

On approval of the Rules for pedagogical retraining

Unofficial translation

Order of the Minister of Education and Science of the Republic of Kazakhstan dated March 17, 2020, No. 110. Registered with the Ministry of Justice of the Republic of Kazakhstan on March 20, 2020, No. 20147.

Unofficial translation

In accordance with paragraph 2 of Article 10 of the Law of the Republic of Kazakhstan dated December 27, 2019 "On the status of a teacher" **I HEREBY ORDER:**

1. To approve the Rules for pedagogical retraining in accordance with the Annex to this Order.

2. The Department of Higher and Postgraduate Education of the Ministry of Education and Science of the Republic of Kazakhstan, in accordance with the procedure established by the legislation of the Republic of Kazakhstan, shall ensure:

1) state registration of this Order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days from the date of state registration of this Order, sending it in electronic form both in the Kazakh and Russian languages to the Republican State Enterprise on the right of economic management "Institute of Legislation and Legal Information of the Republic of Kazakhstan" of the Ministry of Justice of the Republic of Kazakhstan for official publication and inclusion to the Reference Control Bank of the regulatory legal acts of the Republic of Kazakhstan;

3) posting this Order on the Internet resource of the Ministry of Education and Science of the Republic of Kazakhstan after its official publication;

4) within ten working days after the state registration of this Order, submission to the Legal Department of the Ministry of Education and Science of the Republic of Kazakhstan information on the implementation of the measures provided for in subparagraphs 1), 2) and 3) of this paragraph.

3. Control over the execution of this Order shall be entrusted to the Vice-Minister of Education and Science of the Republic of Kazakhstan, Daulenov M.M.

4. This Order shall come into effect upon the expiration of ten calendar days after the day of its first official publication.

*Minister of Education and
Science of the Republic of Kazakhstan*

A. Aimagambetov

Annex
to the Order of the
Minister of Education
and Science of the

The Rules for Pedagogical Retraining

Footnote. The rules are amended by the Order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated 16.09.2025 № 451 (effective ten calendar days after the date of its first official publication).

Chapter 1. General Provisions

1. These Rules for Pedagogical Retraining (hereinafter referred to as the Rules) have been developed in accordance with paragraph 2 of Article 10 of the Law of the Republic of Kazakhstan “On the Status of a Teacher” and shall determine the procedure for pedagogical retraining of persons with professional education who do not have a pedagogical education and who are beginning their professional activity as a teacher in the relevant field for the first time.

2. The following basic concept shall be used in these Rules:

Dual training is a form of personnel training that combines training in an educational organization with mandatory periods of industrial training and professional practice at an enterprise (organization) with the provision of jobs and compensation payments to students with equal responsibility of the enterprise (organization), the educational institution and the student.

3. To carry out professional activities of a teacher in the relevant profile/area, pedagogical retraining shall be carried out at higher and (or) postgraduate education organizations (hereinafter referred to as HPE):

1) persons with professional education who do not have a pedagogical education, including those who have completed military service in the positions of officer, senior or senior sergeant (except for citizens dismissed from military service for negative reasons without the right to re-enter military service);

2) persons with pedagogical education in the field of “Special Pedagogy”, within the framework of the corresponding direction for another specialization.

Persons dismissed or discharged from military service (except for persons dismissed for negative reasons without the right to re-enter military service), who served in the military in the positions of officers, senior or senior sergeants, who have higher and (or) postgraduate education and at least ten years of service, shall undergo pedagogical retraining in basic military training free of charge in military educational institutions.

Chapter 2. Procedure for pedagogical retraining

4. Pedagogical retraining courses (hereinafter referred to as Courses) shall be conducted for individuals with professional education who do not have a pedagogical education and who

are beginning their professional activities as a teacher for the first time, on the basis of higher professional education institutions that have licenses in accordance with the Law of the Republic of Kazakhstan "On Permits and Notifications" to conduct educational activities in the field of training "Pedagogical Sciences" in accordance with the Classifier of areas of training of personnel with higher and postgraduate education, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated October 13, 2018 № 569 (registered in the State Register of Normative Legal Acts under № 17565).

5. Courses shall be conducted full-time with elements of dual education.
6. At the HPE, by order of the director or the person performing his duties, an admissions committee shall be created.

