doctoral study program of the Academy " Law" has also been compared with other Latvian universities doctoral study programmes. The comparison reveals several important components that university programs have in common, as well as differences that do not allow these programs to be interchanged, as well as differences that prevent the substitutability of these programs.

The same duration of studies, number of credit points, degree to be obtained should be indicated as the common for this programs. A significant difference between the programs is revealed in their orientation. Other universities mainly focuses on the analysis of legal theories, legal history and state law, civil law, criminal law and international law. On the other hand, the Doctoral study program of the Academy envisages much wider opportunities not only to acquire partially elective courses, but also to specialize in criminal procedure law, civil procedure law, money laundering and terrorism prevention (choosing partially elective courses), as well as to deepen knowledge in free choice courses according to specialization, including in the current field - medical law. The above mentioned allows us to claim that the Doctoral study program of the Academy creates an opportunity for wider and more in-depth studies in the field of doctoral research interests.

It should be noted that doctoral level study programs are not characterized by rapid change. This can be explained by the specifics of doctoral level study programs, which are based on the individual research nature of these programs. However, the passage of time, industry news and other circumstances determine the need for regular updating of the program. In order to be able to do this, the Program Council usually develops a project on the need to make changes in the study program of the study field.

During the reporting period, without annual review and updating of the program of each study course, as well as analysis and evaluation of the lecturers' capacity, only one addition was made to the content of the Doctoral study program - by introducing medical law in part C for choosing new study courses. Medical law is a relatively new research field in legal science and is currently at the forefront of scientific developments.

Taking into account that the implementation of the Doctoral study program is intended not only in the state language, but also in English for foreign students, in accordance with Section 56, Paragraph 3, Clause 2 of the Education Law, in addition to the study plan of the Doctoral program,

compulsory acquisition of the state language is provided for foreign students, envisaging their implementation with the study course *Latvian Language for Foreign Students*. The study course is implemented in the amount provided for in regulatory enactments - 2 CP and is obligatory for all foreign students of the program, as well as forms a mandatory precondition for graduating from the Doctoral study program, although it is not included in the total credit points of the study program. This requirement only applies to foreign students.

Analyzing the changes made in the program, it is acknowledged that the changes made in the program as a whole are not considered significant. However, they will allow to improve the content of the program and the quality of its implementation, as they are related to the optimization of course planning, compliance with regulatory requirements and the need to respect objective criticism of students, graduates and employers and their suggestions for the program improvement.

The update is applicable not only to the study program and its planning in general, but also to the study courses included in it. One can get acquainted with the description of the courses included in the Study Program in see Appendix ***Descriptions of study courses***.

At the meeting of the Doctoral Program Council (at least twice a year) a discussion is held on the content of the program, its improvement in accordance with the industry, scientific development and labor market trends. Every year the content of the study courses of the Doctoral study program "Law" is updated in accordance with the requirements of the field and the development trends of science. The content of study courses is regularly updated, following the latest scientific trends and law enforcement practice. Hereby, the integration of the achievements of the relevant scientific branches in the study process is ensured

The study courses of the doctoral study program have been updated by developing the aims of the courses, improving the content of the course, defining clear evaluation criteria, as well as including the latest literature sources. The information included in the study courses follows from the goals of the study course and the outcomes to be achieved, which in turn follow from the goal of the program and the outcomes to be achieved. The connection is clearly visible from the study program mapping. Each study course ensures the acquisition of 1 to 5 achievable results of the program. At least 1 study course corresponds to each achievable result of the program, but on average they are 5 or more courses. Compliance with labor market trends and the requirements of the professional environment is ensured by the co-operation of the Program Council with the professional teaching staff to be involved in teaching study courses. Compliance with scientific requirements is ensured by the participation of lecturers in international scientific conferences and the publication of research in scientific publications. Students of the program are also involved in scientific work.

Thus, it is acknowledged that both the overall content of the program and the content of individual courses are updated actively enough and to the extent necessary to constantly meet the need to ensure an up-to-date study offer that meets both regulatory requirements and modern requirements of legal research and practical applicability.

Summarizing the above about the study process in the Doctoral study program "Law" it must be concluded that the structure of the program is logical / consistent and conscientiously centered, promoting independent research activities and purposeful development of practical skills that meet the requirements and principles of law. The changes made in the program correspond to modern current needs. The study programs and the study courses developed in it correspond to the modern development tendencies of law and offer competitive education

### **3.2.3. Assessment of the study programme including the study course/ module**

**implementation methods by indicating what the methods are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. In the case of a joint study programme, or in case the study programme is implemented in a foreign language or in the form of distance learning, describe in detail the methods used to deliver such a study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The study program is intended for 3 study years (6 semesters) for full-time studies. The amount of doctoral student's work must correspond to at least 180 CP. Theoretical studies - in the amount of 54 credit points and research work - in the amount of 126 credit points. Language of instruction of the study program: Latvian, English

Each doctoral student is approved by the supervisor of the doctoral thesis, who must have a doctoral degree. Professors and associate professors of other higher education institutions, as well as other persons with a doctoral degree in law may also be invited as scientific supervisors.

The supervisor of the doctoral thesis advises the doctoral student on the issues of the doctoral thesis development, preparation of scientific publications and participates in the control of the implementation of his/her individual plan.

According to the doctoral study program, each doctoral student together with the supervisor (possibly also a consultant) develops an individual work plan by years, using the uniform form specified in the BIA doctoral regulations (approved at the BIA Senate meeting on April 19, 2011, taking into account the current version). In turn, not later than one month before the end of each study semester, the doctoral student submits a report to the director of the doctoral study program on the implementation of the individual plan of the respective study semester and the individual plan of the next study semester.

Acquisition of the study program is controlled by the Doctoral Program Council, in which the director of the doctoral program and the scientific supervisor of the doctoral thesis participate.

The Doctoral Council is a collegial management institution that supervises the implementation of the program and the purpose of which is to promote the fulfillment of the goals and objectives formulated in the doctoral study program, as well as to promote the improvement of the quality of doctoral activities. The composition of the Doctoral Council consists of not less than three doctors of the relevant sciences, the director of the doctoral study program and one representative of the doctoral students. If necessary, high-level specialists in the field and a student representative are invited to the Doctoral Council. The composition of the Doctoral Council is approved by the BIA Senate.

The Doctoral Council evaluates the implementation of doctoral study programs; decides on the content of study programs and necessary amendments; examines the candidates of the supervisors of doctoral theses and proposes to approve the supervisors of doctoral theses; examines the individual plans of doctoral students and decides on their approval; examines doctoral students' reports on study and research results and decides on their approval; organizes seminars for doctoral students; organizes the evaluation of the doctoral thesis project, etc.

In BIA doctoral studies there is a so-called "Umbrella program", because in the first year of study doctoral students acquire the compulsory study courses provided within the frames of the program, but starting from the second year of study doctoral students can specialize in criminal law, civil law



or international law, choosing the partially elective study courses, free choice study subjects and the direction of their research work.

The doctoral study program is designed to be able to achieve the set goals of the study program, which is achieved by achieving the results of individual study courses, observing the principles of student-centered education in the study process, ensuring an individual approach. When implementing the study program, various study methods are used:

- lectures - theoretical in nature with elements of active study methods;
- seminar classes with discussions on current issues in law (theory and research);
- independent work - reports, essays, analysis of scientific articles, preparation of scientific articles, preparation of a presentation for conferences, preparation of a legal opinion,
- practicum that allows approbation of the acquired knowledge in the practical environment - scientific and pedagogical practice.

Within the framework of each study course, different study methods and forms are used: lectures, centralized consultations, doctoral students' seminars, etc., widely using the study process in an interactive way, asking questions to students and stimulating discussions. During the lessons, the lecturers involve the students in conducting various legal researches and solving problems, for example, by assigning them to solve specific cases or to analyze legal practice cases / materials in which aspects of knowledge or application of legal theory are essential.

Study methods are chosen in accordance with the goals set for each study course and the planned study results. The lecturers of the study courses use the lectures not only as a lecture, but also integrate active study methods in it, stimulating discussions and organizing work in groups, presenting the results of independent work. Active study methods are widely used in seminars. With the help of these methods, lecturers create a democratic and free atmosphere in the study process, which in its turn stimulates students' growth. In addition, these methods can be used more and more often, as students have access to an ever-widening range of study sources that they can use in the process of independent knowledge development. Therefore, the workload of the students corresponds to the distribution in which the student's independent research work in each of the study courses would make up no less than 70% of the total number of credit points in the relevant study course, which the student acquires in the doctoral study program.

Study methods are focused on the development of the doctoral student's independent, critical, creative and scientific thinking, on the improvement of scientific cognition, analysis and synthesis methods.

Acquisition of theoretical courses takes place according to the program of each course. In addition to the classical study methods - lectures and seminars, the principle of learning orientation is used. This principle promotes the fact that the doctoral student not only takes the final examination in the respective study course, but also prepares one or two analytical essays depending on the study course. The topic of the theoretical course summaries is chosen in agreement with the lead lecturer as a part of the research. It promotes the development and defense of the main objective of the Doctoral program - the doctoral thesis on the basis of scientific research results. The independent scientific research work of doctoral students also plays an important role in the study process. Doctoral students report on research results at conferences, present them in scientific reports and publications. These activities are taken into account in the evaluation of the plan implementation. Also, work has been started on the active involvement of students in academic and scientific activities outside of Latvia.

Teaching methods are chosen according to the objectives set for each study course and the planned learning outcomes. Lecturers do not only use lectures for preliminary acquaintance with

the material, but also combine the active teaching methods by stimulating discussions, organizing work in small groups and presenting their own works. Active study methods are widely used in seminars. Such methods allow the lecturers to create the democratic and free atmosphere in the study process which, in its turn, stimulates students' personal and professional development. In addition, these methods can be used more and more often as the students access a wider range of study literature which they can read themselves. Thus, the students' workload corresponds to 25 academic hours of full-time work for one ECTS credit point in each study course and program as a whole.

In compliance with the requirements of the law, BIA has made relevant amendments when converting into ECTS, the number of Latvian credit points is multiplied by 1.5. Also, credit points are expressed as whole numbers. One credit point corresponds to 25-30 hours of study work. According to the BIA Rector's order of February 05, 2024 *On the transition to ECTS*, one credit point corresponds to 25 hours of study work, of which in the doctoral study program full-time flow 20% are contact hours.

In doctoral studies, there is also a synthesis of individual independent work and group work, when every doctoral student individually analyzes the problem outside the class, then discusses it in a group and reports to the audience. There are also wide opportunities to use interactive methods, such as one-to-one consultations using modern technologies (e-mail, Skype, GoogleMeet); acquisition of e-courses (Moodle) <http://do.bsa.edu.lv/> etc. All lecturers involved in the implementation of the study program use the electronic study environment - e-studies, which provide a wide range of opportunities for both the insertion of study materials and the organization of the submission of independent work, and similar.

An important principle in the implementation of the study program is the principle of variability - the principles of study-centered education are taken into account - the use of several alternative sources for theoretical study courses, which promotes a comprehensive analysis of problems and forms the researcher's own opinion.

The method of doctoral students' seminars is also used for the implementation of the study program. The principle of variability and the principle of maximum approximation of theoretical development to the practical field, i.e. approbation of theoretical conditions in the practical field of jurisprudence. It should be noted that the methods and the results of doctoral research are evaluated throughout the study process.

In several study courses, the acquisition result is also related to the evaluation of the summary acquired in this course. The summary should be developed in the form of independent research, in addition, the topic of the summary, research methods must be correlated with the topic of the doctoral student's doctoral theses.

The knowledge of the theoretical material and practical skills acquired by the doctoral students is tested with the help of reports, essays, written examinations, final examinations. In the study program, doctoral students have the opportunity to obtain credit points not only by listening to the courses offered within the frames of the program, but also within pedagogical practice, developing a study course, participating in teaching the course, organizing and conducting seminars, students' practical work, term papers and final papers, reviewing their final papers, etc.

Recommended literature and other sources of law are available in the BIA Scientific Library, as well as in subscribed databases and Internet resources. The research work performed by the academic staff is used in the preparation of study course programs and in the process of educating students and it has a direct impact on the study work in the program. In order to promote the scientific activity of doctoral students, the Academy annually organizes international scientific research

conferences, in which both students, doctoral students and lecturers of the study program actively participate. BIA publishes the peer-reviewed scientific and theoretical journal "Administrative and Criminal Justice", as well as the "Baltic Legal Journal" which is indexed in the ERIH+ database, collections of articles from international scientific conferences, etc.

Study and knowledge assessment methods in the Doctoral study program are objective and consistently followed. The scope of each examination corresponds to the content of the respective study course program. Study results at the Academy are evaluated according to two indicators:

- qualitative assessment - a mark in a 10-point system, or conceptual positive evaluation;
- quantitative assessment - the number of credit points according to the volume and significance of the study course.

The amount of credit points to be obtained is indicated in the study plan. In order to assess the compliance of the amount of work performed by the doctoral student with the plan, its quantitative evaluation in credit points is performed every semester and study year.

When evaluating the acquisition of a doctoral study program, the basic principles that follow from the Law on Scientific Activity, the Law on Higher Education Institutions, the Law on Education and the regulations of the Cabinet of Ministers are observed.

The study results to be obtained in the study program - knowledge, skills and competence - must ensure the achievement of the goal of the study program.

The evaluation of the study program acquisition is performed using the following basic principles:

- the principle of compulsory assessment - i.e. a positive assessment of the acquisition of the content of the program must be obtained. At the end of the doctoral program, the examinations provided for in the study program must be successfully passed. Students are admitted to the exam after fulfilling the requirements for obtaining credit points specified in the course - independent study of literature sources and regulatory enactments, participation in seminars, tests, elaboration of scientific reports, etc.

- the principle of diversity of the types of tests used in the assessment - different types of tests are used in the assessment of the acquisition of the program; basic forms of examination - test and exam;

- the principle of conformity of the assessment - in the tests the students are given an opportunity to prove their analytical, creative and research abilities, acquired knowledge and skills of using scientific findings.

The doctoral student reports on the results of studies and research work, analyzing the implementation of the individual plan, once a semester to the Doctoral Council, where a decision is made on the compliance of the results with the study program.

**Test forms and procedures.** The forms and procedures of the program acquisition evaluation are regulated by the Baltic International Academy study results evaluation regulations, available on the website.

For the acceptance of doctoral examinations, the Rector of BIA, in coordination with the program director, approves a commission consisting of at least three persons who are doctors of the respective sciences. The results of doctoral examinations are drawn up with a protocol signed by all examiners. Such an evaluation system generally allows to objectively determine the doctoral student's level of theoretical knowledge.

The following are also applicable to the evaluation of study results: report of every doctoral student

on the study results in the Council of the program with a mandatory reference of the scientific supervisor or his / her presence; as well as approbation of doctoral students' doctoral research results, since doctoral students report research results at conferences, present them in scientific reports and publications.

At the end of the doctoral term, the results of studies and research work are evaluated and discussed in an open, extended meeting organized by the Doctoral Council, on which a decision is made with a recommendation to direct the work for defense or to continue its improvement. In order for the doctoral thesis to be defended, the doctoral student must pass the prescribed doctoral examinations in accordance with the chosen field of study and in a foreign language, as well as prepare and publish at least 3 articles in peer-reviewed scientific journals (publications) and report on the doctoral thesis at at least 2 international conferences or seminars.

The doctoral student must submit to the Doctoral Council no later than the term specified in the study work plan of the study program the doctoral thesis (in Latvian or English), its summaries in Latvian and a foreign language determined by the Doctoral Council, Curriculum Vitae and the list of publications and their copies. The decision on the promotion of scientific qualification paper for the defense is made by the Doctoral Council, inviting the necessary experts.

Taking into account the study-centered principles, observing the principles of the study program implementation, it is necessary to emphasize the principle of individualization of education. Theoretical study course, exams, essay writing - a doctoral student can pass during studies. The main thing that is assessed in the doctoral student's report at the end of the respective study period is that it is necessary to observe a certain number of credit points that must be completed in the academic year. A failed exam in a discipline is not considered an academic debt if the doctoral student has obtained credit points while working on the doctoral thesis/research (see Table). In this way, the principle of self-evaluation of the doctoral student's education and scientific activity is implemented, which motivates the acquisition of independent research skills.

**3.2.4. If the study programme envisages an internship, describe the internship opportunities offered to students, provision and work organization, including whether the higher education institution/ college helps students to find an internship place. If the study programme is implemented in a foreign language, provide information on how internship opportunities are provided in a foreign language, including for foreign students. To provide analysis and evaluation of the connection of the tasks set for students during the internship included in the study programme with the learning outcomes of the study programme (if applicable).**

Doctoral students are provided with pedagogical practice during their studies. The aim of the internship is to get acquainted with the experience of university studies and scientific research work, to prepare doctoral students for academic work at the university, to gain experience in the development of lecture notes, preparation of teaching aids, development of study course programs. During the internship, doctoral students are involved in the planning of study work, preparation of methodological developments, conducting lectures and seminars, developing the topics of students' independent research works and reviewing these works. The doctoral student must complete a pedagogical practice at the Academy or another accredited higher education institution of Latvia or another country in a doctoral examination study course or a study course that corresponds to the direction of the doctoral thesis. In order to transfer the pedagogical work performed at another

higher education institution, the doctoral student must submit to the director of the doctoral study program a statement on the pedagogical practice, indicating the type and scope of the work, as well as the practice diary.

The place of pedagogical practice in the structure of the doctoral program is provided in block A, in the amount of 9 CP and it is divided into three parts, proportionally in the first, second and third semesters.

It should be noted that the basis for starting pedagogical practice is provided by the study course High School Pedagogy and the Development of Higher Education Systems, which provides a competent approach to education. Competence is considered as a result of the learning process, when the subject is ready to effectively organize both internal and external resources to achieve a specific goal. From the point of view of this approach, the system of pedagogical competences of a university lecturer includes conceptual, technological and projective components, which are also successively implemented within the framework of pedagogical practice. Thus, the content of pedagogical practice is represented in three interrelated modules - conceptual, technological and project reflexive module.

*The conceptual module* reveals the theoretically methodological foundations of higher education pedagogy. The essence of modern higher education pedagogy, the organization and implementation of the modern educational process, its course and diagnostics of results are examined.

*The technological module* is aimed at mastering the lecturer's professional and personal development technologies. Doctoral students analyze and approbate the technologies of reaching the peak of mastery in the profession of a teacher.

*The project reflexive module* develops professional and personal reflection of the personality. Doctoral students focus on professional activity modeling and project opportunities.

The forms of work of pedagogical practice courses include informative classes (lectures-visualizations), practical work and acquisition of practical experience (preparation and conducting of lectures and seminars), as well as sharing of ideas (problem talks and discussions). Internship programs include contact hours and independent work. Independent work involves preparation for classes, completion of various tasks, work with literature and other sources of information.

Structure and content of the study practice: The amount of pedagogical practice is 9 CP.

The doctoral student's study practice process is focused on the development of the following competencies - readiness for teaching in higher education programs.

As a result of the passing of pedagogical practice, the doctoral student:

- *knows*: regulatory laws and rules regulating higher education; theoretical foundations of higher education; the specifics of the professional and pedagogical activity of the university lecturer; the principles of the formation of the state education standard in the respective direction;
- *is able to*: develop educational discipline programs (modules); use modern teaching aids in the organization of higher education; use traditional (classical) educational technologies; apply innovative educational technologies; organize educational and independent student activities; establish and take into account the individual characteristics of students in the study process;
- *manages*: teaching methods at the university; traditional (classical) and innovative educational technologies; principles of selection of training material; ways of organizing students' independent educational activities; means of pedagogical communication.

### 3.2.5. Evaluation and description of the promotion opportunities and the promotion process provided to the students of the doctoral study programme (if applicable).

The delegation of the right to award doctoral scientific degrees (promotion) to higher education establishments is determined by the regulations of the Cabinet of Ministers of the Republic of Latvia of December 27, 2005 No. 1000 *On Delegation of the Right to Award a Doctoral Degree (Promotion) to Higher Education Establishments*.<sup>[1]</sup>

According to point 2.18 of these regulations, for the duration of the accreditation of the doctoral study program, the Baltic International Academy has been delegated the right of promotion in economics and business.

Currently, the promotion process is ensured in accordance with the Regulations of the Cabinet of Ministers of the Republic of Latvia of December 27, 2005 No. 1001 Procedure and criteria for the awarding of a doctoral scientific degree (promotion). Namely, after successfully completing the doctoral study program, fulfilling all academic and scientific criteria and requirements, the degree applicant submits his doctoral thesis to the higher education establishment in order to receive the doctoral scientific degree. This is the beginning of the promotion process. The submitted doctoral thesis is forwarded to the promotion council for consideration. In the subsequent promotion process, not only the promotion council formed by the higher education establishment and the three thesis reviewers appointed by it, but also the State Scientific Qualification Committee (SSQC) are involved.<sup>[2]</sup> According to the Regulations of the Cabinet of Ministers of December 27, 2005 No. 1001, at least five scientists who have the right of an expert of the Latvian Council of Science in the field of science<sup>[3]</sup> are included in the promotion council, two of them – in the subfield of science in which the doctoral thesis is defended. The term of power of attorney of the promotion council does not exceed six years. The promotion council operates in accordance with the regulations on promotion procedures and the Regulations on promotion councils and promotion at the Baltic International Academy (BIA order No. 1/95 of 12.04.2006). Zinātnisko doktora grādu tiesību zinātnē (Ph.D.) var piešķirt doktorantam, kurš patstāvīgi veicis oriģinālu pētījumu (tematiski vienotu zinātnisku publikāciju kopu, disertāciju vai monogrāfiju), kura rezultāti atzīstami par nozīmīgu ieguldījumu juridiskās zinātnes problēmu izpētē un kurš satur un metodoloģijas ziņā atbilst vispārpieņemtiem un starptautiskiem tiesību zinātnes standartiem.

Promocijas darbs var būt:

- Disertācija. Disertācijas ieteicamais apjoms ir 120 – 150 lapaspuses.
- Tematiski vienota zinātnisko publikāciju kopa. Publikācijām jābūt publicētām vai pieņemtām publicēšanai zinātniskajā periodikā, kas tiek anonīmi recenzēta, ir starptautiski pieejama zinātniskās informācijas krātuvēs un tiek citēta starptautiski pieejamās datu bāzēs. Noformējot promocijas darbu kā tematiski vienotu zinātnisku publikāciju kopu, kopējam publikāciju apjomam jābūt ne mazākam kā 120 lapaspuses.
- Monogrāfija – recenzēta zinātniska grāmata, kas veltīta vienai tēmai, ir starptautiski pieejama zinātniskās informācijas krātuvēs, satur bibliogrāfiju un kopsavilkumu svešvalodā. Monogrāfijas apjomam jābūt ne mazākam par 150 lapaspusēm.

The promotion council evaluates the submitted doctoral thesis and decides on its acceptance for public defense. When accepting a doctoral thesis for defense, the promotion council appoints three reviewers for work, one of whom is an expert of this promotion council in the relevant subfield of science, and two – subfield experts from other higher education establishments or organizations

(preferably outside Latvia), as well as within a week, the doctoral thesis and related documents are sent to the State Scientific Qualification Committee (hereinafter SSQC). SSQC selects an anonymous reviewer who evaluates the doctoral thesis. The anonymous reviewer gives an opinion on whether the work meets the generally accepted international standards of the relevant field in terms of content and methodology. If, in the opinion of an anonymous reviewer, the doctoral thesis does not meet the generally accepted international standards of the relevant field, the thesis is given to another reviewer for evaluation. If the second reviewer also evaluates the doctoral thesis negatively, then the thesis must be reworked, and after making improvements, it can again be forwarded to SSQC. If, in the opinion of the reviewer, the doctoral thesis meets the generally accepted international standards of the relevant field, the doctoral thesis is forwarded for public defense in the promotion council, taking into account procedures and deadlines of the Regulations of Cabinet of Ministers of December 27, 2005 No. 1001.

On June 16, 2020, the Cabinet of Ministers of the Republic of Latvia supported the conceptual report of the Ministry of Education and Culture "On the introduction of a new model of doctoral studies in Latvia". It envisages significantly improving the quality of doctoral studies and introducing a new funding procedure, providing doctoral students with a competitive salary during their studies, as well as establishing a uniform procedure for the promotion. In accordance with the settings and requirements included in the conceptual report "On the implementation of a new model of doctoral studies in Latvia" regarding the implementation of a new doctoral model, the model of creation and operation of doctoral schools, the compliance of doctoral studies with the Salzburg principles and recommendations for their implementation<sup>[4]</sup>, as well as in accordance with the requirements for scientific quality and the critical mass of human resources of research of the World Bank "Doctoral level studies and promotion system in Latvia"<sup>[5]</sup>, the Baltic International Academy started the transformation and improvement of the implemented concept of doctoral studies. As a result, in 2022, the BIA doctoral study program development plan for the next seven years was worked out and approved for the introduction of the new doctoral model and the improvement of the doctoral level studies implemented.

It should be noted that in accordance with the regulatory enactments regulating higher education of the Republic of Latvia, in the new promotion process, the current promotion councils and SSQC will be replaced by a promotion council created individually for each doctoral thesis. The members of the promotion council confirm the absence of a conflict of interests and observe the principles of scientific ethics in their work. The expertise of the members of the promotion council must correspond to the topic of the doctoral thesis, its members perform the evaluation of the doctoral thesis. If the doctoral thesis is interdisciplinary, the promotion council includes members according to the fields of science. It is planned that the promotion council will be created after the thesis has been submitted to the doctoral school. In order to qualitatively evaluate the doctoral thesis, the Doctoral study program provides foreign reviewers with the opportunity to get acquainted with the doctoral thesis in full, as well as the opportunity to fully participate in the defense procedure. The BIA plans to provide funds for the translation of the doctoral thesis, as well as for the simultaneous interpreting of the defense procedure, as well as for covering the reviewer's travel and living expenses, if necessary. It is expected that the promotion council will be convened for the defense procedure of the doctoral thesis, and it will be organized by the BIA Doctoral School. It is expected that the decision on awarding or refusing to award a degree will be made by the promotion council in an open voting, thus ensuring both the transparency of the promotion process and the possibility of remote voting<sup>[6]</sup>. The doctoral thesis will be evaluated by three members of the promotion council – reviewers. Each reviewer will need to sign a declaration of no conflict of interests in relation to the degree applicant and his or her doctoral thesis supervisor. Each reviewer will have to prepare an individual review that evaluates the doctoral thesis.

The BIA will develop and implement the procedure for the appointment of reviewers and the evaluation procedure of the doctoral thesis of the Doctoral School. It will provide that the doctoral student has to be informed about the potential reviewers before they are appointed, so that he or she can use his or her right to express a reasoned opinion about the suitability of the candidates of the promotion council. The doctoral school, according to the approved procedure, will have to evaluate the expressed opinion and decide whether it can be the basis for changing the specific reviewer or reviewers. The scientific supervisor/s of the doctoral thesis can participate in the defense as listener, his or her opinion is listened to by the promotion council during the evaluation, but he or she does not have the right to vote during evaluation of the doctoral thesis.

More information about the development strategy and implementation of the planned amendments to the legal framework will be available in the development plan of the doctoral study programs of the Baltic International Academy, the approved version of which is currently being supplemented in accordance with new amendments to the legal framework and directed to re-approval.

[1] <https://likumi.lv/doc.php?id=124786>

[2] See scheme and timeline of the current promotion process (LV only): [http://liza.lv/wpcontent/uploads/2012/03/promocijasProcess\\_SHEMA\\_LJZA\\_01.12.2010.pdf](http://liza.lv/wpcontent/uploads/2012/03/promocijasProcess_SHEMA_LJZA_01.12.2010.pdf).

[3] According to the Regulations of the Cabinet of Ministers of July 9, 2019 No. 320 "Procedure for assigning the rights of experts of the Latvian Council of Science and establishing expert committees". See (LV only): <https://likumi.lv/ta/id/308118-latvijas-zinatnes-padomes-ekspertu-tiesibu-pieskirsanas-un-ekspertu-komisiju-izveides-kartiba>.

[4] Salzburg principles and recommendations. Available:

<https://eua.eu/downloads/publications/salzburg%20ii%20recommendations%202010.pdf>

[5]

[https://izm.gov.lv/images/izglitiba\\_augst/Pasaules\\_Banka/Doktora\\_limena\\_studijas\\_un\\_promocijas\\_sistema\\_Latvija.pdf](https://izm.gov.lv/images/izglitiba_augst/Pasaules_Banka/Doktora_limena_studijas_un_promocijas_sistema_Latvija.pdf)

[6] According to the Regulations of the Cabinet of Ministers of December 27, 2005 No. 1001 "Procedure and criteria for the awarding of a scientific doctoral degree (promotion)". See (LV only).

### **3.2.6. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the marks of the final theses.**

Analyzing the topics chosen by the students of the doctoral study program for doctoral research (thesis), it should first be noted that according to the current regulatory framework in the Republic of Latvia, the doctoral process is separated from the doctoral study program, thus those who submit their developed and completed doctoral theses in the study program and have submitted that to the doctoral process are not considered to be students in the doctoral study program and are mostly already ex-matriculated due to the fulfillment of the requirements of the doctoral program, completing the theoretical course and successfully passing the doctoral examinations.

Acquisition of the doctoral program ends with the acquisition of the credit points provided for in the program, which also includes passing the doctoral examinations and submitting the doctoral thesis



project. Therefore, this section discusses the analysis and topicality of the topics of doctoral theses developed and to be developed within the framework of the program.

Topics of doctoral dissertations in the *Reported period* are listed in the appendix.

The topic of doctoral students' research is related to the developed BIA scientific directions and development strategies. It should be noted that the scientific directions are also related to the study programs to be implemented within the BIA study direction "Science of Law". During the pedagogical practice, the doctoral students of the doctoral study program "Law" (together with the leading lecturers of BIA) prepare and lead lectures, seminars, practical classes for students of other programs, which ensure mutual connection within the frames of the programs.

*Distribution of doctoral topics in appendix.*

The analysis of the topics of doctoral dissertations chosen by doctoral students shows that doctoral students have chosen to write doctoral dissertations in the fields offered within the frames of the program. During the reporting period, the predominance in the choice between the branches of law was given in the writing of doctoral theses in civil law and criminal law, which has an objective basis, emphasizing the topicality of these areas for the development of Latvia legal systems. It should be noted that all topics selected for the doctoral research reflect the relevant topicality and significance. The compliance of the topic with the topicalities of the field can be traced in the study process, starting from the approval of the topic and to the discussions of the doctoral project at the Program Council Meetings. This process includes approbation of the research results in scientific conferences and publications, work with the scientific supervisor, and reported program meetings on the progress of the doctoral research and the achieved results. The Program Council carefully evaluates each submitted topic of the dissertation, analyzing not only the scientific substantiation and research capacity of the topic, but also significant attention is paid to the fact that the topic is relevant in practice and contribute to legal processes in society.

The analysis of the topics of the doctoral dissertations approved for the doctoral students concludes that the topics do not overlap, undoubtedly they are focused on the research of fundamental issues and issues that have been under studied so far; topics are relevant not only to science, but also to practical jurisprudence, and, thus, to the labor market.

### **3.3. Resources and Provision of the Study Programme**

**3.3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples.**

In the study program it is necessary to create appropriate researchers who have already developed their research capacity at the doctoral level, based on the regulations, needs and current issues of

Latvia and international legal space. A doctoral degree is an important indicator of quality in the academic and scientific environment. The knowledge, skills and abilities that will be acquired during the doctoral study program will allow to develop scientific potential and provide high-quality scientific research in various sub-branches of legal science.

Doctoral studies allow to ensure the study process with qualified academic and scientific staff who will have mastered the latest achievements in legal science, practice and high school pedagogy. This will facilitate the ability to provide the required number of associate professors and professors and thus promote a higher quality study process.

Taking into account the tendency to create a knowledge-based competitive development of the industry, the doctoral degree in law is relevant not only in the academic environment, but also in the public and private sectors of the national economy, as well as in public administration, etc. Acquisition of the doctoral study program also influences the process of creation of law and the practice of application of legal norms in the activities of various institutions.

Legal education is strategically important for the development of the whole country. In addition, for Latvia as a small country, it is important to acquire specialists with extensive knowledge of both international public and private international law, which would allow lawyers to work at both the national and international levels.

Potential doctoral degree holders are provided with a new status, as well as the opportunity to meet the individual's lifelong learning needs by responding to society's demands for specialists who are able to make a creative contribution to the functioning of an innovative legal sector.

In the doctoral study program, each student as an individual can express his / her creative and innovative potential, which will be the crucial added value of the future researcher and / or legal professional. The development, improvement and use of the resources and provision of the Doctoral study program "Law" is also focused on such an aspect. The scientific-research potential of each student is evaluated individually and within the framework of predictability, developing the possibilities of the program resources accordingly.

Evaluating the perspective development of the study program, it must be concluded that it develops in accordance with Latvia objectives in the implementation of common strategies of the European Union (common foreign and security policy), since the study program offers study courses that are in line with the main elements of this strategy, which makes this doctoral study program competitive in Latvia.

Only highly qualified lecturers are mainly involved in the implementation of the doctoral study program: professors, associate professors, as well as senior lecturers with a doctoral degree and relevant publications.

During the reporting period, the academic staff participated in the implementation of the Doctoral study program "Law" - see in Appendix Composition of the academic staff.

Throughout the reporting period, the people who are recognized LZP experts are involved in the implementation of the program - see in Appendix Composition of the academic staff.

More relevant information is provided in the section - Teaching staff.

When starting the implementation of the program in English, it is planned to attract additional lecturers with appropriate English language skills, as well as to attract more foreign lecturers. All lecturers who are involved in the implementation of the program and who are planned to be involved in the implementation of the program in English have appropriate knowledge of English at B2, C2 and C1 level (see also Appendix - *English language skills of the academic staff*).

It can be concluded that the requirements set for academic staff have been met and the composition of lecturers can be assessed as highly scientifically qualified.

The methodological and informative supply provided by the Academy is modern in order to ensure a high-quality study process in the Doctoral study program “Law”. Since 2015, the BIA study e-environment Moodle has been used to streamline the study process and to modernize student-lecturer communication. The lecturers of the doctoral study program in the Moodle study e-environment have created websites for the respective study courses, where students have access to descriptions of study courses, lecturer's requirements for study course acquisition and separate study materials, as well as forms of communication with lecturers, for example, in several study courses students are provided with the opportunity to take examinations, submit individual assignments and communicate with the lecturer in the Moodle environment. Lecturers provide feedback on students' achievements. The e-learning environment gained special significance in the circumstances of the state of emergency declared in the country due to the COVID-19 disease control and to implement the study process remotely in accordance with the relevant requirements of regulatory enactments.

The BIA information system NEXUS plays an important role in ensuring the informative connection of students, lecturers and the Academy. Students and lecturers in NEXUS can get acquainted with the planning of classes and premises, work and practice opportunities. In NEXUS the BIA home page [bsa.edu.lv](http://bsa.edu.lv) has a section where BIA students will be able to get acquainted with internal regulatory enactments, study programs, practice programs, Academy news. Full information about the study program, study courses, their volume and content is available on BIA home page which is an important source of information for both students and potential students.

The methodological and informative support of the doctoral study program “Law” consists of the BIA scientific library fund.

