**Requirements for the qualifications of the head of the department** **(Head of the military department):** the head of the department must have a higher professional (or postgraduate) education, an academic degree, and at least 5 years of work experience in educational institutions. Availability of a certificate (certificate) of completion of refresher courses in the specialty or education management;

the head of the military department must have a higher (or postgraduate) education, a scientific degree and / or a military rank of senior officers, work experience of at least 5 years in the positions of teaching staff or leadership from the deputy commander of a military unit and above.

**Requirements for the qualification of the associate professor of the department:** higher professional (or postgraduate) education, the presence of an academic degree or a PhD (Doctor of Philosophy) degree, work experience of at least 5 years of scientific and pedagogical activity. Availability of a certificate (certificate) of completion of refresher courses in the specialty or in the profile of the taught discipline over the past 5 years. The presence in the last 5 years of publications in international peer-reviewed scientific journals or having a Cite Score of at least 35 percentile in the Scopus database in one or more scientific areas.

In the field of arts, culture, sports and military training, in the absence of an academic degree or PhD (Doctor of Philosophy):

- for the group of specialties "Physical culture and sports" - the presence of sports titles "Honored Master of Sports", "Master of Sports of the Republic of Kazakhstan", badges "For contribution to the development of physical culture and sports" and "Honorary sports worker";

- for the group of specialties "Art" - the presence of the honorary titles "Honored Artist of the Republic of Kazakhstan" and "Honored Worker of Culture of the Republic of Kazakhstan", the presence of the badge "Madeniyet salasynyk uzdigi";

- for the group of specialties "Initial military training" - the presence of a military (special) rank not lower than major.