

# **WESTERN CASPIAN UNIVERSITY**

## **ACTIVITIES OF THE ENGLISH LANGUAGE CENTER**

### **I. General Provisions**

1.1. This Statute regulates the legal status, areas of activity, management mechanisms, and other issues related to the English Language Center operating under Western Caspian University.

1.2. The Center operates as a structural unit of Western Caspian University.

1.3. The Center carries out its activities in accordance with the legislation of the Republic of Azerbaijan, the normative documents of Western Caspian University, and this Statute.

### **II. Purpose and Areas of Activity of the Center**

2.1. The main purpose of the Center is to provide high-quality services in the teaching, learning, and development of the English language.

2.2. The areas of activity of the Center include:

- Organizing English language courses at various levels;
- Preparing methodological materials for language learning;
- Professional development and training of teachers;
- Organizing seminars, master classes, and language clubs;
- Assessing and monitoring foreign language skills.

### **III. Management**

3.1. The Head of the Center is appointed and dismissed by the Administration of Western Caspian University.

3.2. The Head:

- Provides overall leadership for the activities of the Center;
- Approves educational plans and programs;
- Organizes the recruitment and development of personnel;
- Ensures the development of the material and technical base.

3.3. Departments may be established within the Center when necessary.

### **IV. Financing and Material-Technical Base**

4.1. The Center is financed through the following sources:

- The budgetary funds of Western Caspian University.

4.2. The Center is provided with the necessary educational and technical equipment.

**V. Final Provisions**

5.1. Amendments to this Statute may be made by the Administration of Western Caspian University.

5.2. The Center is based on the principles of transparency, responsibility, and professionalism in its activities.