



**Order of the Rector of the Non-entrepreneurial (Non-commercial) Legal Entity
- Saint King Tamar University of Patriarchate of Georgia**

№064/01 5 December 2018

City of Tbilisi

On the Approval of the rule and terms of the Academic Personnel Affiliation of the N(N)LE Saint King Tamar University of Patriarchate of Georgia

According to Article 35 of the Civil Code of Georgia of the Law of Georgia, Order №99/N of the Minister of Education and Science of Georgia dated October 1, 2010 „On Approval of Authorisation Fees and Authorisation Regulations for Educational Institutions”, pursuant to Article 4, Part 3, Article 14, Part 1, Part 3, Paragraphs "b", "e", "f" and "l", Part 4 of the Charter of the N(N)LE Saint King Tamar University of Patriarchate of Georgia, I do hereby declare:

1. To approve the rule and terms of the Academic Personnel Affiliation of the N(N)LE Saint King Tamar University of Patriarchate of Georgia in accordance with Annex № 1 and Annex № 2.
2. A copy of this order shall be made public.
3. To send this order to the structural units/staff of the University for the implementation within the scope of their competence.
4. I will personally control the implementation of the order.
5. The order may be appealed in accordance with the rules established by the legislation of Georgia.
6. The order shall enter into force upon signing.

Professor, Archimandrite Adam (Vakhtang Akhaladze) - /signed/

The rule and terms of the Academic Personnel Affiliation of the N(N)LE Saint King Tamar University of Patriarchate of Georgia

Article 1. Scope of regulation

This Rule governs the rules and conditions for the affiliation of the academic staff of the N(N)LE Saint King Tamar University of Patriarchate of Georgia (hereinafter referred to as the University) and sets out the rights and responsibilities of the academic staff and the University concerning affiliation.

2. The rule's procedures and requirements ensure the transparency, information access and openness of the process and it is easily understood by the interested parties.

Article 2. Definition of Terms

The terms used in this rule have the following definitions:

- a) Affiliation - for the purposes of the present rule, written agreement (Affiliation Agreement) between the University and a person holding an academic position, in accordance with which:
 - a.a) each person holding an academic position defines his/her affiliation only with the University;
 - a.b) participates in the development of society, and shares knowledge on behalf of the University;
 - a.c) To carry out essential education as well as research/scientific activities, the results of which (research) credited to the University;
 - a.d) to be actively involved in decision-making processes related to education, research, and other significant issues at the University;
 - a.e) to be actively involved in student counseling and academic/scientific guidance processes.
- b) Affiliated academic staff - an academic position holder who has signed an Affiliation Agreement with the University;
- c) Affiliation Agreement - a written agreement, which drawn up between the University and an academic position holder determining rights and responsibilities of parties related to affiliation;
- d) HEI - higher education institution.

Article 3. The Procedures and Conditions Related to Affiliation

1. Person who won in the competition for an academic position, if he/she at the same time holds an academic position of another HEI, before drawing a contract must to draw Affiliation Agreement with the University.

2. Person who holds an academic position of the University, who wins a competition announced for an academic position of another HEI, must draw Affiliation Agreement with the University.

3. Person who holds an academic position at the University, who has an

academic/teaching workload at another educational institution, must represent information regarding the academic workload, including, master's and doctoral supervision, before the start of every studying year (also, at any time, when the workload has increased, within 7 days after such change).

4. Violation of the requirements of the present rule is the ground for automatic cessation of labor contract.

Affiliation Agreement №

(day, month, year) №68 Uznadze Street, Tbilisi

On the one hand, N(N)LE Saint King Tamar University of Patriarchate of Georgia (identification number: 204577582, hereinafter to herein as "Employer") represented by the rector (name and surname) and on the other hand, the academic staff of the same university, physical person's name and surname (citizen of Georgia, personal number: 0000000000) (hereinafter to herein as "Employee" - referred to herein each, as a "Party", and together, as the "Parties"), in accordance within the framework of the Law of Georgia, agree on the following:

1. The Employee of this Agreement expresses its consent to be affiliated with the N(N)LE Saint King Tamar University of Patriarchate of Georgia. During the term of the employment agreement for the academic position, the affiliated person is obliged to participate in the processes of community development and knowledge sharing on behalf of the Employer; Also, the results of his/her scientific-research activities will be credited to the European University;
2. The rule and terms of the Academic Personnel Affiliation of the N(N)LE Saint King Tamar University of Patriarchate of Georgia are the inseparable part of the Employee's employment agreement about academic position.
3. The agreement is an inseparable part of the Employee's employment agreement about academic position.
4. The agreement is drawn up in the Georgian language, in two identical copies of equal legal force, for each signatory party.
5. This Agreement shall be effective upon the affixing of signature.

Signatures of the Parties:

1. Employer:

2. Employee: