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**Intellectual Output 4:** *Qualitative and quantitative analyses of interactions of  
the created network*

**EAPAA SELF-EVALUATION REPORT**

**May, 2021**

**Name of the programme: Political science** (including public administration)

Faculty of Social Sciences, University of Latvia

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Note: The report expresses an opinion of the authors. The EC doesn't have responsibility for any utilization of included information.

### Programme summary

Item	Data
1. Title of the degree	<b>Bachelor of Social Sciences in Political Science</b>
2. Number of ECTS required to complete the programme	180 ECTS
3. Specialisations	International relations; Public administration
4. Locations	Riga, Latvia
5. Number of teaching staff (core faculty) responsible for the programme	7
6. Number of students in the programme	Total – 138 (2020/2021)
7. Number of students first enrolled during the selfevaluation year	Total – 51 (2020/2021)
8. Language of the programme	Latvian

## History

**The University of Latvia** with its 17,000 students, 13 faculties and more than 20 research institutes is one of the largest comprehensive and leading research universities in the Baltic States. The University of Latvia as an institution of higher education and science in Latvia encouraged scientific research work, facilitated the spread of science among the people and prepared highly qualified specialists in accordance with national necessities. At University of Latvia, research is conducted in over 50 research fields which represent four main areas of inquiry: the humanities, sciences, social sciences, and education sciences. The University of Latvia has preserved its main goal – to be the centre of the Latvian intellectual life by formulating new tasks and goals. At present new faculties and study programmes have been created with the aim to improve the quality of the studies by focusing on scientific research activities according to the global challenges.

**Faculty of Social Sciences** of the University of Latvia is a place where the key experts in social sciences in Latvia work together. Each of projects implemented by the Faculty includes a strong component of public engagement, consultation with stakeholders, efforts to bring together various actors in society (academia, media, civil society, industry, business, public administration). Most research activities result in specific recommendations to relevant bodies developed in participatory process.

**Department of Political Sciences (at the Faculty of Social Sciences)** both has considerable experience and important results in policy analysis, policy transfer and governance .. One of the key directions is research related human security issues covering local, regional and national level, in the context of global development trends like international relations, economic crises of 2008. In addition to this the staff of the Department has specialised on some particular topics in the field of human security like gender and human security, human security and energy policy, human security and local communities. The Department of Political Science has strong expertise in developing policy recommendations for policy makers at the national level and international level.

The key number of the BA programme is as follows:

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
Number of students	190	145	147	138	138
Matriculated in the 1 <sup>st</sup> year	53	40	37	35	51
Graduates	39	31	29	24	n/a

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## 1. Mission, objectives and competencies

The aim of the bachelor's degree programme in political science is to train competitive, academically educated and qualified professionals for Latvian state, society and local government; to train professionals with in-depth knowledge on domestic and international processes as well as interactions between the two; to train researchers for both academic and professional institutions.

In order to achieve these goals, the tasks of the study programme are:

- to provide scientifically justified and broad studies in political studies in accordance with the Standard on Higher Education;
- to ensure that the results of the most important scholarly research in the field of political science are included in the study process;
- to allow students to develop their skills so as to use knowledge from the study process to identify, analyse and resolve practical political problems;
- to provide students with all-encompassing knowledge about Latvia's governance system and politics, and its place in the international system;
- to develop student critical and independent thinking skills;
- to train students in the use of modern information technologies;
- to allow students to expand their knowledge at foreign partner universities;
- to train students for master's degree studies.

The achievement of the aforementioned aims and the implementation of the aforementioned tasks make it possible to plan achievable results in the study programme.

Specific knowledge about:

- Major aspects of political theory and relevant issues;
- The way in which political thought emerges, how it is linked to practical politics, and why the history of political ideas is important in present-day politics;
- Political events in Latvia and links between political development in Latvia and the development of the rest of the world, as well as about Latvia's political system;
- Political processes in Latvia and the world, factors which influence them, and Latvia's political role and situation in the international environment;
- Circumstances of the functioning of societies and the identification and implementation of policies;
- Various approaches and methods in studying politics, the importance and measurement of data, fundamental principles of data processing and analysis, as well as use of statistical methods;
- Models and theories of operational policies, fundamental problems of public policy;
- Quantitative and qualitative methods in analysing operational problems and alternatives;
- The functions and organisation of political and social institutions in Latvia;
- Theoretical aspects and multiple explanations of international politics and foreign policy;
- Various theories about ideologies and the role of ideologies in a modern society.

Specific skills:

- Professional skills:
  - ~ Critical and analytical thinking;
  - ~ Descriptive and inferential analysis of empirical data;

- ~ Analysis of scholarly texts, identifying the author's message and primary arguments;
- ~ Analysis of various bilateral and multilateral political negotiation processes;
- ~ Analysis of practical situations in public governance;
- ~ Preparation and analysis of national, regional and local policy planning and territorial development plans;
- ~ Independent analysis of problems and dilemmas in public governance;
- ~ Analysis of normative acts;
- ~ Drafting of important documents for institutions of public governance;
- ~ Evaluation of election processes on the basis of various voting models and analysis of voter behaviour;
- ~ Processing and presenting information and arguing on behalf of the student's views;
- ~ Studying independently;
- ~ Learning new skills;
- ~ Analysing the structure of political parties, NGOs and the Civil Service, also evaluating the work of the Civil Service.
- Organisational skills related to:
  - ~ Becoming involved in the work of political and public institutions, shaping the structure and design of the relevant organisations;
  - ~ Being responsible in relation to defined tasks and being able to take decisions;
  - ~ Planning the student's professional growth and career.
- Communications skills related to:
  - ~ High-quality and creative work at the national and the international level;
  - ~ Working for state and non-governmental organisations;
  - ~ Lobbying on behalf of specific operational policies;
  - ~ Working in a group, discussing and critically evaluating the research work done by the student and by fellow students, always taking the norms of academic and professional ethics into account.

#### Competences related to:

- Analysing, synthesising and applying knowledge in practice, thus helping to develop the relevant area of activity;
- Being able to obtain, select, analyse and use information, as well as to choose the most appropriate groups of research methods to study the relevant issues;
- Using knowledge and skills to conduct empirical research individually or in a group, discussing and critically evaluating one's own research results and those of others while always observing ethical norms in the area of academic work;
- Offering a theoretically justified evaluation of a political situation, along with appropriate evaluation of professional decisions and activities in terms of how they affect the political and social environment;
- Evaluating socio-political situations, taking professional and ethical decisions, and dealing with general issues, including ones which relate to political science;
- Evaluating the effects of one's professional activities on the environment and society;
- Understanding the links between ethics and politics and the role of morality in the field of social studies, as well as in terms of other norms which influence human behaviour;
- Adapting to new situations and developing new ideas (creativity).

## 2. Entry into the programme

Admission to the bachelor's degree programme in political science at the Faculty of Social Sciences is open to individuals who have completed general secondary education.

There is no enrolment exam, because the calculation of the results of the competition is based on the results of the CE (centralised exams) certificates (in Latvian and English, German or French and math (for secondary graduates from 2009)) or on the assessments of the secondary school document (if the secondary education was acquired prior to 2004). In addition to the results obtained, the points that can be obtained is from research work (done in secondary school) contests and from the schools of young professionals organised by the Faculty of Social Science. The average score of the centralised examinations required for the calculation of the competitive assessment must be not less than 10%. Criteria for persons who have acquired secondary education from 2004:

- CE in Latvian;
- CE in English or CE in French or CE in German;
- CE in Maths (Persons who have acquired secondary education by 2008, the centralised examination in math can be replaced by the annual grade of the secondary education document in math (or the average grade in algebra and geometry)).

Persons who have acquired secondary education till 2004 (not including), as well as persons who have acquired secondary education abroad, or persons with special needs may be admitted studying programmes on the basis of certain annual grades of the secondary education document. The competitive assessment for these persons is determined based on option 2 of the formula for calculating the assessment (corresponding annual markings of the educational document indicating: the name of the mark (coefficient x maximum score = maximum score). The annual markings of the secondary education document required for the calculation of the assessment must be not lower than 4.

Competition criteria for persons with an obtained secondary education up to year 2004 (not included) as well as persons who have obtained their secondary education abroad and persons with special needs:

- final average grade in Latvian and Literature;
- final grade in English or in French, or in German;
- final average grade in certain subjects.

Persons who, in accordance with the procedures laid down in regulatory enactments, are exempt from the organisation of the CE, but do not qualify as persons with special needs, are entitled to be admitted to the study programme in the same order as persons with special needs.

### 3. Structure of the curriculum

In Latvia, higher education institutions have a significant degree of autonomy, which affects inter alia the curricula. Institutions have the right to determine the content and form of their education programmes themselves. However, a higher education institution has to receive a license from the Ministry of Education and Science for each particular study programme. Licensing is a kind of preliminary quality assurance, in that within three years after getting a license, a higher education institution has to submit the study programme for accreditation.

The institution uses the semester system.

Academic year in the bachelor's and master's programmes consists of 40 weeks divided into autumn and spring semesters. Depending on the study programme, academic year may also include a summer semester up to eight weeks. In these cases, the duration of academic year can be up to 48 weeks. The academic year plan of each academic year is approved by rector.

Full time students are expected to devote 1920 hours (48 weeks per academic year, 40 hours per each week).

Full time students have 30 contact hours per week.

The study programme is comprised of study courses, final examinations and not compulsory traineeship. The study programmes are structured in three parts:

Compulsory part (part A) – study courses and study modules, the acquisition of which is a mandatory precondition for the acquisition of degrees and/or qualification;

Part of the limited choice (part B) - study courses and study modules which the student chooses from the proposed list;

Part C (Part C), which is planned by the student from the courses or modules of other scientific disciplines approved by THE LU. Part C is not compulsory for all programmes.

There are two specialization currently available for students:

- a) International relations;
- b) Public administration.

<b>Public Administration</b>			63
JurZ1107	Administrative Law	Exam	3
PolZ2033	Human Resources in Politics	Exam	3
PolZ3029	Models of Democracy	Exam	6
PolZ4122	Diplomatic Protocol	Exam	3
PolZ1087	Gender and Politics	Exam	6



PolZ2031	European union II: Policies and Decision-making	Exam	6
PolZ1086	Innovation Leadership in Public Sector Organisation	Exam	3
PolZ3033	Innovation in Politics and Public Administration	Exam	3
PolZ2003	Interest Groups in EU Politics	Exam	3
PolZ1039	Governments in Latvia (Practice)	Exam	6
PolZ2017	Current Issues of Foreign Policy	Exam	6
PolZ1040	Organizational Theory	Exam	6
PolZ1030	Political Negotiations Strategy and Tactics	Exam	3
PolZ2083	Political Ideologies	Exam	6
PolZ2053	Populism and the populist radical right in Europe	Exam	3
PolZP036	Policy Internship	Internship	6
PolZ2019	Project management	Exam	3
VadZ4041	Public Sector Management	Exam	3
PolZ1009	Public Presentation Skills	Exam	3
Ekon1003	Public Finances	Exam	6
PolZ3000	Governance in the European Union	Exam	6
KomZ1051	Public Relations	Exam	6
PolZ1058	International Organisations	Exam	6
PolZ1071	Strategic communication and political leadership	Exam	3
PolZ3103	Local Governments	Exam	6
PolZ2054	Election analysis in democracies	Exam	3

#### 4. Content of the curriculum

Course Title	ECTS	Faculty	How they relate to the programme objectives?
Civil protection	1.5		Competence: 1.address problems and apply knowledge of the organization and behavior of the civil protection system in potential hazardous situations (including basic first aid knowledge) and the prevention of potential risks by establishing principles of safe behavior, depending on the nature and nature of the emergency.
European Union I: Integration and Institutions	6		Competences: 1. develops well argued initiatives and solutions to concrete problems and challenges faced by the EU.
Basics of Economic Theory	6		The goals of the course are: 1. To give students an opportunity to get knowledge of main economic concepts.

			<p>2. Expand understanding of students about behavior of households and firms in the market economy.</p> <p>3. Identify and evaluate economic processes according to theoretical and international experience.</p>
Introduction to Latvian Legal System	6		<p>The bachelor's students, non-lawyers, who achieves the Course Introduction to Law obtained the understanding in the mentioned fields of Law – evolution of Law and Justice ideas, functions of Law, its role in the nowadays. The students can evaluates the legal actions and things in the different spheres of Law singly. It's to serve as basic to get deepen the specific fields of Law, for example Commercial Law.</p>
Introduction to Political Science	6		<p>Competence:</p> <ol style="list-style-type: none"> <li>1. Searches, retrieves, and analyzes information independently.</li> <li>2. Applies theoretical knowledge to address research problems and conduct research individually or in groups.</li> <li>3. Discusses and critically evaluates research publications in line with the norms of academic ethics.</li> </ol>
Introduction to public administration	6		<p>Knowledge:</p> <ol style="list-style-type: none"> <li>1. of the historical development of the bureaucracy and public administration with all its benefits and shortcomings (from 19th century up to date);</li> <li>2. of the terminology of public administration in Latvian and English languages;</li> <li>3. of the role of administrative procedures and administrative acts in functioning bureaucracy;</li> </ol> <p>Competence:</p> <ol style="list-style-type: none"> <li>1. to reveal necessary information for analysis of bureaucracy according to the normative acts;</li> <li>2. to evaluate behavior of public administration according to principle of good governance.</li> </ol>
Introduction to Comparative Politics	6		<p>Competences:</p> <ol style="list-style-type: none"> <li>1. ability to articulate and present both orally and written analytical information;</li> <li>2. develop initiatives and solutions to concrete political problems.</li> </ol>
Introduction to Sociology	3		<p>Competence</p> <ol style="list-style-type: none"> <li>1. independently obtains and selects information about social processes;</li> <li>2. independently analyzes information about developments in society;</li> <li>3. use social information;</li> <li>4. evaluates social processes from the perspective of sociology.</li> </ol>
Introduction to International Politics	6		<p>Students have the necessary skill-set to comprehend the role of their respective countries in international relations.</p>
Introduction to Studies	6		<p>Students are familiar with the study process at the University of Latvia and are able to describe it. Students have a basic understanding of evolution of political science as an academic discipline. Students have acquired the following skills - doing research, critical reading, writing up research results, presentation of research.</p>
Introduction into Political Science Studies	4,5		<p>Competences</p> <ol style="list-style-type: none"> <li>1. Capacity to organize a political research</li> <li>2. Shows deep understanding of politics</li> </ol>
Latvia's Politics (Political system)	6		<p>Students have an expanded knowledge of the Latvian political events, developed skills to analyze the political process and to compare the Latvian political development with the rest of the</p>

			world's development, have advanced understanding of the Latvian political system, students are able to analyze critically and responsibly and to provide examples of political development of the country. Students are familiar with public policy issues at state, the problems, they are able to analyze and resolve them on the basis of theoretical knowledge and the Latvian political experience.
Methods and statistics	6		Competences: 1. Students are able to prepare and process quantitative data; 2. Students are able to interpret the results of statistical analysis; 3. Students are able to describe and prepare for presentations the results of statistical analysis.
Policy Analysis	6		Competence: 1. to evaluate policy process and its context; 2. to propose ideas for policy design, policy implementation, legal acts, public engagement as well to develop solutions for improving quality of public policies.
Political Theory	6		Competence: 1. think analytically, conceptually and creatively in professional and public settings; 2. use both deductive and inductive approaches to evaluate complex societal processes and formulate solutions where appropriate; 3. communicate effectively regarding political issues in speech and writing.
History of Political Ideas	6		Competence: 13. Students work under the guidance of lecturers on important texts on the history of political thought, plan their own work on the history of political ideas and see the connection between the history of political ideas and their future work in political science and/or sociology.
Research Methods in Political Science	6		Competencies: 1. To conduct independent quantitative and qualitative research; 2. To present and substantiate the results of the research; 3. To evaluate the justification of of the choice of methodology for different researchers done by other researchers.
Foreign Language (Political Terminology)	3		Students will become familiar with the main terms used in the different sub-disciplines of political science, and develop their independent analytical and presentation skills. Students develop their listening, speaking, writing and reading skills by actively using these terms in mid-term exams and class discussions. They will be able to utilise these skills throughout their political science programme studies and in their future professional careers.

These are restricted elective courses. 72 ECTS all together.

Course Title	ECTS	Description
Administrative Law	3	The students having fulfilled all requirements of the study course are able to apply the acquired knowledge in order to: 1)analyze political and administrative processes from the legal point of view; 2)identify legal forms of activities of public administration; 3)discern risks of conflict of interest and prevent them; 4)draft and analyze normative documents; 5)apply legal remedies within the public administration and legal relations with private persons.

Human Resources in Politics	3	Competence: 1) critically evaluate and assess necessary human resources for political parties, non-governmental organisations and civil service.
Models of Democracy	6	Competence: 1) Students will be able to take responsibility for work or study assignments related to understanding democracy issues, will be motivated to further their careers, to further education, to lifelong learning in a knowledge-based, democratic, multilingual and multicultural society in Europe and the world.
Diplomatic Protocol	3	The course helps to understand basic principles of the diplomatic protocol: order of precedence, state ceremonies, visits, receptions, diplomatic immunities and privileges. Students are able to analyze the main principles protocol is based on and are able to describe the the history and national characteristics, as well as the ettiquet; students have understanding of the Latvian protocol, diplomatic negotiations, and nature of discussions art, its history and meaning.
Gender and Politics	6	The aim of this course is to provide students with an in-depth knowledge of themes pertaining to gender in politics both within Latvia, Eastern Europe and the international sphere. Competences 9. ability to develop research and conduct professional interviews with women members of parliament; 10. the ability to critically assess the political agendas of women in politics and how these agendas differ from men in politics; 11. the ability to obtain, evaluate and interpret parliamentary transcripts with a gendered lens; 12. ability to work effectively with research group members to produce a professional academic research project of publishable quality; 13. communicate and advocate persuasively in spoken form during seminars discussing the readings each week and critically examining different approaches to studying women's role in politics.
European union II: Policies and Decision-making	6	The aim of the course is to give students a profound heoretically based understanding of the origins, structures and decision-making processes in the different EU policy areas. Competences 1) To be able to give informed recommendations on how EU policies can be improved and upgraded; 2) The ability to analyse the impact of EU policies on government and local government institutions.
Innovation Leadership in Public Sector Organisation	3	The course will help to define the innovation leadership as a concept, to disclose relationships between the creative leadership, innovation and organisation change The course is developed for increasing understanding and skills needed for effective leading of innovations in public sector organisation.
Innovation in Politics and Public Administration	3	The aim of the course is to explain innovation implemented according to the New Public Management (NPM) theory in public administration and politics. Knowledge – A detailed theoretical knowledge of the New Public Management (NPM) theory. Knowledge of the terminology of public management and civil service in Latvian and English languages. Knowledge on public management and civil service approaches used in EU countries.