[The scientific library of the Baltic International Academy](#) (from 15 January 2004 included in the Library Register of the Ministry of Culture of the Republic of Latvia with No. BLB0530; BIA Library Registration Certificate is attached) is a member of the Association of Latvian Academic Libraries (LATABA), which gives the opportunity to use the library funds of all 25 LATABA members (see the list of members here: [LATABA](#)). The BIA Science Library cooperates with the library of the European Union Information Agency ([ESIA - ES Māja \(esmaja.lv\)](#)).

Library activity is regulated by the Library Law[1].

At the beginning of the 2022/2023 academic year, the Scientific Library of the Baltic International Academy consists of the Central Library in Riga and [5 Information and Service Points \(ISP\) \(libraries\)](#) in Daugavpils, Liepaja, Jelgava, Smiltene, and Jēkabpils. Until 2022/2023, Educational literature, periodicals, electronic databases, as well as other resources needed by students and academic staff are available in each ISP (library). [The entire collection of the BIA library is included in the electronic catalogue.](#) You can also order a book or a scan of necessary chapters from it, or a necessary article from a scientific journal from the BIA Central Library in Riga at any Information and Service Point. [Information and Service Points \(ISP\) have been created to facilitate access to information for BIA students living far away and are also available to students of other LATABA member universities.](#)

The BIA Central Library is located in Riga at 1/4 Lomonosova Street. SL ISPs are located according to branch addresses. The library is open **55.5** hours a week, including Saturdays, with extended hours during the session. Users have the opportunity to contact the library and any ISP by phone and [e-mail](#), order books to branches, use any of the 10 reading rooms, use a “quiet” reading room, work with a library or personal computer, use free Internet and Wi-Fi, copy, print, and scan

necessary documents. ALL library facilities are accessible to people with mobility impairments.

The **aim** of library's activity is to provide the study and research process with the necessary information resources, improving and facilitating the availability of library services and using information technologies to achieve the aim. More detailed information is available in the self-assessment section of the Study direction.

### **BIA electronic databases**

Database	Description	Source of funding
EBSCO <a href="http://search.ebscohost.com">http://search.ebscohost.com</a>	The multidisciplinary database, several full-text and review databases in the humanities, social and STEM disciplines.	<i>BIA funding</i>
LNB Digitālā bibliotēka <a href="http://gramatas.lndb.lv/">http://gramatas.lndb.lv/</a>	The digital library contains collections of digitised newspapers, maps, books, and music and sound recordings.	<i>Cooperation Agreement</i>
SCOPUS <a href="http://www.scopus.com">http://www.scopus.com</a>	The bibliographic and citation information database of multidisciplinary scientific publications, containing nearly 20,000 journals from approximately 5,000 publishers and 4.6 million conference proceedings.	<i>ERDF Project "Establishment of uniform national level Latvian academic network for scientific activities" funding</i>
ScienceDirect <a href="http://www.sciencedirect.com">www.sciencedirect.com</a>	Elsevier's publishing house database in natural and technical sciences, medicine, humanities and social sciences.	<i>ERDF Project "Establishment of uniform national level Latvian academic network for scientific activities" funding</i>
Latvijas Vēstnesis <a href="http://www.lv.lv">http://www.lv.lv</a>	The electronic version of the official newspaper of the Republic of Latvia "Latvijas Vēstnesis" (archive from 1993).	<i>BIA funding</i>
iTiesības <a href="https://itiesibas.lv/">https://itiesibas.lv/</a>	Electronic magazine on current legal issues	<i>BIA funding</i>
iFinances <a href="https://ifinances.lv/">https://ifinances.lv/</a>	Electronic magazine for financiers, accountants, banking professionals on current issues	<i>BIA funding</i>

iBizness <a href="https://ibizness.lv/">https://ibizness.lv/</a>	Electronic magazine on current issues in the field of business.	<i>BIA funding</i>
Letonika <a href="http://www.letonika.lv">www.letonika.lv</a>	Service and encyclopaedic resources about Latvia. The most important reference data in Latvian is collected in one place.	<i>BIA funding</i>
LURSOFT <a href="http://www.lursoft.lv">www.lursoft.lv</a>	Extensive collection of Latvian newspapers, publications and BNS news agency materials on the Internet.	<i>BIA funding</i>

Database subscription takes place at the Culture Information Systems Centre and Business Information Office and is ensured by participation in EU Projects that offer subscription to SCOPUS and Science Direct databases.

In turn, the databases and electronic platforms subscribed to by the National Library (LNB) of Latvia are available to all LATABA members for use at work and at home

The main aim of the BIA Scientific Library is to provide students of the doctoral study program "Science of Law" with a quality study process and scientific activity, as well as to provide students, lecturers and other visitors with librarian, bibliographic and informative services. The library resources are systematically and regularly supplemented with the latest scientific literature (in Latvian, English, etc.) based on the study directions implemented at the academy.

Regarding the material and technical support of the Doctoral study program "Law", it should be noted that in terms of infrastructure, the study process for the students of the Doctoral study program "Law" takes place in two BIA buildings in Riga. The mentioned buildings have auditoriums, which are equipped with modern study technical aids - whiteboards, it is possible to use a television set, video recorder, video camera, multimedia projector. Many auditoriums are equipped with a stationary multimedia projector, screen, computer with Internet connection and other technical means that meet modern requirements. Free Wi-Fi is available in all buildings. In terms of information technology - BIA uses modern IT technology to support studies: use of computers in the study process and professional development, internal information system NEXUS, Internet, standard and special computer programs, audio / video tools, office equipment, auditorium technical equipment (stationary and portable multimedia projectors). Regular maintenance work is done to improve the functionality of the internal information system. Work is continuing on the modernization of the computer park, ensuring a faster, more complete and more efficient study process. In order to ensure better quality electronic communication, the staff and students of the Academy use the e-mail system offered by BIA.

In order to ensure academic honesty and prevent cases of plagiarism, the examination of students' independent work and doctoral thesis projects with the inter-university unified computerized plagiarism control system is carried out.

Detailed information on the compliance of the information base (including libraries), material and technical base and financial base with the conditions for the implementation of the Doctoral study program "Law" and the achievement of study outcome is provided in Part II of the self-assessment.

[1]Library Law (Admitted on: 21.05.1998, Vali from: 23.06.1998) <https://likumi.lv/doc.php?id=48567>

### 3.3.2. Assessment of the study provision and scientific base support, including the resources provided within the framework of cooperation with other science institutes and higher education institutions (applicable to doctoral study programmes) (if applicable).

The doctoral program actively cooperates with scientific institutions and structures in Latvia and other countries.

**The first level** is cooperation with Latvia higher education institutions, where analogous doctoral programs are implemented. Every year, the Academy organizes an international scientific-practical conference “Transformation Process in Law, Regional Economy and Economic Policy: Current Problems of Economic-Political and Legal Relations”, co-organized by Daugavpils University and Riga Stradins University. Both mentioned universities also implement doctoral study programs in law. During the conference, doctoral students and university research staff have the opportunity to exchange views and discuss the most topical issues in the field of law.

Annually, BIA doctoral students and lecturers participate in conferences of the University of Latvia, Daugavpils University, TURĪBA Business School, Stradiņš University, where the Latvia scientific community and participants from other countries are introduced to the research results. Following the results of the conferences, doctoral students publish articles in the collections of scientific articles of Latvia higher education institutions. Cooperation between universities is also implemented in the defense of doctoral theses. The members of the BIA Promotion Council are prof., leading researcher V.Zahars (DU), prof. J.Teivāns-Treinovskis (DU), prof., leading researcher A.Vilks (RSU), prof., leading researcher S.Kaija (RSU), prof., J.Načisčionis (BA TURĪBA), prof., I.Veikša (BA TURĪBA), was prof., A.Endziņš (BA TURĪBA). As well as representatives of teaching staff of foreign universities: Florczał-Wątor M., prof., Ph.D (Jagiellonian University, Poland), Urszula Drozdowska, prof., PhD (University of Białystok, Poland).

**The second level** is international cooperation. It is worth noting the lectures of foreign lecturers, which were taught in the BIA study direction “Science of Law”, which are also attended by students and teaching staff of the program:

Nr.	Name	Surname	Period	Institution	Country
	Mieczysław	Rozanski	30.03.2020.-01.04.2020.	University of Warmia and Mazury in Olsztyn	Poland
	Ermina	Čižiene	17.09.2021.-18.09.2021.	Panevezys College	Lithuania
	Jurgita	Lieponiene	17.09.2021.-18.09.2021.	Panevezys College	Lithuania
	Dariusz	Kuzelewski	04.04.2022.-08.04.2022.	University of Białystok	Poland
	Elizabeta	Kuzelewska	04.04.2022.-08.04.2022.	University of Białystok	Poland
	Magdalena	Perkowska	08.05.2023.-12.05.2023.	University of Białystok	Poland
	Sylwia	Zakrzewska	17.05.2023.-23.05.2023.	University of Natural Sciences and Humanities in Siedlce	Poland
	Paweł	Gotowiecki	13.09.2023.-16.09.2023.	Jozef Goluchowski University of Applied Sciences	Poland
	Eugénio Pereira	Lucas	24.10.2023.-28.10.2023.	Polytechnic University of Ligeria	Portugal

Carvalho Abreu	Lígia	16.10.2023.-22.10.2023.	Universidade Lusófona	Portugal
Bartosz	Ziemblicki	30.10.2023.-01.11.2023.	Wroclaw University of Economics and Business	Poland
Manuela	Sirbu	09.10.2023.-12.10.2023.	Titu Maiorescu University	Romania

In maintaining international co-operation, the Academy also co-operates extensively with foreign universities, developing the capacity of doctoral students and lecturers. Cooperation with several foreign universities is organized within the framework of scientific conferences: Linnaeus University, Sweden; City Unity College Nicosia (Cyprus); Lithuanian Sports University (Lithuania); Uniwersytet Przyrodniczo-Humanistyczny w Siedlcach (Poland); University of Oradea (Romania); V.N.Karazin Kharkiv National University (Ukraine); National Academy of Law Sciences of Ukraine (Ukraine); Scientific and Research Institute of Providing Legal Framework for the Innovative Development National Academy of Law Sciences of Ukraine (Ukraine); Simon Kuznets Kharkiv National University of Economics (Ukraine).

Cooperation with Ukrainian higher education institutions and teaching staff has greatly strengthened during the reporting period. From 2024, the Doctoral study program plans to actively participate in the organization and implementation of open lectures and academic-scientific forums in the academic space of Ukraine. In the spring-summer of 2023, BSA was visited by representatives of several Ukrainian universities, with whom work is currently being continued on coordinating the plan of academic-scientific events.

Also, at the end of 2023, an agreement has been reached between the Academy, the University of Natural Sciences and Humanities in Siedlce, the Jozef Goluchowski University of Applied Sciences and the University of Bialystok on the organization of joint seminars and the implementation of practical case-law classes, and a plan of events has been agreed upon.

Also, in 2023, cooperation with Siedlce University of Natural Sciences and Humanities has been strengthened, developing scientific cooperation, closer cooperation of doctoral programs and dialogue between teaching staff.

The development and defense of doctoral-level research is related to the review and approbation of research by several professional institutions and universities, and the provision of feedback. The doctoral study program "Science of Law" invites representatives of foreign scientific and professional circles to participate in the discussion and defense of doctoral theses in order to strengthen international scientific cooperation and present the results of research to the widest possible scientific community.

**Third level** - lecturers of the doctoral study program "Law", in turn, cooperate and at the same time participate in institutions of various scales: World Anti-Criminal and Anti-Terrorism Forum Organizing Committee, Latvia Association of Independent Criminologists, Germany Academic Exchange Service DAAD, Association of University Professors, International Federation (IFOIE) and others. The lecturers and doctoral students of the Program also have common scientific interests with the Latvia Council of Science, the Latvia Association of Young Scientists, the journal "Administrative and Criminal Justice" (which has several lecturers of the Program in the editorial board and editorial board). Also, the lecturers involved in the implementation of the Doctoral study program are members of the editorial boards of several scientific journals, as well as actively participate in the management of the conference organization commission or participate in their activities, which are summarized in the lecturers' *Curriculum vitae*.

The lecturers of the program also participate with lectures and exchange of practical experience in foreign higher education institutions:

<b>Outgoing mobility of academic staff (ERASMUS+ program)</b>						
<b>Nr</b>	<b>Name</b>	<b>Surname</b>	<b>Period</b>	<b>Institution</b>	<b>Country</b>	
	Tatjana	Jurkeviča	23.05.2022.-27.05.2022.	Panevezys College	Lithuania	
	Armen	Gabrielyan	23.05.2022.-27.05.2022.	Panevezys College	Lithuania	
	Marina	Sumbarova	16.05.2022.-21.05.2022.	Utena University of Applied Sciences College	Lithuania	
	Marina	Sumbarova	08.06.2022.-14.06.2022.	University of Bialystok	Poland	
	Tatjana	Jurkeviča	08.06.2022.-14.06.2022.	University of Bialystok	Poland	
	Tatjana	Jurkeviča	17.10.2022.-21.10.2022.	Panevezys College	Lithuania	
	Armen	Gabrielyan	17.10.2022.-21.10.2022.	Panevezys College	Lithuania	
	Tatjana	Jurkeviča	23.11.2022.-27.11.2022.	Alexander College	Cyprus	
	Inese	Ņikuļceva	06.02.2023.-12.02.2023.	Universite De Bretagne-Sud	France	
	Tatjana	Jurkeviča	12.06.2023.-18.06.2023.	Josef Goluchowski University of Applied Sciences	Poland	
	Tatjana	Jurkeviča	19.06.2023.-25.06.2023.	Siedlce University of Natural Sciences and Humanities	Poland	
	Armen	Gabrielyan	27.09.2023.-04.10.2023.	Eurasia International University	Armenia	
<b>Outgoing mobility of academic staff (ERASMUS+ program) (The mobility of the study field's faculty who took part in the ERASMUS+ exchange program but who anchored other study fields or departments in the ERASMUS+ documentation)</b>						
<b>Nr.</b>	<b>University</b>	<b>State</b>	<b>Name, Surname</b>	<b>Date</b>	<b>The aim</b>	<b>Acad.year</b>
	Lithuanian Sports University)	Lithuania	Ksenija Doronina	06.12.2021.-09.12.2021.	Teaching	2021./2022.
	Utena College	Lithuania	Irina Plotka	25.09.2023.-01.10.2023.	Teaching	2022./2023.

Likewise, the exchange of incoming and outgoing academic personnel (work, practice, scientific and research activities, other activities abroad) can also be evaluated positively. During the reporting period:

<b>No.</b>	<b>Name and surname</b>	<b>Country</b>	<b>Organization / university</b>	<b>Number</b>	<b>Exchanges way</b>	<b>Dates</b>	<b>Direction, Programs name and level BIA</b>
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Marina Sumbarova	Kazakhstan	Karaganda Kazpotrebojuz University	1	<p>A lecture course on European criminal law rights sciences students and two "Jurisprudence" departments for teachers, including such topics "EU Criminal Law", "EU Competence in the Settlement of Criminal Cases", "EU System of Criminal Penalties" and "Judicial Cooperation in Europe".</p> <p>Universities media in the studio Was recorded a lecture about a lecture block the topic of the special procedural protection and decision performance problems</p>	18.09.2023 - 30.09.2023.	<p>Academic bachelor's degree study program "Science of Law" (cycle 1); Academic and Professional master's degree study program "Science of Law" ( cycle 2 )</p>
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Magdalena Perkowska	Poland	Bialystock University	4	Online guest lecture "Human and Refugees' Rights" summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".	27.06.2023	1st level professional the highest of education study program "Science of Law " (short cycle ); Academic bachelor's degree study program "
Dariusz Kuźelewski				Online guest lecture "Evolution of the European System of Human Rights Protection" summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".		Science of Law " (cycle 1 ); Academic and Professional master's degree study program " Science of Law" (cycle 2 ); Ph.D study program " Science of Law " (cycle 3 )
Anna Drabarz				Online guest lecture "Human Rights in Business" summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".		
Elizabeth Kuźelewska				Online guest lecture "Evolution of the European System of Human Rights Protection" summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".		

Levan Meskhoradze	Georgia	Caucasus University; State Representative to the European Court of Human Rights at Ministry of Justice of Georgia (State representative European Human rights in court Georgian Justice in the ministry )	1	Online guest lectures "International Human Rights Protection System tête-à-tête to International Conflicts" and "Enforcement of International Human Rights Standards at Local Level" summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".	28.06.2023	1st level professional the highest of education study program "Science of Law " (short cycle ); Academic bachelor's degree study program " Science of Law " (cycle 1 ); Academic and Professional master's degree study program " Science of Law" (cycle 2 ); Ph.D study program " Science of Law " (cycle 3 )
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Boyka Cherneva	Bulgaria	National and World Economy university	1	Online guest lecture "The Right to Non- Discrimination as a Fundamental Right of Citizens" summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".	29.06.2023	1st level professional the highest of education study program "Science of Law " (short cycle ); Academic bachelor's degree study program " Science of Law " (cycle 1 ); Academic and Professional master's degree study program " Science of Law" (cycle 2 ); Ph.D study program " Science of Law " (cycle 3 )
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Oleksandr Stovpets	Ukraine	Odessa National Maritime University	1	Online guest lecture "Genesis of Different Generations of Human rights and Contemporary Challenges in the Context of Digitalization " summer within the framework of the school "Modern Features of Human Rights Protection in the Countries of Three Seas".	29.06.2023	1st level professional the highest of education study program "Science of Law " (short cycle ); Academic bachelor's degree study program " Science of Law " (cycle 1 ); Academic and Professional master's degree study program " Science of Law" (cycle 2 ); Ph.D study program " Science of Law " (cycle 3 )
Jacek Zielinski	Poland	University of Natural Sciences and Humanities in Siedlce	1	Guest lecture ""Integration and disintegration process in EU. The reform of legal system in Poland"	17.05.2023 - 21.05.2023	Academic bachelor's degree study program " Science of Law " (cycle 1 ); Academic and Professional master's degree study program " Science of Law" (cycle 2 ); Ph.D study program " Science of Law " (cycle 3 )

Eugenio Pereira Lucas	Portugal	Polytechnic University in Ligeria	1	Administrative a visit It was directed to closer cooperation and its development , how also research project development and implementation .	28.10.2023	1st level professional the highest of education study program "Science of Law " (short cycle ); Academic bachelor's degree study program " Science of Law " (cycle 1 ); Academic and Professional master's degree study program " Science of Law" (cycle 2 ); Ph.D study program " Science of Law " (cycle 3 )
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The Director of the Doctoral Study Program "Law" participates in the organizing committee of the annual international scientific-practical conference "Transformation Process in Law, Regional Economics and Economic Policy: Current Problems of Economic-Political and Legal Relations" organized by the Academy, as well as teachers involved in the implementation of the program: prof., I.Plotka., as.prof. S. Buka., as.prof., V.Vokovs. The members of the scientific and editorial board of the conference are the lecturers involved in the implementation of the program: prof., I.Plotka., as.prof. S. Buka, as.prof., T.Jurkeviča., as.prof., V.Volkovs, Doc., A. Gabrielyan. Anually, in May, the "International Conference of Young Researchers and Students - Time of Challenges and Opportunities: Problems, Solutions, Perspectives" takes place (accessed at [http://bsa.edu.lv/lang/lat/zindarbs/konf\\_gp.html](http://bsa.edu.lv/lang/lat/zindarbs/konf_gp.html)). For more information on BIA conferences, see the appendix, as well as more information about the conferences, scientific publications and scientific cooperation partners organized by the Academy is provided in Section II of the self-assessment.

**3.3.3. Indicate data on the available funding for the corresponding study programme, its funding sources and their use for the development of the study programme. Provide information on the costs per one student within this study programme, indicating the items included in the cost calculation and the percentage distribution of funding between the specified items. The minimum number of students in the study programme in order to ensure the profitability of the study programme (indicating separately the information on each language, type and form of the study programme implementation).**

Regarding the financial supply of the doctoral study program, it should be noted that the source of basic funding for the provision of the study process of the Doctoral study program "Science of Law" is the tuition fee. The amount of the tuition fee and the procedure for payment for each academic year is determined and approved by the Senate of the Academy. The following tuition fee payment options for students have been determined at the Academy: - for the entire program as a whole; - for one study year; - for one semester; - for one month, in accordance with the payment schedule provided for in the study agreement, strictly observing the payment terms and amounts to be paid.

Tuition fees can be paid from various sources, covered from the following funding:

- student's personal funds;
- funds of third parties attracted by the student;
- study loan with a guarantee provided on behalf of the state;
- commercial loans;
- sponsorship funding.

The income of the study programme is made up of the following major funding sources:

- **Income for studies** (student tuition fees and other services related to the learning process).
- **Income from scientific activities** (project financing from the state budget, income from scientific works, EU structural funds and other revenues);
- **Other income** (income from Latvian and international projects, income from renting, selling books, organizing various courses, etc.).

In Annex "The Costs of the study direction "Science of Law" per student in 2021/2022. study year (Euro)" you could see the expenses (EUR) per student.

The expenses of the doctoral study programme "Law " per student is 1815 Euros per year. In the 2021/2022 study year, tuition fee in the doctoral's study program full-time - 2500 Euros per year. Considering the number of students in the study programme (as of 01.10.2022, 11 doctoral students), the financial support of the doctoral study programme "Law" is sufficient.

Detailed information on the compliance of the financial base with the conditions for the implementation of the Doctoral study program "Law" and the achievement of the study results is provided in Part II of the self-assessment.

## 3.4. Teaching Staff

**3.4.1. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

Evaluating the scientific component of the academic staff Curriculum vitae, documents submitted for election of academic staff to academic positions, minutes of Academy Senate meetings, which reflect documents and explanations submitted by candidates for academic positions, election process and results, academic staff self-evaluation reports, the results of the students of the program and the feedback of the students, the Council of the program acknowledges that the qualification of the academic staff corresponds to the implementation and achievement of the goals and objectives of the doctoral study program.

The qualification and number of lecturers employed in the Doctoral Study Programme comply with the requirements of the Law on Higher Education Institutions and the implementation of the goals and objectives of the BIA strategic priorities. Professional lecturers are involved in the implementation of the study programme: everyone has a Doctor's degree that corresponds to the field of the study course. Some of the lecturers are practicing specialists - sworn advocates. Some of the lecturers employed in the study programme are simultaneously employed in scientific research work, which ensures the synergy of studies and research. The major criteria for the selection of lecturers are: education (degree), professional experience and research and creative activity, communication skills.

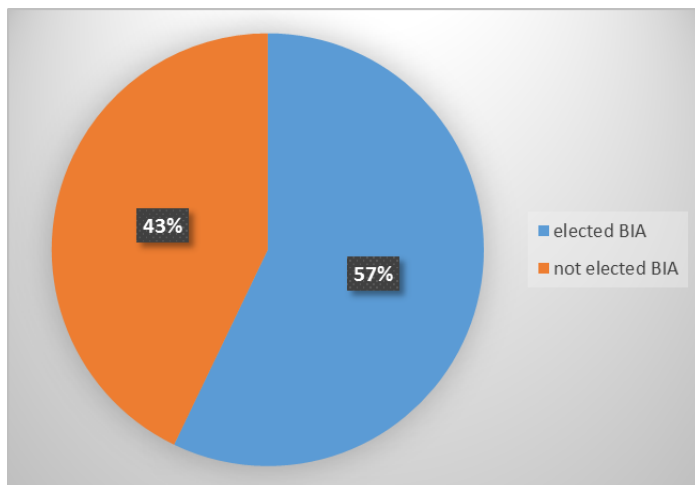
In the period from 2021/2022 academic year until the spring of academic year 2023/2024. not only the quantitative composition of the academic staff has changed, but also its improvement and quality changes have been made.

21 lecturers are involved in the implementation of the doctoral study program "Law" in the reporting period. All persons (100%) have a doctoral degree in a relevant field of science. The table below shows the information on elected and non-elected staff involved in the program.

**Teaching staff of the doctoral study program "Law" (scientific degree)**

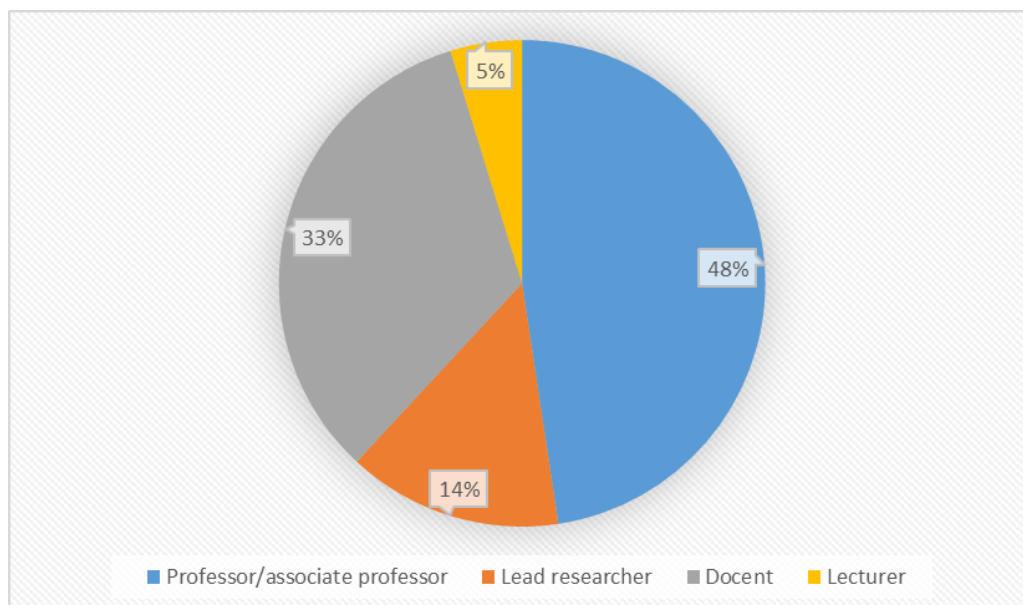
	<b>PhD</b>	
	<b>Quantity</b>	<b>%</b>
<b>Elected in BIA</b>	12	57,14
Not elected in BIA	9	42,86
<b>Total</b>	<b>21</b>	<b>100</b>





Evaluating the academic positions of the teaching staff involved in the implementation of the doctoral study program (see the table below) - the quality of studies in the reporting period is ensured by 2 professors (9.52%), 3 guest professors (14.29%), 5 associate professors (23.81%), three guest professors (9.09%), 2 docents (9.52%), 5 guest docents (23.81%) and 3 leading researchers (14.29%).

	Professors		Assoc.prof.		Docents		Lecturers		Lead.research.		Total	
	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	2	9,52	5	23,81	2	9,52	0	0	3	14,29	12	57,14
<b>Not elected in BIA</b>	3	14,29	0	0	5	23,81	1	4,76	0	0	9	42,86
<b>Total</b>	5	23,81	5	23,81	7	33,33	1	4,76	3	14,29	21	100



Each lecturer involved in the implementation of the study program has the following responsibilities:

- **In the competence of teaching qualification:**
- to develop and publish teaching materials for courses taught by the respective lecturer, supplementing and updating them on the MOODLE platform;

- to prepare PowerPoint presentations, handouts (summaries, assignments, transparent materials), authentic illustrative material (video and audio), etc. materials that optimize the study process;
- to lead consultations for students in the program - 4 hours per semester and pre-examination consultations;
- to lead open classes (lectures, seminars and / or others) once a year within the observation period and to attend at least 2 classes of their colleagues and participate in their discussions;
- to increase pedagogical qualification by submitting the relevant certificate;
- within the framework of the program implementation to improve organizational skills and promote scientific discussions for development by organizing at least one of the following types of events within one study year: seminar, conference, round table, discussions, etc., (or to take part in the similar events, to actively participate in them, by submitting an appropriate certificate, attestation, etc.);
- to participate in events that are organized within the framework of the implementation of the study program or within the framework of the educational activities of the Academy.
- **In international activities:**
  - to actively participate in international conferences with presentations and / or publications;
  - to give lectures at foreign universities, for example within the framework of the international mobility program *Erasmus*.
- **In scientific research activities:**
  - to present at scientific conferences and seminars (at least 2 performances per year),
  - to publish articles (at least 1 publication per year),
  - to follow the latest scientific publications, to improve the informative lists of literature and other scientific sources recommended for students, to inform the structural unit of the Academy library about the necessity to supplement the library funds accordingly.

Sworn advocates involved in the implementation of the study program raise their qualifications every year in various courses, which is a mandatory requirement of the Advocacy Law of the Republic of Latvia. What is learned in the courses is undoubtedly relevant and related to the further development of knowledge and the connection of theoretical knowledge with practical reality. The knowledge gained in courses and other professional activities of lawyers is transferred to the students both for supplementing the theoretical base and solving practical tasks.

In general, the involvement of the academic staff is very positive. Within the framework of the program, changes in the structure of positions are controlled and systematic staff evaluation and regular improvement takes place.

#### **3.4.2. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.**

The qualification and number of the academic staff involved in the implementation of the study program (persons elected to the academic positions of the respective higher education institution) correspond to the implementation of the goals and objectives of the strategic priorities of the Academy. The basic composition of the academic staff involved in the implementation of the study program is stable, long-term cooperation has been established with industry specialists who also have experience in teaching work. The academic staff involved in the study program is highly

qualified and competent and ensures that the students acquire the necessary research skills, theoretical knowledge, skills and competencies. During the reporting period, there were no significant changes in the composition of the academic staff.

The qualification and compliance of the people involved in the implementation of the program must be confirmed by obtaining the relevant doctoral degrees and scientific publications. The development of teaching staff, which is an integral part of the development of study programs, however, continues even after the Reporting Period, involving lecturers with practical and scientific experience in the field of law, as well as doctoral degree holders. Professional lecturers are involved in the implementation of the study program: everyone has a doctoral degree, the education obtained by the lecturers of specialized courses corresponds to the field of the respective study course. Most lecturers are practicing specialists. Some of the lecturers employed in the study program are simultaneously employed in scientific research work, which ensures the synergy of studies and research work. The main criteria for the selection of lecturers are: education (doctoral degree), professional experience and experience in research and creative activities, communication skills.

During the reporting period, the analysis of the dynamics of the number of lecturers of the doctoral study program "Law" shows that the teaching staff was 22 people, but at the beginning of the 2023 study year, it decreased by 2 persons. Assessing the dynamics of the teaching staff not only within the Reporting Period, but also until the moment of submission of study program documents for accreditation, it should be noted that the quantitative composition of teaching staff has changed, as well as its qualitative changes: involving new scientists, including those who obtained a doctoral degree relatively recently, as well as involving more foreign lecturers in the implementation of the study process, which comply with the development policy of the academic staff of the Academy.

**3.4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals or peer-reviewed monographs may be additionally specified. Information on the teaching staff included in the database of experts of the Latvian Council of Science in the relevant field of science (total number, name of the lecturer, field of science in which the teaching staff has the status of an expert and expiration date of the Latvian Council of Science expert) (if applicable).**

The research results of the teaching staff involved in the doctoral study program are reflected in the published monographs, scientific articles and published conference materials and other scientific activities. The scientific publications of the academic staff involved in the implementation of the doctoral study program "Law" during the reporting period are summarized in the appendix. It should be noted that there has been a significant increase in the number of publications published in journals that are indexed in Scopus or WoS CC databases. Namely, compared to the previous reporting period, the number of such publications has more than doubled. Also, from the information in the appendix, it can be concluded that the scientific topics and research objects of the publications correspond to the research directions of the study direction and program.

Information about teaching staff included in the database of LZP experts is collected and indicated

in the certificate of compliance of academic staff with the requirements of regulatory acts. It should be noted that the composition of Latvian Science Council experts involved in the implementation of the program has changed, but the total number has not decreased. It should also be noted that currently some lecturers who are involved in the implementation of the program have acquired the right of an expert, but at the time of submitting the documents, they had not yet acquired this status. This indicates the continued positive growth of the program's teaching staff.

**3.4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

The teaching staff regularly participate in various projects of international scale. Being aware of the importance of the internship gained in the course of such projects, the lecturers involve academy students from different programmes in the implementation of projects. BIA has successfully implemented EU fund projects, which has developed experience in the implementation of funds, as well as skills to advise learners and provide information to the general public.

The teaching staff of the direction are involved in projects that are related to their field of scientific interest:

- **Zahars Vitolds:** European Social Fund project No. 9.1.3.0/16/l/001 "Increasing the efficiency of the resocialization system" (2023-2024). Responsible for the implementation of parts 22 and 23 of the project;
- **Lytvynenko Anatoly:** Public health and medical law of European countries at the end of the 19th - beginning of the 20th century (Public health and medical law of European countries at the end of the 19th - beginning of the 20th century) (2023-2024);
- **Vladislav Volkov.** Head of Sociological Research. From 01.01.2018-30.06.2022, VPP-IZM-2018/1-0018, State Research Project "Individual, society and state interaction in the process of Latvian history: conflicts of values and formation of common values at historical breaking points". As part of the project, a large-scale sociological study was organized and carried out on the characteristics of business and organizational culture in Latvia. Sources of funding - State research project of Latvia. Amount of funding (2021 - 2022) - 24 000 eur.
- **Vladislav Volkov.** Author of scientific articles. 2019-2021. No. 1.-1.-15.2/2020/171. Latvian national encyclopedia pages "Social structure", "Social class", "Social status", "Ethnicity", "National minority", "National identity", "Multiculturalism", "Discussions about multiculturalism", "Durkheim", "Racism" preparation and publication. 2021 - 2023 years. Amount of funding - 3000 eur.

Additional information is indicated in the part of the second section of the self-assessment of the study direction: *Scientific research and artistic creativity*.

**3.4.5. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study programme and study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the**

## **moment of the submission of the Self-Assessment Report).**

The following forms of teaching staff cooperation are applied to ensure the quality of academic and scientific activities in the implementation of the study program:

- mutual attendance of lectures / classes, master classes / examinations of the lecturers of the Academy, which allows to evaluate the strengths and weaknesses of the work;
- preparation of annual reports of the Academy's lecturers on academic and scientific activities, publications, participation in scientific research and scientific conferences;
- promoting the international exchange of the Academy's lecturers by attracting funding from international funds and creating an opportunity for the Academy's lecturers to gain experience in foreign high schools;
- inviting highly qualified guest lecturers and lecturers to teach study courses, to conduct master classes, including from foreign universities;
- analysis and evaluation of the content of the study program, preparing self-evaluation reports for the past academic year. The obtained data and conclusions are reviewed at the meetings of the Program Council and Senate;
- monitoring and analysis of the quality of the study process and teaching, which is regularly performed by the Program Council;
- surveys and analysis of graduates' work skills and suitability for the labor market;
- surveys of students, obtaining an opinion on the implementation of specific courses of study programs, compliance of the content and form of teaching with the requirements of study quality;
- use of external experts to evaluate the study process and students' knowledge;
- strategic planning of the study process, analyzing the weak points of the study program, their elimination and the opportunities of the program development.

The fulfillment of the mission of the Academy is ensured by the highest qualified academic staff, which consists of the core professors and associate professors, as well as qualified lecturers (assistant professors) and invited lecturers of the academic renewal reserve. The Academy uses opportunities to attract internationally recognized specialists. Uniform, special approach criteria have been set for the election of academic staff. The optimal structure of the Academy's staff follows from the objectives of the Academy and may differ from one study programs to another. Operating in the market of free competition in education and academic services, the Academy promotes a flexible and attractive staff recruitment policy.

We consider the cooperation of teachers as successful. Lecturers from various programs and universities are involved in ensuring the study process, which promotes communication between lecturers. Annual strategic seminars are organized where lecturers directly discuss the possibilities of development and improvement of the study process. The cooperation of lecturers is strengthened at annual scientific conferences, which provide an opportunity to discuss various scientific innovations, to find common interests, and by organizing student involvement, the connection with student research is also ensured. Cooperation between lecturers also allows for better linking of study courses and effective achievement of study results.