The regulations on the activities of the admissions committee and its composition shall be determined by the educational organization independently.

7. Persons applying for courses shall submit the following documents to the secretary of the admissions committee of the HPE:

- 1) an application addressed to the head of the HPE in any form;
- 2) a copy of a document on higher education or postgraduate education;
- 3) two photographs measuring 3x4 centimeters;
- 4) medical certificate form 075/ Y, approved by the order of the Acting Minister of Health of the Republic of Kazakhstan dated October 30, 2020 № КР ДСМ-175/2020 (registered in the State Register of Normative Legal Acts under № 21579).

Along with copies of the documents specified in this section, the originals shall be submitted for verification. Applicants shall provide an identification document to confirm their identity. The originals shall be returned after verification.

If an incomplete list of documents specified in this paragraph is provided, the secretary of the admissions committee of the HPE shall return the documents.

The full package of documents shall be submitted again before the deadline for accepting documents established by the HPE.

8. Persons with professional education who do not have a pedagogical education and who are beginning their professional activity as a teacher in the relevant field for the first time, to undergo pedagogical retraining based on the HPE, pass a special exam (hereinafter referred to as the Special exam), in accordance with the Model Rules for Admission to Educational Organizations Implementing Educational Programs of Higher and Postgraduate Education, approved by Order № 600 of the Minister of Education and Science of the Republic of Kazakhstan dated October 31, 2018 (registered in the State Register of Normative Legal Acts under № 17650).

The program, timing, form and organization of the special examination for pedagogical retraining shall determine by the HPE independently.

9. Persons shall be enrolled in courses in the relevant profile, subject to passing a special exam.

10. The HPE shall agree with persons enrolled in courses on the provision of educational services for pedagogical retraining.

11. The educational program for pedagogical retraining shall be developed by the HPE independently in accordance with subparagraph 1) of paragraph 2 of Article 43-1 of the Law of the Republic of Kazakhstan "On Education", taking into account the needs of the education system and employers in accordance with the Professional Standards for Teachers of Educational Organizations, approved by the order of the Minister of Education of the Republic of Kazakhstan dated February 24, 2025 № 31 and shall be entered into the Register of Educational Programs, in accordance with the Rules for maintaining the register of educational programs implemented by organizations of higher and (or) postgraduate education, as well as the grounds for inclusion in the register of educational programs and exclusion from it, approved by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated October 12, 2022 № 106 (registered in the State Register of Normative Legal Acts under № 30139).

Educational programs for pedagogical retraining for individuals discharged from military service are developed and approved by the Ministry of Defense of the Republic of Kazakhstan in agreement with authorized bodies in the field of education, science, and higher education.

12. The HPE shall independently determine the form and procedure for conducting final certification of students.

13. Upon mastering the educational program and successfully passing the final certification, persons who have completed training in pedagogical retraining are issued a permanent certificate of pedagogical retraining (hereinafter referred to as the Certificate) in the form in accordance with the appendix to these Rules, in accordance with the types of documents on higher and (or) postgraduate education, the form of documents on higher and (or) postgraduate education of the state standard and the rules for their registration and issuance, the basic requirements for the content of documents on higher and (or) postgraduate education of their own sample and the rules for their registration and issuance, approved by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated February 10, 2023 № 47 (registered in the State Register of Normative Legal Acts under № 31894).

The Certificate number and QR codes shall be generated in a special service provided by the authorized body in the field of science and higher education, in accordance with the Model Rules for the Activities of Higher and Postgraduate Education Organizations, approved by Order № 595 of the Minister of Education and Science of the Republic of Kazakhstan dated October 30, 2018 (registered in the State Register of Normative Legal Acts under № 17657).

Certificate

Issued by _____
Last name, first name, patronymic (if any)
that he/she completed the course from "___" 20__ to "___" 20__
pedagogical retraining under the educational program
in the profile of _____
(the name of the educational program shall be indicated
in the amount of _____
academic credits

(name of the organization of higher and (or)

postgraduate education)

Rector _____

Last name, first name, patronymic (if any) (signature)

Place of seal

Date of issue "___" 20__

Registration number:

№ ___ from "___" 20__.