Interest Groups in EU Politics	3	Students have ability use certain method to do research on certain issue, ability to group work, ability to present and argue research results, ability critically evaluate own and other students research, use academic ethics in praxis.
Governments in Latvia (Practice)	6	This course examines theories of government and government formation, as well as the different factors that influence the functioning of government. The students have theoretical knowledge of the basic issues of political science, are able to analyze and present the Latvian government work such as and have the ability to make use of theoretical knowledge in practical matters.
Current Issues of Foreign Policy	6	The aim of the course is to study the main tendencies in contemporary international system and to put them into Latvian, regional and global context. Students are capable of using the theoretical and empirical knowledge in order to comprehend the role of their respective countries in international relations and to analyze broader international policy phenomena by integrating achieved knowledge and skills.
Organizational Theory	6	The aim of the course is to explain preconditions for functioning of public and private organisations in order to understand the causes of organisational problems. Competence: critically analyse organisational performance.
Political Negotiations Strategy and Tactics	3	Within framework of the course theoretical and practical knowledge on main theories of negotiations' strategies, about different levels of negotiations' process, about impact of argumentation and persuasion/influence, about knowledge of tools of negotiations' evaluations will be considered and analysed in order to achieve better results in the negotiations' process. The end of the study course students are informed about strategies and tactics of negotiations, about the negotiating process used in the reasoning methods, main decision-making principles in the negotiation process.
Political Ideologies	6	In this course students will acquire following 1. academic competences - the understanding of ideologies and their role in modern society, as well as different theories of ideology - overview of the methods of inquiry into ideologies - the understanding of the links between political theory and ideologies 2. Professional competences - ability to interpret ideological texts - ability to identify the use of ideological elements in political discourse - ability to use ideological elements in creating the political support
Populism and the populist radical right in Europe	3	This course aims to give a systematic overview of populism and the populist radical right parties in Europe.
Policy Internship	6	The aim of the course is to develop practical skills in policy design and implementation based on the knowledge accumulated in other courses of the political science programme. The course foresees internship of the students at public agencies, NGO's and ministries.
Project management	3	The course "Project management" is designed to provide students with a systematic and practical understanding of project management as a tool for resolving complex issues and tasks in public policies. After the course, the students will: 1. Understand the role of project management in public policies;

		<p>2. Understand the functional principles of the project;</p> <p>3. Have necessary skills to prepare the project description.</p>
Public Sector Management	3	<p>The aim of the course is to provide an analysis of the methods and instruments to be used in public management in the public administrations of EU countries. Knowledge:</p> <ol style="list-style-type: none"> <li>1. knows the key management theories, instruments and methods of the public sector,</li> <li>2. knows approaches to public sector management and modernisation in other EU countries.</li> </ol> <p>Skills:</p> <ol style="list-style-type: none"> <li>3. analyses the structure, structure of the public sector, the activities of public administration organisations;</li> <li>4. applies the ideas of the New Public Governance theory in the planning of public sector modernisation;</li> </ol> <p>Competence:</p> <ol style="list-style-type: none"> <li>5. analyses the activities of public administrations.</li> </ol>
Public Presentation Skills	3	<p>The objective of the course: is to give knowledge about the several aspects of public presentation skills – material selection, formulation of arguments; public presentation specific and problematic situations dealing with the audience. Knowledge:</p> <ol style="list-style-type: none"> <li>1. To acquire basic knowledge about basic principles and elements of public presentation, and elements of good and bad presentation;</li> </ol> <p>Skills:</p> <ol style="list-style-type: none"> <li>2. Is able to use acquired knowledge in preparing different types of presentations;</li> <li>3. Is able to use different methods and technical equipment (ICT among them) for presentations.</li> </ol> <p>Competences:</p> <ol style="list-style-type: none"> <li>4. Is able to compose presentation, answer difficult questions and interact with different audiences.</li> </ol>
Public Finances	6	<p>Study course is to explain the nature of public finances and content, as well as their role in public administration and economic development in the light of the world scientific theoretical knowledge and practices. Competence</p> <ol style="list-style-type: none"> <li>1. Can compile national budget estimates, analyze state budget programs.</li> <li>2. Competence is tested in tests, examination, as well as evaluation of students' self-contained practical work presentations.</li> </ol>
Governance in the European Union	6	<p>The aim of the course is to provide analysis of the governance methods and instruments in the public management in the EU countries. The course is designed to explain all main public management methods and to provide the insight in the main management guidelines. The course will focus on multi-level governance and different types of governance applied in EU countries.</p>
Public Relations	6	<p>Students are able to explain the formation on public relations, to provide examples on theoretical concepts, beliefs, opinions on public relations nature, and practically use and compare the theoretical and practical skills.</p>
International Organisations	6	<p>Aim of the course is to impart knowledge about role of international organisations in the present system of international relations, about historical development of international organisations as well as about main functions, authority, decision-making model and implementation of these decisions within international organisations.</p>

Strategic communication and political leadership	3	The aim of the course is to provide students with theoretical and practical background of strategic communication and political leadership. The course deals with various phenomena of modern day political communication: personalization and political leadership, Americanization and globalization of political campaigning, political consulting and post-soviet political technologies, propaganda and information war, etc.
Local Governments	6	The aim of the course is to create students understanding on substance of local self-governments, their principles, practical operation and current topicality. Students are able to formulate local self-governments basic principles, understand operation of local governments in Latvia, main features of Latvia local government system, problems, current topical issues and development possibilities. Students are able to analyse particular local governments, can characterize local government system with concrete examples.
Election analysis in democracies	3	The aim of the course is to extend the understanding of representative democracy and its functioning in the contemporary world by means of analyzing elections and related issues. Competence 1. Use skills and knowledge to draft a policy brief or a campaign strategy individually or as part of a group. 2. Independent search, selection and analysis of information.

There is course Research Methods in Political Science and its aim is to give an insight into the main rules of doing research in political-science, to develop appropriate analytical skills for realization of independent research process, to promote understanding of scientific research.

Tasks of the course:

- to provide insight into the basic steps of the research in social sciences;
- to describe different types of research design and research methods used in such kind of studies;
- to explain the basic principles and legal framework of the integrity and ethics of scientific activity.

After completing this course students will have knowledge of theoretical aspects of the research process are acquired in accordance with the study course program and recommended literature; acquired quantitative and qualitative research methodology, quantitative and qualitative research methodology terminology in Latvian and English. Also skills to select relevant research issue individually as well as in group; to identify and justify the causal relationship in the context of chosen research phenomenon; to work individually and in a group and to use aggregated statistical information

## 5. Didactics

Modern teaching methods are used in the study process, highlighting the practical content of studies and the permanent forms of work. The workload of students for the acquisition of the study programme corresponds to 40 academic hours for work for one credit point.

In the course of studies, depending on the nature of the study courses, different teaching methods and forms, including innovative, using multimedia and the Internet, are used.

Various teaching methods are used in the implementation process of the programme: lectures, seminars, practical lessons, individual and group work, as well as innovative methods through multimedia and the Internet. The methods are selected according to the content and specificity of the courses. In all courses of study, lessons are centred on student creative participation in the process of acquisition of knowledge.

The lecture materials of the doctors are visualized, which makes it easier for students to perceive and remember the content of lectures. Handouts (presentations) on topics covered in lectures, tasks and homework for students are available electronically in Moodle environments - all courses have been prepared e-courses, which provide students with both the opportunity to use materials and work with a course in interactive mode, performing course tests, calculating tasks. The content of e - courses is constantly updated. A positive assessment of the modern methods of study is visible in student surveys on study courses.

Both permanent teaching staff and temporary academic staff from other Latvian and foreign institutions have an opportunity to participate in the didactic and scientific work of the University of Latvia.