In accordance with the Regulations on Quality Assurance in Higher Education, BIA operates an internal quality assurance system. In its activities, BIA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and

Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BIA strives for continuous improvement of its management system - quality management system through targeted process planning based which is based on long-term strategies, value and quality excellence, as defined by the internationally recognized UK standard Investors in Excellence, for the quality of academic education in the European top-class space.

The inclusion of teaching staff achievements in the implementation of the study process is summarized in the appendix.

Relationships between the number of students and the number of lecturers within the doctoral study program "Law" (at the time of submitting the self-assessment report).

Study Program	Number of students per one academic load
Doctoral study program "Law"	5.73

# Annexes

III - Description of the Study Programme - 3.1. Indicators Describing the Study Programme		
Sample of the diploma and its supplement to be issued for completing the study programme	Sample diploma with attachments_TZdoctor.pdf	Paraugs dipl un pielikums Doktor_TZ_lv.pdf
For academic study programmes - Opinion of the Council of Higher Education in accordance with Section 55, Paragraph two of the Law on Higher Education Institutions (if applicable)		
Compliance of the joint study programme with the provisions of the Law on Higher Education Institutions (table) (if applicable)		
Statistics on the students in the reporting period	Doctoral Study Programme statistics on students during the reporting period.docx	Doktora studiju programma statistika par studējošajiem (1).docx
III - Description of the Study Programme - 3.2. The Content of Studies and Implementation Thereof		
Compliance with the study programme with the State Education Standard		
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard or the requirements for professional qualification (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	Doctoral Study Program "Law" Study Course Mapping (1).docx	Doktora studiju programmas Tiesību zinātne kartējums (1).docx
The curriculum of the study programme (for each type and form of the implementation of the study programme)	Doctoral study programme Law.docx	Doktora studiju programmas plāns.docx
Descriptions of the study courses/ modules	Study Course DescriptionsLAW.docx	Studiju_kursu_aprakstiLAW.docx
Description of the organisation of the internship of the students (if applicable)	Pedagogical_practice_PhD.docx	PedPraksePhD.docx
III - Description of the Study Programme - 3.4. Teaching Staff		
Confirmation that the academic staff of the doctoral study programme includes not less than five doctors, of which at least three are experts approved by the Latvian Council of Science in the branch or sub-branch of science in which the study programme intends to award a scientific degree (if applicable)	Confirmation_acad_stuff_DOCTOR_ENG.edoc	Apliecinājums par ak.personāla atbilstību_DOKTOR_LV (1).edoc
Confirmation that the academic staff of the academic study programme complies with the requirements specified in Section 55, Paragraph one, Clause 3 of the Law on Higher Education Institutions (if applicable)		

# Science of Law (47380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Science of Law</i>
Education classification code	<i>47380</i>
Type of the study programme	<i>Professional master study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Gafta</i>
E-mail of the study programme director	<i>irina.gafta@bsa.edu.lv</i>
Title of the study programme director	<i>Docente, Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<i>To prepare qualified specialists for practical activity in the legal profession to be obtained, in accordance with the 7th level of the Latvian education classification framework.</i>
Tasks of the study programme	<i>1. To provide students with in-depth knowledge and skills in law, both at the national and European Union level, by implementing the high-quality study courses provided for in the study program; 2. To provide students with knowledge and skills for the professional activity of a lawyer, in accordance with the professional standard, and to prepare them for passing the unified lawyer's qualification exam; 3. To develop students' analytical and critical thinking, problem-creating analyzes of legal problems, complex or systemic aspects in the relevant branch of legal science or professional field.</i>



Results of the study programme	<ol style="list-style-type: none"> <li>1. Demonstrate in-depth knowledge and understanding of the fields of law at the level of Latvia and the European Union, which correspond to the latest developments in the relevant field of law or professional area and which provide a basis for working at the interface between the relevant professional areas;</li> <li>2. Apply knowledge of legal theory and conduct legal research or solve professional problems appropriate to the relevant branch of law or professional field;</li> <li>3. Identify legal problems in professional work, plan ways of solving them, provide reasoned and qualitative solutions and conclusions to legal problems;</li> <li>4. Ability to apply theory, methods and problem-solving skills independently to carry out research or professional functions as a lawyer;</li> <li>5. To provide legal assistance independently and to carry out full legal activities in the relevant professional field and in legal proceedings;</li> <li>6. Understand and apply the basic principles and requirements of the legal profession;</li> <li>7. Ability to independently translate, critically analyse and interpret complex scientific and professional problems in the fields of law, as well as legal norms;</li> <li>8. Ability to integrate knowledge from different areas of law, to contribute to the creation and further development of new knowledge and normative acts, to the development of research or professional methods;</li> <li>9. Ability to analyse and apply theoretical knowledge and up-to-date scientific research in the preparation of opinions in the relevant field of legal science at national and international level.</li> </ol>
Final examination upon the completion of the study programme	Master`s thesis

## Study programme forms

### Full time studies - 1 years, 5 months - latvian

Study type and form	Full time studies
Duration in full years	1
Duration in month	5
Language	latvian
Amount (CP)	90
Admission requirements (in English)	Bachelor's degree or second-level professional higher education (or equivalent higher education) in law with a duration of previous studies of at least 4 years
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	Professional master's degree in Law Science
Qualification to be obtained (in english)	lawyer

### Places of implementation

<b>Place name</b>	<b>City</b>	<b>Address</b>
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

### **Full time studies - 2 years - latvian**

Study type and form	<i>Full time studies</i>
Duration in full years	2
Duration in month	0
Language	<i>latvian</i>
Amount (CP)	120
Admission requirements (in English)	<i>Professional bachelor's degree or academic bachelor's degree in Law Science</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Professional master's degree in Law Science</i>
Qualification to be obtained (in english)	<i>lawyer</i>

### **Places of implementation**

<b>Place name</b>	<b>City</b>	<b>Address</b>
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

## 3.1. Indicators Describing the Study Programme

### 3.1.1. Description and analysis of changes in the parameters of the study programme made since the issuance of the previous accreditation form of the study field or issuance of the study programme license, if the study programme is not included on the accreditation form of the study field, including changes planned within the evaluation procedure of the study field evaluation procedure.

On October 11, 2022, the amendments to the Law of September 15, 2022 "[Amendments to the Law on Higher Education Institutions](#)" (Only in Latvian) entered into force, with which the term "credit point" in Article 1 of the [Law on Higher Education Institutions](#) is expressed in a new wording and it is determined that 60 credit points correspond to those acquired in full-time studies in one academic year study results according to the European credit transfer and accumulation system. In accordance with paragraph 93 of the Transitional Regulations of the Law on Higher Education Institutions, the terms of the study program credit points and the amount of credit points are determined, in accordance with the aforementioned law and 13.06.2023. CM [Regulations No. 305 on the requirements of state professional higher education standards](#) (Only in Latvian) according to the European Credit Transfer and Accumulation System (ECTS).

In compliance with the requirements of the law, BIA has made relevant amendments to the [Regulation on the studies, determining study credit points according to the European Credit Transfer System \(ECTS\)](#). Consequently, the study program plan was also revised, changing the credit points of the study courses according to the European Credit Transfer System (ECTS) credit points. When recalculating ECTS, the number of Latvian credit points is multiplied by 1.5, expressing credit points in whole numbers.

The [CM Procedure of the state uniform professional qualification exam for a lawyer](#) (Only in Latvian) have influenced the content of the study program and currently the study program is focused on strictly defined directions, paying attention to the fact that students who have not successively obtained their previous education in BIA bachelor's level "Science of Law" studies have obtained required knowledge to pass the unified lawyer's exam.

The Ministry of Justice, in 2023, comparing all similar master's programs of Latvian High schools, has concluded that the study courses of the BIA professional master's study program "Science of Law" are the most correspond to. 15.01.2019. Cabinet of Ministers Regulation No. 46 "Procedures of the State Uniform Lawyer Professional Qualification Examination".

Since 2022, the BIA has implemented a 3+2-year model for those graduates who completed an academic bachelor's study program in Science of Law, as well as a 4+1.5-year model for those graduates who completed a professional bachelor's study program in Science of Law with relevant practice.

After the previous accreditation, which took place in 2021, the aim, tasks and achievable results of the study program were renewed and clarified, following the guidelines of the [Writing and using learning outcomes: a practical guide](#).

The type and form of study of the study program - full-time in person, has not changed, and the training is conducted in Latvian. The study program will be implemented in Riga.

The realization of the study courses of the program is organized in the form of lectures, seminars

and practical lessons. In the lectures, students are provided with theoretical knowledge, paying special attention to the guidelines and annotations of the Ministry of Justice for preparing students for the lawyer qualification exam. In seminar classes, students are taught how to solve court cases.

A detailed description of the study course has been developed for each study course, in which a description of the content of the study course was given, a specific course plan, course learning requirements, results, as well as mandatory and additional literature to be used.

**3.1.2. Analysis and assessment of the study programme compliance with the study field. Analysis of the interrelation between the code of the study programme, the degree, professional qualification/professional qualification requirements or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements. Description of the duration and scope of the implementation of the study programme (including different options of the study programme implementation) and evaluation of its usefulness.**

A mapping of the study courses included in the professional master's study program "Science of Law" was performed, analyzing the connection of the planned results of the study courses with the results to be achieved in the study program. Looking at the mapping results (see Clause 3.2.1. of the Self-assessment in the Appendix), it is concluded that the planned outcomes of the courses included in the study programme fully meet all the outcomes of the study programme in terms of knowledge, skills and competence, as well as the requirements set out in the standard for the lawyer profession.

In the study programme, several courses are oriented towards preparing students for the Unified Qualification Examination for Lawyers, researching current issues in the relevant field of law, analysing the necessary data with appropriate data processing programmes, as well as interpreting the results and writing a report on the research results in the form of a scientific article, publishing it in a scientific journal, and presenting the results of their research; ability to independently obtain, select and analyse information from both traditional and modern sources of literature and use it when conducting scientific research.

Thus, upon completion of the professional master's study program, the student will achieve all the study results provided for in the study program, a professional master's degree in law and a lawyer's qualification.

The professional qualification, purpose, tasks and study results of the study program are interconnected, which is confirmed by the compliance of the qualification to be obtained in the study program with the state education standard (see [appendix 6](#)), as well as the compliance of the lawyer qualification to be obtained in the study program with the standard of the profession (see [appendix 7](#)).

The study program is implemented depending on previously acquired education and its duration (for example, academic or professional bachelor's degree):

- 2 years for students holding a Bachelor's degree in Law or a second level professional higher education (or equivalent higher education) in Law with a previous study period of at least 3 years;
- within 1 year and 5 months for students who have a Bachelor's degree or a second-level professional higher education qualification (or equivalent higher education qualification) in

law with a previous study period of at least 4 years.

### 3.1.3. Economic and/ or social substantiation of the study programme, analysis of graduates' employment.

According to [the Medium and long-term forecasts of the 2022 labor market](#) (Only in Latvian) of the Ministry of Economy (hereinafter - Informative Report), in the period until 2040, the number of highly qualified jobs could increase by more than 75 thousand, forming 462 thousand. jobs, or more than half (almost 53%) of the total number of jobs in the national economy. The growth of higher-skilled jobs will generally increase the demand for a workforce with higher education.

FORECASTS OF LABOR DEMAND AND SUPPLY BY PROFESSIONAL GROUPS													
Degree of qualification	Basic groups of professions	PK code	Subgroups of professions	Employed population - demand, in thousands				Economically active population - supply, in thousands				Demand versus offer, in percent	
				Forecast				Forecast					
				2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
Highly qualified professions	Senior specialists	26	Senior specialists in legal, social and cultural affairs	21.4	22.1	23.9	25.2	22.4	22.7	26.1	28.9	92	87

It is expected that by 2040 the demand for labor force with higher education could increase by more than 63 thousand. At the same time, it should be taken into account that almost 25% of highly qualified professions currently employ employees with an average (24%) or lower (1%) education, however, such employees will gradually be replaced in the coming years.

## HIGHER EDUCATION

### Breakdown of labor supply and demand forecast by education field, in thousands

Code	Thematic areas of education	Employed population - demand				Economically active population - offer				Difference between labor supply and demand	
		Forecast				Forecast					
		2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
38	Jurisprudence	28,7	28,9	31,2	34,2	29,8	30,3	33,8	37,1	2,6	2,8

The Informative report states that "The highest supply of labor with higher education is in the thematic group of social sciences, commercial sciences and legal education. It is determined by the choice of students of previous years to obtain higher education in this thematic group. Since 2008, the most pronounced increase in the number of economically active residents is precisely in this group" (Informative report, p. 33).

In general, both in the medium and long term, the labor supply with higher education will continue to increase, while a decrease is expected among economically active residents with vocational and secondary general education. The corresponding changes in the coming years will mark a certain polarization of labor supply, on the one hand significantly increasing the supply of highly qualified and also the lowest qualified labor force, while at the same time reducing the supply of medium qualified labor force.

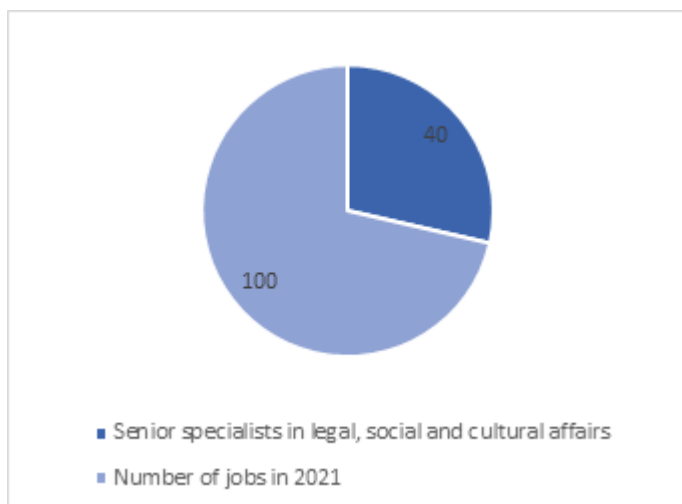
The largest labor force growth with higher education is expected in the fields of social sciences, commercial sciences and law. By 2040, the increase in the supply of suitably qualified labor will account for approximately 44% of the total increase in the labor force with higher education.

The Informative report also emphasizes that the field of social sciences, commercial sciences and law has a relatively high level of occupational relevance in higher education (65%) (Informative Report, p. 33).

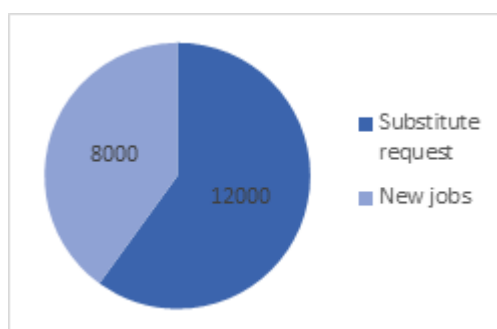
According to the estimates of the Ministry of Finance, by 2030, the largest proportion of new job opportunities will be created in various groups of senior specialist professions, including the group of senior specialists in law (Informative report, p. 61)

### Labor demand by profession until 2040

% of the number of jobs in 2021, total



job opportunities, thousand work place



From the point of view of internal affairs policy, it is also important to take into account the [Development concept of the State Police](#) (Only in Latvian), in which emphasized that when developing internal security strengthening mechanisms in the European Union, a large attention is also paid to the educational and professional training of employees of law enforcement institutions for qualification improvement issues.

There is still a high demand for specialists in legal professions on the labor market. In 2024, the portal [irdarbs.lv](#) (LV Only) has 36 vacancies, but [cv.lv](#) (LV Only) 20 vacancies for specialists with a lawyer qualification or master's degree.

As for the employment of graduates, it should be noted that mainly graduates will continue the work they did when entering the program, because a large number of graduates continued their studies by completing the bachelor's study program at BIA and were already employed in State and Municipal Police structures, are employed in commercial companies and other state organizations. However, acquired education gives career opportunities.

According to the results of graduate monitoring, approximately 82% of all 2020 graduates of higher education institutions for whom information is available were employed in 2021, while the average

unemployment rate among economically active graduates was - 4.8%, which is generally a lower indicator than the national average among the population with higher education. Approximately 78% of all employed graduates were employed in highly qualified professions.

**3.1.4. Statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down into different study forms, types, and languages.**

**Professional Master study program "Science of Law"**

In the period from 2021/2022. until 2023/2024. For the fall of the academic year, the number of students enrolled in the professional Master study program "Science of Law" are 36 students. If in 2021/2022 the professional Master study program were 27 applicants, then in 2023/2024 only 4 applicants. The decrease in the number of students is related to the demographic situation observed in the country in recent years, the reduction of the total number of university students in the country as a whole, especially in the regions, the introduction of a unified exam for the qualification of a lawyer, as well as the Internal Security Academy created by the consortium, which this fall started accepting students in two new master's study programs "Pre-Court investigation" and "Protection of economic security", offering students budget places.

In the reporting period from 2021/2022. until 2022/2023 the number of students in the academic year decreased from 38 to 18 students. The analysis shows that the number of students in the program 2022/20023. and remain at the same level in the 2023/2024 academic year - 18 students.

The number of students admitted to the study program in the reporting period from 2021/2022. until 2022/2023 the number of students in the academic year decreased from 27 to 5 students. The analysis shows that the number of students in the program 2022/20023 and remain at the same level in the 2023/2024 academic year - 5 students.

There are no budget places in the study program, and full-time, full-time students study for a fee only.

In the reporting period from 2021/2022 by the 2023/2024 (autumn) academic year have completed the theoretical course, and all that remains is to pass the state qualification exam - 11 students.

Analyzing the student dropout trends, it can be seen how the annual student dropout is uneven. Analyzing the reasons for dropping out, it should be noted that 20 students were excluded (exmatriculated) in the 2021/2022 study year. In the 2022/2023 study year, the student dropout rate is 7 students. In the 2022/2023 study year, 6 students were withdrawn at their own will, 1 student due to the termination of the Study Agreement.

In the 2023/2024 study year, the student dropout rate is 7 students. Of these, 4 students due to non-fulfillment of the obligations of the study contract, which is manifested due to academic debts. and 3 students by choice.

Not being able to complete the assignments within the study courses on time, some students decide to stop their studies on their own, some are dismissed due to academic or financial debts.

**3.1.5. Substantiation of the development of the joint study programme and description and evaluation of the choice of partner universities, including information on the development and implementation of the joint study programme (if applicable).**

Not applicable

## **3.2. The Content of Studies and Implementation Thereof**

**3.2.1. Analysis of the content of the study programme. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators with the aims of the study course/ module and the aims and intended outcomes of the study programme. Assessment of the relevance of the content of the study courses/ modules and compliance with the needs of the relevant industry, labour market and with the trends in science on how and whether the content of the study courses/ modules is updated in line with the development trends of the relevant industry, labour market, and science.**

The professional master's study program "Science of Law" focuses on strictly defined directions, subordinating its study courses to the requirements of the unified lawyer's exam and preparing students for the lawyer's qualification exam in the branches of law: Criminal law and Criminal procedure law; Civil law, Civil procedure and Commercial law; Constitutional law, Administrative law and Administrative procedure law; International and EU law; Legal theory and Legal philosophy.

The study courses included in the study program, practice, defending the master's thesis and taking the lawyer's qualification exam are requirements for obtaining a master's degree. In addition, the master's thesis, as a result of scientific research work, is based on the achievements and findings of legal science and industry. If the requirements to demonstrate the necessary knowledge and skills are met in the qualification exam, then the master's student is awarded the qualification "Lawyer".

The Ministry of Justice, in 2023, comparing all similar master's programs of Latvian universities, has concluded that the study courses of the BSA professional master's study program "Science of Law" are the most consistent with 15.01.2019. Cabinet of Ministers Regulation No. 46 "[Procedures of the national unified legal professional qualification exam](#)". (Only in Latvian).

Interlinking of study courses should be evaluated as corresponding to the requirements of the industry and the results to be achieved. The purpose, tasks and achievable study results of the program reflect the set of knowledge, skills and competences to be acquired within the framework of all study courses of the program. The information included in the study courses derives from the common goals, tasks and achievable study results of the program, which is confirmed by the compliance of the qualification to be obtained in the study program with the state education standard (see [appendix 6](#)), as well as the compliance of the lawyer qualification to be obtained in the study program with the standard of the profession (see [appendix 7](#)).

*Compliance of study programs and study courses with the needs of the industry and the labor*



*market*

To improve students' practical skills and abilities according to the needs of the labor market:

- 1) the study course "Practice II" is supplemented with a mock trial - a simulated trial, in which students apply the theoretical knowledge acquired in lectures to the analysis of legal problems, prepare procedural documents and learn the etiquette of legal proceedings, acquiring practical skills for participating in legal proceedings in an administrative case, a criminal case and a civil case.
- 2) practitioners-specialists in the field of law have been engaged to give lectures and supervise the master's thesis.

*Compliance of study programs and study courses with scientific trends*

Based on the long-term strategy of the operation and development of the [Baltic International Academy long-term strategy of activities and development for 2022 - 2025](#), the main directions of the development strategy in the field of science and research have been developed in the field of study "Science of Law":

- 1) Promote scientific research work of academic staff, development and publication of publications;
- 2) Continue participation in international projects and engage in international research networks
- 3) Increase the quality of scientific research and ensure its coverage in internationally cited publications
- 4) To continue publishing the results of the scientific-research works made in cooperation between students and academic staff in international scientific journals, scientific collections and presenting them at international scientific conferences and competitions for young researchers.
- 5) Continue to organize local and international inter-university scientific conferences, summer schools, seminars on current affairs in law, involving students

*Compliance of the study program with science requirements ensures:*

- 1) updating the study courses, including the latest literature in accordance with the current affairs of the scientific field;
- 2) participation of teaching staff in international scientific conferences and publication of research in scientific publications. The students of the program are also involved in carrying out scientific works, who prepare and publish a scientific work within the study course "Studies with publication in a scientific journal".
- 3) All students, while learning the program, conduct research, develop and defend a master's thesis. Research and master's thesis topics are related to current events in the industry, as well as priority research directions in the field of law.
- 4) Development and defense of the master's thesis is divided into pre-defense of the master's thesis in the program commission and defense in the state commission. In the pre-defense, the student demonstrates the results of his research to the commission, is able to test himself, receive recommendations for improving the work. Pre-defenses provide a significant contribution, as they allow the student to improve the work, formulate and clarify conclusions and proposals, which are directed towards the defense of the work.

Conclusion: Summarizing the mentioned information, it is concluded that the structure of the program is logical, the content of the study program meets the needs of the modern labor market in the field of law and the development trends of science and offers a competitive education.

**3.2.2. In the case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation. In the case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels (if applicable).**

The results of the study program correspond to the knowledge, skills and competences defined in the standard of the *Lawyer* profession. They are formulated according to the study results determined for level 7 studies of the European Qualifications Framework.

The relevance of the Social Sciences Master's degree in Science of Law to the achievements and knowledge in the field of law can be substantiated by the research carried out by students in the framework of their scientific activity, by preparing a scientific article with publication in a scientific journal, which is a compulsory part of studies.

The content of the study program integrates the achievements of the relevant field of science, the study courses are based on the study of current problems of relevant branches of legal science, for example: *Current problems of legal theory and legal philosophy, Current problems of civil process in Latvia and International civil process, Problems of obligations and Commercial law, Regulation of legal problems related to family and inheritance, Current problems of Criminal law, Current problems of Criminal procedure law, Current problems of Administrative law*, as well as *Study works with publication in a scientific journal*, within the framework of which students prepare a scientific work by analyzing a specific problem to be investigated, observing current scientific trends, using important and latest theoretical principles and scientific research results, presenting their conclusions and new insights into legal problems.

The Master's degree is awarded:

- upon the defence of a Master's thesis on topical issues and problems in the relevant branch (sub-branch) of Law Science;
- by completing the National Unified examination for lawyers, in accordance with 15.01.2019. CM Regulations "[Procedure of the National Unified Examination for Professional Qualification of a Lawyer](#)".

The preparation and defence of the Master's thesis confirms the Master's ability to independently carry out scientific research work at the appropriate level. Passing the National Unified Law Examination confirms that the Master's student has a sufficient level of knowledge in accordance with the standard requirements of the Lawyer profession.

**3.2.3. Assessment of the study programme including the study course/ module implementation methods by indicating what the methods are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. In the case of a joint study programme, or in case the study programme is implemented in a foreign language or in the form of distance learning, describe in detail the methods used to deliver such a study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The BIA Science of Law Professional Master's Study Programme is designed to achieve the set aims of the study programme, which is attained by achieving the outcomes of study courses, observing the principles of **student-centred education**. When implementing the study programme, various study methods are used:

- Informative - lectures with elements of active teaching methods (audio-visual, demonstration, presentation);
- Practical activities - seminars, analysing tasks from previous Lawyer exams, tests, workshops, reports, projects, preparation of presentations using computer programs and other technical means;
- Creative - debates, discussions, dispute settlement from previous Lawyer exams, group work, research.

The lecturers choose the study methods according to the aims, specifics and planned outcomes of the study course to be taught. The lecturers of the study courses use the lecture not only as reading a report, but also integrate active study methods in it, stimulating discussions and organising work in small groups, presenting their independent works. Active study methods are widely used in seminars. Seminars allow students to independently study both theoretical and practical issues, present them and express their views. Important forms of work are practical classes and independent work, in which students analyse, interpret, solve law problems independently, improve professional skills and develop analysis skills.

The study process uses modern e-technologies: audio-visual, multimedia tools, e-studies in the Moodle system. Modern technologies provide flexibility in the study process, increase students' cognitive interest, creative activity and modern student participation. Practically all lecturers involved in the implementation of the study programme use the electronic BIA E-Learning environment, which provides a wide range of opportunities for inserting study materials, organising the submission of homework and independent work, their presentation and defence. Study materials and tools are developed in electronic form and placed in a way accessible to students in the BIA E-Learning environment in the Moodle environment. BIA provides students with access to internationally cited databases: EBSCO, including outside the academy, and Scopus and ScienceDirect at the BIA Scientific Library in Riga.

Formative and summative assessment is used in the studies. Formative assessment is in the daily study process - by asking students control questions during lectures, as well as discussing students' independent work. Summative assessment takes place at the end of each course in the form of a test or examination. Summative assessment tests are organised in the form of written (paper-based, electronic, including Moodle system) or oral discussions. At the end of the studies, the student chooses a topic of interest and, in cooperation with a chosen supervisor, develops and defends a master's thesis.

BIA organises conferences twice a year with a relevant section on topical legal issues, and students of the programme actively participate in the conferences by preparing scientific articles.

The implementation of the study process is in line with the principles of student-centred education

- 1) The study process takes into account and respects the diversity of students' needs (care for adaptation at the beginning of studies, individual approach to the study process, involvement of academic and support staff in solving students' problems, opportunities to study according to the individual plan);
- 2) According to the possibilities, different types of implementation of the study programme are

implemented (offering studies both full-time and part-time);

3) Various study methods are used according to the circumstances;

4) Based on the opinions expressed by the students in the survey, the assessment of study methods is regularly performed in order to find the most optimal way to achieve the aims of the study course and the study programme;

5) Students' trend to be independent is promoted, at the same time ensuring the guidance and support of lecturers and support staff;

6) Mutual respect in the relations between students and lecturers is promoted by involving the director of the study program in case of problem situations and conflict situations.

The BIA study programme is developed to achieve the objectives of the study programme through the achievement of individual course outcomes following the principles of student-centered education. In the course of implementation of the study programme, various teaching methods are used:

- theoretical lectures with the elements of active teaching methods;
- seminar sessions with discussions on the current issues in law science (theory and research);
- independent work - reports, essays, analysis of scientific articles, preparation of presentations;
- observation and analysis, interview collection and analysis, self-analysis;
- practices which give the opportunity to approbate the acquired knowledge in practical work; practices are included in the study courses and various special practice study programmes;
- tests are used to analyze the students' knowledge acquired in the course of studies;
- developing and defending the research papers.

Teaching methods are chosen according to the objectives set for each study course and the planned learning outcomes. Lecturers do not only use lectures for preliminary acquaintance with the material, but also combine the active teaching methods by stimulating discussions, organizing work in small groups and presenting their own works. Active study methods are widely used in seminars. Such methods allow the economics lecturers to create the democratic and free atmosphere in the study process which, in its turn, stimulates students' personal and professional development. In addition, these methods can be used more and more often as the students access a wider range of study literature which they can read themselves. Thus, the students' workload corresponds to 25 academic hours of full-time work and 8 academic hours of part-time work for one ECTS credit point in each study course and program as a whole.

Practically all the lecturers involved in the implementation of the professional bachelor's study programme use the electronic learning environment - e-studies which provide a wide range of possibilities for both the presentation of the study materials and organization of submission of personal works. The latest technologies are increasingly used in the study process, the material and technical equipment fully provides lecturers and students with the opportunity to use IT and interactive learning methods.

The BIA branches offers students the opportunity to obtain higher education closer to the student's place of residence. Study department of the branch develops the lists of classes based on the semester plan developed by the study programme director and approved by the vice-rector for studies, which the branch receives at the beginning of each semester. At the stage of development of the list of lessons the logical succession of the study course is realized in accordance with the requests of the leading lecturers and the descriptions of the study courses and thematic plans. The BIA branches are implementing the study process using both the traditional study methods

(lectures, seminars, practical classes, solving practical tasks, group work, individual / group projects, consultations, defense of practice and term papers) and the interactive study methods (trainings, workshops, scientific methodological seminars and conferences). The students of the branches perform regular work: compile the reports, study the offered literature, develop research projects and self-assessments.

Study process in the branches is provided by the teaching staff both from Riga and from the branch, as well as by the guest lecturers. Practically all lecturers from Riga involved in the implementation of the professional study programme are using the electronic learning environment: video collections, video seminars and video consultations on the MOODLE platform, e-mail, etc. Thus, the branch coordinates with the Riga Study Department the lecture schedules of the teaching staff, as well as the schedules of practice, study papers, diploma theses defense.

**3.2.4. If the study programme envisages an internship, describe the internship opportunities offered to students, provision and work organization, including whether the higher education institution/ college helps students to find an internship place. If the study programme is implemented in a foreign language, provide information on how internship opportunities are provided in a foreign language, including for foreign students. To provide analysis and evaluation of the connection of the tasks set for students during the internship included in the study programme with the learning outcomes of the study programme (if applicable).**

In the Professional Master's study programme "Science of Law", practice is carried out according to the tasks. If the choice of the place of practice causes difficulties for the student, the BSA offers help in the implementation of the practice (see the Appendix of subsection 2.5.1 of part 2.5 of the study field [Cooperation agreement](#)). Students have the possibility to find practice independently.

Students with a professional bachelor's degree in law are provided with Research practice in the amount of 9 CP (entering the professional master's study program with 60 CP), but those who have completed the academic bachelor's program are provided with internship in the amount of 26 CP consisting of:

- **Practice I** - 9 CP (according to the description of the respective study).

The aim of research practice is to promote students' understanding of the essence, theories and principles of scientific research creativity; to create and develop professional knowledge in Law Science; to provide students with scientific theoretical and practical preparation for the development of a master's thesis; to promote students' understanding of the essence and manifestations of scientific research creativity in law; to develop scientific-research skills and abilities in the choice of the topic of the master's thesis and the basic requirements for the structure of the theoretical and practical part.

- **Practice II** - 12 CP (according to the description of the respective study).

The aim of the practice is to enable students to strengthen previous knowledge in the field of administrative, criminal and civil law, to acquire practical skills for a lawyer in the field of administrative, criminal and civil law, including analyzing judgments in administrative, criminal and civil cases, and participating in court hearings. In a civil case for which a relevant practice report is prepared, in accordance with the relevant practice program regarding the preparation of the report.

The task of the practice is to ensure that the student is oriented and understands the regulatory enactments that regulate the operation of legal protections specific to the internship place, to acquire legal work skills, to acquire practical work skills in various legal issues in work with clients and court cases. According to the results of the practice, students prepare an internship report by summarizing at least three court judgments with research in the relevant fields of law: criminal, civil and administrative cases, as well as at least three court attendance and court content summaries (one each in administrative, civil and criminal cases).

- **Practice III** - 10 CP (according to the description of the respective study).

The purpose of the practice is to acquire competence corresponding to the study program and acquire the practical skills necessary for the legal profession, as well as to give students the opportunity to obtain the information necessary for the development of a study paper and a diploma thesis.

The tasks of the practice are to ensure that the student is oriented and understands the regulatory enactments that regulate the operation of legal protection specific to the internship, acquiring legal skills, improving practical skills in translation and application of laws and other regulatory enactments, paying attention to shortcomings and problems in interpretation and application of legal norms; to develop practical skills for the development of specific proposals to address the identified shortcomings and problems in the interpretation and application of regulatory enactments; be able to independently develop drafts of legal documents corresponding to the specifics of the place of practice and acquire practical work skills in various legal issues in work with clients and court cases, as well as to collect and analyze the necessary materials for the development of a diploma thesis. Practice ends with the preparation and defense of a practice report.

The tasks of Practice I are related to the achievable result of the study program, to analyze and use theoretical knowledge and current scientific research, preparing opinions in the branches of Legal Science and conducting research activities.

The tasks of Practice II are related to the achievable result of the study program, independently translating, critically analyzing and interpreting complex scientific and professional problems in the fields of Legal Science, offering appropriate professional, creative and legally justified solutions.

Practice III tasks are related to the achievable results of the study program:

- independently translating, critically analyzing and interpreting complex scientific and professional problems in the fields of Legal Science, offering appropriate professional, creative and legally justified solutions.
- to understand the basic principles and requirements of a lawyer's professional activity.

### **3.2.5. Evaluation and description of the promotion opportunities and the promotion process provided to the students of the doctoral study programme (if applicable).**

Not applicable

### **3.2.6. Analysis and assessment of the topics of the final theses of the students, their**

**relevance in the respective field, including the labour market, and the marks of the final theses.**

In the period from 2021/2022. up to the 2022/2023 academic year, as well as including the number of graduates as of 01.10.2023, 13 Master's theses have been defended in the Professional **Master's study program "Science of Law"**. The development and defense of the Master's thesis takes place in accordance with a strictly regulated procedure ([Regulation on the development and defense of final theses of the BIA](#)). See the distribution of Master's thesis topics by study field in the Table.

Distribution of the topics of Master's thesis by fields of Legal Science:

<b>Field of the legal science</b>	<b>Quantity of works</b>	<b>%</b>
Administrative rights	1	8
Human rights	2	15
Civil procedure rights	2	15
Civil rights	7	54
Criminal rights	1	8

Master students mostly choose to write scientific works in the field of civil law, therefore, the topics of students' works are closely related to their further professional and scientific activities. For example, Master students have developed such topics as "Protection of the bona fide acquirer of real estate", "Legal analysis and problematic issues of termination of employment", "Problems of the operation of orphan courts in determining the rights of contact between parents and children", "Problem issues of the insolvency process of a natural person".

In the field of Civil procedure law, Master students are interested in topics such as "Problematic issues of the theory of proof in civil procedure", "Problems of the enforcement process of sworn bailiffs". Master students are also interested in topics related to human rights: "Legal regulation of seamen's social insurance in the Baltic States", "Problems of the legal regulation of the state police officer as a natural person in the field of personal data protection".

Evaluating the above mentioned topics, it must be concluded that most Master's theses contain interdisciplinary aspects that correspond to the trends of modern science development.

A trend can be observed that in recent years, the evaluations of Master's theses have a wider range of grades, which can be explained by stricter evaluation criteria. It was concluded that 70% of the graduates received ratings of 7 ("good"), 8 ("very good") and 9 ("excellent").

### **3.3. Resources and Provision of the Study Programme**

#### **3.3.1. Assessment of the compliance of the resources and provision (study provision,**

**scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples.**

Students of the study program have the opportunity to use the resources of the BIA library. The BIA Scientific Library consists of the Central Library in Riga with reading room, where the study literature and periodicals required for studies are available in Latvian and English, electronic databases (in the Appendix [BIA electronic databases](#)), as well as other resources necessary for students for the proper study of branches of legal science ([Library collection of Law Science](#) in the Appendix). The library collection is constantly updated with new books (in Appendix [Library news](#)). Each course description of the program includes books that are available in the BIA library (in Appendix [Study course descriptions](#)). Detailed information about libraries is available in section 2.3.3 of the self-assessment of the field of study. in the subdivision.

For students of the study program, the study process takes place in two buildings in Riga: Lomonosova Street 4 and Lomonosova Street 1/4. The mentioned buildings are well-equipped for the learning process, with auditoriums that are equipped with modern study technical aids. Many auditoriums are equipped with a stationary multimedia projector, screen, computer with Internet connection and other technical means. Free wireless internet (WiFi) is available in all buildings. Detailed information on the evaluation of the material and technical base in Riga and in the branches is available in section 2.3.2 of the self-evaluation of the course of study. in the subdivision.

The study process in the branches is provided by teaching staff from Riga. Practically all teaching staff involved in the implementation of the study program additionally use the electronic learning environment: video lectures, video seminars and video consultations on the MOODLE platform, sms, e-mail, etc. Sufficient technical equipment and the digital skills of teaching staff allow for high-quality organization of remote lectures, which, according to the [Law on Education](#), are part of the face-to-face education process and guided by 08.02.2022. Regulations of the Cabinet of Ministers no. 111 "[The procedure for organizing and implementing distance education](#)" (in Latvian Only) is no more than 50 percent of the number of contact hours determined for the implementation of the study program. Detailed information about MOODLE is available in section 2.3.4 of the self-assessment of the field of study. in the subdivision.

BIA information system NEXUS and "[My BSA](#)" play an important role in informing students and lecturers. Students and lecturers can familiarize themselves with the schedule of classes and rooms, as well as consultation times, in the "My BSA" system. All important information and notifications are placed in the "My BSA" system in the "Notifications" section. In the "My BSA" system, students can view their academic progress, as well as information about financial payments and debts.

The available resources in Riga fully meet the conditions for the implementation of the study program and the achievement of the study results. Resources for providing each study program are not allocated separately.

**3.3.2. Assessment of the study provision and scientific base support, including the resources provided within the framework of cooperation with other science institutes and higher education institutions (applicable to doctoral study programmes) (if applicable).**



Not applicable

**3.3.3. Indicate data on the available funding for the corresponding study programme, its funding sources and their use for the development of the study programme. Provide information on the costs per one student within this study programme, indicating the items included in the cost calculation and the percentage distribution of funding between the specified items. The minimum number of students in the study programme in order to ensure the profitability of the study programme (indicating separately the information on each language, type and form of the study programme implementation).**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the [Regulations on the competition for the budget places of the BIA](#) (In Latvian Only).

In Annex "The Costs of the study direction "Science of Law" per student in 2021/2022. study year (Euro)" you could see the expenses (EUR) per student.

The expenses of the master study programme "Science of Law" per student is 1 270 Euros per year. In the 2021/2022 study year, tuition fee in the master's study program full-time - 1800 Euros per year. Considering the number of students in the study programme (as of 01.10.2022, 31 master students), the financial support of the master study programme "Science of Law" is sufficient.

## **3.4. Teaching Staff**

**3.4.1. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the**

**study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

The qualifications and number of academic staff employed by the professional Master study program "Science of Law" meets the requirements of the Higher Education Law as well as the long-term strategy and personnel policy of the BIA's operation and development. Academic staff involved in the implementation of the study program: have a doctorate or master's degree for teaching a relevant study course. All the academic staff are practitioners in the field of Law. The academic staff employed in the study program has pedagogical work experience, as well as experience in scientific-research work in the field, which ensures the synergy of studies and research work.

The qualification of the teaching staff helps to achieve the results of the program, such as: *demonstrating in-depth knowledge and understanding in the fields of law at the level of Latvia and the European Union; use the knowledge of legal theory and conduct legal research or solve professional problems in accordance with the relevant branch of legal science or professional field; identify legal problems in professional work, plan their solution options, provide reasoned and high-quality legal problem solutions and conclusions; the ability to independently use theory, methods and problem-solving skills to carry out research activities or the professional functions of a lawyer; independently provide legal assistance and perform full-fledged legal activity in the relevant professional field and court proceedings; the ability to independently translate, critically analyze and interpret complicated scientific and professional problems in the fields of legal science, as well as legal norms; the ability to integrate the knowledge of various legal fields, to contribute to the creation and further development of new knowledge and regulatory acts , to the development of research or professional activity methods.*

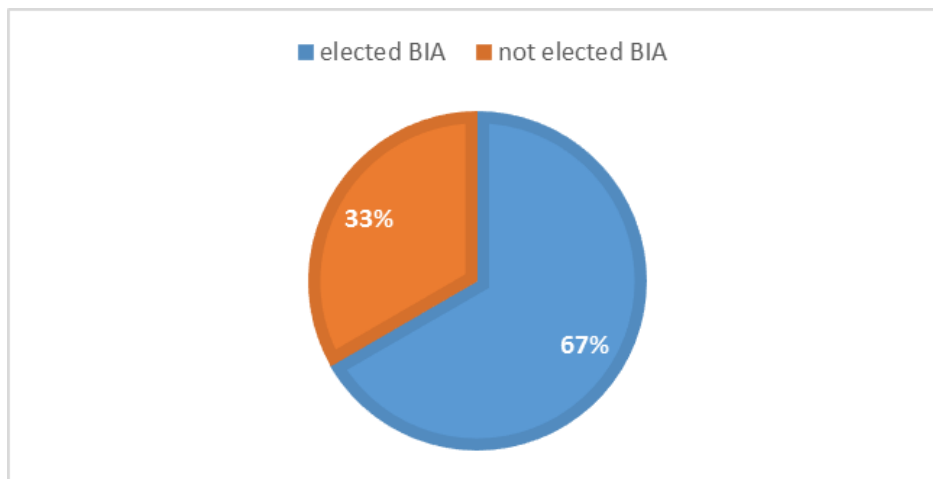
Teaching staff	Science degree, qualification, specialization	Study courses
Gabrielyan Armen	assistant professor, PhD in law science, specializes in European and International law	European human rights
Gafta Irina	assistant professor, master's degree in law science, performed the duties of an insolvency administrator for many years, was a member of the Saeima (parliament of Latvia), author of several bills and proposals, practiced lawyer	Current problems of legal theory and legal philosophy, Study works with publication in a scientific journal, Practice II (for practical skills acquisition in administrative, civil and criminal proceedings)
Heimanis Boriss	assistant professor, PhD in economics	Management of the organization
Jurkeviča Tatjana	associate professor, PhD in law science, attorney-at-law, specializing in civil law, LSC expert	Current problems of the Civil process In Latvia and the International civil process, Problems of obligations and Commercial law, Protection of Civil law in Europe

Kačans Vsevolods	visiting assistant professor, PhD in philosophy, specializes in the logic and methodology of scientific research	Logic and methodology of scientific research
Nikuļceva Inese	lead researcher, PhD in law science, attorney-at-law , specializes in Constitutional law, author of legal doctrinal commentaries on constitutional law	Constitutional court proceedings, Comparative Constitutional law
Ozoliņa Maruta	lecturer, master's degree in law science, specializes in Family and Inheritance Law	Solving Family and Inheritance legal problems
Sumbarova Marina	associate professor, PhD in law science, specializes in criminal law	Current problems of Criminal procedure law
levītis Jānis	guest lecturer, master's degree in law science, served as a prosecutor for many years	Current problems of Criminal law
Menģele-Stellere Līga	guest lecturer, PhD in law science, specializes in Administrative law	Current problems of Administrative law

In the period from 2021/2022 academic year until the spring of academic year 2023/2024. not only the quantitative composition of the academic staff has changed, but also its improvement and quality changes have been made.

### Professional Master study program "Science of Law" academic staff scientific degree

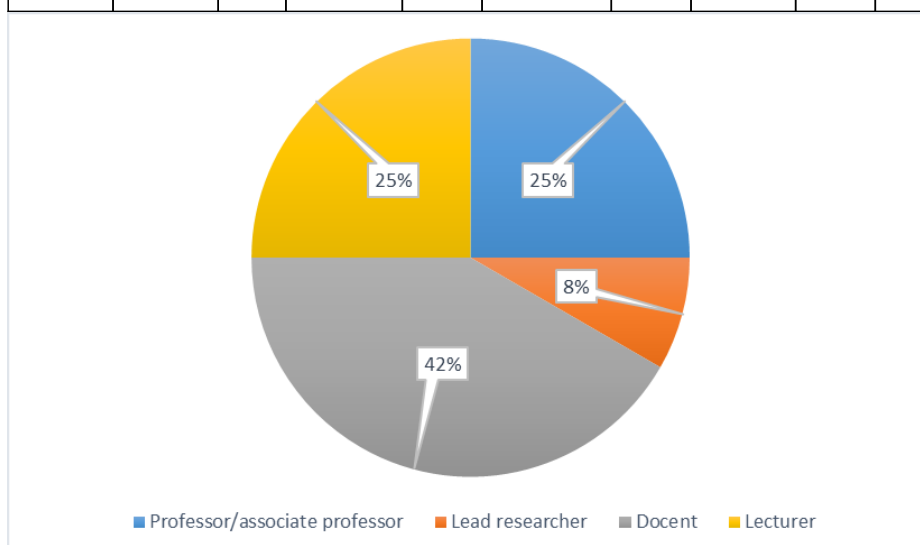
	PhD		Mg		Total	
	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	5	41,66	3	25	8	66,67
<b>Not elected in BIA</b>	3	25	1	8,33	4	33,33
<b>Total</b>	8	66,66	4	33,33	12	100



As can be seen from the table, 12 lecturers are currently involved in the realization of the study program "Science of Law", 66.67% primary are working in the BIA. 41.66% of the academic staff or 5 lecturers are with a doctor degree, 25% or 3 lecturers have Master degree (3 elected BIA, 1 not elected).

According to academic positions - study quality is ensured by 1 guest professor (8.33%), 2 associate professors (16.66%), 3 docents (25%) 2 guest docents (16.66%), 2 lecturers (16.66%), 1 guest lecturer (8.33%) and 1 leading researcher (8.34%).

	Professors		As.prof.		Docents		Lecturers		Leading researchers		Total	
	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	0	0	2	16,66	3	25	2	16,66	1	8,34	8	66,66
<b>Not elected in BIA</b>	1	8,33	0	0	2	16,66	1	8,33	0	0	4	33,34
<b>Total</b>	1	8,33	2	16,66	5	41,66	9	25	1	8,34	12	100



In general, the involvement of the academic staff can be evaluated very positively. Within the framework of the program, changes in the structure of positions are controlled and systematic personnel development is carried out.

The academic staff is involved in the implementation of the study program, who have the rights of

an expert at the Latvian Council of Science.

The qualifications of the academic staff can be assessed as appropriate. In the implementation of the Professional Master study program "Science of Law", the scientific and pedagogical experience of the academic staff ensures the achievement of the goals of the study program and the improvement and development of students' knowledge, skills and competences.

#### **3.4.2. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.**

Qualification and number of academic staff involved in the implementation of the study programme are consistent with the implementation of the BIA's strategic priorities, objectives and tasks. During the reporting period, lecturers with practical and scientific experience in the field of legal science, as well as persons with a doctorate degree, were recruited. All professional lecturers involved in the implementation of the study programme have a PhD or a Master's degree; the education acquired by the lecturers of the specialized courses corresponds to the field of the study course. Most lecturers are practitioners. Some of the lecturers involved in the implementation of the study programme are simultaneously engaged in scientific research, which ensures synergy between study and research work. Main criteria for the selection of lecturers are education (degree), professional experience, research and creative activity and communication skills.

Analysis of dynamics of the teaching staff of the study programme for the period from 2021/2022 academic year till 2022/2023 academic year shows that the analysis of the dynamics of the number of teaching staff of the study program shows that the teaching staff has decreased from 17 to 12 people (see teaching staff involved in the implementation of the study direction). There has been a qualitative change in the teaching staff. This follows from the policy of development of the academic staff - to involve young scientists and foreign professors in the study process of the BIA.

In the period from autumn of the academic year 2021/2022 until the autumn of the 2023/2024 academic year new teaching staff are involved in the implementation of the study program: *J. Ievītis* (guest lecturer, mg.iur., prosecutor), *L. Menģele-Stellere* (guest lecturer, dr.iur., Head of the Legal Department of the National Forest Service). The involvement of new teaching staff in the operation of the programme gives an opportunity to increase the scientific potential of the study programme, which helps to increase the study results.

#### **3.4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals or peer-reviewed monographs may be additionally specified. Information on the teaching staff included in the database of experts of the Latvian Council of Science in the relevant field of science (total number, name of the lecturer, field of science in which the teaching staff has the status of an expert and expiration date of the Latvian Council of Science expert) (if applicable).**

Not applicable

**3.4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

Not applicable

**3.4.5. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study programme and study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Science of Law";
- Control and analysis of the quality of the study process and teaching carried out by the Council of the Study Direction "Science of Law";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Science of Law" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

BIA operates an **Study quality assurance system**. In its activities, BIA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BIA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

At the time of submission of the self-evaluation report, 12 lecturers per 18 students are involved in the programme. It should be emphasized that the lecturers of the program are mostly also involved in the implementation of other direction programs.

# Annexes

III - Description of the Study Programme - 3.1. Indicators Describing the Study Programme		
Sample of the diploma and its supplement to be issued for completing the study programme	Sample diploma and appendix Mg_prof. 2.0_pl_eng.pdf	Paraugs dipl un pielikums Mg-prof. 2.0_pl_lv.pdf
For academic study programmes - Opinion of the Council of Higher Education in accordance with Section 55, Paragraph two of the Law on Higher Education Institutions (if applicable)		
Compliance of the joint study programme with the provisions of the Law on Higher Education Institutions (table) (if applicable)		
Statistics on the students in the reporting period	Professional Master Study Programme statistics on students during the reporting period.docx	Profesionālā maģistra studiju programma statistika par studējošajiem.docx
III - Description of the Study Programme - 3.2. The Content of Studies and Implementation Thereof		
Compliance with the study programme with the State Education Standard	6 Appendix_Prof.master's study program Science of Law compliance with the national education standard.docx	6 Pielikums_Prof.mag stud_prog Ties.zin_atbilstiba_valsts_izgl_standarts_LV.docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard or the requirements for professional qualification (if applicable)	7_Apēndix Professional master's study program Science of Law compliance with a professional standard.docx	7_Pielikums_JURISTS_atbilstiba_profesijas_standartam.docx
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	MAPPING_prof.Mg_2023.docx	KARTEJUMS_prof.mag_2023.docx
The curriculum of the study programme (for each type and form of the implementation of the study programme)	Professional Master Study Programme Science of Law.pdf	Studiju plans profesionālā maģistra studiju programma.pdf
Descriptions of the study courses/ modules	Master's study program Science of Law DESCRIPTION OF THE STUDY COURSE.docx	MG_PM_studiju_kursu_apraksti.docx
Description of the organisation of the internship of the students (if applicable)	PROF.MAG. REGULATIONS OF THE PRACTICE ORGANIZATION.docx	TZ Prakses organizācijas nolikums_prof.maģistrs.doc
III - Description of the Study Programme - 3.4. Teaching Staff		
Confirmation that the academic staff of the doctoral study programme includes not less than five doctors, of which at least three are experts approved by the Latvian Council of Science in the branch or sub-branch of science in which the study programme intends to award a scientific degree (if applicable)		
Confirmation that the academic staff of the academic study programme complies with the requirements specified in Section 55, Paragraph one, Clause 3 of the Law on Higher Education Institutions (if applicable)		



# Science of Law (41380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Science of Law</i>
Education classification code	<i>41380</i>
Type of the study programme	<i>First level professional higher education study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Gafta</i>
E-mail of the study programme director	<i>irina.gafta@bsa.edu.lv</i>
Title of the study programme director	<i>Docente, Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<i>To prepare qualified specialists for practical work in the obtainable legal assistant profession, in accordance with level 5 of the Latvian education classification framework, providing an opportunity for further education in legal sciences.</i>
Tasks of the study programme	<ol style="list-style-type: none"> <li><i>1. To prepare students for activities in the Legal assistant profession, in accordance with the professional qualification standard.</i></li> <li><i>2. To provide students with the necessary knowledge, develop skills and acquire competencies in various sub-branches of Science of Law, ensuring the ability to apply legal norms, compare and evaluate various legal theories and their interdisciplinary aspects, as well as prepare creative works for relevant research work.</i></li> <li><i>3. To create motivation for further education and provide an opportunity to prepare and continue studies in the academic bachelor's study program "Science of Law".</i></li> </ol>

Results of the study programme	<ol style="list-style-type: none"> <li>1. Demonstrate appropriate legal science industry specific basic and specialized knowledge and this knowledge critical understanding;</li> <li>2. Demonstrate knowledge of the legal structure, legal principles and understanding of the relevant legal science sectors, using them in their professional work;</li> <li>3. Understand and use the acquired rights of scientific theoretical foundations and skills and use it in their professional work;</li> <li>4. Under the guidance of a lawyer, perform an analysis of the relevance of the actual circumstances to the composition of the legal norm and draw legal conclusions, using professional terminology in the national language and foreign language;</li> <li>5. Use computer programs, databases of legal materials and information resources necessary for the performance of legal work;</li> <li>6. Able to draw up documents and check the compliance of documents with the regulatory enactments on record keeping, organize and implement document management;</li> <li>7. Ability to orientate in Latvian and international legal acts and norms , resolving legal issues;</li> <li>8. Ability to check the compliance of legal documents acceptance procedures and design with the requirements of legal norms;</li> <li>9. Ability to find, compile and classify legal information.</li> </ol>
Final examination upon the completion of the study programme	Qualification thesis

## Study programme forms

### Full time studies - 2 years, 3 months - latvian

Study type and form	Full time studies
Duration in full years	2
Duration in month	3
Language	latvian
Amount (CP)	140
Admission requirements (in English)	Secondary education
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	-
Qualification to be obtained (in english)	Legal assistant

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

### Part time studies - 2 years, 5 months - latvian

Study type and form	Part time studies
Duration in full years	2
Duration in month	5
Language	latvian

Amount (CP)	140
Admission requirements (in English)	Secondary education
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	-
Qualification to be obtained (in english)	Legal assistant

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401
Liepāja branch of the Baltic International Academy	LIEPĀJA	LIEDAGA IELA 3, LIEPĀJA, LV-3416

## 3.1. Indicators Describing the Study Programme

**3.1.1. Description and analysis of changes in the parameters of the study programme made since the issuance of the previous accreditation form of the study field or issuance of the study programme license, if the study programme is not included on the accreditation form of the study field, including changes planned within the evaluation procedure of the study field evaluation procedure.**

On October 11, 2022, the amendments to the Law of September 15, 2022 "[Amendments to the Law on Higher Education Institutions](#)" (Only in Latvian) entered into force, with which the term "credit point" in Article 1 of the [Law on Higher Education Institutions](#) is expressed in a new wording and it is determined that 60 credit points correspond to those acquired in full-time studies in one academic year study results according to the European credit transfer and accumulation system. In accordance with paragraph 93 of the Transitional Regulations of the Law on Higher Education Institutions, the terms of the study program credit points and the amount of credit points are determined, in accordance with the aforementioned law and 13.06.2023. CM [Regulations No. 305 on the requirements of state professional higher education standards](#) (Only in Latvian) according to the European Credit Transfer and Accumulation System (ECTS). In compliance with the requirements of the law, BIA has made relevant amendments to the [Regulation on the studies, determining study credit points according to the European Credit Transfer System \(ECTS\)](#). Consequently, the study program plan was also revised, changing the credit points of the study courses according to the European Credit Transfer System (ECTS) credit points. When recalculating ECTS, the number of Latvian credit points is multiplied by 1.5, expressing credit points in whole numbers.

After the previous accreditation, which took place in 2021, the aim, tasks and achievable results of the study program were renewed and clarified, following the guidelines of the [Writing and using learning outcomes: a practical guide](#).

The content image of the program has been designed so as to achieve the goal set for the study program and to fulfil the program tasks defined for the purpose of achieving the goal, in accordance with the Profession standard of the Legal assistant,<sup>[1]</sup> requirements of "The National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia for 2030", „National Development Plan of Latvia for 2021-2027 (NAP2027)", „Sustainable Development Strategy of Latvia until 2030", including to put emphasis on consolidation of knowledge, innovations, making full use of the information and communication technologies,<sup>[2]</sup> to provide a modern, high-quality study program oriented towards the development of skills highly valued in the labor market, to ensure mobility and cooperation in the common European education space, to develop lifelong learning opportunities.<sup>[3]</sup>

The study process has been organized, based on several principles - quality, sustainability, succession and cooperation. Besides the methodological and profiling study courses and the foreign language, in accordance with the specific goals and tasks of the study program the program plan includes professional traineeship, development of the qualification thesis and state examination.

The study program complies with the perspective structure of the field of study "Science of Law", ensuring succession of the study programs and possibilities for growth. The students who choose this study program are motivated and oriented towards academic and professional growth,

continuing studies in the academic Bachelor study program, equalizing the acquired knowledge, skills and competences while continuing studies in later study courses.

In consideration of the increased interest of the potential students, the content of the study program has been supplemented with current and significant professional activity needs and development trends of the Law sector, providing core knowledge and competences in all disciplines of Law as mandatory courses, as well as offering interesting optional study courses (see Table 1.2.1).

In general, the above determined the necessity to make changes and improvements to the short cycle professional study program "Science of Law" (see Table 1.1.1).

Formation of business professional competences in accordance with 13.06.2023. CM Regulations no. 305 point 11 are fully provided in the following study courses: *Labor Law, Labor Protection Law, Fundamentals of Economics and Project Management, Legal Ethics and Communication Culture, Legal Recordkeeping, Legal Conflictology, Financial Law, Commercial Law.*

It follows from Table 1.2.1. that the study courses of the study program have been oriented in terms of content towards student-centred professional education, actively involving students in the lecture process, using various teaching methods (seminars, discussions, case analysis, group work, practical work. The study program "Science of Law" will be implemented in Latvian language and provided in Riga, Daugavpils and Liepaja.

The BIA short-cycle professional study program „Science of Law” is implemented to ensure that in the study process the students would acquire basic knowledge and competence in the field of law and substantive and procedural law.

Each study course has a detailed description of the study course developed, which was approved at the Council meeting of the study field "Science of Law". Descriptions of the study courses provided description of the content of the course, specified particular course plan, requirements for mastering of the course, results and also mandatory and additional literature to be used.

[1] Jurista palīga profesijas standarts, sk.: <https://registri.visc.gov.lv/profizglitiba/dokumenti/standarti/ps0215.pdf> (Only in Latvian)

[2] Eiropa 2020 Stratēģija gudrai, ilgtspējīgai un integrējošai izaugsmei, sk.: <https://ec.europa.eu/eu2020/pdf/COMPLET%20EN%20BARROSO%20%20%20007%20-%20Europe%202020%20-%20EN%20version.pdf>

[3] The national concept of the development of higher education and higher education institutions of Latvia - the Highschool of the Future 2030, sk.: [https://aip.lv/files/publikacijas/AIP\\_Koncepcija\\_2030\\_pilna\\_versija.pdf](https://aip.lv/files/publikacijas/AIP_Koncepcija_2030_pilna_versija.pdf) (Only in Latvian)

**3.1.2. Analysis and assessment of the study programme compliance with the study field. Analysis of the interrelation between the code of the study programme, the degree, professional qualification/professional qualification requirements or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements. Description of the duration and scope of the implementation of the study programme (including different options of the study programme implementation) and evaluation of its usefulness.**

The study program fully corresponds to the goal of the study direction "Science of Law" and ensures that students get an appropriate legal education.

The short-cycle professional study program "Science of Law" was developed, based on the following regulatory documents:

1. Ministry Cabinet Regulations No.305 "**Regulations on the state standard of professional higher education**" (13.06.2023) (Only in Latvian);
2. Ministry Cabinet Regulations No.264 „**Regulations on the Classifier of Professions, basic tasks corresponding to the profession and basic qualification requirements**" (23.05.2017.) (Only in Latvian);
3. **Profession standard of the Legal assistant** (approved at the meeting of the Tripartite Cooperation Sub-Councils for Vocational Education and Employment on April 15, 2009, protocol No 4, profession code – 3411 02);
4. Ministry Cabinet Regulations No 322 „**Regulations on Classification of Education in Latvia**" (13.06.2017) (Only in Latvian);
5. **European Qualifications Framework**;
6. Ministry Cabinet Regulations No.795 "**Regulations Regarding Licensing of Study Programmes**" (11.12.2018);
7. **Guidelines for the development of the description of the study program** (31.01.2019);
8. **Guidelines for the development of a self-evaluation report of study field** (04.03.2019) (Only in Latvian);
9. Ministry Cabinet Regulations No.793 "**Regulations Regarding Opening and Accreditation of Study Fields**" (11.12.2018);
10. **Standards and guidelines for quality assurance in the European Higher Education Area (ESG)** (15.05.2019.).

The study program corresponds to the direction's strategic goals, as it prepares students for work in the assistant lawyer profession, which is in demand and competitive, allows them to acquire higher education in an academic bachelor's program, to improve their professional and research skills and competences. As part of the program, students are expected to have professional practice with employers, thereby developing a connection with them.

The professional qualification, purpose, tasks and study results of the study program are interconnected, which is confirmed by the compliance of the qualification obtained in the study program with the professional standard (see [appendix 7](#)), as well as the mapping of study courses to achieve the study results of the study program (see [appendix 3](#)).

Taking into account the global challenges of financial markets and economics and dynamically changing knowledge and labour market requirements, study results are defined to ensure meeting the requirements of the Latvian Qualifications Framework (LQF) and study results and are developed taking into account the recommendations of cooperation partners.

The BIA Daugavpils branch was established in 1994 to ensure access to higher education for residents of the Latgale region, while the Liepaja branch was established in 1995 to ensure access to higher education for residents of the Kurzeme region. BIA branches provide the study programs demanded by the labor market of the respective region, giving all interested parties the opportunity to acquire higher education professional competences and integrate into the labor market. In the branches, a proper educational environment has been created, an educational process has been organized and implemented, which ensures the achievement of the goals set in the study programs with a modern material and technical base, their operation is integrated into the BIA system and coordinated from Riga. Heads of BIA branches, together with heads of departments, are responsible

for ensuring the quality of learning programs implemented in the branches and the corresponding control process.

Both branches offer more popular study programs, including study programs of the field of study "Science of Law". During the reporting period, first-level (short-cycle) and bachelor's study programs were implemented in the Daugavpils branch, while only the bachelor's study program was implemented in the Liepaja branch. Taking into account the reform of the legal education system, within the framework of which professional qualifications are no longer awarded in bachelor's programs, during the reporting period a great interest of applicants was observed in the opportunity to enroll in the Liepaja branch of the BIA short-cycle program in order to obtain the profession of legal assistant. Taking into account the known short-cycle and bachelor's programs of the field of study and the interaction of their study courses, as well as the opportunity for students to continue their studies in the bachelor's program of the BIA field of study after graduating from the short-cycle program, it is planned to provide a short-cycle program in the Liepaja branch as well.

Admission of applicants to the Baltic International Academy in the full-time and part-time short-cycle higher education professional study program "Science of Law" is carried out in accordance with the [Regulations on the studies of the Baltic International Academy](#) and [Admission Regulations and matriculation procedures](#) (hereinafter - the Regulations) (Approved on October 25, 2022, at the Senate meeting of BIA, protocol No 15, with amendments on June 29, 2023).

The requirements specified in the Regulations (Part 1; Paragraph 8, 9, 10, 11, 13-20 of Part 2; Chapter VI) serve as grounds to ensure achievement of the goal, tasks and study results of the study program, which indicates that all aforementioned factors are interrelated.

### 3.1.3. Economic and/ or social substantiation of the study programme, analysis of graduates' employment.

According to [the Medium and long-term forecasts of the 2022 labor market](#) (Only in Latvian) of the Ministry of Economy (hereinafter - Informative Report), in the period until 2040, the number of highly qualified jobs could increase by more than 75 thousand, forming 462 thousand. jobs, or more than half (almost 53%) of the total number of jobs in the national economy.

Degree of qualification	Basic groups of professions	PK codes	Subgroups of professions	Employed population - demand, in thousands				Economically active population - supply, in thousands				Demand versus offer, in percent	
				Forecast				Forecast					
				2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
Highly qualified professions	Specialists	34	Specialists in legal, social, cultural and related matters	13.6	14.1	15.6	16.6	15.7	15.8	16.1	16.9	97	98

The growth of higher-skilled jobs will generally increase the demand for a workforce with higher education. It is expected that by 2040 the demand for labor force with higher education could increase by more than 63 thousand. At the same time, it should be taken into account that almost 25% of highly qualified professions currently employ employees with an average (24%) or lower (1%) education, however, such employees will gradually be replaced in the coming years.

## HIGHER EDUCATION

### Breakdown of labor supply and demand forecast

**by educational fields, in thousands**

Code	Thematic areas of education	Employed population - demand				Economically active population - offer				Difference between labor supply and demand	
				Forecast				Forecast			
		2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
38	Jurisprudence	28,7	28,9	31,2	34,2	29,8	30,3	33,8	37,1	2,6	2,8

The Informative report states that "The highest supply of labor with higher education is in the thematic group of social sciences, commercial sciences and legal education. It is determined by the choice of students of previous years to obtain higher education in this thematic group. Since 2008, the most pronounced increase in the number of economically active residents is precisely in this group" (Informative report, p. 33).

In general, both in the medium and long term, the labor supply with higher education will continue to increase, while a decrease is expected among economically active residents with vocational and secondary general education. The corresponding changes in the coming years will mark a certain polarization of labor supply, on the one hand significantly increasing the supply of highly qualified and also the lowest qualified labor force, while at the same time reducing the supply of medium qualified labor force.

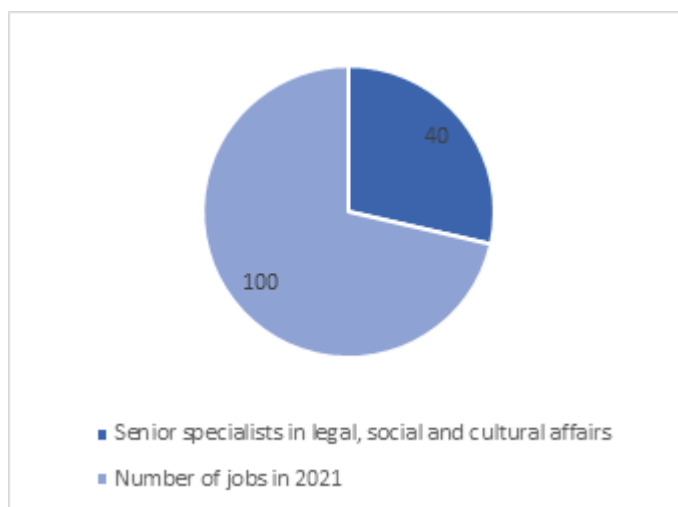
The largest labor force growth with higher education is expected in the fields of social sciences, commercial sciences and law. By 2040, the increase in the supply of suitably qualified labor will account for approximately 44% of the total increase in the labor force with higher education.

The Informative report also emphasizes that the field of social sciences, commercial sciences and law has a relatively high level of occupational relevance in higher education (65%) (Informative Report, p. 33).

According to the estimates of the Ministry of Finance, by 2030, the largest proportion of new job opportunities will be created in various groups of senior specialist professions, including the group of senior specialists in law (Informative report, p. 61)

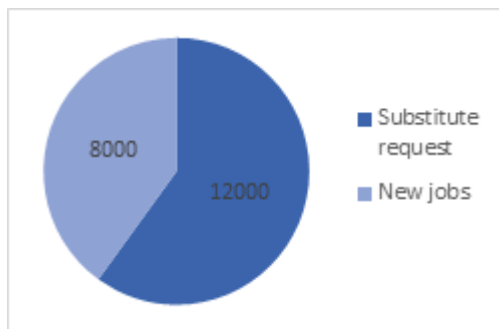
**Labor demand by profession until 2040**

% of the number of jobs in 2021, total



job opportunities, thousand work place





From the point of view of internal affairs policy, it is also important to take into account the [Development concept of the State Police](#) (Only in Latvian), in which emphasized that when developing internal security strengthening mechanisms in the European Union, a large attention is also paid to the educational and professional training of employees of law enforcement institutions for qualification improvement issues.

There is still a high demand for specialists in legal professions in the labor market. In December 2023, when surveying the "Jurisprudence / Court cases" section of [CV-Online](#) (Only in Latvian) career portals 73 vacancies in commercial companies, as well as in state institutions (court, police, etc.), also in lawyers' and notaries' offices. On the other hand, the number of vacancies in the [State Police](#) (Only in Latvian) is 16, and 16 in the [Municipal Police](#) (Only in Latvian).

Regarding the employment of graduates, it should be noted that mainly graduates will continue the work they did when entering the program, as a large number of graduates are already employed in State and Municipal police structures, are employed in commercial companies and other organizations.

According to the results of graduate monitoring, approximately 82% of all 2020 graduates of higher education institutions for whom information is available were employed in 2021, while the average unemployment rate among economically active graduates was - 4.8%, which is generally a lower indicator than the national average among the population with higher education. Approximately 78% of all employed graduates were employed in highly qualified professions. Analyzing the employment of graduates of the last year's short-cycle professional study program "Science of Law", it was concluded that 87% of graduates have successfully entered the labor market.

**3.1.4. Statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down into different study forms, types, and languages.**

**Short-cycle higher Professional education study program**

In the reporting period from 2021/2022. until 2023/2024 at the beginning of the academic year (on 01.10.2023.), the number of students in the short-cycle higher professional education study program "Science of Law" decreased, which is related to the demographic situation observed in the country in recent years, the reduction of the total number of university students in the country as a whole, especially in the regions, as well as the internal security created by the consortium academy, which this autumn started accepting students in two short-cycle study programs "Police work" and "Pre-trial investigation", offering students budget places.

The main factors influencing the negative dynamics of the number of students are the following:

- The overall negative demographic situation in the country;
- The desire of high school graduates to study in foreign universities and the continued emigration of Latvian residents from the country;
- Fierce competition between universities with similar study programs and budget places (especially in state universities, including the Academy of Internal Security);
- Decrease in demand for private higher education due to the low income level of the population.

The dynamics of the number of students in the Daugavpils branch has not changed and remains at the same level, which corresponds to the general dynamics of the number of students at the academy.

In the period from 2021/2022 till 2023/2024. for the fall of the academic year, the number of students enrolled in the short-cycle higher professional education study program "Science of Law" are 66 students. The largest number of matriculated students from 2021/2022 till 2023/2024 for the fall of the academic year, there were 39 students in the Riga branch. Daugavpils branch from 2021/2022 till 2023/2024 were admitted 27 students for the fall of the academic year.

