Annex 3 to Minutes №2.9-12.6/250823-2 dated 25.08.2023 Economics and Economic Policy Master's Degree Programme Academic Committee

## Procedures of students' assignment to academic tracks of Economics and Economic Policy Master's Degree Programme in 2023/2024 academic year

1. 1<sup>st</sup> year students not later than September 10 shall inform a programme manager via an online form about their master's academic track preferences: first, second and third priority tracks including a motivational letter (200-250 words) for the first priority track.

2. By September 15 academic supervisor in cooperation with track supervisors and programme manager assigns students to academic tracks taking into consideration their preferences and motivational letters firstly, number of places for tracks secondly.

3. Academic supervisor or track supervisors may increase or decrease the number of places for a track without changing the total number.

4. If a student fails to inform the programme manager about their master's academic track preferences in due time, the student will be assigned to an academic track taking into consideration number of places for tracks firstly, their preferences mentioned in motivational letter in portfolio secondly.

5. Students' assignment to academic tracks is published on the programme's web page by a manager and is sent to students' corporate e-mails.

6. In the process of studies students may change their academic tracks if approved by track supervisors and academic supervisor.