

APPROVED  
by Resolution No. 4 of 19 June 2013 of the Board  
of the Faculty of Law of Vilnius University  
Amended by  
Resolution No. 1 of 21 September 2016 of the Board  
of the Faculty of Law of Vilnius University

## **PROCEDURE FOR REPEATING A COURSE UNIT/MODULE**

The Board of the Faculty of Law of Vilnius University (hereinafter – Faculty of Law) aiming to detail the rules which govern the procedure for repeating a course unit/module, establishes the following Procedure for Repeating a Course Unit/Module in the study programmes of the Faculty of Law (hereinafter – Procedure):

1. At the end of the term for retaking examinations (pass/fail tests), the student who has academic debts of not more than 15-credits and who wishes to continue their studies according to the study programme offered by the Faculty of Law, must repeat the course unit/module in which he failed (with the exception of the course units specified in Paragraph 4 of the Description of taking examinations (passes) externally at the Faculty of Law of Vilnius University approved by Resolution No. 5 of 23 March 2016 of the Board of the Faculty of Law of Vilnius University, examinations [pass/fail tests] of which may be taken externally). If a particular course unit/module is included in the list of courses/modules which cannot be repeated by the Board of the Faculty of Law, this course unit/module cannot be repeated.
2. The student who has to repeat a course unit/module must, before the beginning of the semester in which the course unit/module is taught, submit a request to the Dean of the Faculty of Law to be allowed to repeat the course unit/module. The request must be submitted via the Faculty of Law to the Studies Unit.
3. The payment for the repeat course/module of the study programme shall be made no later than by the end of the first month of the semester in which the course unit/module is taught.
4. A member of staff of the Studies Unit of the Faculty of Law who administers the studies of the student who has submitted the request, shall submit the request to the Vice Dean for study affairs of the Faculty of Law for consideration. If the Vice Dean of the Faculty of Law adopts a decision to satisfy the request, the member of staff of the Studies Unit of the Faculty of Law shall prepare a draft order of the Dean of the Faculty of Law to allow a course unit/module to be repeated and submit it to the Dean for approval.
5. The Vice Dean for study affairs of the Faculty of Law shall have the right to examine and satisfy the request to repeat a course unit/module if it has been submitted after the expiration of the term specified in Paragraph 2 of the Procedure, if he recognizes that the term was missed because of

important reasons.

6. The course unit/module cannot be repeated in the following cases:

- 6.1. where a course/module has been included by the Board of the Faculty of Law in the list of courses/modules which cannot be repeated;
- 6.2. where a student who must repeat a course unit/module fails to submit a request to be allowed to retake a course unit/module;
- 6.3. where a student submits a request to be allowed to retake a course unit/module after the expiration of the term specified in Paragraph 2 of the Procedure without an important reason;
- 6.4. where a student fails to submit the data supporting the payment for repeating the course/module together with the request to be allowed to repeat a course unit/module.

7. The course unit/module that must be repeated is usually repeated in the semester in which the course/module is taught. Requirements for attendance, independent work tasks, assessment procedure, etc. shall apply to the student who repeats a course unit/module.

8. The course units/modules of the study programme which the student did not have the right to study within the term specified in the study programme due to his academic debts shall not be considered academic debts.

9. Students in the final year of their studies who repeat a course unit/module in the final semester, are allowed to take an examination (pass/fail test) in the retaken course unit/module by not later than 31 March (or – not later than 30 November).

10. The academic debt in the course unit/module which the student is allowed to repeat must be eliminated within one year of accrual of the debt.

<sup>1</sup>  
10<sup>1</sup>. The student who repeats a course unit/module shall have the right to take and to retake examination (pass/fail test) in the repeated course unit/module once, except for the cases where the examination (pass/fail test) in the repeated course unit/module had already been taken once externally, but the student failed – in this case the student who repeats a course unit/module shall have the right to take the examination (pass/fail test) only once and shall not have the right to retake it.

11. The student who fails to repeat a course unit/module within the term specified in Paragraph 10 of the Procedure or who is not allowed to repeat a course unit/module is expelled from the University due to academic under-achievement.