The analysis shows that in the reporting period from 2021/2022 until 2022/2023 The enrollment of students in the 1st year decreased overall - from 25 to 11 people, this is due to the fact that applicants more often chose the academic bachelor's program. 2023/2024 were admitted 21 students in the summer admission of the study year, of which 11 students were admitted in the 1st year, this is due to the fact that the applicants have shown more interest in obtaining professional qualifications. In Riga, the number of students in the 1st year, compared to previous periods, decreased by 50%. The number of students enrolled in the 1st year at the Daugavpils branch decreased by 40% respectively.

In Riga, students study full-time and part-time. In the branch - part-time - learning takes place on Fridays and Saturdays.

There are no budget places in the study program and full-time and part-time full-time students study for a fee only.

In the reporting period from 2021/2022 until 2022/2023 by the beginning of the academic year, 69 graduates have successfully completed their studies. The largest number of graduates was in the Riga branch (49 or 71%), followed by the Daugavpils branch (20 or 29%).

Analyzing student dropout trends, it can be seen how the annual student dropout is uneven, but there is a downward trend. Analyzing the reasons for dropout, it should be noted that

In the 2021/2022 study year, 49 students were expelled (exmatriculated). Of these, 4 students due to not returning from a study break, 13 students due to non-fulfillment of the obligations of the study contract, which is manifested in the failure to fulfill the requirements of the study program in time, 17 students due to their own will, 1 student due to the completion of the theoretical course and the expiration of the study contract, 14 students due to with non-fulfillment of the obligations of the study contract, which manifests itself due to academic debts.

22 students were excluded (exmatriculated) in the 2022/2023 study year. Of them, 5 students due to non-fulfillment of obligations of the study contract due to academic debts, 4 students of their own volition, 4 students as having not returned from a study break, 8 students due to non-fulfillment of obligations of the study agreement - failure to fulfill the requirements of the study program in time.

In the 2023/2024 study year, there are 15 students who drop out. Of them, 3 students - due to not resuming their studies after a study break, 6 students due to non-fulfillment of the obligations of the study agreement due to academic debts, 4 students of their own volition, 2 students due to non-fulfillment of the obligations of the study agreement in the study program due to non-timely fulfillment of requirements and financial obligations.

Not being able to complete the assignments within the study courses on time, some students decide to stop their studies on their own, some are dismissed due to academic or financial debts.

Until now, the short cycle study program was not implemented in the Liepāja branch. Taking into account the reform of the legal education system, within the framework of which professional qualifications are no longer awarded in bachelor's programs, during the reporting period a great interest of applicants was observed in the opportunity to enroll in the Liepāja branch of the BIA short-cycle program in order to obtain the profession of legal assistant. Taking into account the known short-cycle and bachelor's programs of the field of study and the interaction of their study courses, as well as the opportunity for students to continue their studies in the bachelor's program of the BIA field of study after graduating from the short-cycle program, it is planned to provide a short-cycle program in the Liepāja branch as well.

### **3.1.5. Substantiation of the development of the joint study programme and description and evaluation of the choice of partner universities, including information on the development and implementation of the joint study programme (if applicable).**

Not applicable

## **3.2. The Content of Studies and Implementation Thereof**

### **3.2.1. Analysis of the content of the study programme. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators with the aims of the study course/ module and the aims and intended outcomes of the study programme. Assessment of the relevance of the content of the study courses/ modules and compliance with the needs of the relevant industry, labour market and with the trends in science on how and whether the content of the study courses/ modules is updated in line with the development trends of the relevant industry, labour market, and science.**

The purpose of the short-cycle study program is to prepare qualified specialists for practical work in the legal assistant profession, according to level 5 of the Latvian educational classification framework, providing an opportunity for further education in legal sciences. Study program has been developed in accordance with the requirements of the Regulations of the Cabinet of Ministers on the [Standard of State Professional Higher Education](#), (Only in Latvian) as well as the classification of professions, including study courses that are necessary for the acquisition, development and improvement of professional qualifications.

Interlinking of study courses should be evaluated as corresponding to the requirements of the industry and the results to be achieved. The purpose, tasks and achievable study results of the program reflect the set of knowledge, skills and competences to be acquired within the framework of all study courses of the program. The information included in the study courses derives from the common goals, tasks and achievable study results of the program, which is confirmed by the compliance of the qualification to be obtained in the study program with the state education standard (see [appendix 6](#)), as well as the compliance of the legal assistant qualification to be obtained in the study program with the standard of the profession (see [appendix 7](#)).

The topicality and relevance of study programmes and study courses to the industry, labour market needs and scientific trends will be analysed from several aspects.

### ***Relevance of study programs and study courses to the industry***

Legal education is an important part of the development of legal awareness and legal culture, and the level of professional qualification directly affects almost all spheres of society and state life. In addition, legal education carries the mission of law to some extent. The legal system constantly requires an influx of qualified legal staff with a high level of professionalism and competence.

The study program gives the opportunity to obtain the profession of legal assistant. Within the framework of this program, courses are implemented that give students the opportunity to acquire knowledge about the branches and sub-branches of legal science, the history of Latvian and foreign law, the philosophy and sociology of law, etc., and also allow to understand the characteristics and problems of legal science in an interdisciplinary aspect. The total amount of the program is 140 credits.

The program consists of:

- **Compulsory study courses** (Part A) which include study courses totaling 33 credits.
- **Core Courses of Industry Studies** (Part B) comprising courses of study totaling 63 credits.
- **Elective study courses** (Part C) which include 10 different study courses from which students can choose study courses of 8 credits.
- 3 professional practices (24 credit points), the tasks of which students perform consecutively throughout the study period.
- Qualification work (12 credit points), which students develop during the last year of study, performing theory analysis, research, research data processing, analysis and interpretation.

The study plan covers 2.3 study years in full-time face-to-face studies and 2.5 years in part-time face-to-face studies. In the first two years of study, students mainly learn the compulsory study subjects, thereby forming the basis of subsequent legal science, learning the regularity of scientific development, the theory of various branches and the basic principles and methodology of research work. In the second year of study, students develop a study paper, and at the end defend a qualification paper. During the entire study period, students perform practice tasks of various levels, according to the study plan.

### ***Compliance of study programs and study courses with the needs of the labor market***

To improve students' practical skills and abilities according to the needs of the labor market:

- 1) as part of the program, pre-diploma practice is planned for students, within the framework of which practical skills are acquired in state and local government institutions, as well as in commercial companies;
- 2) the study course "Practice II" is supplemented with a mock trial - a simulated trial, in which

students apply the theoretical knowledge acquired in the lectures to the analysis of legal problems, prepare procedural documents and learn the etiquette of court proceedings, acquiring practical skills for participating in court proceedings in administrative cases, criminal cases and civil cases.

The study program is only the first step that allows you to enter the labor market faster. Therefore, the study program can be evaluated as necessary and sustainable from the point of view of graduate employment.

At the same time, it should be noted that graduates of the study program can continue their education in the 5th year of the 3rd semester of the bachelor's study program "Science of Law". If, however, the graduates decide not to continue their studies, the graduates have the opportunity to find a job, performing the duties of a legal assistant in companies, working in the state or municipal police, etc.

It should be noted that one of the tasks of the program is to promote further education of graduates, so those graduates of the program who continue their studies are highly motivated for professional activity and will probably create new jobs themselves.

Professional and knowledgeable lecturers can provide the greatest connection of study content with the needs of the labor market. All lecturers of the study program also practically work in the relevant industry, which allows the content of the study program and study courses to be aligned with the real work situation.

### ***Compliance of study programs and study courses with scientific trends***

1) All study courses of the study program have been updated, including the latest literature, as well as defining clear evaluation criteria.

2) Teaching staff participate in international scientific conferences and publish research in scientific publications, using scientific findings in their study courses. Students of the program are also involved in carrying out scientific works, who prepare a study paper, the results of which can be presented at international scientific conferences organized by the BIA.

3) All students, while learning the program, conduct research, develop and defend a qualification thesis, the topics of which are related to the priority areas of research in the field of law.

Summarizing the mentioned information about the study process in the study program, it should be concluded that the structure of the program is logical and student-centered, promoting independent research activity and targeted development of practical skills, which corresponds to the principles of the field of legal science. The changes made in the program correspond to the current needs of the legal assistant labor market.

### **3.2.2. In the case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation. In the case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels (if applicable).**

Not applicable

**3.2.3. Assessment of the study programme including the study course/ module implementation methods by indicating what the methods are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. In the case of a joint study programme, or in case the study programme is implemented in a foreign language or in the form of distance learning, describe in detail the methods used to deliver such a study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The BIA short-cycle Study Programme "Science of Law" is designed to achieve the set aims of the study programme, which is attained by achieving the outcomes of study courses, observing the principles of **student-centred education**. When implementing the study programme, various study methods are used:

- Informative - lectures with elements of active teaching methods (audio-visual, demonstration, presentation);
- Practical activities - seminars, tests, workshops, reports, projects, preparation of presentations using computer programs and other technical means;
- Creative - moot court proceedings, debates, discussions, dispute settlement, group work, research.

The lecturers choose the study methods according to the aims, specifics and planned outcomes of the study course to be taught. The lecturers of the study courses use the lecture not only as reading a report, but also integrate active study methods in it, stimulating discussions and organising work in small groups, presenting their independent works. Active study methods are widely used in seminars. Seminars allow students to independently study both theoretical and practical issues, present them and express their views. Important forms of work are practical classes and independent work, in which students analyse, interpret, solve law problems independently, improve professional skills and develop analysis skills.

The study process uses modern e-technologies: audio-visual, multimedia tools, e-studies in the Moodle system. Modern technologies provide flexibility in the study process, increase students' cognitive interest, creative activity and modern student participation. Practically all lecturers involved in the implementation of the study programme use the electronic BIA E-Learning environment, which provides a wide range of opportunities for inserting study materials, organising the submission of homework and independent work, their presentation and defence. Study materials and tools are developed in electronic form and placed in a way accessible to students in the BIA E-Learning environment in the Moodle environment. BIA provides students with access to internationally cited databases: EBSCO, including outside the academy, and Scopus and ScienceDirect at the BIA Scientific Library in Riga and BIA branches.

The implementation of the study process is in line with the principles of student-centred education

- 1) The study process takes into account and respects the diversity of students' needs (care for adaptation at the beginning of studies, individual approach to the study process, involvement of academic and support staff in solving students' problems, opportunities to study according to the individual plan);
- 2) According to the possibilities, different types of implementation of the study programme are implemented (offering studies both full-time and part-time);

- 3) Various study methods are used according to the circumstances;
- 4) Based on the opinions expressed by the students in the survey, the assessment of study methods is regularly performed in order to find the most optimal way to achieve the aims of the study course and the study programme;
- 5) Students' trend to be independent is promoted, at the same time ensuring the guidance and support of lecturers and support staff;
- 6) Mutual respect in the relations between students and lecturers is promoted by involving the director of the study program in case of problem situations and conflict situations.

The BIA study programme is developed to achieve the objectives of the study programme through the achievement of individual course outcomes following the principles of student-centered education. In the course of implementation of the study programme, various teaching methods are used:

- theoretical lectures with the elements of active teaching methods;
- seminar sessions with discussions on the current issues in law science (theory and research);
- independent work - reports, essays, analysis of scientific articles, preparation of presentations;
- observation and analysis, interview collection and analysis, self-analysis;
- practices which give the opportunity to approbate the acquired knowledge in practical work; practices are included in the study courses and various special practice study programmes;
- tests are used to analyze the students' knowledge acquired in the course of studies;
- developing and defending the research papers.

Teaching methods are chosen according to the objectives set for each study course and the planned learning outcomes. Lecturers do not only use lectures for preliminary acquaintance with the material, but also combine the active teaching methods by stimulating discussions, organizing work in small groups and presenting their own works. Active study methods are widely used in seminars. Such methods allow the economics lecturers to create the democratic and free atmosphere in the study process which, in its turn, stimulates students' personal and professional development. In addition, these methods can be used more and more often as the students access a wider range of study literature which they can read themselves.

According to paragraph 8 of Section 1 of the [Law on Higher Education Institutions](#), higher education in Latvia uses credit points (CP) that are equated to European Credit Transfer System (ECTS) credit points. According to the BIA Rector's order of February 05, 2024 *On the transition to ECTS*, one credit point corresponds to 25 hours of study work, in each study course and program as a whole, of which in the study program full-time flow 40% are contact hours.

Practically all the lecturers involved in the implementation of the professional bachelor's study programme use the electronic learning environment - e-studies which provide a wide range of possibilities for both the presentation of the study materials and organization of submission of personal works. The latest technologies are increasingly used in the study process, the material and technical equipment fully provides lecturers and students with the opportunity to use IT and interactive learning methods.

The BIA branches offers students the opportunity to obtain higher education closer to the student's place of residence. Study department of the branch develops the lists of classes based on the semester plan developed by the study programme director and approved by the vice-rector for studies, which the branch receives at the beginning of each semester. At the stage of development of the list of lessons the logical succession of the study course is realized in accordance with the

requests of the leading lecturers and the descriptions of the study courses and thematic plans. The BIA branches are implementing the study process using both the traditional study methods (lectures, seminars, practical classes, solving practical tasks, group work, individual/group projects, consultations, defense of practice and term papers) and the interactive study methods (trainings, workshops, scientific methodological seminars and conferences). The students of the branches perform regular work: compile the reports, study the offered literature, develop research projects and self-assessments.

Study process in the branches is provided by the teaching staff both from Riga and from the branch, as well as by the guest lecturers. Practically all lecturers from Riga involved in the implementation of the professional study programme are using the electronic learning environment: video collections, video seminars and video consultations on the MOODLE platform, e-mail, etc. Thus, the branch coordinates with the Riga Study Department the lecture schedules of the teaching staff, as well as the schedules of practice, study papers, diploma theses defense.

**3.2.4. If the study programme envisages an internship, describe the internship opportunities offered to students, provision and work organization, including whether the higher education institution/ college helps students to find an internship place. If the study programme is implemented in a foreign language, provide information on how internship opportunities are provided in a foreign language, including for foreign students. To provide analysis and evaluation of the connection of the tasks set for students during the internship included in the study programme with the learning outcomes of the study programme (if applicable).**

In the short-cycle professional study programme "Science of Law", practice is carried out according to the tasks. If the choice of the place of practice causes difficulties for the student, the BSA offers help in the implementation of the practice (see the Appendix of subsection 2.5.1 of part 2.5 of the study field [Cooperation agreement](#)). Students also have the opportunity to independently find practice.

Students are provided with practice in the amount of 24 CP, which is comprised of:

- **Practice I - 6 CP** (in accordance with the respective study course description).

The purpose of the internship is to help students navigate the education system in Latvia, the organization of the study process and internships in the study program chosen by BSA, as well as the skills to use legal scientific literature and legal acts.

- **Practice II - 6 CP** (in accordance with the course description and methodological guidelines with the Practice II course).

The goal of practice is to allow students to consolidate their previously acquired knowledge in domains of legal science, gain practical skills in administrative, criminal and civil law.

The objective of practice is to make sure that a student can comprehend and navigate the regulatory acts that govern the legal protection activities performed by the internship organisation, as well as to allow him/her to practise the skills of legal work, gain practical skills in various legal issues through working with clients and in judicial proceedings, which is then reported in accordance with a specific form and in observance of the respective report drafting requirements.

- **Practice III (pre-diploma) - 12 CP** (in accordance with the course description and



methodological guidelines with the Practice III (pre-diploma) course.

The goal of practice is to consolidate, enhance and make practical use of the learnt theoretical knowledge in the lawyer's assistant profession, to collect and analyse the materials required for the development of a qualification thesis.

The tasks of the practice are to ensure that the student orients himself and understands the legal acts that regulate the activity of legal protection specific to the place of practice, learning the work skills of a legal assistant, improving practical skills in the interpretation and application of laws and other normative acts, paying attention to the detection of gaps and problems in the interpretation and application of legal norms.

The tasks of Practice I are related to the achievable results of the study program:

- navigate legal acts and norms, solving various legal issues;
- master the national language and a foreign language.

The tasks of Practice II are related to the achievable results of the study program:

- to navigate legal acts and norms, solving various legal issues;
- check and draw up legal documents, as well as organize records and in accordance with regulatory enactments.

Practice III tasks are related to the achievable results of the study program:

- navigate legal acts and norms, solving various legal issues;
- check and draw up legal documents, as well as manage records and in accordance with regulatory enactments;
- master the national language and a foreign language.

There are no special differences between the availability of internships and the organization of internships in the various places where the study program is implemented, as students in Riga, Daugavpils and Liepāja have the opportunity to practice in the State Police and other state and municipal institutions, as well as in commercial companies.

### **3.2.5. Evaluation and description of the promotion opportunities and the promotion process provided to the students of the doctoral study programme (if applicable).**

Not applicable

### **3.2.6. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the marks of the final theses.**

In the period from 2021/2022. until 2022/2023. 37 qualification theses have been defended for the autumn of the academic year, **the short cycle higher professional education study program "Science of Law"**. The development and defense of the qualification thesis takes place in

accordance with a strictly regulated procedure, which is detailed in the methodological instructions of the thesis. ([Regulation on the development and defense of final theses BSA](#)).

See the division of Qualification paper topics by study field in the Table.

Distribution of the topics of Qualification paper by study fields of Legal Science:

<b>Field of the legal science</b>	<b>Quantity of works</b>	<b>%</b>
Administrative process rights	2	5
Administrative rights	1	3
Human rights	1	3
Civil rights	21	57
Criminal procedure rights	2	5
Criminal rights	10	27

Students mostly choose the Qualification paper for writing in the field of Civil law and Criminal law, therefore, the topics of student works are closely related to students' further professional interests, which are continued in the Academic Bachelor's study program "Science of Law".

In the field of Administrative law, students choose current topics related to administrative violations for flying unmanned and other types of aircraft, legal regulation in the elements of the airspace structures controlled by the State Border Guard, the problems of the administrative violation process in e-cases.

In the field of Human rights, students are interested in topics such as the legal status of refugees in Latvia and International law. In the field of Criminal law students choose topics such as Police rights and duties in implementing temporary protection against violence. It must be concluded that students choose current and practically important topics that expand what is already known in research and provide a deeper understanding of specific legal issues in Latvia.

Evaluating the distribution of evaluations of students' Qualification works, it can be concluded that the evaluations received by 62% of graduates are 9 ("excellent"); 8 ("good") and 7 ("good"), which can be explained by stricter control of the work development process and evaluation criteria.

### **3.3. Resources and Provision of the Study Programme**

**3.3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples.**

Students of the study program have the opportunity to use the resources of the BIA library. The BIA Scientific Library consists of the Central Library in Riga and also libraries in each of the branches with reading rooms, where the study literature and periodicals required for studies are available in Latvian and English, electronic databases (in the Appendix [BIA electronic databases](#)), as well as other resources necessary for students for the proper study of branches of legal science ([Library collection of Law Science](#) in the Appendix). The library collection is constantly updated with new books (in Appendix [Library news](#)). Each course description of the program includes books that are available in the BIA library. (in Appendix [Study course descriptions](#)). Detailed information about libraries is available in section 2.3.3 of the self-assessment of the field of study. in the subdivision.

For students of the study program, the study process takes place in two buildings in Riga: Lomonosova Street 4 and Lomonosova Street 1/4, as well as in buildings belonging to the Academy in Daugavpils and Liepāja. The mentioned buildings are well-equipped for the learning process, with auditoriums that are equipped with modern study technical aids. Many auditoriums are equipped with a stationary multimedia projector, screen, computer with Internet connection and other technical means. Free wireless internet (WiFi) is available in all buildings. Detailed information on the evaluation of the material and technical base in Riga and in the branches is available in section 2.3.2 of the self-evaluation of the course of study. in the subdivision.

The study process in the branches is provided by teaching staff from Riga, as well as locals from Daugavpils and Liepāja. Practically all teaching staff involved in the implementation of the study program additionally use the electronic learning environment: video lectures, video seminars and video consultations on the MOODLE platform, sms, e-mail, etc. Sufficient technical equipment and the digital skills of teaching staff allow for high-quality organization of remote lectures, which, according to the [Education law](#), are part of the face-to-face education process and guided by 08.02.2022. Regulations of the Cabinet of Ministers no. 111 "[The procedure for organizing and implementing distance education](#)" (in Latvian Only) is no more than 50 percent of the number of contact hours determined for the implementation of the study program. Detailed information about MOODLE is available in section 2.3.4 of the self-assessment of the field of study. in the subdivision.

BIA information system NEXUS and "[My BSA](#)" play an important role in informing students and lecturers. Students and lecturers can familiarize themselves with the schedule of classes and rooms, as well as consultation times, in the "My BSA" system. All important information and notifications are placed in the "My BSA" system in the "Notifications" section. In the "My BSA" system, students can view their academic progress, as well as information about financial payments and debts.

The available resources in Riga, Daugavpils and Liepāja fully meet the conditions for the implementation of the study program and the achievement of the study results. Resources for providing each study program are not allocated separately.

### **3.3.2. Assessment of the study provision and scientific base support, including the resources provided within the framework of cooperation with other science institutes and higher education institutions (applicable to doctoral study programmes) (if applicable).**

Not applicable

**3.3.3. Indicate data on the available funding for the corresponding study programme, its funding sources and their use for the development of the study programme. Provide information on the costs per one student within this study programme, indicating the items included in the cost calculation and the percentage distribution of funding between the specified items. The minimum number of students in the study programme in order to ensure the profitability of the study programme (indicating separately the information on each language, type and form of the study programme implementation).**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the Regulations on the competition for the budget places of the BIA [https://bsa.edu.lv/docs/2020/nolikums\\_konkurss\\_2020-LAT.pdf](https://bsa.edu.lv/docs/2020/nolikums_konkurss_2020-LAT.pdf) (LV only)

In Annex "The Costs of the study direction "Science of Law" per student in 2021/2022. study year (Euro)" you could see the expenses (EUR) per student.

The expenses of the short-cycle professional study program "Science of Law" per student is 1003 Euros per year. In the 2021/2022 study year, tuition fees in the short-cycle study program: full-time - 1700 Euros per year; part-time Riga - 1500 Euros per year, in branches - 1000 Euros. Considering the number of students in the study programme (as of 01.10.2022, 50 students), the financial support of the short-cycle professional study program "Science of Law" is sufficient.

## **3.4. Teaching Staff**

**3.4.1. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the**

## learning outcomes.

The qualifications and number of academic staff employed by the short-cycle program "Science of Law" meets the requirements of the Higher Education Law as well as the long-term strategy and personnel policy of the BIA's operation and development. Academic staff involved in the implementation of the study program: have a Doctor or Master degree for teaching a relevant study course. All the academic staff are practitioners in the field of Law. The academic staff employed in the study program has pedagogical work experience, as well as experience in scientific-research work in the field, which ensures the synergy of studies and research work.

From the table below it can be seen that the qualifications of the teaching staff clearly correspond to the implementation of the study courses and help the students to achieve the results of the program, such that: *demonstrate the knowledge and understanding of the relevant branch of legal science, understanding in the relevant branches of legal science, use computer programs necessary for the performance of legal work, use professional terminology in a foreign language, draw up documents and check the compliance of documents with regulatory acts of record keeping, organize and implement document management.*

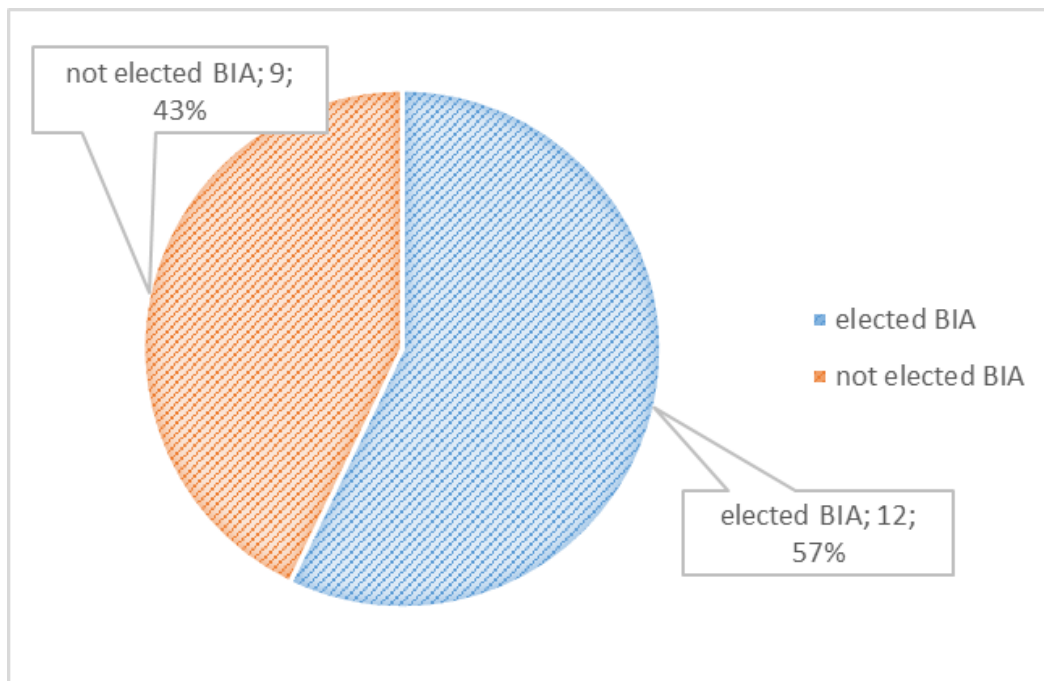
Teaching staff	Science degree , qualification, specialization	Study courses
Gafta Irina	docent, master's degree in law, performed the duties of an insolvency administrator for many years, was a member of the Saeima (Parliament of Latvia), the author of several proposals for legal projects, including the insolvency law, a practicing lawyer	Insolvency Law, Creation of Normative Acts, Theory of the State and Law, etc.
Jurkeviča Tatjana	associate professor with a doctor of law, attorney-at-law, specializing in civil law	Civil procedure, Law of obligations and c.
Ņikuļceva Inese	lead researcher, doctor of law, attorney-at-law , specializes in constitutional law, author of legal doctrinal commentaries on constitutional law	Constitutional rights
Popova Irina	assistant professor with a doctor of philology	Professional foreign language (English)
Sumbarova Marina	associate professor with a doctor in law, specializing in criminal law	Criminal law, Criminal procedure and c.
Timoščenko Jūlija	docent, dr.sc.ing. , specializes and has been teaching informatics for several years.	Legal informatics

Volkovs Vladislavs	associate professor , doctor of social sciences	Sociology of law
Grosberga Ruta	guest lecturer, with a master's degree in business, specializes in accounting matters, regularly raising her qualifications.	Legal record keeping
levītis Jānis	guest lecturer, with a master's degree in law, served as a prosecutor for many years	Law enforcement authorities
Portere Viktorija	guest lecturer with a master's degree in law, attorney-at-law , certified mediator	Legal conflictology
Streļčenoks Jaroslavs	guest lecturer with a master's degree in law, former head of KNAB	Combating corruption and preventing conflicts of interest
Šimkuva Heļēna	visiting professor, doctor of history	History of Latvian and foreign law

In the period from 2021/2022 academic year until the spring of academic year 2023/2024. not only the quantitative composition of the academic staff has changed, but also its improvement and quality changes have been made.

### Short-cycle study program "Science of Law" academic staff scientific degree

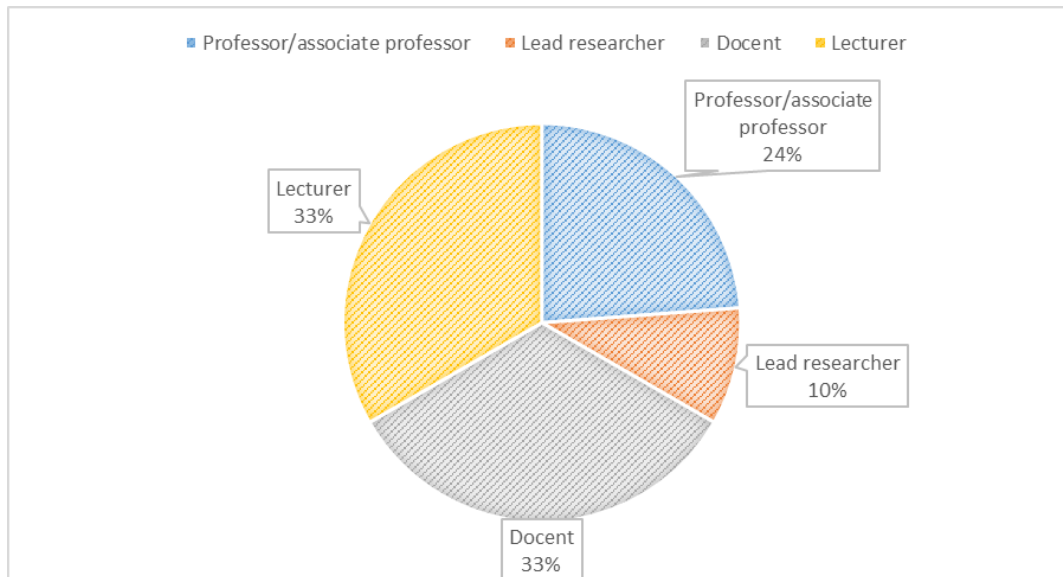
	PhD		Mg		Total	
	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	915	49,3439	3	14	12	57
<b>Not elected in BIA</b>	4	19	5	24	9	43
<b>Total</b>	13	62	8	38	21	100



As can be seen from the table, 21 lecturers are currently involved in the realization of the study program "Science of Law" 57,14% primary are working in the BIA. 62% of the academic staff or 13 lecturers are with the doctor degree, 38% or 8 lecturers have Master degree (3 elected BIA, 5 not elected).

According to academic positions - study quality is ensured by 1 professor (4.76%), 1 guest professor (4.76%), 3 associate professors (14.3%), 4 docents (19.03%), 3 guest docents (14.3%), 2 lecturers (9.53%), 5 guest lecturers (23.81%) and 2 leading researchers (9.53%).

	Professors		As.prof.		Docents		Lecturers		Leading researchers		Total	
	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	1	4,76	3	14,3	4	19,03	2	9,68	2	9,53	12	57,14
<b>Not elected in BIA</b>	1	4,76	0	0	3	14,3	5	23,81	0	0	9	42,86
<b>Total</b>	2	9,53	3	14,3	7	33,33	7	33,33	2	9,53	21	100



In general, the involvement of the academic staff can be evaluated very positively. Within the framework of the program, changes in the structure of positions are controlled and systematic personnel development is carried out.

The qualifications of the academic staff can be assessed as appropriate. In the implementation of the Shot-cycle study program "Science of Law", the scientific and pedagogical experience of the academic staff ensures the achievement of the goals of the study program and the improvement and development of students' knowledge, skills and competences.

### 3.4.2. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.

Qualification and number of academic staff involved in the implementation of the study programme are consistent with the implementation of the BIA's strategic priorities, objectives and tasks. During the reporting period, lecturers with practical and scientific experience in the field of legal science, as well as persons with a doctorate degree, were recruited. All professional lecturers involved in the implementation of the study programme have a PhD or a Master's degree; the education acquired by the lecturers of the specialized courses corresponds to the field of the study course. Most lecturers are practitioners. Some of the lecturers involved in the implementation of the study programme are simultaneously engaged in scientific research, which ensures synergy between study and research work. Main criteria for the selection of lecturers are education (degree), professional experience, research and creative activity and communication skills.

Analysis of dynamics of the teaching staff of the study programme for the period from 2021/2022 academic year till 2022/2023 academic year shows that the analysis of the dynamics of the number of teaching staff of the study program shows that the teaching staff has not significantly decreased from 45 to 46 people (see teaching staff involved in the implementation of the study direction). There has been a qualitative change in the teaching staff. This follows from the policy of development of the academic staff - to involve young scientists and foreign professors in the study process of the BIA.

In the period from autumn of the academic year 2021/2022 until the autumn of the 2023/2024 academic year new teaching staff are involved in the implementation of the study program: J. levitis



(guest lecturer, mg.iur., prosecutor), I.-J. Mihailovs (guest lecturer, dr.iur.), *D.Ignatans* (guest lecturer, dr.phil.), . The involvement of new teaching staff in the operation of the programme gives an opportunity to increase the scientific potential of the study programme, which helps to increase the study results.

**3.4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals or peer-reviewed monographs may be additionally specified. Information on the teaching staff included in the database of experts of the Latvian Council of Science in the relevant field of science (total number, name of the lecturer, field of science in which the teaching staff has the status of an expert and expiration date of the Latvian Council of Science expert) (if applicable).**

Not applicable

**3.4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

Not applicable

**3.4.5. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study programme and study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting

funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;

- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Science of Law";
- Control and analysis of the quality of the study process and teaching carried out by the Council of the Study Direction "Science of Law";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Science of Law" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

BIA operates an **Study quality assurance system**. In its activities, BIA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BIA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

At the time of submission of the self-evaluation report, the following lecturers are involved in the program:

- In Riga: 21 lecturers for 19 students;
- In Daugavpils: 21 lecturers for 24 students;
- The program was not implemented in Liepāja until now.

# Annexes

III - Description of the Study Programme - 3.1. Indicators Describing the Study Programme		
Sample of the diploma and its supplement to be issued for completing the study programme	Sample diploma and appendix Short cycle pl_eng.pdf	Paraugs dipl un pielikums šā cikla pl_lv.pdf
For academic study programmes - Opinion of the Council of Higher Education in accordance with Section 55, Paragraph two of the Law on Higher Education Institutions (if applicable)		
Compliance of the joint study programme with the provisions of the Law on Higher Education Institutions (table) (if applicable)		
Statistics on the students in the reporting period	Short cycle Higher Professional Education Study Programme statistics on students during the reporting period.docx	Isā cikla augstākās profesionālās izglītības studiju programma statistika par studējošajiem pārskata periodā.docx
III - Description of the Study Programme - 3.2. The Content of Studies and Implementation Thereof		
Compliance with the study programme with the State Education Standard	Compliance of the short-cycle professional study program Science of Law with the state education standard.docx	6.pielikums+isa cikla_atbilstiba izgl.standartam_2023.docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard or the requirements for professional qualification (if applicable)	7_Appendix_Short-cycle study programme _ENG.docx	7_Pielikums_JURISTA PALĪGS_ atbilstiba profesijas standartam_LV.docx
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	3_Appendix_Short cycle study rogramm MAPPING 2023.docx	3_Pielikums_Studiju kursa kartējums šā cikla studiju programmā "Tiesību zinātne" 2023.docx
The curriculum of the study programme (for each type and form of the implementation of the study programme)	Short-cycle professional study program "Science of Law".pdf	Studiju plans_ šā cikla augstākās profesionālās izglītības studiju programma.pdf
Descriptions of the study courses/ modules	The study course description_short.docx	Studiju kursi apraksti JP.docx
Description of the organisation of the internship of the students (if applicable)	SHORT CYCLE REGULATIONS OF THE PRACTICE ORGANIZATION.docx	TZ Prakses organizācijas nolikums_šā cikla.doc
III - Description of the Study Programme - 3.4. Teaching Staff		
Confirmation that the academic staff of the doctoral study programme includes not less than five doctors, of which at least three are experts approved by the Latvian Council of Science in the branch or sub-branch of science in which the study programme intends to award a scientific degree (if applicable)		
Confirmation that the academic staff of the academic study programme complies with the requirements specified in Section 55, Paragraph one, Clause 3 of the Law on Higher Education Institutions (if applicable)		

# Science of Law (43380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Science of Law</i>
Education classification code	<i>43380</i>
Type of the study programme	<i>Academic bachelor study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Gafta</i>
E-mail of the study programme director	<i>irina.gafta@bsa.edu.lv</i>
Title of the study programme director	<i>Docente, Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<i>To prepare high-quality legal specialists with appropriate theoretical knowledge, skills and competences in law according to level 6 of the Latvian education classification framework.</i>
Tasks of the study programme	<ol style="list-style-type: none"> <li><i>1. To provide students with the necessary knowledge in law, promoting the understanding of law as a science and developing skills that help to understand, compare and evaluate different legal theories and their various interdisciplinary aspects;</i></li> <li><i>2. To provide students with a scientific basis for professional activity, developing scientific analysis abilities and the ability to independently solve legal problems, as well as preparing students for further scientific research studies;</i></li> <li><i>3. To promote the personal and professional development of students, motivating them for further education.</i></li> </ol>

Results of the study programme	<ol style="list-style-type: none"> <li>1. Demonstrate basic and specialized knowledge, specific to the relevant field of Law Science, and a critical understanding of this knowledge;</li> <li>2. Understand and use the acquired theoretical foundations and skills of legal science at the level of understanding and use, perform research activities;</li> <li>3. Formulate independently and describe analytically the information about the relevant legal problem and propose its solutions;</li> <li>4. Use the learned theoretical foundations and skills in law, carry out an analysis of the conformity of the factual circumstances with the composition of the legal norm, and make a legal conclusion, being able to argue it;</li> <li>5. Independently obtain, select and analyze information in the relevant field of Legal Science at the Latvian and international level and use it in one's own work, showing a scientific approach to solving legal problems;</li> <li>6. Able to use professional terminology in the state language and two foreign languages;</li> <li>7. Ability to navigate in Latvian and international legal acts and problems of application of legal norms;</li> <li>8. Show an understanding of the basic principles of law and the main institutes of law, as well as current theoretical issues of law and process and findings of case-law, their changes and impact on society, public administration and the judiciary;</li> <li>9. Able to draw up legal documents, check the compliance of their acceptance procedures and drawing up with the requirements of legal norms and regulatory enactments of record keeping, organize and implement document management.</li> </ol>
Final examination upon the completion of the study programme	<i>Bachelor's Thesis</i>

## Study programme forms

### Full time studies - 3 years - latvian

Study type and form	<i>Full time studies</i>
Duration in full years	<i>3</i>
Duration in month	<i>0</i>
Language	<i>latvian</i>
Amount (CP)	<i>180</i>
Admission requirements (in English)	<i>Secondary education</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Bachelor`s degree in social sciences in law science</i>
Qualification to be obtained (in english)	<i>---</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

**Part time studies - 3 years, 5 months - latvian**

Study type and form	<i>Part time studies</i>
Duration in full years	3
Duration in month	5
Language	<i>latvian</i>
Amount (CP)	180
Admission requirements (in English)	<i>Secondary education</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Bachelor`s degree in social sciences in Law Science</i>
Qualification to be obtained (in english)	---

**Places of implementation**

<b>Place name</b>	<b>City</b>	<b>Address</b>
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401
Liepāja branch of the Baltic International Academy	LIEPĀJA	LIEDAGA IELA 3, LIEPĀJA, LV-3416

## 3.1. Indicators Describing the Study Programme

### 3.1.1. Description and analysis of changes in the parameters of the study programme made since the issuance of the previous accreditation form of the study field or issuance of the study programme license, if the study programme is not included on the accreditation form of the study field, including changes planned within the evaluation procedure of the study field evaluation procedure.

On October 11, 2022, the amendments to the Law of September 15, 2022 "[Amendments to the Law on Higher Education Institutions](#)" (Only in Latvian) entered into force, with which the term "credit point" in Article 1 of the [Law on Higher Education Institutions](#) is expressed in a new wording and it is determined that 60 credit points correspond to those acquired in full-time studies in one academic year study results according to the European credit transfer and accumulation system. In accordance with paragraph 93 of the Transitional Regulations of the Law on Higher Education Institutions, the terms of the study program credit points and the amount of credit points are determined, in accordance with the aforementioned law and 13.06.2023. CM [Regulations No. 305 on the requirements of state professional higher education standards](#) (Only in Latvian) according to the European Credit Transfer and Accumulation System (ECTS).

In compliance with the requirements of the law, BIA has made relevant amendments to the [Regulation on the studies, determining study credit points according to the European Credit Transfer System \(ECTS\)](#).

Consequently, the study program plan was also revised, changing the credit points of the study courses according to the European Credit Transfer System (ECTS) credit points. When recalculating ECTS, the number of Latvian credit points is multiplied by 1.5, expressing credit points in whole numbers.

After the previous accreditation, which took place in 2021, the aim, tasks and achievable results of the study program were renewed and clarified, following the guidelines of the [Writing and using learning outcomes: a practical guide](#). The aim and objectives of the study programme are formulated in accordance with the requirements of the strategy "[Europe 2020](#)", "The National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia - the University of the Future 2030", "[Latvia's National Development Plan for 2021-2027 \(NDP2027\)](#)", including basing on strengthening knowledge, innovation, making full use of information and communication technologies[1], to provide a modern, high-quality study program oriented to the development of skills highly valued in the labor market, to ensure mobility and cooperation in the European common education space, to develop lifelong learning opportunities [2].

The academic bachelor's study program "Science of Law" is fully integrated into the perspective structure of the study field Law, ensuring the continuity of study programs and opportunities for growth and opportunities for growth in an academic or professional master's study program.

From 1.1.1. the table shows that the study courses in the academic bachelor's study program "Science of Law" have been improved in terms of content and are aimed at student-centered education, as well as clearly defined study results and their evaluation procedure. Study courses are aimed at student-centered education, actively involving students in the lecture process, using various teaching methods (seminars, practical tasks, mock trials). The academic bachelor's study

program "Science of Law" will be implemented in Latvian. The study program will be implemented in Riga, Liepaja and Daugavpils.

From 1.2.1. the table shows that the study program "Science of Law" is implemented so that during the study process students acquire knowledge and competences in the fields of law, substantive and procedural legal issues.

The realization of the study courses of the program is organized in the form of lectures, seminars and practical lessons. In the lectures, students are provided with theoretical knowledge, while the teaching staff uses the latest pedagogical methods, including the necessary technical tools and resources. In seminar classes, students are taught to use acquired theoretical knowledge to solve relevant legal problems in practice. It is implemented by organizing students' individual works, group works and homework, as well as discussions, debates, practical games and solving problems.

For each study course, a detailed description of the study course has been developed, in which a description of the course content was given, a specific course plan, course learning requirements, results, as well as mandatory and additional literature to be used.

[1] Eiropa 2020 Stratēģija gudrai, ilgtspējīgai un integrējošai izaugsmei, sk.: [https://ec.europa.eu/eu2020/pdf/1\\_LV\\_ACT\\_part1\\_v1.pdf](https://ec.europa.eu/eu2020/pdf/1_LV_ACT_part1_v1.pdf) (Only in Latvian)

[2] Latvijas Augstākās izglītības un augstskolu attīstības nacionālā koncepcija - Nākotnes augstskola 2030, sk.: [https://aip.lv/files/publikacijas/AIP\\_Koncepcija\\_2030\\_pilna\\_versija.pdf](https://aip.lv/files/publikacijas/AIP_Koncepcija_2030_pilna_versija.pdf) (Only in Latvian)

### **3.1.2. Analysis and assessment of the study programme compliance with the study field. Analysis of the interrelation between the code of the study programme, the degree, professional qualification/professional qualification requirements or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements. Description of the duration and scope of the implementation of the study programme (including different options of the study programme implementation) and evaluation of its usefulness.**

The study program fully corresponds to the goal of the study direction "Science of Law" and ensures that students get an appropriate legal education.

The Academic Bachelor's study programme "Science of Law" has been developed on the basis of the following normative documents:

1. [Law of Higher Education Institution](#) (02.11.1995.);
2. The Cabinet of Ministers Regulation No. 240 "[Regulations on the National Academic Education Standard](#)" (13.05.2014) (Only in Latvian);
3. The Cabinet of Ministers Regulation No. 322 "[Regulations on the Classification of the Latvian Education](#)" (13.06.2017) (Only in Latvian);
4. [European Qualifications Framework](#);
5. The Cabinet of Ministers Regulation No. 795 "[Regulations Regarding Licensing of Study Programmes](#)" (11.12.2018);
6. [Guidelines for the Preparation of the Description of a Study Programme](#) (31.01.2019);
7. The Cabinet of Ministers Regulation No.793 "[Regulations Regarding Opening and](#)



**Accreditation of Study Fields”** (11.12.2018);

8. **Guidelines for the Preparation of the Self-Assessment Report of a Study Direction** (04.03.2019);
9. **Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)** (15.05.2015).

The study program corresponds to the strategic goals of the field, as it prepares students for activities in legal professions that are in demand and competitive, allows them to acquire higher education in academic or professional master's study programs, to improve their professional and research activity skills and competences.

The degree to be obtained, purpose, tasks and study results of the study program are interconnected, which is confirmed by the Compliance of the degree to be obtained in the study program with the educational standard (see [appendix 6](#)), as well as the Latvian qualification framework structure (LKI) for the 6th level the appropriate of knowledge, skills and competences and bachelor's study programs study result mutual connection (see [appendix Table 1.3.3.](#)).

Having regard to the global challenges of the financial markets and economy and the dynamically changing knowledge and labour market requirements, the learning outcomes are defined to ensure the requirements of the Latvian Qualifications Framework (LQF) and learning outcomes and are developed taking into account the recommendations of cooperation partners.

Admission of applicants to the Baltic International Academy in the full-time and part-time study program is carried out in accordance with the **Regulations on the studies of the Baltic International Academy** and [Admission Regulations and matriculation procedures](#) (hereinafter – the Regulations) (Approved on October 25, 2022, at the Senate meeting of BIA, protocol No 15, with amendments on June 29, 2023).

The requirements specified in the Regulations (Part 1; Part 2, Clauses 8, 9, 10, 11, 13 - 20; Chapter VI) are the basis for ensuring the achievement of the aim, objectives and learning outcomes of the study programme, which indicate to the fact that all the above mentioned factors are interrelated.

See tables 1.1.1., 1.2.1. in the Appendix of point 3.1.1. of the Self-assessment.

The BIA Daugavpils branch was established in 1994 to ensure access to higher education for residents of the Latgale region, while the Liepaja branch was established in 1995 to ensure access to higher education for residents of the Kurzeme region. BIA branches provide the study programs demanded by the labor market of the respective region, giving all interested parties the opportunity to acquire higher education professional competences and integrate into the labor market.

In the branches, a proper educational environment has been created, an educational process has been organized and implemented, which ensures the achievement of the goals set in the study programs with a modern material and technical base, their operation is integrated into the BIA system and coordinated from Riga. Heads of BIA branches, together with heads of departments, are responsible for ensuring the quality of learning programs implemented in the branches and the corresponding control process.

Both branches offer more popular study programs, including study programs of the field of study "Science of Law". During the reporting period, a stable number of study program students can be observed, with implementation locations in Daugavpils and Liepaja (See Self-assessment, point 3.1.4. Statistical data on students in study programs (43380).

### **3.1.3. Economic and/ or social substantiation of the study programme, analysis of**

## graduates' employment.

According to [the Medium and long-term forecasts of the 2022 labor market](#) (Only in Latvian) of the Ministry of Economy (hereinafter - Informative Report),<sup>[1]</sup> in the period until 2040, the number of highly qualified jobs could increase by more than 75 thousand, forming 462 thousand. jobs, or more than half (almost 53%) of the total number of jobs in the national economy.

Degree of qualification	Basic groups of professions	PK codes	Subgroups of professions	Employed population - demand, in thousands				Economically active population - supply, in thousands				Demand versus offer, in percent	
				Forecast				Forecast					
				2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
Highly qualified professions	Specialists	34	Specialists in legal, social, cultural and related matters	13.6	14.1	15.6	16.6	15.7	15.8	16.1	16.9	97	98

The growth of higher-skilled jobs will generally increase the demand for a workforce with higher education. It is expected that by 2040 the demand for labor force with higher education could increase by more than 63 thousand. At the same time, it should be taken into account that almost 25% of highly qualified professions currently employ employees with an average (24%) or lower (1%) education, however, such employees will gradually be replaced in the coming years.

## HIGHER EDUCATION

### Breakdown of labor supply and demand forecast by educational fields, in thousands

Code	Thematic areas of education	Employed population - demand				Economically active population - offer				Difference between labor supply and demand	
		Forecast				Forecast					
		2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
38	Jurisprudence	28,7	28,9	31,2	34,2	29,8	30,3	33,8	37,1	2,6	2,8

The Informative report states that "The highest supply of labor with higher education is in the thematic group of social sciences, commercial sciences and legal education. It is determined by the choice of students of previous years to obtain higher education in this thematic group. Since 2008, the most pronounced increase in the number of economically active residents is precisely in this group" (Informative report, p. 33).

In general, both in the medium and long term, the labor supply with higher education will continue to increase, while a decrease is expected among economically active residents with vocational and secondary general education. The corresponding changes in the coming years will mark a certain polarization of labor supply, on the one hand significantly increasing the supply of highly qualified and also the lowest qualified labor force, while at the same time reducing the supply of medium qualified labor force.

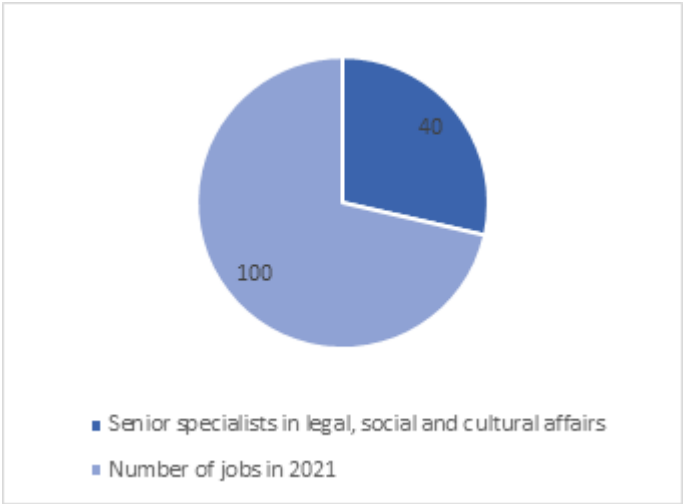
The largest labor force growth with higher education is expected in the fields of social sciences, commercial sciences and law. By 2040, the increase in the supply of suitably qualified labor will account for approximately 44% of the total increase in the labor force with higher education.

The Informative report also emphasizes that the field of social sciences, commercial sciences and law has a relatively high level of occupational relevance in higher education (65%) (Informative Report, p. 33).

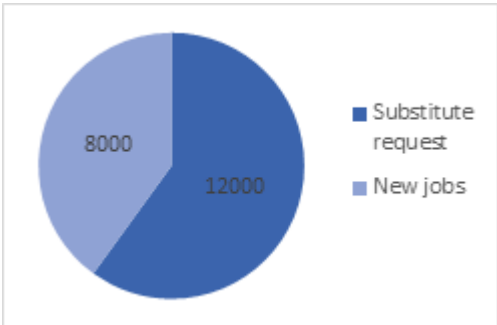
According to the estimates of the Ministry of Finance, by 2030, the largest proportion of new job opportunities will be created in various groups of senior specialist professions, including the group of senior specialists in law (Informative report, p. 61)

**Labor demand by profession until 2040**

% of the number of jobs in 2021, total



job opportunities, thousand work place



From the point of view of internal affairs policy, it is also important to take into account the [Development concept of the State Police](#) (Only in Latvian), in which emphasized that when developing internal security strengthening mechanisms in the European Union, a large attention is also paid to the educational and professional training of employees of law enforcement institutions for qualification improvement issues.

There is still a high demand for specialists in legal professions in the labor market. In December 2023, when surveying the "Jurisprudence / Court cases" section of [CV-Online](#) (Only in Latvian) career portals 73 vacancies in for legal advisors and bachelors commercial companies, as well as in state institutions (court, police, etc.), also in lawyers' and notaries' offices. On the other hand, the number of vacancies in the [State Police](#) (Only in Latvian) is 16, and 16 in the [Municipal Police](#) (Only in Latvian).

Regarding the employment of graduates, it should be noted that mainly graduates will continue the work they did when entering the program, as a large number of graduates are already employed in State and Municipal police structures, are employed in commercial companies and other organizations.

According to the results of graduate monitoring, approximately 82% of all 2020 graduates of higher education institutions for whom information is available were employed in 2021, while the average unemployment rate among economically active graduates was - 4.8%, which is generally a lower

indicator than the national average among the population with higher education. Approximately 78% of all employed graduates were employed in highly qualified professions. Analyzing the employment of graduates of the last year's academic Bachelor Study program "Science of Law", it was concluded that 82% of graduates have successfully entered the labor market.

#### **3.1.4. Statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down into different study forms, types, and languages.**

##### **Academic Bachelor study program "Science of Law"**

In the reporting period from 2021/2022 till 2023/2024 at the beginning of the academic year (on 01.10.2023.), the number of students in the academic Bachelor study program "Science of Law" decreased, that is related to the demographic situation observed in the country in recent years, the reduction of the total number of university students in the country in general, especially in the regions, as well as the Internal Security Academy established by the consortium, which started to admit students in two Bachelor degree study programs "Police Work" and "Pre-Court Investigation", offering budget places to students.

The main factors influencing the negative dynamics of the number of students are the following:

- The overall negative demographic situation in the country;
- The desire of high school graduates to study in foreign universities and the continued emigration of Latvian residents from the country;
- Fierce competition between universities with similar study programs and budget places (especially in state universities, including the Academy of Internal Security);
- Decrease in demand for private higher education due to the low income level of the population.

The dynamics of the number of students in branches has not changed and remains at the same level, which corresponds to the general dynamics of the number of students in the academy.

In the period from 2021/2022 until 2023/2024 For the fall of the academic year, the number of students enrolled in the academic Bachelor study program "Science of Law" is 279 students. The largest number of matriculated students from 2021/2022 until 2023/2024 for the fall of the academic year, there were 157 students in the Riga branch, the smallest - 56 students in the Liepāja branch. Daugavpils branch from 2021/2022 until 2023/2024- 66 students were admitted for the fall of the academic year.

The analysis shows that in the reporting period from 2021/2022. until 2022/2023 the enrollment of students in the 1st year increased slightly - from 38 to 40 people. 2023/2024. 71 students were enrolled in the summer enrollment of the study year, of which 21 students were enrolled in the 1st year. In Riga, the number of students in the 1st year, compared to previous periods, decreased by 30%. In Liepāja and Daugavpils branches, the number of students enrolled in the 1st year decreased by 49% and 47%, respectively.

In Riga, students study full-time and part-time. In branches - part-time - with lectures on Fridays and Saturdays.

There are no budget places in the study program and full-time and part-time full-time students

study for a fee only.

In the reporting period from 2021/2022 until 2022/2023 by the beginning of the academic year, 66 graduates have successfully completed their studies.

Analyzing the student dropout trends, it can be seen how the annual student dropout is uneven. When analyzing the reasons for dropping out, it should be noted that 14 students were excluded (exmatriculated) in the 2022/2023 study year, due to non-fulfillment of obligations of the study contract, due to academic debts, of their own volition, due to financial debts. In the 2023/2024 study year, there are 54 students who drop out. Of them, 3 students - due to not resuming their studies after a study break, 21 students due to non-fulfillment of the obligations of the study contract due to academic debts, 20 students of their own volition, 10 students due to non-fulfillment of the obligations of the study contract due to financial debt because of.

Not being able to complete the assignments within the study courses on time, some students decide to stop their studies on their own, some are dismissed due to academic or financial debts.

### **3.1.5. Substantiation of the development of the joint study programme and description and evaluation of the choice of partner universities, including information on the development and implementation of the joint study programme (if applicable).**

Not applicable

## **3.2. The Content of Studies and Implementation Thereof**

### **3.2.1. Analysis of the content of the study programme. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators with the aims of the study course/ module and the aims and intended outcomes of the study programme. Assessment of the relevance of the content of the study courses/ modules and compliance with the needs of the relevant industry, labour market and with the trends in science on how and whether the content of the study courses/ modules is updated in line with the development trends of the relevant industry, labour market, and science.**

The study program is focused on in-depth learning of national law, which is provided by the study course planning and content, scope, high professional quality of the teaching staff involved. National law is closely intertwined with EU and international law, the study of which is inseparable part of this study program. A developed study program ensures compliance with industry trends in European Union countries and other countries.

The purpose of the bachelor study program is to prepare high-quality legal specialists with appropriate theoretical knowledge, skills and competences in law according to level 6 of the Latvian education classification framework, providing an opportunity for further education in legal sciences. The study program is organized according to the May 13, 2014 Regulations of the Cabinet of

Ministers No. 240 "[Rules on the State Academic Education Standard](#)" (Only in Latvian) for the specified academic education standard, as well as other regulatory acts, especially the requirements stipulated in the [Law on Environmental Protection](#) and the [Law on Civil Defense and Disaster Management](#), including the study course "Civil and environmental protection" in the mandatory part of the study program.

Interlinking of study courses should be evaluated as corresponding to the requirements of the industry and the results to be achieved. The purpose, tasks and achievable study results of the program reflect the set of knowledge, skills and competences to be acquired within the framework of all study courses of the program, which is confirmed by the compliance of the degree obtained in the study program with the national education standard (see [appendix\\_6](#)), as well as the compliance of the Interrelation between knowledge, skills and competences and the learning outcomes of the bachelor's study programme to the Latvian Qualifications Framework (LQF) level (see [appendix\\_7](#)).

The topicality and relevance of study programmes and study courses to the industry, labour market needs and scientific trends will be analysed from several aspects.

### ***Relevance of study programs and study courses to the industry***

The study program gives the opportunity to obtain an academic bachelor's degree in law. Within the framework of this program, courses are implemented that give students the opportunity to acquire knowledge about the branches and sub-branches of legal science, the history of Latvian and foreign law, the philosophy and sociology of law, etc., and also allow to understand the characteristics and problems of legal science in an interdisciplinary aspect. The total amount of the program is 180 credits.

The program consists of:

- **Compulsory study courses** (Part A), which include study courses in the amount of 100 credit points, which also include 2 study papers.
- **Basic courses of industry studies** (part B), which includes study courses of 48 credit points.
- **Optional study courses** (part C), which include 16 different study courses, from which students can choose study courses of 17 credit points.
- Bachelor's thesis (15 credits), which students develop during the last year of study, performing theory analysis, research, research data processing, analysis and interpretation.

The study plan covers 3 study years in full-time face-to-face studies and 3.5 studies in part-time face-to-face studies. In the first two years of study, students mainly learn compulsory and branch study subjects, thereby forming the basis of subsequent legal science, learning the regularity of scientific development, the theory of various branches and the basic principles and methodology of research work. At the end of the first and second year of study, students develop a study paper, and at the end they defend a bachelor's thesis.

The bachelor's program also included 2 internships for students to gain practical skills.

### ***Compliance of study programs and study courses with the needs of the labor market***

1) With the exception of theoretical foundations in the field of law, the study courses include fields of law: civil law, criminal law, international and European law, etc., as well as current fields of law (e.g. Environmental law, Protection of children's rights, Insolvency law, Combating corruption and conflicts of interest prevention, etc.).

2) 2 practices are included in the program. As part of "Practice I", students are introduced to the

system of professional and academic education in Latvia, legal education programs, BIA, its study programs and study process organization, students' responsibilities and rights, students' scientific research work, BIA's information provision. In the "Practice II" study course, students learn practical skills in the field of administrative, criminal and civil law by participating in court hearings, analyzing court rulings, and participating in simulated court proceedings;

It should be noted that graduates of the study program can continue their education in the academic or professional master's study program "Science of Law". It should be noted that one of the tasks of the program is to promote the further education of graduates, so those graduates of the program who continue their studies are highly motivated for professional activity and will probably create new jobs themselves. It should be noted that one of the tasks of the program is to promote further education of graduates, so those graduates of the program who continue their studies are highly motivated for professional activity and will probably create new jobs themselves.

Professional and knowledgeable lecturers can provide the greatest connection of study content with the needs of the labor market. All lecturers of the study program also practically work in the relevant industry, which allows the content of the study program and study courses to be aligned with the real work situation.

### ***Compliance of study programs and study courses with scientific trends***

1) All study courses of the study program have been updated, including the latest literature, as well as defining clear evaluation criteria.

2) Teaching staff participate in international scientific conferences and publish research in scientific publications, using scientific findings in their study courses. Students of the program are also involved in carrying out scientific works, who prepare a study papers, the results of which can be presented at international scientific conferences organized by the BIA.

3) All students, while learning the program, conduct research, develop and defend a bachelor's thesis, the topics of which are related to the priority directions of research in the field of law.

Summarizing the mentioned information about the study process in the study program, it should be concluded that the structure of the program is logical and student-centered, promoting independent research activity and targeted development of practical skills, which corresponds to the principles of the field of legal science. The changes made in the program correspond to the current needs of the legal professions labor market.

### **3.2.2. In the case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation. In the case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels (if applicable).**

Not applicable

### **3.2.3. Assessment of the study programme including the study course/ module implementation methods by indicating what the methods are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study**

**programme. In the case of a joint study programme, or in case the study programme is implemented in a foreign language or in the form of distance learning, describe in detail the methods used to deliver such a study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The BIA Science of Law Academic Bachelor Study Programme is designed to achieve the set aims of the study programme, which is attained by achieving the outcomes of study courses, observing the principles of **student-centred education**. When implementing the study programme, various study methods are used:

- Informative - lectures with elements of active teaching methods (audio-visual, demonstration, presentation);
- Practical activities - seminars, tests, workshops, reports, projects, preparation of presentations using computer programs and other technical means;
- Creative - moot court proceedings, debates, discussions, dispute settlement, group work, research.

The lecturers choose the study methods according to the aims, specifics and planned outcomes of the study course to be taught. The lecturers of the study courses use the lecture not only as reading a report, but also integrate active study methods in it, stimulating discussions and organising work in small groups, presenting their independent works. Active study methods are widely used in seminars. Seminars allow students to independently study both theoretical and practical issues, present them and express their views. Important forms of work are practical classes and independent work, in which students analyse, interpret, solve law problems independently, improve professional skills and develop analysis skills.

The study process uses modern e-technologies: audio-visual, multimedia tools, e-studies in the Moodle system. Modern technologies provide flexibility in the study process, increase students' cognitive interest, creative activity and modern student participation. Practically all lecturers involved in the implementation of the study programme use the electronic BIA E-Learning environment, which provides a wide range of opportunities for inserting study materials, organising the submission of homework and independent work, their presentation and defence. Study materials and tools are developed in electronic form and placed in a way accessible to students in the BIA E-Learning environment in the Moodle environment. BIA provides students with access to internationally cited databases: EBSCO, including outside the academy, and Scopus and ScienceDirect at the BIA Scientific Library in Riga and BIA branches.

The implementation of the study process is in line with the principles of student-centred education

- 1) The study process takes into account and respects the diversity of students' needs (care for adaptation at the beginning of studies, individual approach to the study process, involvement of academic and support staff in solving students' problems, opportunities to study according to the individual plan);
- 2) According to the possibilities, different types of implementation of the study programme are implemented (offering studies both full-time and part-time);
- 3) Various study methods are used according to the circumstances;
- 4) Based on the opinions expressed by the students in the survey, the assessment of study methods is regularly performed in order to find the most optimal way to achieve the aims of the



study course and the study programme;

5) Students' trend to be independent is promoted, at the same time ensuring the guidance and support of lecturers and support staff;

6) Mutual respect in the relations between students and lecturers is promoted by involving the director of the study program in case of problem situations and conflict situations.

The BIA study programme is developed to achieve the objectives of the study programme through the achievement of individual course outcomes following the principles of student-centered education. In the course of implementation of the study programme, various teaching methods are used:

- theoretical lectures with the elements of active teaching methods;
- seminar sessions with discussions on the current issues in law science (theory and research);
- independent work - reports, essays, analysis of scientific articles, preparation of presentations;
- observation and analysis, interview collection and analysis, self-analysis;
- practices which give the opportunity to approbate the acquired knowledge in practical work; practices are included in the study courses and various special practice study programmes;
- tests are used to analyze the students' knowledge acquired in the course of studies;
- developing and defending the research papers.

Teaching methods are chosen according to the objectives set for each study course and the planned learning outcomes. Lecturers do not only use lectures for preliminary acquaintance with the material, but also combine the active teaching methods by stimulating discussions, organizing work in small groups and presenting their own works. Active study methods are widely used in seminars. Such methods allow the economics lecturers to create the democratic and free atmosphere in the study process which, in its turn, stimulates students' personal and professional development. In addition, these methods can be used more and more often as the students access a wider range of study literature which they can read themselves.

According to paragraph 8 of Section 1 of the [Law on Higher Education Institutions](#), higher education in Latvia uses credit points (CP) that are equated to European Credit Transfer System (ECTS) credit points. According to the BIA Rector's order of February 05, 2024 *On the transition to ECTS*, one credit point corresponds to 25 hours of study work, in each study course and program as a whole, of which in the bachelor's study program full-time flow 40% are contact hours.

Practically all the lecturers involved in the implementation of the professional bachelor's study programme use the electronic learning environment - e-studies which provide a wide range of possibilities for both the presentation of the study materials and organization of submission of personal works. The latest technologies are increasingly used in the study process, the material and technical equipment fully provides lecturers and students with the opportunity to use IT and interactive learning methods.

The BIA branches offers students the opportunity to obtain higher education closer to the student's place of residence. Study department of the branch develops the lists of classes based on the semester plan developed by the study programme director and approved by the vice-rector for studies, which the branch receives at the beginning of each semester. At the stage of development of the list of lessons the logical succession of the study course is realized in accordance with the requests of the leading lecturers and the descriptions of the study courses and thematic plans. The BIA branches are implementing the study process using both the traditional study methods (lectures, seminars, practical classes, solving practical tasks, group work, individual/group projects, consultations, defense of practice and term papers) and the interactive study methods (trainings,

workshops, scientific methodological seminars and conferences). The students of the branches perform regular work: compile the reports, study the offered literature, develop research projects and self-assessments.

Study process in the branches is provided by the teaching staff both from Riga and from the branch, as well as by the guest lecturers. Practically all lecturers from Riga involved in the implementation of the professional study programme are using the electronic learning environment: video collections, video seminars and video consultations on the MOODLE platform, e-mail, etc. Thus, the branch coordinates with the Riga Study Department the lecture schedules of the teaching staff, as well as the schedules of practice, study papers, diploma theses defense.

**3.2.4. If the study programme envisages an internship, describe the internship opportunities offered to students, provision and work organization, including whether the higher education institution/ college helps students to find an internship place. If the study programme is implemented in a foreign language, provide information on how internship opportunities are provided in a foreign language, including for foreign students. To provide analysis and evaluation of the connection of the tasks set for students during the internship included in the study programme with the learning outcomes of the study programme (if applicable).**

Students are provided with practice in the amount of 12 CP, which is comprised of:

- **Practice I** - 6 CP (in accordance with the respective study course description).

The purpose of the practice is to help students navigate the education system in Latvia, the organization of the study process and internships in the study program chosen by BIA, as well as the skills to use legal scientific literature and legal acts.

The task of the practice is to prepare students for studies and further internships in the study program chosen by BIA. The tasks of practice I are connected with the achievable result of the study program to navigate and use Latvian and international legal acts and special legal literature.

*Practice I* is implemented in BIA. Students are introduced to the system of professional and academic education in Latvia, the requirements for the legal assistant profession, legal education programs, the BSA, its study programs and the organization of the study process, students' responsibilities and rights, students' scientific research work, information provision of the BIA.

In addition, within *Practice I*, students are trained to use:

- BIA e-study MOODLE;
- BIA library resources;
- electronic catalogs, regulatory acts and informational systems of scientific works.

There are no differences between the availability of practice places and the organization of practice in different places of implementation. At BIA branches, students are provided with access to the MOODLE system, the branches have libraries and access to electronic resources.

- **Practice II** - 6 CP (in accordance with the course description and methodological guidelines with the Practice II course).

The goal of practice is to allow students to consolidate their previously acquired knowledge in domains of legal science, gain practical skills in administrative, criminal and civil law.

The objective of practice is to make sure that a student can comprehend and navigate the regulatory acts that govern the legal protection activities performed by the internship organisation, as well as to allow him/her to practise the skills of legal work, gain practical skills in various legal issues through working with clients and in judicial proceedings, which is then reported in accordance with a specific form and in observance of the respective report drafting requirements.

The tasks of *Practice II* are related to the achievable result of the study program, to present and use the theoretical knowledge and acquired skills in practical work, choosing a scientific solution to the problem.

In *Practice II*, students:

1) independently attend 3 court sessions in a civil case, a criminal case and an administrative case, freely choosing open court sessions according to the court calendar: [https://tis.ta.gov.lv/court.jm.gov.lv/stat/html/index\\_202403.html](https://tis.ta.gov.lv/court.jm.gov.lv/stat/html/index_202403.html) (LV Only);

2) make a synopsis of the content of court judgments with research (one each in an administrative case, a civil case and a criminal case), selecting them on the e-services website of the Latvian court portal: <https://manas.tiesas.lv/eTiesasMvc/nolemumi> (LV Only);

3) participates in a mock trial organized by the BIA in a simulated trial led by the relevant lecturer.

There are no differences between the availability of practice places and the organization of practice in different places of implementation. BIA branches have courts where students can attend open court hearings. Students can download judgments for study on the e-services website of the Latvian court portal, but mock trials are organized both in person and using the capabilities of the MOODLE system.

### **3.2.5. Evaluation and description of the promotion opportunities and the promotion process provided to the students of the doctoral study programme (if applicable).**

Not applicable

### **3.2.6. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the marks of the final theses.**

In the period from 2021/2022. till the autumn of the academic year 2022/2023. 68 bachelor's theses have been defended in the **Academic Bachelor's study program "Science of Law"**. The development and defense of a Bachelor's thesis takes place in accordance with a strictly regulated procedure, which is detailed in the [Regulation on the development and defense of final theses of the BIA](#). See the division of topics of bachelor's theses by the study fields in the Table.

Distribution of the topics of Bachelor thesis by study fields of Legal Science:

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<b>Field of the legal science</b>	<b>Quantity of works</b>	<b>%</b>
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Administrative process rights	6	9
Administrative rights	8	12
Human rights	6	9
Civil procedure rights	5	8
Civil rights	21	31
Criminal procedure rights	11	16
Criminal rights	8	12
International rights	1	1
Civil and Military defense	1	1
Public rights	1	1

Students mostly choose the fields of Civil law and Criminal procedure to write their Bachelor's theses, therefore, the topics of the students' works are closely related to the further professional interests of the students, which are continued in the academic and professional Master's study programs "Science of Law". Also, students choose topics related to Family and Children's rights. In the field of Administrative law, students choose current topics related to the legal regulation of public procurement and administrative violations.

In the field of Human rights, students are interested in topics such as the Protection of private life and the right to freedom of expression; Legally justified restrictions on Human rights and freedoms in Latvia. In the field of Criminal law, students choose topics such as legal and practical aspects of resocialization of persons sentenced to imprisonment. It is positive that students are also interested in topics related to Civil and Military defense. It must be concluded that students choose current and practically important topics that expand what is already known in research and provide a deeper understanding of specific issues in Latvia.