## 6. Assessment

Students participate in the improvement of the study process in various ways. Student representatives are members of Boards of Study Programmes, which gives students voice and influence on all matters falling under the jurisdiction of the board. In addition, students have representative at the Council of the Faculty of Social Sciences, which is the highest decision-making body at the Faculty of Social Sciences.

At the end of each course, students and the teaching staff evaluate the results of the study process. In the closing discussion of the course as well as in surveys the students express their opinion on the used methods and give suggestions on the further course development.

In the second year of studying there is two course works each semester. It is independent, scientific study of current trends and specific problem or the phenomenon of politics in the chosen specialization – international Relations, Political Theory and Comparative Politics, and Public Policy Administration - areas. The paper used the methodology set, i.e., relevant political science theory and methods. Research problems student evaluation and selection of information, studying the sources and professional literature; survey is planned, the course work I and II in preparing literature reviews, formulating hypotheses and outlining a detailed structure of the course work. The result of this is that students demonstrates the ability to independently develop, design, and defense scientific research paper.

In the course Research Methods in Political science they get to know theoretical aspects of the research process are acquired in accordance with the study course program and recommended literature; acquired quantitative and qualitative research methodology, quantitative and qualitative research methodology terminology in Latvian and English. And learn to select relevant research issue individually as well as in group; to identify and justify the causal relationship in the context of chosen research phenomenon; to work individually and in a group; and to use aggregated statistical information.

Also, the aim of the bachelor thesis is to test students' independent research skills. Bachelor thesis is by far the most important and ambitious research project that students undertake during their undergraduate studies. During the process of completion of the bachelor thesis students acquire in-depth understanding of at least one political science subfield: political theory, comparative politics, public administration, and international politics. Also, students learn to analyse specific political problems and use methods. Each students is assigned a supervisor whose comments should be taken into consideration. A bachelor thesis is an independent and scientifically oriented study of a specific political problem or event selected in the field of specialization. The thesis is completed through carefully planning one's research project, thus providing a comprehensive and in-depth analysis of the chosen topic. Undergraduate dissertation systematically tests initial assumptions about the chosen topic, resulting in valid conclusions. Bachelor thesis is presented and defended in a public event. Bachelor thesis is written in Latvian.

## 7. Preparation for the labour market

There is reasonable and good cooperation between Programmes' administration and management, stakeholders (employers), graduates and students. The cooperation is not formalized. Cooperation between Programme management and employers includes organizing students' practice and research related to the employers' need (for example, public authorities, Ministries, NGO). There are cases when employers have initiated some improvements in the study Programmes. One aspect of cooperation includes need for increasing the quality of the Programmes.

Cooperation with industry is essential for the implementation of the bachelor programme of policy science, as students want the practical aspect to be strong in the course of studies (although it is not always clear how it would be understandable). One of the strengths of the Bachelor programme "Political science" has traditionally been the attraction of industry professionals in the form of individual guests. A series of guest lectures in the spring semester of 2020 took place within the framework of the study course "Politics in Latvia (political system)". The professionals of the industry – Inese Stepiņa and Laura Anteina – have completed two courses.

However, cooperation with industry is not limited to the attraction of trainers and guest lecturers. A number of teachers involved in the implementation of the programme are working closely with industry institutions both in Latvia and internationally. Assistant professor Valts Kalniņš is one of the leading corruption experts in Latvia, and he advises international organizations – the Organization for Economic Cooperation and Development, the Council of Europe and the European Commission. Professor Žaneta Ozoliņa is working with the Ministry of Foreign Affairs and Defence of Latvia, as well as advising the public relations organizations in Latvia and the Office of the European Parliament in Latvia. Associate Professor Daunis Auers is active in the Think tank CERTUS, while associate Professor Toms Rostoks works at the Centre for Security and Strategic Research of the National Defence Academy. Associate Professor Ivars Ijabs was elected to the European Parliament in 2019. Prof. Iveta Reinholde is an independent expert at Congress of Local and Regional Authorities, Council of Europe.

Consequently, the involvement of professionals in the sector in teaching, both in the course of studies and in the form of guests, has strengthened the political science and made it easier to prepare students for the labour market.

## 8. Quality monitoring and improvement

The quality management of University of Latvia has been implemented since 2010 and the quality policy has been formulated since 2012 (updated in 2019). This policy is a set of quality – related principles, objectives and actions necessary to achieve them, implemented by the University of Latvia in accordance with international standards recognized in higher education and organization management.

The objective of the quality policy is to contribute to the implementation of the University of Latvia mission, the achievement of strategic objectives and sustainable development by establishing guidelines and principles for ensuring a constant high level of performance.

The quality of the University of Latvia is defined as a measure of excellence which characterizes the ability to meet the foreseeable needs of the parties involved in its operation and to ensure that the processes comply with industry regulatory and standards requirements. The policy separately highlights and formulates quality assurance aspects in the fields of studies, science and cooperation.

Policies, together with processes, ensure coherent planning and implementation of the activities of the University of Latvia. This policy is an integral part of the quality management system, covers all areas of the activities of the University of Latvia and provides for its implementation at all levels of the University of Latvia management. The University of Latvia quality management system is implemented in accordance with the comprehensive quality management principles TQM (Total Quality Management), integrating an excellence approach to the University of Latvia corporate culture.

For the implementation of the comprehensive quality management, the University of Latvia use an internationally recognised and practicable quality management methodology, an EFQM (European Foundation of Quality Management) excellence model. In certain areas, the quality management system is deepened by ensuring compliance with the sector's current standards and frameworks, including in the provision of the study process – the ESG (the Standards and Guidelines for Quality Assurance in the European Higher Education Area).

The procedures for ensuring the quality of higher education are identified, formalized and implemented in accordance with Latvian legislative requirements, European standards and guidelines for the quality assurance of higher education in the European Higher Education Area (ESG), as well as internal needs.

The procedures for the organization of regular surveys have been established for evaluation of the study process in the University of Latvia. The Department of Studies of the University of Latvia centrally organizes regular surveys to improve the study process, taking into account the information obtained from students, graduates and employers. These surveys are an integral part of the quality management system of studies. The following surveys are organised on a regular basis:

- a study survey of the first year of studies on commencement of studies;
- a study survey of the first year of studies on the first study experience;

- Survey on study courses and trainers' work, including survey on study practice and survey on course works and concluding works (hereinafter – poll on courses);
- the study survey of the last year of studies on the study programme;
- poll for those students who expressed their willingness to stop studying in their own wish, or those who have already stopped studying, hereinafter – the study discontinued survey;
- graduation survey;
- Employers' survey.

The functioning of program management is evaluated by Council of the study program, faculty board, University of Latvia Senate, Academic department and Quality assessment council.

There is reasonable and good cooperation between Programmes' administration and management, stakeholders (employers), graduates and students. The cooperation is not formalized. Cooperation between Programme management and employers includes organizing students' practice and research related to the employers' need (for example, public authorities, Ministries, NGO). There are cases when employers have initiated some improvements in the study Programmes.

Last external review was provided in 2012 by the national accreditation body.

## 9. Faculty

a. Please use the table to give an overview of core faculty.

Name	Rank &Title (order by rank)	Tenure Status Part-time/fulltime	BA/MA degrees
Daunis Auers	Associate professor	Fulltime	Phd
Ivars Ijabs	Associate professor	fulltime	Phd
Jānis Ikstens	Professor	fulltime	Phd
Valts Kalniņš	Assistant professor	fulltime	Phd
Iveta Reinholde	Professor	fulltime	Phd
Toms Rostoks	Associate professor	fulltime	Phd
Juris Rozenvalds	Professor	fulltime	Phd

	2019/2020
<b>Total number of teaching staff, including</b>	<b>15</b>
professors	3
associate professors	3
assistant professors	1
lecturers and PhD students and other staff	8

The qualifications of academic staff are regularly improved, and this involves the development of pedagogical skills, work on study methodologies, international mobility, and other relevant activities. Some courses in the programme of Political science are taught by academic personnel from the University of Latvia Faculty of Law and Faculty of Economics and Management. Other teachers come from the Department of Communications Studies and the Department of Sociology of the Faculty of Social Sciences.

## 10.Diversity

In the academic year 2019/2020, 34 foreign students from South Korea, Italy, France, Turkey, Germany and Japan visited courses in the policy science bachelor study programme. Most foreign students are traditionally staying in Latvia in the autumn semester. In addition to the difficulties of foreign students in the spring semester of 2020, there were restrictions imposed on the sons of pandemic, which resulted in several foreign students choosing to return to their home lands. It should be noted that, in addition to these foreign students, there were still 15 students from Ukraine who visited the new professional school in the European Union studies. The residence of Ukrainian students in Latvia was paid out of the development cooperation funds of the Ministry of Foreign Affairs of Latvia.

## 11. Responsibility and autonomy

Departments, scientific institutes, departments, centres, laboratories, etc. are created for academic work in the faculty, while in the LU scientific institute departments, departments, laboratories, etc. The Centre shall be a unit of study and research activities of interdisciplinary (different study courses or covering the scientific sector). The department shall be a unit of study and research work participating in the development and implementation of study programmes and carrying out scientific studies in at least one subsector of science. The Scientific Laboratory shall be a research unit participating in the development and marketing of research programmes, as well as in studies. A training laboratory shall be a unit of study work ensuring the marketing of the experimental or practical part of the study programmes. Cents, Chairs, Scientific and Training Laboratories shall be established by the Scientific Councils of the Faculty Duma or the Scientific Institute, on the proposal of a separate professor, associate professor, lead researcher. They shall be reorganised or eliminated on the basis of a proposal from the Scientific Council of the department or faculty itself or the Scientific Institute. Departments, scientific laboratories and groups of professors themselves shall decide all matters of their academic activities, which, by constitution, have not been placed under the responsibility of the Faculty Duma (Scientific Institute Council) or the Senate. Sub-units working in a single sector are merged into a department in several science departments or in the academic institutes of LU. The academic potential of each chapter must be sufficient to enable it to provide at least one study (research) programme. The faculty (LU Scientific Institute) may transfer part of their functions and powers to departments. The academic subdivisions within the chapter may delegate to the department the exercise of their rights referred to in the preceding paragraph. The activities of the Chapter shall be determined by its by-laws, which shall be approved by the Faculty Council or the Scientific Council of the Scientific Institute. A decision on the establishment, reorganisation or elimination of a department, scientific institute, centre shall be taken by the relevant department council or by the Scientific Council of LU, which shall take effect on an order issued by LU.

In order to ensure the functioning of the internal quality assessment and development system in LU, the procedures for drawing up annual accounts of the courses of study, which set out the requirements for drawing up, evaluating, validating and publishing the annual reports of LU courses (hereinafter referred to as “the report”), are approved and implemented. The annual statements of the courses of study shall be drawn up by the head of the course of study, in cooperation with the heads of study programmes, directing them for consideration and approval in the Boards of Studies and Faculty Councils. Courses of study, which include multi-faculty programmes, shall approve the report in all relevant study programme boards and faculty councils. Prior to approval of the study direction review in the Senate, the study department shall provide an opinion regarding the quality of studies in the direction of study, as well as compliance with the requirements of regulatory enactments, while the Quality Assessment Commission for study programmes - an evaluation of the quality of studies in the direction of study, which shall be based on independent expertise.

## 12. Supportive services and facilities

The Library of the Faculty of Social Sciences is one of Latvia's largest centres of specialized information resources in policy science, sociology and communication science. The Social Sciences Faculty Library is located in three rooms with a total area of 544 m<sup>2</sup>. There are available 84 work spaces to users, including 18 computers. Three scanners, two printers, copier, are available in the library for smooth and high-quality study process.

The library has more than 36 thousand printed publications, and the LU Library's e-resources are also available. Users have access to databases with more than 30,000 academic journals in electronic format. Students have access to databases such as JSTORE, Ebrary, Sage, Project Muse, EBSCO, etc.

In general, in 2020, the University of Latvia subscribed to 37 e-resource platforms (both e-book platforms – VLeBooks, ProQuest EBook Central and e-magazine databases – Cambridge Journals Online (available archives up to 31.12.2018), Emerald eJournals Premier (available archives up to 22.04.2020), JSTOR I-XII, XIV, XV and Life Sciences Collections, Oxford Journals Online, Sage Journals Online, ScienceDirect, SpringerLink Contemporary Journals, ScienceDirect, SpringerLink, Journals, Taylor & Francis Social Science & Humanities Library, Physical Review Journals and separately purchased e-journals, and separately purchased e-journals, LETA Archives, Nozare.lv, Letonika, and tools – SAGE Research Methods, Passport, Orbis, MarketLine, and also – ClinicalKey, EBSCOhost (available by 31.12.2020.), European Pharmacopoeia, LVS, OECD iLibrary, ProQuest Dissertations & Theses Global, ScienceDirect, Scopus, Time Higher Education, Web of Science Core Collection, ZentralBlattMATH). In total, 21 069 full-text e-journals (including separately subscribed), nearly five million world dissertation and master's work full texts are available. There are available 121 open access (Open Access) database with multi-format materials

The University of Latvia library inventory is made up according to its study and scientific work directions, requirements of study programmes, providing information to all study levels – Bachelor, Master, PhD, as well as fields of scientific research. The priority is the acquisition of e-

There are 4693.1 m<sup>2</sup> of training, administrative and scientific processes are used for the provision of studies and scientific processes, which is 57.9% of the total area of the building. The Audience Fund for the Provision of the Study Process is 2122.2 m<sup>2</sup>, which consists of 25 different size audiences, which jointly utilize all the study programmes implemented in the faculty. 10 of the 25 audiences are fully or partially equipped with modern stationary multi-media projectors, computers and sound technique. In order to provide a study process in audiences not equipped with projector and computer, the faculty uses mobile/portable kits.

In order to ensure the practical side of the study process, part of the training process is realized in two LU SZF equipped computer classes (total 75 workspace) and multimedia studio. Computer-class materials - computers, licenses and programmes - are renewed from year to year according to the financial situation of the Faculty.



There is one centralized department, which provides centralized services to students and prospective students. The department includes the Department of Academic Services, Reception Division, Mobility Division and Career Center.

The academic services department is providing information and advice on the opportunities and procedures of studies in LU, inform about scholarship funds and credit opportunities, issue statements, ensure the production of study records.

The Reception Department is organizing a reception, participate in exhibitions and other events for informing reflectors.

The Mobility Division is ensuring the administration of international exchange programmes, counselling of exchange students and support in the preparation of documents.

The Career Centre is providing advice, organise seminars and other activities on the labour market and career building.

### 13. Research basis

Project name	Time period	Funder (if applicable)	Participating researchers
LZP project lzp-2018/1-0480 „The subjective security perception of the inhabitants of Latvia: Influence on the making of security politics” (University of Latvia)	2018-2021	National Science Foundation	Prof.I.Reinholde Prof.Ozoliņa
the state research programme „Innovation and sustainable development: after crises in the global context (SUSTINNO)”	2015-2017	National Science Foundation	Prof.I.Reinholde Prof.Ozoliņa Asoc.prof.I.Ijabs
ESF project „Innovative diagnostic instruments for regional development” (2013/0057/1DP/1.1.1.2.0/13/APIA/VIAA/), (University of Latvia)	2014-2015	European Social Fund	Prof.I.Reinholde Prof.Ozoliņa Asoc.prof.I.Ijabs
the state research programme „National identity”, the project „Human security ad pluralism of identities”, (University of Latvia)	2010-2014	National Science Foundation	Prof.I.Reinholde Prof.Ozoliņa
EU programme FP7-SSH-2013-1 “MIME-Mobility and Inclusion in Multilingual Europe” (University of Geneve)	2014-2018	EU FP7	Prof.I.Reinholde Prof.Ozoliņa

Reinholde I. Latvia. Designing reforms, understanding change and anticipating hope. Liverakos P. (ed.) *Public Service Reform in the Post-Soviet Union Countries: Challenges and Lessons Learnt*. Palgrave, 2021 (forthcoming)

Reinholde, I., Stucka, M., Urban governance in Latvia: feeling urban and thinking rural. In: Armondi S., De Gregorio Hurtado S. *Foregrounding Urban Agendas: The New Urban Issue in European Experiences of Policy Making*. (The Urban Books Series) Springer, Switzerland, 2020. pp. 75-96. ISBN978-3-030-29072-6

Navarro C., Karlsson D., Magre J., Reinholde I. Mayors in the Town Hall: Patters of Relations and Conflict Among Municipal Actors. In: Heinelt H., Magnier A., Cabria M., Reynaert H (eds) *Political leaders and changing local democracy. The European mayors*. Palgrave Macmillian, 2018. pp.359-386. ISBN 978-3-319-67409-4

Meyer-Sahling J.H., , Barbara Janta B., Reinholde I., van Stolk C. Hidden costs of cuts: Austerity, civil service management and the motivation of public officials in Central and Eastern Europe after the crisis. *European Journal of Government and Economics* Vol. 5, N 2 (2016), p.120-137. URL: <http://www.ejge.org/index.php/ejge> ISSN 2254-7088.

Otzulis, V., Ozolina, Ž. Shaping baltic states defence strategy: Host nation support. *Lithuanian Annual Strategic Review*, 2017, 15(1), pp. 77–98

Kļaviņš, D., Rostoks, T., Ozoliņa, Ž. Foreign Policy “On the Cheap”: Latvia’s Foreign Policy Experience from the Economic Crisis. *Journal of Baltic Studies*, 2014, 45(4), pp. 435–456

Auers, D. Populism and Political Party Institutionalisation in the Three Baltic States of Estonia, Latvia and Lithuania. *Fudan Journal of the Humanities and Social Sciences*, 2018, 11(3), pp. 341–355

Joniškienė, J., Šaparnienė, D., Juknevičienė, V., Limba, T., Reinholde, I. Governance mechanisms and collaborative value creation in cross-sector partnerships: Case of ngo and business. *Entrepreneurship and Sustainability Issues*, 2020, 8(1), pp. 1012–1028

Sakalauskaitė G., Šaparnienė D., Reinholde I. Accessible tourism development in the postsoviet country context: a case of Klaipeda city, Lithuania. *Scientific Papers of the University of Pardubice, Series D, Faculty of Economics and Administration No. 1/2020 Vol. XXVIII*. Pp.126-137. SSN 1804-8048 (Online)

## 14. Internationalisation

In the past years, the composition of the trainers in the Political Science Department has been stable, but the process of changing the generations of trainers is gradually taking place. A number of courses are served by the doctorants of the Political Science Department. A new course “Gender role in politics” was included in the programme, which was provided in the spring semester of 2020 by Professor Laura Dean, Associated Professor of the US Millicina University. In the framework OF ESF project 8.2.2, in the spring semester of 2020, Professor Diana Šaparniene, Professor of Klaipeda University, was attracted as an “innovative leader in the public sector”.

The mobility of trainers in the spring semester of 2020 was negatively affected by the Covid-19 pandemic, but overall mobility in the academic year 2019/2020 was relatively high. Two courses were served by Laura Dean (Fulbright fellowship from Millicina University) and Diana Šaparniene (Professor of Klaipeda University in the framework of project 8.2.2), as well as 2 lectures on the Middle East region policy were served by Professor Arje Marcelo Kacovich, Professor of the Jewish University of Jerusalem. Professor Kacovich's guest lectures were organized in cooperation with the University of Latvia Judicial Centre. In December 2019, lectures on international organizations for policy science department students read Jakub Olchowski (Maria Curie-Sklodowska University). It should be noted that the series of scheduled mobility activities planned in spring 2020 have been transferred to the spring of 2021 (Iveta Reinholde, Sigita Struberga, Alexandra Kjakste).

Teachers involved in the implementation of the Policy Science Bachelor Study Programme have served lectures in the universities of other countries. Professor Žaneta Ozolina has served lectures at the University of Freiburg and the Baltic Defence College, where the associate Professor Tom Rostock has also been guided. Dr. Sigita Struberga has read lectures at several universities of China and Ukraine. The associate professor, Tom Rostock, has read lectures at the Lithuanian Defence Academy. In contrast, associate Professor Daunis Auers has been remotely reading lectures at the United States Institute of Foreign Service for diplomats who go to the US embassies in Northern Europe. The trainers of the Policy Science Division – Iveta Reinholde, Daunis Auers, Tom Rostock – have been participating for more than 10 years in the implementation of the training programme of the junior headquarters of the three Baltic States in the National Defence Academy.

Students in the Bachelor of Political Science programme have travelled to universities in Sweden, France and Italy during the reference period. The number of students leaving during the academic year 2019/2020 was higher than in the academic year 2018/2019 and identical to the number of students leaving in the academic year 2018/2018.

## VOLUME B

### National education system

*Please give a brief description of the national education system. What constraints to the programme, especially with respect to the accreditation criteria, are the result of the national educational system's requirements?*

Every citizen of the Republic of Latvia, holders of non-citizen passports issued by the Republic of Latvia, citizens of European Union, European Economic Area countries and Switzerland, permanent residents of the European Community holding a residence permit for Latvia, stateless persons in possession of a travelling document issued by the Republic of Latvia, third country nationals or stateless persons who are in possession of a valid residence permit for the Republic of Latvia, persons having refugee or alternative status and persons who have received temporary protection within the Republic of Latvia have equal rights to education in Latvia.

Legislation:

- Law on Education (1998) - a framework law containing definitions of all types and levels of education which defines general principles and determines competences of governing bodies.
- Law on General Education (1999)
- Law on Vocational Education (1999)
- Law on Higher Education Establishments (1995)
- Law on Scientific Activity (2005)

The education system is administered at three levels - national, municipal and institutional. The Parliament (Saeima), the Cabinet of Ministers and the Ministry of Education and Science are the main decision-making bodies at national level. The Ministry of Education and Science is the education policy development and implementation institution that oversees the national network of education institutions, sets educational standards and determines teacher training content and procedures.

The admission procedure is not centralised: each higher education institution has its own admission board and criteria. From the year 2004 entrance examinations are replaced by the results of the national centralised secondary education examinations.

A Certificate of secondary general education (*atestāts*) or Diploma of vocational secondary education (*diplooms*) is required to continue education at the level of higher education, both for academic higher education programmes or higher professional education programmes. The admission to these study programmes is mostly competitive, based on the results of centralized examinations. Higher education institutions may set additional requirements concerning some specific prior education or training, special aptitude or previous qualification (for example, in arts, music, sports). At least five months before the enrolment procedure begins, higher educational establishments shall inform which general secondary education programmes correspond to the respective study programme, which centralized examinations have to be taken, as well as what the additional requirements are. The selection procedures in different higher educational

establishments and in different programmes may vary. These procedures mainly depend on the level of competition for each vacancy/students' places (both the state funded and self-financed). Some selection procedures also include an interview with the admission board representatives.

In case a secondary education Certificate or Diploma has been obtained abroad, then, in compliance with the Law on Higher Education Institutions, this document has to be submitted for academic recognition of foreign qualifications to the Academic Information Center (*Akadēmiskās informācijas centrs*).

The system of higher education in Latvia is binary since the Law on Education Establishments sets a difference between academic and professional higher education, but it is not strictly institutionalised. Universities and other institutions of higher education mostly run both academic and professional programmes. Tertiary level or higher education is provided in colleges and higher education institutions.

A higher education institution (*augstskola*) is an institution of tertiary level education that provides second level professional higher education programmes and academic higher education programmes, where scientific, research and creative activity takes place. Higher education institutions are divided into university and non-university higher education institutions. At higher education institutions with the term "augstskola" in their name at least 40% of academic staff in elected positions must hold a PhD degree and institutions with the term "akadēmija" in their name must fill 50% of academic positions with PhD holders, unless otherwise determined by the Cabinet of Ministers, based on the specific sphere of activity pertaining to the education establishment (e.g. art, architecture, theology, security, maritime affairs or national defence).

### National evaluation system

Currently there are three main quality assurance processes performed in Latvia:

Accreditation of higher education institution – assessment of the work organisation and quality of resources of a HEI as a result of which the HEI is recognised by the state and can issue state recognised diplomas. The HEIs are accredited for an indefinite term and the extraordinary accreditation of a HEI can be initiated only in case of violations of regulatory acts. The decision on the accreditation of a HEI is taken by CHE.

Accreditation of study direction. Since 2012, the new external quality assurance model for higher education has been in place indicating the transition from accreditation of individual study programmes to accreditation of study directions. It is assessment with the purpose of determining the quality of the resources of a higher education institution or college and the ability to implement a study programme corresponding to a specific study direction in accordance with regulatory enactments. The accreditation of the study direction gives the higher education institution or college the right to issue a State-recognised diploma of higher education for successful acquisition of a study programme corresponding to the relevant study direction. Decision on the accreditation of study directions is taken by the SQC. Study directions can be accredited for two terms – 6 years (positive decision), 2 years (conditional decision, if substantial deficiency is detected but may be

eliminated within the scope of the time period of accreditation of the study direction). In case of negative decision study direction is no accredited.

Licensing of study programme – the assessment for granting rights to a higher education institution or its branches to implement a study programme. Each new study programme has to be licensed and only after that students could be enrolled. Decision on the licensing of study programmes is taken by the SQC.<sup>1</sup>

### Formal exams for entrance to civil service

There is no exam to enter the civil service. However there is State Civil Service Law which determines the mandatory requirements for civil service candidates. A person may be a candidate for a civil service position who:

- 1) is a citizen of the Republic of Latvia;
- 2) is fluent in the Latvian language;
- 3) has a higher education;
- 4) has not reached the age of retirement determined by law;
- 5) has not been convicted of deliberate criminal offences, or has been rehabilitated, or for whom the conviction has been set aside or extinguished;
- 6) has not been prohibited from taking up the civil service position due to a sanction imposed in a disciplinary matter, an administrative violation matter or a criminal matter;
- 7) whose legal capacity has not been restricted by a court;
- 8) is not or has not been in a permanent staff position in the State security service, intelligence or counter-intelligence service of the U.S.S.R., the Latvian SSR or some foreign state;
- 9) is not or has not been a participant in organisations prohibited by law or by an adjudication of a court;

(1<sup>1</sup>) Paragraph one, Clause 4 of this Section shall not apply to the person who is a candidate for a civil service position that is vacant for a definite period of time.

(2) Persons who are candidates for a civil service position shall be liable for the veracity of the documents submitted and the information included therein in accordance with procedures laid down by laws.

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<sup>1</sup> <https://www.aika.lv/en/aika-about/development-of-higher-education-quality-assurance-system-in-latvia/>