Evaluating the distribution of evaluations of students' Bachelor theses, it can be concluded that the evaluations received by 70% of graduates are 6 ("good"); 7 ("good") and 8 ("very good"), the ratings received by 6% of graduates are 9 ("excellent") and 10 ("excellent"), which can be explained by stricter control of the work development process and evaluation criteria.

### 3.3. Resources and Provision of the Study Programme

**3.3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples.**

Students of the study program have the opportunity to use the resources of the BIA library. The BIA Scientific Library consists of the Central Library in Riga and also libraries in each of the branches with reading rooms, where the study literature and periodicals required for studies are available in Latvian and English, electronic databases (in the Appendix [BIA electronic databases](#)), as well as other resources necessary for students for the proper study of branches of legal science ([Library collection of Law Science](#) in the Appendix). The library collection is constantly updated with new books (in Appendix [Library news](#)). Each course description of the program includes books that are available in the BIA library. (in Appendix [Study course descriptions](#)). Detailed information about libraries is available in section 2.3.3 of the self-assessment of the field of study. in the subdivision.

For students of the study program, the study process takes place in two buildings in Riga: Lomonosova Street 4 and Lomonosova Street 1/4, as well as in buildings belonging to the Academy in Daugavpils and Liepāja. The mentioned buildings are well-equipped for the learning process, with auditoriums that are equipped with modern study technical aids. Many auditoriums are equipped with a stationary multimedia projector, screen, computer with Internet connection and other technical means. Free wireless internet (WiFi) is available in all buildings. Detailed information on the evaluation of the material and technical base in Riga and in the branches is available in section 2.3.2 of the self-evaluation of the course of study. in the subdivision.

The study process in the branches is provided by teaching staff from Riga, as well as locals from Daugavpils and Liepāja. Practically all teaching staff involved in the implementation of the study program additionally use the electronic learning environment: video lectures, video seminars and video consultations on the MOODLE platform, sms, e-mail, etc. Sufficient technical equipment and the digital skills of teaching staff allow for high-quality organization of remote lectures, which, according to the [Law on Education](#), are part of the face-to-face education process and guided by 08.02.2022. Regulations of the Cabinet of Ministers no. 111 "[The procedure for organizing and implementing distance education](#)" (in Latvian Only) is no more than 50 percent of the number of contact hours determined for the implementation of the study program. Detailed information about MOODLE is available in section 2.3.4 of the self-assessment of the field of study. in the subdivision.

BIA information system NEXUS and "[My BSA](#)" play an important role in informing students and lecturers. Students and lecturers can familiarize themselves with the schedule of classes and rooms, as well as consultation times, in the "My BSA" system. All important information and notifications are placed in the "My BSA" system in the "Notifications" section. In the "My BSA" system, students can view their academic progress, as well as information about financial payments and debts.

The available resources in Riga, Daugavpils and Liepāja fully meet the conditions for the implementation of the study program and the achievement of the study results. Resources for providing each study program are not allocated separately.

### **3.3.2. Assessment of the study provision and scientific base support, including the resources provided within the framework of cooperation with other science institutes and higher education institutions (applicable to doctoral study programmes) (if applicable).**

Not applicable

**3.3.3. Indicate data on the available funding for the corresponding study programme, its funding sources and their use for the development of the study programme. Provide information on the costs per one student within this study programme, indicating the items included in the cost calculation and the percentage distribution of funding between the specified items. The minimum number of students in the study programme in order to ensure the profitability of the study programme (indicating separately the information on each language, type and form of the study programme implementation).**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the [Regulations on the competition for the budget places of the BIA](#) (In Latvian Only).

In Annex "The Costs of the study direction "Science of Law" per student in 2021/2022. study year (Euro)" you could see the expenses (EUR) per student.

The expenses of the academic bachelor study programme "Science of Law" per student is 1 050 Euros per year. In the 2021/2022 study year, tuition fees in the academic bachelor's study program: full-time - 1700 Euros per year; part-time Riga - 1500 Euros per year, in branches - 1000 Euros. Considering the number of students in the study programme (as of 01.10.2022, 222 bachelor students), the financial support of the academic bachelor study programme "Science of Law" is sufficient.

## **3.4. Teaching Staff**

**3.4.1. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the**

## learning outcomes.

The qualifications and number of academic staff employed by the academic Bachelor study program "Science of Law" meets the requirements of the Higher Education Law as well as the long-term strategy and personnel policy of the BIA's operation and development. Academic staff involved in the implementation of the study program: have a Doctor or Master degree for teaching a relevant study course. All the academic staff are practitioners in the field of Law. The academic staff employed in the study program has pedagogical work experience, as well as experience in scientific-research work in the field, which ensures the synergy of studies and research work.

The qualification of teaching staff helps to achieve the results of the program, such as: *demonstrate basic and specialized knowledge specific to the relevant branch of law, understanding in the relevant branches of law, independently obtain, select and analyze information in the relevant branch of law at the Latvian and international level, draw a legal conclusions, demonstrate an understanding of the basic principles of law and the main legal institutes, as well as current theoretical issues of law and process and findings of judicial practice, their changes and impact on society, state administration and the court, demonstrate a scientific approach to solving legal problems, use the professional terminology in foreign languages, is able to draw up legal documents, check their acceptance procedures and compliance of drawing up with the requirements of legal norms and regulatory enactments of record keeping, organize and implement document management.*

Teaching staff	Science degree, qualification, specialization	Study courses
Gabrielyan Armen	assistant professor with a doctorate in law, specializing in European and International law	European Union law, International public law, etc.
Gafts Irina	docent with a master's degree in law, performed the duties of an insolvency administrator for many years, was a member of the Saeima, author of several bills and proposals, including the Insolvency Law, practiced lawyer	Insolvency Law, Creation of Normative Acts, Theory of the State and Law, Practice II, etc.
Jurkeviča Tatjana	associate professor with a doctor of law, attorney-at-law, specializes in civil law	Law of civil procedure, Law of obligations, etc.
Nikuļceva Inese	lead researcher, doctor of law, attorney-at-law, specializes in constitutional law, author of legal doctrinal commentaries on constitutional law	Constitutional law
Popova Irina	assistant professor, doctor of philology	Professional foreign language (English)

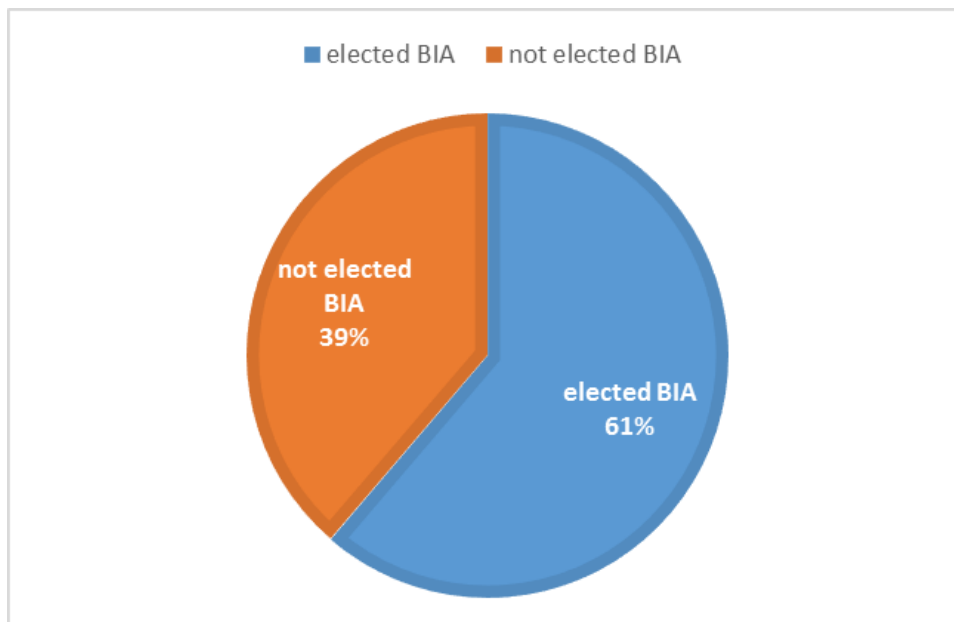
Sumbarova Marina	associate professor with a doctorate in law, specializing in criminal law	Criminal law, Criminal procedure law, etc.
Volkovs Vladislavs	associate professor, doctor of social sciences	Sociology of law
Zahars Vitolds	lead researcher, doctor of law, specializes in Penalty enforcement law, author of monographs	Penalty enforcement law
Grosberga Ruta	guest lecturer, with a master's degree in business, specializes in accounting matters, regularly raising her qualifications	Legal record keeping
Ievītis Jānis	guest lecturer, with a master's degree in law, served as a prosecutor for many years	Law enforcement authorities
Portere Viktorija	guest lecturer with a master's degree in law, attorney-at-law , certified mediator	Legal conflictology
Mihailovs Ivans-Jānis	guest docent with a doctor of law, specializes in child protection rights, co-author of the book "Explanatory dictionary of terms in family and children's rights"	Child protection rights
Streļčenoks Jaroslavs	guest lecturer with a master's degree in law, former head of KNAB	Combating corruption and preventing conflicts of interest
Šimkuva Heļēna	visiting professor, doctor of history	History of Latvian and foreign law

In the period from 2021/2022 academic year until the spring of academic year 2023/2024. not only the quantitative composition of the academic staff has changed, but also its improvement and quality changes have been made.

### Academic Bachelor study program "Science of Law" academic staff scientific degree

	PhD		Mg.		Other		Total	
	Quantity	%	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	15	49,39	4	12,9	0	0	19	61,29
<b>Not elected in BIA</b>	4	12,9	7	22,58	1	3,23	12	38,71
<b>Total</b>	19	61,29	11	35,48	1	3,23	31	100

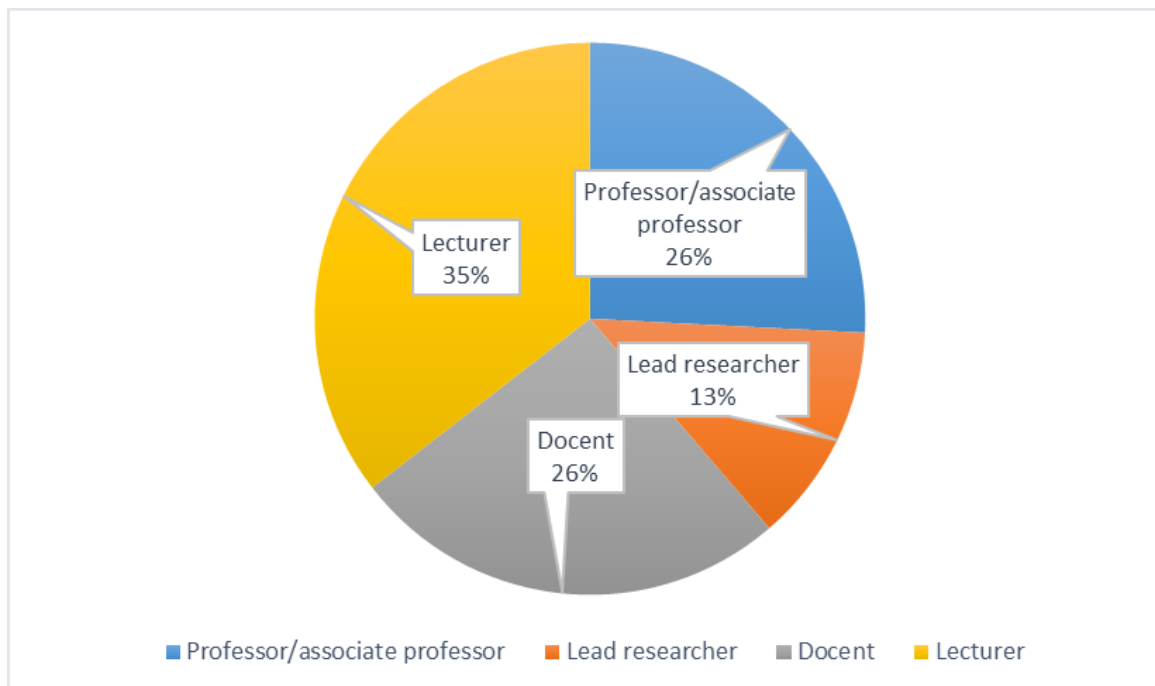




As can be seen from the table, 31 lecturers currently involved in the realization of the study program "Science of Law" 61.29% primary are working in the BIA. 61,29% of the academic staff or 19 lecturers are with the doctor degree, 35.48% or 11 lecturers have Master degree (4 elected BIA, 7 not elected).

According to academic positions - study quality is ensured by 3 professors (9.68%), 1 guest professor (3.23%), 4 associate professors (12.9%), 5 docents (16.13%), 3 guest docents (9.68%), 3 lecturers (9.68%), 8 guest lecturers (25.81%) and 4 leading researchers (12.9%).

	Professors		As.prof.		Docents		Lecturers		Leading researchers		Total	
	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	3	9,68	4	12,9	5	16,13	3	9,68	4	12,9	19	61,29
<b>Not elected in BIA</b>	1	3,23	0	0	3	9,68	8	25,81	0	0	12	38,71
<b>Total</b>	4	12,9	4	12,9	8	25,81	11	35,49	4	12,9	31	100



In general, the involvement of the academic staff can be evaluated very positively. Within the framework of the program, changes in the structure of positions are controlled and systematic personnel development is carried out.

The academic staff is involved in the implementation of the study program, who have the rights of an expert at the Latvian Council of Science.

**Teaching staff involved in the Bachelor study program "Science of Law" - experts at the Latvian Council of Science**

Name, Surname	Field of Science	Subfield of Science	Date
Žanna Caurkubule	Social Sciences	Economics and Entrepreneurship	06.07.2025
Tatjana Jurkeviča	Social Sciences	Science of Law	06.09.2026
Irina Plotka	Social Sciences	Psychology	02.11.2025
Vladislavs Volkovs	Social Sciences	Sociology and Social work	02.02.2025
Vitolds Zahars	Social Sciences	Science of Law	06.09.2026.

The qualifications of the academic staff can be assessed as appropriate. In the implementation of the Bachelor study program "Science of Law", the scientific and pedagogical experience of the academic staff ensures the achievement of the goals of the study program and the improvement and development of students' knowledge, skills and competences.

**3.4.2. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.**

Qualification and number of academic staff involved in the implementation of the study programme

are consistent with the implementation of the BIA's strategic priorities, objectives and tasks. During the reporting period, lecturers with practical and scientific experience in the field of legal science, as well as persons with a doctorate degree, were recruited. All professional lecturers involved in the implementation of the study programme have a PhD or a Master's degree; the education acquired by the lecturers of the specialized courses corresponds to the field of the study course. Most lecturers are practitioners. Some of the lecturers involved in the implementation of the study programme are simultaneously engaged in scientific research, which ensures synergy between study and research work. Main criteria for the selection of lecturers are education (degree), professional experience, research and creative activity and communication skills.

Analysis of dynamics of the teaching staff of the study programme for the period from 2021/2022 academic year till 2022/2023 academic year shows that the analysis of the dynamics of the number of teaching staff of the study program shows that the teaching staff has not significantly decreased from 45 to 46 people (see teaching staff involved in the implementation of the study direction). There has been a qualitative change in the teaching staff. This follows from the policy of development of the academic staff - to involve young scientists and foreign professors in the study process of the BIA.

In the period from autumn of the academic year 2021/2022 until the autumn of the 2023/2024 academic year new teaching staff are involved in the implementation of the study program: J. Ievītis (guest lecturer, mg.iur., prosecutor), I.-J. Mihailovs (guest lecturer, dr.iur.), *D.Ignatans* (guest lecturer, dr.phil.). The involvement of new teaching staff in the operation of the programme gives an opportunity to increase the scientific potential of the study programme, which helps to increase the study results.

**3.4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals or peer-reviewed monographs may be additionally specified. Information on the teaching staff included in the database of experts of the Latvian Council of Science in the relevant field of science (total number, name of the lecturer, field of science in which the teaching staff has the status of an expert and expiration date of the Latvian Council of Science expert) (if applicable).**

Not applicable

**3.4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

Not applicable

**3.4.5. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study programme and study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Science of Law";
- Control and analysis of the quality of the study process and teaching carried out by the Council of the Study Direction "Science of Law";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Science of Law" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

BIA operates an **Study quality assurance system**. In its activities, BIA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BIA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the

European higher education area.

At the time of submission of the self-evaluation report, the following lecturers are involved in the program:

- In Riga: 31 lecturers for 107 students;
- In Daugavpils: 31 lecturers for 45 students;
- In Liepaja: 31 lecturers for 36 students.

# Annexes

III - Description of the Study Programme - 3.1. Indicators Describing the Study Programme		
Sample of the diploma and its supplement to be issued for completing the study programme	Sample diploma and appendix Bac_pl_eng.pdf	Paraugš dipl un pielikums Bak_pl_lv.pdf
For academic study programmes - Opinion of the Council of Higher Education in accordance with Section 55, Paragraph two of the Law on Higher Education Institutions (if applicable)		
Compliance of the joint study programme with the provisions of the Law on Higher Education Institutions (table) (if applicable)		
Statistics on the students in the reporting period	Academic Bachelor Study Programme statistics on students during the reporting period.docx	Akadēmiskā bakalaura studiju programma statistika par studējošajiem.docx
III - Description of the Study Programme - 3.2. The Content of Studies and Implementation Thereof		
Compliance with the study programme with the State Education Standard	6_Appendix_Academic bachelor's study program Science of Law compliance with the national education standard.docx	6_Pielikums_Bak_stud_programm_TIESIBU_atbilstiba_valsts_izgl_standartam 2023.docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard or the requirements for professional qualification (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	3_Appendix_Ak.bachelor study program MAPPING.docx	3_Pielikums_Studiju kursa kartējums bakalaura studiju programmā "Tiesību zinātne".docx
The curriculum of the study programme (for each type and form of the implementation of the study programme)	The study course description _bachelor program (1).docx	Augstākās izglītības akadēmiskā bakalaura studiju programma TZ.docx
Descriptions of the study courses/ modules	The study course description _bachelor program.docx	Studiju kursu apraksti akadēmiskā bakalaura studiju programma.docx
Description of the organisation of the internship of the students (if applicable)	BACHELOR REGULATIONS OF THE PRACTICE ORGANIZATION.docx	TZ Prakses organizācijas nolikums_bakalaura.docx
III - Description of the Study Programme - 3.4. Teaching Staff		
Confirmation that the academic staff of the doctoral study programme includes not less than five doctors, of which at least three are experts approved by the Latvian Council of Science in the branch or sub-branch of science in which the study programme intends to award a scientific degree (if applicable)		
Confirmation that the academic staff of the academic study programme complies with the requirements specified in Section 55, Paragraph one, Clause 3 of the Law on Higher Education Institutions (if applicable)	CONFIRMATION_Bac.edoc	APLIECINĀJUMS_Bak.edoc

# Science of Law (45380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Science of Law</i>
Education classification code	<i>45380</i>
Type of the study programme	<i>Academic master study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Gafta</i>
E-mail of the study programme director	<i>irina.gafta@bsa.edu.lv</i>
Title of the study programme director	<i>Docente, Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<i>To prepare specialists with in-depth theoretical knowledge and research competences in the relevant branch of legal science, promoting their further education in doctoral studies.</i>
Tasks of the study programme	<ol style="list-style-type: none"> <li><i>1. To prepare specialists with an academic orientation in the relevant branch of Legal science, organization management;</i></li> <li><i>2. To develop in-depth acquisition of knowledge, skills and competences in the relevant branch of Legal science, promoting the synergy of previously acquired sciences of students with the relevant branch of Legal science;</i></li> <li><i>3. To develop students' abilities of scientific analysis and the ability to solve problems independently, to develop and implement new theoretical approaches in the relevant field of law, to carry out creative and research work, motivating them for further education in doctoral studies.</i></li> </ol>

Results of the study programme	<ol style="list-style-type: none"> <li>1. Demonstrate in-depth knowledge and understanding of the relevant field of law, working at the interface between different fields, including providing a basis for creative thinking or research;</li> <li>2. Apply the theoretical knowledge acquired in the relevant field of law to research and propose solutions to professional problems (ZR2)</li> <li>3. Demonstrate understanding and ethical responsibility for the potential impact of scientific results or professional activities on the environment and society;</li> <li>4. Ability to apply theoretical knowledge independently to carry out research activities or highly skilled professional functions;</li> <li>5. Ability to analyse, explain and discuss independently, in a reasoned manner, complex or systemic aspects of the relevant field or professional area of law;</li> <li>6. Use a scientific approach to problem solving in their professional field, taking responsibility and initiative for decisions;</li> <li>7. Independently critically analyse complex scientific and professional problems in the relevant field of law, proposing scientific solutions and conducting relevant research;</li> <li>8. Contribute to the creation of new knowledge, research or the development of professional methods;</li> <li>9. Apply theoretical knowledge and up-to-date scientific research in the preparation of opinions in the relevant field of law.</li> </ol>
Final examination upon the completion of the study programme	Master`s thesis

## Study programme forms

### Full time studies - 2 years - latvian

Study type and form	<i>Full time studies</i>
Duration in full years	2
Duration in month	0
Language	<i>latvian</i>
Amount (CP)	120
Admission requirements (in English)	<i>Bachelor's degree in law or second-level professional higher education (or equivalent higher education) in law with a duration of previous studies of at least 3.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Master's degree in social sciences in Law Science</i>
Qualification to be obtained (in english)	---

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003



**Full time studies - 2 years - english**

Study type and form	<i>Full time studies</i>
Duration in full years	2
Duration in month	0
Language	<i>english</i>
Amount (CP)	120
Admission requirements (in English)	<i>Bachelor's degree in law or second-level professional higher education (or equivalent higher education) in law with a duration of previous studies of at least 3. English at least B2 level</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Master's degree in social sciences in Law Science</i>
Qualification to be obtained (in english)	---

**Places of implementation**

<b>Place name</b>	<b>City</b>	<b>Address</b>
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

**Full time studies - 1 years, 5 months - latvian**

Study type and form	<i>Full time studies</i>
Duration in full years	1
Duration in month	5
Language	<i>latvian</i>
Amount (CP)	90
Admission requirements (in English)	<i>Bachelor's degree or second-level professional higher education (or equivalent higher education) in law with a duration of previous studies of at least 4 years. In the subprogram "Law in Business and Management": - Bachelor's degree or second-level professional higher education (or equivalent higher education), with the duration of previous studies at least 4 years; - Bachelor's degree with a duration of previous studies of at least 3 years and a master's degree.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Master's degree in social sciences in Law Science</i>
Qualification to be obtained (in english)	---

**Places of implementation**

<b>Place name</b>	<b>City</b>	<b>Address</b>
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

**Full time studies - 1 years, 5 months - english**

Study type and form	<i>Full time studies</i>
Duration in full years	1
Duration in month	5
Language	<i>english</i>

Amount (CP)	90
Admission requirements (in English)	<i>English at least at B2 level and: 1. Bachelor's degree or second-level professional higher education (or equivalent higher education) in law with a duration of previous studies of at least 4 years. 2. In the subprogram "Law in Business and Management": - Bachelor's degree or second-level professional higher education (or equivalent higher education), with the duration of previous studies at least 4 years; - Bachelor's degree with a duration of previous studies of at least 3 years and a master's degree.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Master's degree in social sciences in Law Science</i>
Qualification to be obtained (in english)	---

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	VALĒRIJAS SEILES IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

## 3.1. Indicators Describing the Study Programme

**3.1.1. Description and analysis of changes in the parameters of the study programme made since the issuance of the previous accreditation form of the study field or issuance of the study programme license, if the study programme is not included on the accreditation form of the study field, including changes planned within the evaluation procedure of the study field evaluation procedure.**

The strategic goal of the study program is to provide students with in-depth acquisition of theoretical knowledge and research skills in Law science, achieving the learning outcomes specified in the study programme, which were renewed and comply with the said Regulations, as well as to the knowledge, skills and competence of the 7<sup>th</sup> level of the European Qualifications Framework (see appendix [Table 1.3.3.](#)).

On October 11, 2022, the amendments to the Law of September 15, 2022 "[Amendments to the Law on Higher Education Institutions](#)" (Only in Latvian) entered into force, with which the term "credit point" in Article 1 of the [Law on Higher Education Institutions](#) is expressed in a new wording and it is determined that 60 credit points correspond to those acquired in full-time studies in one academic year study results according to the European credit transfer and accumulation system. In accordance with paragraph 93 of the Transitional Regulations of the Law on Higher Education Institutions, the terms of the study program credit points and the amount of credit points are determined, in accordance with the aforementioned law and [Regulations on the requirements of national academic education standards](#) (Only in Latvian) according to the European Credit Transfer and Accumulation System (ECTS).

In compliance with the requirements of the law, BIA has made relevant amendments to the [Regulation on the studies, determining study credit points according to the European Credit Transfer System \(ECTS\)](#). Consequently, the study program plan was also revised, changing the credit points of the study courses according to the European Credit Transfer System (ECTS) credit points. When recalculating ECTS, the number of Latvian credit points is multiplied by 1.5, expressing credit points in whole numbers.

After the previous accreditation, which took place in 2021, the aim, tasks and achievable results of the study program were renewed and clarified, following the guidelines of the [Writing and using learning outcomes: a practical guide](#).

13.12.2023. the BIA Senate by its decision (Protocol No. 161), approved 3 (three) subprograms (instead of previous directions): "Civil law", "Criminal law" and "Law in Business and Management". In addition, the program is implemented in English.

The academic master's study program "Science of Law" is focused on student-centered education, actively involving students in the lecture process, using various teaching methods (seminars, practical tasks and scientific work). The content of the sub-programs has been improved by including a new sub-program "Law in Business and Management", as well as supplementing them with new study courses: Fundamentals of Law, Constitutional Court Procedure, Pedagogy, Prevention of money laundering, as well as Medical Law, which was developed and prepared by A.Lytvynenko, a doctoral student of the doctoral study programme "Law", approving and implementing the results of his doctoral thesis.

The study programme is implemented in Riga. Type and form of the study programme studies – full-time intramural form, has not changed.

The study programme is so far implemented only in Latvian. During the meetings with the Head of the Study direction during the reporting period, the representatives of Polish, Ukrainian and Armenian universities expressed high interest in closer cooperation and in their students' studying the BIA study programme sub-programmes. In order to attract foreign students, the study programme is also implemented in English. For foreign students, the study course "Professional Latvian Language" in Part B is additionally provided.

Implementation of the study courses of the programme is organized in the form of lectures, seminars and practical classes. In the lectures, the students are provided with theoretical knowledge, using the latest pedagogical methods, including the necessary modern technical tools and resources. In the seminars, the students are taught to use the acquired theoretical knowledge to solve relevant legal problems in practice. This is implemented by organizing students' individual work, group work and independent home assignments, as well as discussions, debates, business games and case-solving.

A detailed description of the study course has been developed for each study course, in which a description of the content of the study course was given, a specific course plan, course learning requirements, results, as well as mandatory and additional literature to be used.

**3.1.2. Analysis and assessment of the study programme compliance with the study field. Analysis of the interrelation between the code of the study programme, the degree, professional qualification/professional qualification requirements or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements. Description of the duration and scope of the implementation of the study programme (including different options of the study programme implementation) and evaluation of its usefulness.**

The constituent study courses of the academic master's education program "Law Science" were mapped within the boundaries of analysis of the cohesion between the planned results of each course with the results to be achieved by the program in general. Mapping results (see the annex) have led to the inference that the planned results of study courses included in the education program fully match the results to be achieved by the program in terms of knowledge, skills and competence.

A number of courses in the study program is focused at the ability to use research-related skills to perform analytical research in the respective domain of legal science with proper methods, analyse the required data with appropriate data processing software, as well as interpret results and draw up reports on the results of a study in the form of a scientific publication, as well as to present the results of one's research; the ability to obtain, sort and analyse information from both traditional and modern literary sources and use it for scientific research (see, for example, course descriptions: *European human rights, Current issues of legal theory, Cross-border disputes and their resolution mechanism, Comparative Constitutional law, Current Problems of Criminal law*).

The program includes research practices during the research practice students commence their individual research activity in the selected practice base organization according to study program direction: they study functions of the practice base organization consulting activities, target

audience; within the selected research problem perform situation study (primary data acquisition, data processing), acquire knowledge of jurisprudence problem issues. Research work methodology, acquired knowledge and practice, developing research competences.

The study programme also includes the publication of a scientific research article in a scientific journal. That is the purpose to create understanding of preconditions for development of scientific work, i.e., identification of jurisprudence theoretical knowledge, academic skills and abilities of scientific work according to specifics and requirements of the study programme.

The aim, tasks and achievable study results of the program reflect the set of knowledge, skills and competences to be acquired within the framework of all study courses of the program, which is confirmed by the degree obtained in the study program conforming to the national education standard (see [appendix 6](#)), as well as the compliance of the Interrelation between knowledge, skills and competences and the learning outcomes of the master's study programme to the Latvian Qualifications Framework (LQF) level 7 (see [appendix 7](#)).

The name of the study program, the degree to be obtained, the goals and tasks, as well as the admission requirements are interconnected and relevant, since it is a study program that is implemented in 1 year and 5 months for students who have:

- Bachelor's degree or second-level professional higher education (or equivalent higher education) in law with a duration of previous studies of at least 4 years.
- **In the sub-program "Law in business and management":** bachelor's degree or second-level professional higher education (or equivalent higher education), with a duration of previous studies of at least 4 years.

Academic education is general higher education rooted in fundamental and applied science. The academic master's program provides specialization in the relevant branch of legal science, enabling the acquisition of theoretical knowledge and research skills and preparation for independent scientific research activity in the relevant branch of legal science. In addition, the sub-programme "Law in business and management" is intended to provide the legal literacy of entrepreneurs working in the private sector, integral components of the labor market, as well as managers, with the opportunity to acquire valuable and practically applicable knowledge for persons without prior legal education.

The study program is implemented in Latvian and English, developing joint scientific research, as teaching staff from foreign universities are also involved in the program, thereby promoting the internationalization of studies and international cooperation.

### **3.1.3. Economic and/ or social substantiation of the study programme, analysis of graduates' employment.**

According to [the Medium and long-term forecasts of the 2022 labor market](#) (Only in Latvian) of the Ministry of Economy (hereinafter - Informative Report), in the period until 2040, the number of highly qualified jobs could increase by more than 75 thousand, forming 462 thousand. jobs, or more than half (almost 53%) of the total number of jobs in the national economy. The growth of higher-skilled jobs will generally increase the demand for a workforce with higher education.

FORECASTS OF LABOR DEMAND AND SUPPLY BY PROFESSIONAL GROUPS													
Degree of qualification	Basic groups of professions	PK code	Subgroups of professions	Employed population - demand, in thousands				Economically active population - supply, in thousands				Demand versus offer, in percent	
				Forecast				Forecast					
				2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
Highly qualified professions	Senior specialists	26	Senior specialists in legal, social and cultural affairs	21.4	22.1	23.9	25.2	22.4	22.7	26.1	28.9	92	87

It is expected that by 2040 the demand for labor force with higher education could increase by more than 63 thousand. At the same time, it should be taken into account that almost 25% of highly qualified professions currently employ employees with an average (24%) or lower (1%) education, however, such employees will gradually be replaced in the coming years.

## HIGHER EDUCATION

### Breakdown of labor supply and demand forecast by education field, in thousands

Code	Thematic areas of education	Employed population - demand				Economically active population - offer				Difference between labor supply and demand	
		Forecast				Forecast					
		2021	2022	2030	2040	2021	2022	2030	2040	2030	2040
38	Jurisprudence	28,7	28,9	31,2	34,2	29,8	30,3	33,8	37,1	2,6	2,8

The Informative report states that "The highest supply of labor with higher education is in the thematic group of social sciences, commercial sciences and legal education. It is determined by the choice of students of previous years to obtain higher education in this thematic group. Since 2008, the most pronounced increase in the number of economically active residents is precisely in this group" (Informative report, p. 33).

In general, both in the medium and long term, the labor supply with higher education will continue to increase, while a decrease is expected among economically active residents with vocational and secondary general education. The corresponding changes in the coming years will mark a certain polarization of labor supply, on the one hand significantly increasing the supply of highly qualified and also the lowest qualified labor force, while at the same time reducing the supply of medium qualified labor force.

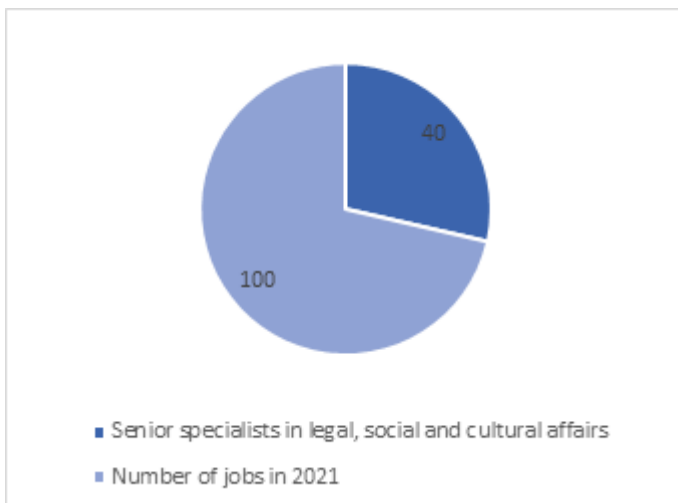
The largest labor force growth with higher education is expected in the fields of social sciences, commercial sciences and law. By 2040, the increase in the supply of suitably qualified labor will account for approximately 44% of the total increase in the labor force with higher education.

The Informative report also emphasizes that the field of social sciences, commercial sciences and law has a relatively high level of occupational relevance in higher education (65%) (Informative Report, p. 33).

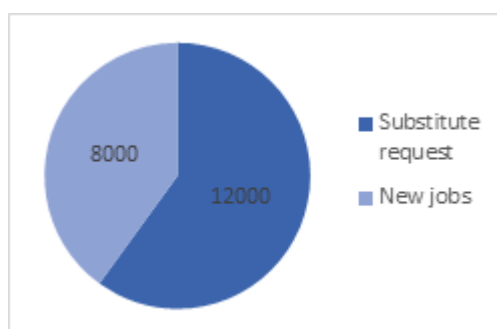
According to the estimates of the Ministry of Finance, by 2030, the largest proportion of new job opportunities will be created in various groups of senior specialist professions, including the group of senior specialists in law (Informative report, p. 61)

### Labor demand by profession until 2040

% of the number of jobs in 2021, total



job opportunities, thousand work place



From the point of view of internal affairs policy, it is also important to take into account the [Development concept of the State Police](#) (Only in Latvian), in which emphasized that when developing internal security strengthening mechanisms in the European Union, a large attention is also paid to the educational and professional training of employees of law enforcement institutions for qualification improvement issues.

In the labor market, there is still a great demand for specialists in legal professions, who are employed, among others, in leading positions in state institutions and commercial companies. In 2024, the portal [irdarbs.lv](#) (LV Only) has 36 vacancies for specialists with a master's degree in the field of justice, and 125 vacancies for various managers, [cv.lv](#) (LV Only) has 58 vacancies for specialists with or a master's degree in the field of justice and administration.

As for the employment of graduates, it should be noted that mainly graduates will continue the work they did when entering the program, because a large number of graduates continued their studies by completing the bachelor's study program at BIA and were already employed in State and Municipal Police structures, are employed in commercial companies and other organizations. However, acquired education gives career opportunities.

According to the results of graduate monitoring, approximately 82% of all 2020 graduates of higher education institutions for whom information is available were employed in 2021, while the average unemployment rate among economically active graduates was - 4.8%, which is generally a lower indicator than the national average among the population with higher education. Approximately 78% of all employed graduates were employed in highly qualified professions. Analyzing the employment of graduates of the last year's academic Master Study program "Science of Law", it was concluded that 83% of graduates have successfully entered the labor market.

### 3.1.4. Statistical data on the students of the respective study programme, the dynamics of

**the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down into different study forms, types, and languages.**

#### **Academic Master study program "Science of Law"**

In the reporting period from 2021/2022 till 2023/2024 at the beginning of the academic year (as of 01.10.2023.), the number of students in the academic higher Master education study program "Science of Law" has increased significantly, despite the current demographic situation in the country and the reduction of the total number of university students in the country as a whole. This can be explained by students' interest and desire to obtain a master's degree in a certain direction of the program, specializing in the relevant field of legal science. In the period from 2021/2022 till 2023/2024 for the fall of the academic year, the number of students enrolled in the academic higher master's education study program "Law" is 24. If in 2021/2022 there were 3 applicants in the academic master's study program, then in 2022/2023 there were already 9 applicants, and in 2023/2024 there were 12 applicants. The analysis shows that in the reporting period from 2021/2022 till 2022/2023, the admission of students in the 1st year generally remained at the same level - 3 applicants every year. In 2023/2024, 12 students were admitted in the summer admission of the study year, of which 7 students were admitted in the 1st year. The number of students in the 1st year has doubled compared to previous periods. There are no budget places in the study program, and full-time, full-time students study for a fee only. In the reporting period from 2021/2022 till 2022/2023 by the beginning of the academic year, 9 graduates have successfully completed their studies. Analyzing the student dropout trends, it can be seen how the annual student dropout is uneven. Analyzing the reasons for dropping out, it should be noted that 3 students were expelled (exmatriculated) in the 2021/2022 study year. Of them, 1 student due to non-fulfillment of the obligations of the study contract and 2 students by their own choice. In the 2022/2023 study year, 1 student was expelled due to non-fulfillment of the obligations of the study contract.

In the 2023/2024 study year, there are 5 students dropping out. Of them, 2 students due to non-fulfillment of the obligations of the study contract and 1 student due to their own choice, and 2 students due to not returning from a study break.

Not being able to complete the assignments within the study courses on time, some students decide to stop their studies on their own, some are dismissed due to academic or financial debts.

#### **3.1.5. Substantiation of the development of the joint study programme and description and evaluation of the choice of partner universities, including information on the development and implementation of the joint study programme (if applicable).**

Not applicable

## **3.2. The Content of Studies and Implementation Thereof**



**3.2.1. Analysis of the content of the study programme. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators with the aims of the study course/ module and the aims and intended outcomes of the study programme. Assessment of the relevance of the content of the study courses/ modules and compliance with the needs of the relevant industry, labour market and with the trends in science on how and whether the content of the study courses/ modules is updated in line with the development trends of the relevant industry, labour market, and science.**

The aim of the master's study program is to prepare specialists with in-depth theoretical knowledge and research competences in the relevant branch of legal science, promoting their further education in doctoral studies. Study program has been developed in accordance with the requirements of the Regulations of the Cabinet of Ministers on the [Regulations on State Academic Education Standards](#), (Only in Latvian), including study courses that are necessary for the acquisition, development and improvement of a scientific degree.

Interlinking of study courses should be evaluated as corresponding to the requirements of the industry and the results to be achieved. The aim, tasks and achievable study results of the program reflect the set of knowledge, skills and competences to be acquired within the framework of all study courses of the program, which is confirmed by the degree obtained in the study program conforming to the national education standard (see [appendix 6](#)), as well as the compliance of the Interrelation between knowledge, skills and competences and the learning outcomes of the master's study programme to the Latvian Qualifications Framework (LQF) level 7 (see [appendix 7](#)).

Although several universities in the Baltic countries implement the academic master's study program "Science of Law", but BIA focuses this program on the acquisition of in-depth theoretical knowledge in the field of law, creating three specialized sub-programs: "*Civil Law*", "*Criminal Law*" and "*Law in Business and Management*", which is oriented towards serving the business environment.

Despite foreign studies on the future skills and knowledge of lawyers

The conclusion reached by 2030 that legal service providers will have to focus on even greater specialization and expertise, specialization is not possible for obtaining a lawyer's qualification in a master's program according to the requirements set in Latvia. Therefore, such specialization is possible by implementing an academic master's study program with specialized sub-programs.

In accordance with the requirements of CM Regulation No. 240 "[Regulations on State Academic Education Standards](#)", (Only in Latvian) the mandatory part of each sub-programme includes study courses of relevant specialization, which are included in the tasks defined by the program (develop in-depth acquisition of knowledge, skills and competences in the relevant branch of legal science) and achievable results (demonstrate in-depth knowledge and understanding in the relevant branch of legal science, perform in-depth analysis, reasoned explain and discuss complex or systemic problems of legal science in relevant branches , prepare opinions in the relevant field of legal science at the national and international level). The program also includes the preparation and publication of original scientific research, publications carried out independently by the master's student.

The relevance and relevance of study programs and study courses to the industry, labor market needs and scientific trends will be analyzed from several aspects.

Relevance of study programs and study courses to the industry

The study program provides an opportunity to obtain an academic master's degree in law. Within the framework of this program, courses are implemented that give students the opportunity to acquire in-depth knowledge in the branches of legal science according to their specialization. The total amount of the program is 90 credit points.

The program consists of:

- **Compulsory study courses (Part A)** in the relevant sub-program "Civil Laws", "Criminal Laws" and "Laws in Business and Management", which include study courses of the relevant branch in the amount of 36 credit points each.
- **Limited optional study courses (part B)**, which includes 17 study courses, of which study courses amounting to 24 credit points can be studied.
- **Master's thesis (15 credits)**, which students develop at the end of their studies, performing theory and practice analysis, research, data processing and interpretation.

The study plan covers 1.5 study years in a full-time, face-to-face study, learning the study courses of the relevant branch of law, according to the selected subprogram.

In addition, students of all sub-programs take study courses

### **Compliance of study programs and study courses with the needs of the labor market**

In order to ensure students' in-depth knowledge in the relevant legal sector in accordance with the needs of the labor market:

1) 3 sub-programs are created in the program, which allow to provide students with in-depth knowledge in the relevant branch of law. The **Civil law sub-programme** includes study courses in the field of civil rights, e.g.: *Protection of civil rights in Europe, International civil procedure, Legal problems of family and inheritance, Problems of law of obligations and commercial transactions*, etc. The **Criminal law sub-programme** includes study courses in the field of criminal law, e.g.: *Current problems of Criminal law, Current problems of Criminal procedure law, Criminal punishment policy, Cnternational Criminal law, Criminology and operative theory*, etc. The **Law in Business and Management sub-programme** includes study courses dedicated to the legal aspects of commercial activity and management, e.g.: *International (European) labor law, Innovation management, Business project management, Organizational management*, etc.

2) With the exception of specialized study courses, students learn current branches of law (e.g. *Current problems of Administrative law, Mediation and negotiations, Medical law, Prevention of money laundering*, etc.).

3) The sub-programme "Law in business and management" is intended to provide the legal literacy of entrepreneurs working in the private sector, who are integral components of the labor market, as well as managers, with the opportunity to acquire valuable and practically applicable knowledge for persons without prior legal education.

The purpose of each study course is to make an appropriate contribution to achieve the goal of the study program, as well as to acquire in-depth knowledge, skills and competences in the relevant branch of legal science.

It should be noted that the purpose of the program is to promote the further education and further education of the graduates of the doctoral study program "Science of Law", and the graduates who continue their studies are highly motivated for professional activity and will probably create new jobs themselves.

Professional and knowledgeable lecturers can provide the greatest connection of study content with the needs of the labor market. All lecturers of the study program also practically work in the relevant industry, which allows the content of the study program and study courses to be aligned with the real work situation.

Compliance of study programs and study courses with scientific trends

1) Based on the [Long-term strategy of the operation and development of the Baltic International Academy for the years 2022-2025](#), the main directions of the development strategy in the field of science and research have been developed in the "Science of Law" study area:

- To promote the scientific research work of the academic staff, the development and publication of publications;
- Continue participation in international projects and engage in international research networks
- Increase the quality of scientific research and ensure its coverage in internationally cited publications
- To continue publishing the results of the scientific-research works created in cooperation between students and academic staff in international scientific journals, scientific collections and presenting them at international scientific conferences and competitions for young researchers.
- Continue to organize local and international inter-university scientific conferences, summer schools, seminars on current affairs in law, involving students.

2) The program includes current study courses that correspond to today's scientific trends, e.g.: *Mediation and negotiations, Medical law, Prevention of money laundering, Innovation management, Business project management, etc.*

3) The study program has a research orientation, allowing master's students to acquire academic knowledge and develop the competences of law specialists in the relevant branch of legal science, giving the opportunity for scientific research work in the relevant branch.

4) The study program is implemented in Latvian and English, not only improving the capacity of the program, but also developing joint scientific research, as teaching staff from foreign universities are also involved in the program, thus promoting the internationalization of studies and international cooperation.

**Compliance of the study program with science requirements ensures:**

1) updating the study courses, including the latest literature in accordance with the current affairs of the scientific field, as well as defining clear evaluation criteria;

2) participation of teaching staff in international scientific conferences and publication of research in scientific publications. Students of the program are also involved in carrying out scientific works, who prepare and publish a scientific work within the study course "Study work with publication in a scientific journal";

3) All students, while learning the program, conduct research, develop and defend a master's thesis. Research and master's thesis topics are related to current affairs in the industry, as well as to the priority directions of research in the field of law;

4) Development and defense of the master's thesis is divided into pre-defense of the master's thesis in the program commission and defense in the state commission. In the pre-defense, the student demonstrates the results of his research to the commission, is able to test himself, receive recommendations for improving the work. Pre-defenses make a significant contribution, as they allow the student to improve the work, formulate and clarify conclusions and proposals, which are

directed towards the defense of the work

*Conclusion:* Summarizing the mentioned information, it is concluded that the structure of the program is logical, the content of the study program meets the needs of the modern labor market and the trends of scientific development and offers a competitive education.

**3.2.2. In the case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation. In the case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels (if applicable).**

The relevance of the Social Sciences Master's degree in Science of Law to the achievements and knowledge in the field of law can be substantiated by the research carried out by students in the framework of their scientific activity, by preparing a scientific article with publication in a scientific journal, which is a compulsory part of studies.

The Master's degree is awarded upon the defence of a Master's thesis on topical issues and problems in the relevant branch (sub-branch) of law. The preparation and defence of the Master's thesis confirms the Master's ability to independently carry out scientific research work at the appropriate level. The skills acquired during the Master's thesis development process allow the student to develop an academic career or conduct scientific research while pursuing at the BIA doctoral programme.

The modifications made in the study programme correspond to current issues and needs of the labour market. For example, during the reporting period, master's students have developed and defended master's theses on current topics: *"The problems of application and enforcement of administrative penalties in Latvia"*, *"The issues of legal regulation of the State Police employee as a natural person in the field of personal data protection"*, *"The problems of Economic court rulings in civil proceedings"*, *"Legal regulation, problems and solutions of the special investigative actions of the Latvian criminal proceedings"*, *"Criminal legal aspects of tax evasion in Latvia"*.

At the 16 March, 2023, A.Lytvynenko defended her doctoral thesis *"Data confidentiality in the sphere of healthcare in the laws of the European states"*, and based on the results of the research, he developed the study course "Medical Law", which is included in the academic master's study program of the study field.

**3.2.3. Assessment of the study programme including the study course/ module implementation methods by indicating what the methods are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. In the case of a joint study programme, or in case the study programme is implemented in a foreign language or in the form of distance learning, describe in detail the methods used to deliver such a study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The BIA Science of Law Academic Master's Study Programme is designed to achieve the set aims of the study programme, which is achieved through the attainment of the course outcomes of the relevant sub-programme, observing the principles of **student-centred education**. When implementing the study programme, various study methods are used:

- Informative - lectures with elements of active teaching methods (audio-visual, demonstration, presentation);
- Practical activities - seminars, tests, workshops, reports, projects, preparation of presentations using computer programs and other technical means;
- Creative - debates, discussions, dispute settlement, group work, research.

The lecturers choose the study methods according to the aims, specifics and planned outcomes of the study course to be taught. The lecturers of the study courses use the lecture not only as reading a report, but also integrate active study methods in it, stimulating discussions and organising work in small groups, presenting their independent works. Active study methods are widely used in seminars. Seminars allow students to independently study both theoretical and practical issues, present them and express their views. Important forms of work are practical classes and independent work, in which students analyse, interpret, solve law problems independently, improve professional skills and develop analysis skills.

The study process uses modern e-technologies: audio-visual, multimedia tools, e-studies in the Moodle system. Modern technologies provide flexibility in the study process, increase students' cognitive interest, creative activity and modern student participation. Practically all lecturers involved in the implementation of the study programme use the electronic BIA E-Learning environment, which provides a wide range of opportunities for inserting study materials, organising the submission of homework and independent work, their presentation and defence. Study materials and tools are developed in electronic form and placed in a way accessible to students in the BIA E-Learning environment in the Moodle environment. BIA provides students with access to internationally cited databases: EBSCO, including outside the academy, and Scopus and ScienceDirect at the BIA Scientific Library in Riga.

Studies in English are carried out by the programme's teaching staff who are proficient in English at least at B2 level, choosing methods in accordance with the objectives, specifics and planned study results of the taught course of study.

Formative and summative assessment is used in the studies. Formative assessment is in the daily study process - by asking students control questions during lectures, as well as discussing students' independent work. Summative assessment takes place at the end of each course in the form of a test or examination. Summative assessment tests are organised in the form of written (paper-based, electronic, including Moodle system) or oral discussions. At the end of the studies, the student chooses a relevant sub-programmes topic and, in cooperation with a chosen supervisor, develops and defends a master's thesis.

BIA organises conferences twice a year with a relevant section on topical legal issues, and students of the programme actively participate in the conferences by preparing scientific articles.

The implementation of the study process is in line with the principles of student-centred education

1) The study process takes into account and respects the diversity of students' needs (care for adaptation at the beginning of studies, individual approach to the study process, involvement of academic and support staff in solving students' problems, opportunities to study according to the individual plan);

2) According to the possibilities, different types of implementation of the study programme are

implemented (offering studies both full-time and part-time);

3) Various study methods are used according to the circumstances;

4) Based on the opinions expressed by the students in the survey, the assessment of study methods is regularly performed in order to find the most optimal way to achieve the aims of the study course and the study programme;

5) Students' trend to be independent is promoted, at the same time ensuring the guidance and support of lecturers and support staff;

6) Mutual respect in the relations between students and lecturers is promoted by involving the director of the study program in case of problem situations and conflict situations.

The BIA study programme is developed to achieve the objectives of the study programme through the achievement of individual course outcomes following the principles of student-centered education. In the course of implementation of the study programme, various teaching methods are used:

- theoretical lectures with the elements of active teaching methods;
- seminar sessions with discussions on the current issues in law science (theory and research);
- independent work - reports, essays, analysis of scientific articles, preparation of presentations;
- observation and analysis, interview collection and analysis, self-analysis;
- practices which give the opportunity to approbate the acquired knowledge in practical work; practices are included in the study courses and various special practice study programmes;
- tests are used to analyze the students' knowledge acquired in the course of studies;
- developing and defending the research papers.

Teaching methods are chosen according to the objectives set for each study course and the planned learning outcomes. Lecturers do not only use lectures for preliminary acquaintance with the material, but also combine the active teaching methods by stimulating discussions, organizing work in small groups and presenting their own works. Active study methods are widely used in seminars. Such methods allow the economics lecturers to create the democratic and free atmosphere in the study process which, in its turn, stimulates students' personal and professional development. In addition, these methods can be used more and more often as the students access a wider range of study literature which they can read themselves. Thus, the students' workload corresponds to 25 academic hours of full-time work and 8 academic hours of part-time work for one ECTS credit point in each study course and program as a whole.

Practically all the lecturers involved in the implementation of the professional bachelor's study programme use the electronic learning environment - e-studies which provide a wide range of possibilities for both the presentation of the study materials and organization of submission of personal works. The latest technologies are increasingly used in the study process, the material and technical equipment fully provides lecturers and students with the opportunity to use IT and interactive learning methods.

**3.2.4. If the study programme envisages an internship, describe the internship opportunities offered to students, provision and work organization, including whether the higher education institution/ college helps students to find an internship place. If the study programme is implemented in a foreign language, provide information on how internship opportunities are provided in a foreign language, including for foreign**

**students. To provide analysis and evaluation of the connection of the tasks set for students during the internship included in the study programme with the learning outcomes of the study programme (if applicable).**

Not applicable

**3.2.5. Evaluation and description of the promotion opportunities and the promotion process provided to the students of the doctoral study programme (if applicable).**

Not applicable

**3.2.6. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the marks of the final theses.**

In the period from 2021/2022. until the 2022/2023 academic year, as well as including the number of graduates as of 01.10.2023, 9 Master's theses have been defended in the Academic **Master's study program "Science of Law"**. The development and defense of the master's thesis takes place in accordance with a strictly regulated procedure ([Regulation on the development and defense of final theses of the BIA](#)). See the distribution of Master's thesis topics by study field in the Table.

Distribution of the topics of Master's thesis by study fields of Legal Science:

<b>Field of the legal science</b>	<b>Quantity of works</b>	<b>%</b>
Administrative process rights	1	11
Civil procedure rights	1	11
Civil rights	4	44
Criminal procedure rights	2	23
Criminal rights	1	11

Master students mostly choose to write scientific works in the field of civil law, which means that the topics of students' work are closely related to their further professional and scientific activities. For example, Master students have developed such topics as "Employer's dismissal due to employee's behavior", "Legal analysis and problematic issues of employment dismissal", "Theoretical aspects and problems of the Guardianship Institute". In the field of civil procedure law, Master students are interested in topical topics such as "Problematics of Economic court rulings in Civil proceedings". Master students are also interested in topics related to Criminal law and Criminal

procedure law, for example: "Criminal legal aspects of tax evasion in Latvia", "Legal regulation, problems and solutions of special investigative activities in Latvian Criminal procedure". Evaluating the above-mentioned topics, it must be concluded that most master's theses contain interdisciplinary aspects that correspond to the trends of modern science development. A trend can be observed that in recent years, the evaluations of Master's theses have a wider range of grades, which can be explained by stricter evaluation criteria. It was concluded that 67% of graduates received ratings of 7 ("good"), 8 ("very good") and 9 ("excellent").

### **3.3. Resources and Provision of the Study Programme**

#### **3.3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples.**

Students of the study program have the opportunity to use the resources of the BIA library. The BIA Scientific Library consists of the Central Library in Riga with reading room, where the study literature and periodicals required for studies are available in Latvian and English, electronic databases (in the Appendix [BIA electronic databases](#)), as well as other resources necessary for students for the proper study of branches of legal science ([Library collection of Law Science](#) in the Appendix). The library collection is constantly updated with new books (in Appendix [Library news](#)). Each course description of the program includes books that are available in the BIA library (in Appendix [Study course descriptions](#)). Detailed information about libraries is available in section 2.3.3 of the self-assessment of the field of study. in the subdivision.

For students of the study program, the study process takes place in two buildings in Riga: Lomonosova Street 4 and Lomonosova Street 1/4. The mentioned buildings are well-equipped for the learning process, with auditoriums that are equipped with modern study technical aids. Many auditoriums are equipped with a stationary multimedia projector, screen, computer with Internet connection and other technical means. Free wireless internet (WiFi) is available in all buildings. Detailed information on the evaluation of the material and technical base in Riga and in the branches is available in section 2.3.2 of the self-evaluation of the course of study. in the subdivision.

The study process in the branches is provided by teaching staff from Riga. Practically all teaching staff involved in the implementation of the study program additionally use the electronic learning environment: video lectures, video seminars and video consultations on the MOODLE platform, sms, e-mail, etc. Sufficient technical equipment and the digital skills of teaching staff allow for high-quality organization of remote lectures, which, according to the [Law on Education](#), are part of the face-to-face education process and guided by 08.02.2022. Regulations of the Cabinet of Ministers no. 111 "[The procedure for organizing and implementing distance education](#)" (in Latvian Only) is no more than 50 percent of the number of contact hours determined for the implementation of the study program. Detailed information about MOODLE is available in section 2.3.4 of the self-assessment of the field of study. in the subdivision.



BIA information system NEXUS and "My BSA" play an important role in informing students and lecturers. Students and lecturers can familiarize themselves with the schedule of classes and rooms, as well as consultation times, in the "My BSA" system. All important information and notifications are placed in the "My BSA" system in the "Notifications" section. In the "My BSA" system, students can view their academic progress, as well as information about financial payments and debts.

The available resources in Riga fully meet the conditions for the implementation of the study program and the achievement of the study results. Resources for providing each study program are not allocated separately.

### **3.3.2. Assessment of the study provision and scientific base support, including the resources provided within the framework of cooperation with other science institutes and higher education institutions (applicable to doctoral study programmes) (if applicable).**

Not applicable

### **3.3.3. Indicate data on the available funding for the corresponding study programme, its funding sources and their use for the development of the study programme. Provide information on the costs per one student within this study programme, indicating the items included in the cost calculation and the percentage distribution of funding between the specified items. The minimum number of students in the study programme in order to ensure the profitability of the study programme (indicating separately the information on each language, type and form of the study programme implementation).**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the [Regulations on the competition for the budget places of the BIA](#) (In Latvian Only).

In Annex "The Costs of the study direction "Science of Law" per student in 2021/2022. study year (Euro)" you could see the expenses (EUR) per student.

The expenses of the master study programme "Science of Law" per student is 1 270 Euros per year. In the 2021/2022 study year, tuition fee in the master's study program full-time - 1800 Euros per year. Considering the number of students in the study programme (as of 01.10.2022, 31 master students), the financial support of the master study programme "Science of Law" is sufficient.

### 3.4. Teaching Staff

**3.4.1. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

Qualification and number of academic staff involved in the implementation of the study programme are consistent with the implementation of the BIA's strategic priorities, objectives and tasks. During the reporting period, lecturers with practical and scientific experience in the field of legal science, as well as persons with a doctorate degree, were recruited. All professional lecturers involved in the implementation of the study programme have a PhD or a Master's degree; the education acquired by the lecturers of the specialized courses corresponds to the field of the study course. Most lecturers are practitioners. Some of the lecturers involved in the implementation of the study programme are simultaneously engaged in scientific research, which ensures synergy between study and research work. Main criteria for the selection of lecturers are education (degree), professional experience, research and creative activity and communication skills.

The qualification of teaching staff helps to achieve the results of the program, such as: *demonstrate in-depth knowledge and understanding in the relevant branch of legal science, working in contact with different fields, use acquired theoretical knowledge in accordance with the relevant branch of legal science to conduct research and offer solutions to professional problems; the ability to independently use theoretical knowledge to perform research activities or highly qualified professional functions; the ability to independently perform an in-depth analysis, reasoned explain and discuss complex or systemic aspects of the relevant branch or professional field of legal science; the ability to independently translate, critically analyze and interpret complicated scientific and professional problems in the fields of legal science, as well as legal norms; the ability to integrate the knowledge of various legal fields, to contribute to the creation and further development of new knowledge and regulatory acts, to the development of research or professional activity methods; the ability to analyze and use theoretical knowledge and current scientific research, preparing opinions in the relevant field of legal science at the national and international level.*

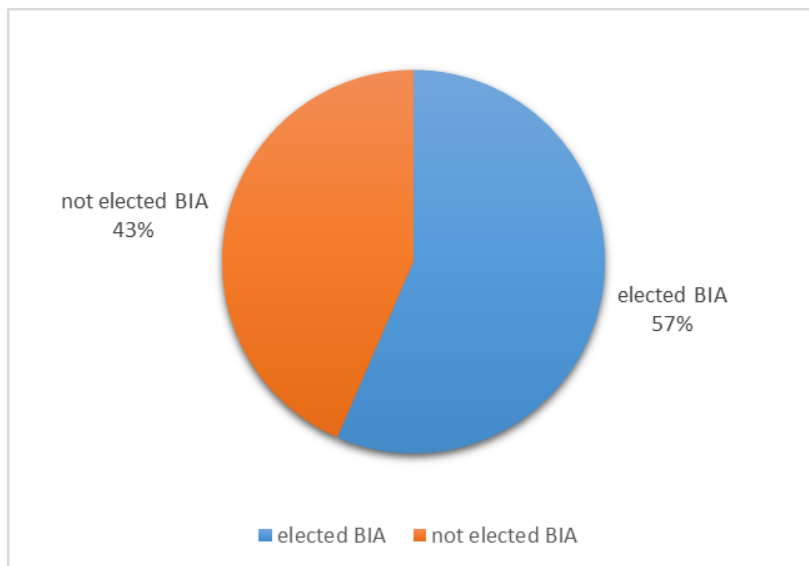
Teaching staff	Science degree, qualification, specialization	Study courses
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Gabrielyan Armen	docent, Ph.D degree in law science, specializes European and International law	European human rights, International (European) labor law
Gafts Irina	docent, master degree in law science, long years fulfilled insolvency administrator responsibilities, has been Saeima (Parliament of Latvia) deputy, several bill and proposal the author, including Insolvencies for the law, practiced lawyer	Current trends in legal theory, etc.
Heimanis Boriss	assistant professor, Ph.D degree in the economy	Organizations management
Jurkeviča Tatjana	associate professor, Ph.D degree in law science, attorney-at-law, specializes in Civil law, LSC expert	Civil law protection In Europe, Problems of law of obligations and commercial transactions
Nikulceva Inese	chief researcher, law sciences doctor, attorney-at-law, specializes constitutional law, law doctrinal comment author on Constitutional law	Constitutional court process, Comparative Constitutional law
Plotka Irina	professor, doctor degree in the psychology, LSC expert	Conflict analysis and processing methods
Ratanova Inese	docent, master degree in the economics, specializes Business management	Innovation management, Business project management, etc.
Sumbarova Marina	associate professor, Ph.D degree in law science, specializes Criminal law	Current problems of Criminal procedure law, Forensics and operatives actions theory
Zahars Vitolds	lead researcher, Ph.D degree in law science, specializes Enforcement law, monographs author, LSC expert	Criminal penalty politics
levītis Jānis	guest lecturer, master's degree in law science, long years fulfilled of the prosecutor responsibilities	Current problems of Criminal law
Gratkovskis Daniel Bernard	guest lecturer, master's degree in law science, certified AML specialist	Prevention of money laundering
Mēnģele-Stellere Līga	guest lecturer, Ph.D degree in law science, specializes Administrative law	Administrative law current problems
Lytvinenko Anatoly	guest lecturer, Ph.D degree in law science, specializes Medical law, programs study course "Medicine rights" author	Medical law
Portere Viktorija	guest lecturer, master's degree in law science, attorney-at-law, certified mediator	Mediation and negotiation

In the period from 2021/2022 academic year until the spring of academic year 2023/2024. not only the quantitative composition of the academic staff has changed, but also its improvement and quality changes have been made.

### Academic Master study program "Science of Law" academic staff scientific degree

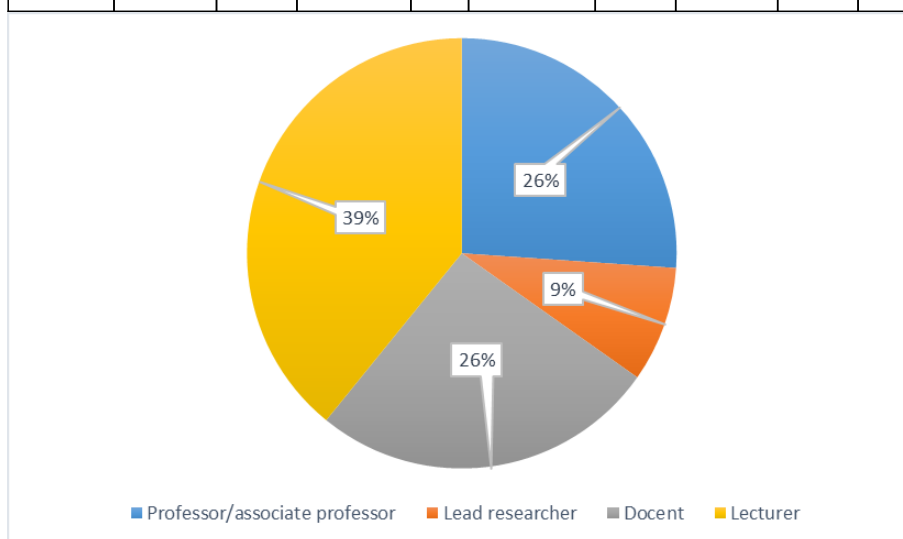
	PhD		Mg.		Total	
	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	9	39,13	4	17,39	13	56,52
<b>Not elected in BIA</b>	4	17,39	6	26,09	10	43,48
<b>Total</b>	13	56,52	10	43,48	23	100



As can be seen from the table, 23 lecturers are currently involved in the realization of the study program "Science of Law" primary are working in the BIA. 56.52% of the academic staff or 13 lecturers are with a doctor degree, 43.48% or 10 lecturers have Master degree (4 elected BSA, 6 not elected).

According to academic positions - study quality is ensured by 3 professors (13.04%), 1 guest professor (4.35%), 2 associate professors (8.7%), 4 docents (17.39%) 2 guest docents (8.7%) , 2 lecturers (8.7%), 7 guest lecturers (30.43%) and 2 leading researchers (8.7%).

	Professors		As.prof.		Docents		Lecturers		Leading researchers		Total	
	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%	Quantity	%
<b>Elected in BIA</b>	3	13,04	2	8,7	4	17,39	2	8,7	2	8,7	13	56,52
<b>Not elected in BIA</b>	1	4,35	0	0	2	8,7	7	30,43	0	0	10	43,48
<b>Total</b>	4	17,39	2	8,7	6	26,09	9	39,13	2	8,7	23	100



In general, the involvement of the academic staff can be evaluated very positively. Within the framework of the program, changes in the structure of positions are controlled and systematic

personnel development is carried out.

The academic staff is involved in the implementation of the study program, who have the rights of an expert at the Latvian Council of Science.

#### **Teaching staff involved in the academic Master study program "Science of Law" - experts at the Latvian Council of Science**

<b>Name, Surname</b>	<b>Field of Science</b>	<b>Subfield of Science</b>	<b>Date</b>
Žanna Caurkubule	Social Sciences	Economics and Entrepreneurship	06.07.2025
Tatjana Jurkeviča	Social Sciences	Science of Law	06.09.2026
Irina Plotka	Social Sciences	Psychology	02.11.2025
Vitolds Zahars	Social Sciences	Science of Law	06.09.2026.

The qualifications of the academic staff can be assessed as appropriate. In the implementation of the academic Master study program "Science of Law", the scientific and pedagogical experience of the academic staff ensures the achievement of the goals of the study program and the improvement and development of students' knowledge, skills and competences.

#### **3.4.2. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.**

The qualifications and number of academic staff employed by the academic Master study program "Science of Law" meets the requirements of the Higher Education Law as well as the long-term strategy and personnel policy of the BSA operation and development. Academic staff involved in the implementation of the study program: have a doctorate or master's degree for teaching a relevant study course. All the academic staff are practitioners in the field of Law. The academic staff employed in the study program has pedagogical work experience, as well as experience in scientific-research work in the field, which ensures the synergy of studies and research work.

Analysis of dynamics of the teaching staff of the study programme for the period from 2021/2022 academic year till 2023/2024 academic year shows that has been a qualitative change in the teaching staff. This follows from the policy of development of the academic staff - to involve young scientists and foreign professors in the study process of the BIA. New teaching staff are involved in the implementation of the study program: *J. levītis* (guest lecturer, mg.iur., prosecutor), *L. Menģele-Stellere* (guest lecturer, dr.iur.), *J. Janums* (mg.iur., assistant attorney), *D.Ignatans* (guest lecturer, Dr.phil.), *D. Kuzelewski* (guest lecturer, dr.iur.), *Daniel Bernard Gratkovskis* (guest lecturer, AML certified specialist), *A.Lytvynenko* (guest lecturer, PhD. in Law), *I.Ratanova* (Docent, Mg.oec.), *L.Šitova* (guest lecturer, Mg.philol.). The involvement of new teaching staff in the operation of the program gives an opportunity to improve the scientific potential of the study program, thereby positively influencing the quality of studies and increasing study results.

#### **3.4.3. Information on the number of the scientific publications of the academic staff**

members, involved in the implementation of doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals or peer-reviewed monographs may be additionally specified. Information on the teaching staff included in the database of experts of the Latvian Council of Science in the relevant field of science (total number, name of the lecturer, field of science in which the teaching staff has the status of an expert and expiration date of the Latvian Council of Science expert) (if applicable).

Not applicable

**3.4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

Not applicable

**3.4.5. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study programme and study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of

the Council and the Senate of the Study Programme "Science of Law";

- Control and analysis of the quality of the study process and teaching carried out by the Council of the Study Direction "Science of Law";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Science of Law" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

BIA operates an **Study quality assurance system**. In its activities, BIA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BIA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

At the time of submission of the self-evaluation report, 19 lecturers per 14 students are involved in the programme. It should be emphasized that the lecturers of the program are mostly also involved in the implementation of other direction programs.

# Annexes

III - Description of the Study Programme - 3.1. Indicators Describing the Study Programme		
Sample of the diploma and its supplement to be issued for completing the study programme	Sample diploma and appendix Mg 1.5_pi_eng.pdf	Paraugs dipl un pielikums Mg 1.5_pi_lv.pdf
For academic study programmes - Opinion of the Council of Higher Education in accordance with Section 55, Paragraph two of the Law on Higher Education Institutions (if applicable)		
Compliance of the joint study programme with the provisions of the Law on Higher Education Institutions (table) (if applicable)		
Statistics on the students in the reporting period	Statistics on students during the reporting period.docx	Statistika par studējošajiem pārskata periodā.docx
III - Description of the Study Programme - 3.2. The Content of Studies and Implementation Thereof		
Compliance with the study programme with the State Education Standard	6_Appendix_Academic master's study program Science of Law compliance with the national education standard.docx	6_Pielikums_Ak.mag_stud_programm_TIESIBU_atbilstiba_valsts_izgl_standartam 2023.docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard or the requirements for professional qualification (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	Academic master's study program Science of Law (code 45380).docx	Akadēmiska maģistra studiju programma Tiesību zinātne (kods 45380).docx
The curriculum of the study programme (for each type and form of the implementation of the study programme)	Academic master's study program Science of Law (code 45380).docx	Akadēmiska maģistra studiju programma Tiesību zinātne (kods 45380).docx
Descriptions of the study courses/ modules	Academic master's study program Science of Law DESCRIPTION OF THE STUDY COURSE.docx	MG_AK_studiju_kursu_apraksti.docx
Description of the organisation of the internship of the students (if applicable)		
III - Description of the Study Programme - 3.4. Teaching Staff		
Confirmation that the academic staff of the doctoral study programme includes not less than five doctors, of which at least three are experts approved by the Latvian Council of Science in the branch or sub-branch of science in which the study programme intends to award a scientific degree (if applicable)		
Confirmation that the academic staff of the academic study programme complies with the requirements specified in Section 55, Paragraph one, Clause 3 of the Law on Higher Education Institutions (if applicable)	CONFIRMATION_MAG.edoc	APLIECINĀJUMS_MAG.edoc