

## **OFFICIAL MESSENGER OF THE REPUBLIC OF SERBIA (21/2002)**

### **NEW UNIVERSITY LAW (announced 23 April 2002)**

(Note: 'savet' has been translated as 'Council' and 'vece' as 'Board'.)

#### **I. BASIC PROVISIONS**

##### **Article 1**

This Law regulates the scope of activities of Universities and Faculties as well as the Academy of Arts, the general principles of their organisation and management as well as the method of financing these activities.

Educational and scientific or artistic activities are carried out in Universities and Faculties, in accordance with this Law and statutes of Universities and Faculties.

##### **Article 2**

A University is an autonomous educational and scientific or arts institution.

A University has the status of a legal body.

##### **Article 3**

A University shall comprise at least three Faculties.

A University is founded by an Act which establishes Faculties of the University and their inter-relationships.

The structure of a University can also include institutes, a University library as well as other organisations which have activities in accordance with the activities of the University.

The organisation of a University and relationships between Faculties and other organisations within the University (hereinafter termed University Members) shall be defined by University Statutes.

##### **Article 4**

The University and its Members are entitled to the freedom of scientific or artistic and educational activities.

Any form of political, party or religious organising and activity is not permissible at the University and University Members.

The University and the University Members shall have educational and scientific autonomy in performing their activities.

University and University Members' premises are inviolable in accordance with the Law.

##### **Article 5**

The University shall organise and carry out activities in areas of the sciences and/or arts and education as well as undertake other business which is a function of their activities, in accordance with this Law and University statutes.

##### **Article 6**

A Faculty or Academy of Arts (hereinafter termed Faculty) is an educational and scientific or educational and artistic institution which with regard to its normal activities, shall carry out basic, specialist, Masters and Doctors studies as well as innovation in the process of learning and specialist education and improvement.

A Faculty may make provision for carrying out the teaching of some teaching subjects at another Faculty for which that other Faculty is normally responsible.

More detailed conditions for establishing such teaching under Paragraph 2 of this Article shall be set out in University statutes.

A Faculty may, independently or in collaboration with another organisation, carry out basic, applied and developmental research or artistic studies and research which is a function of their activities to develop education.

A Faculty may also undertake other business which is a function of its activities, in accordance with its statutes.

The work and organisation of a Faculty shall be set out in the statutes of the Faculty.

A Faculty has the status of a legal body.

#### Article 7

Fixed assets and other resources which are secured by the Republic of Serbia (hereinafter termed the Republic) as founder for the foundation and work of a University and Faculty in the eyes of the State are its own property.

Fixed assets from Paragraph 1 of this Article may not be transferred or disposed of without the agreement of the founder.

Fixed assets and other resources from Paragraph 1 of this Article may be used only for carrying out the activities of a University and Faculty as set out by this Law.

Fixed assets and other resources endowed, foundation or funds which a University or Faculty uses must be used exclusively for the purpose intended by the donor in accordance with the Law.

Fixed assets and other possessions which a University or Faculty acquires to carry out its activities, as well as any bequests and gifts shall be the property of the University or Faculty which acquires these possessions.

#### Article 8

In a University and its Faculties teaching shall be carried out in Serbian.

In a University and its Faculties teaching may also be carried out in the language of a national minority and in some other international languages.

A University and its Faculties may carry out teaching according to Paragraph 2 of this Article by previous agreement of the Government of the Republic of Serbia (hereinafter termed Government).

#### Article 9

The supervision governing the work of a University and its Faculties is carried out by the Ministry for Education and Sport.

## II. FOUNDING AND DISSOLUTION OF A UNIVERSITY AND FACULTY

#### Article 10

A University and its Faculties may be founded by the Republic as a legal and physical body.

A foreign legal and physical body may found a Faculty in accordance with the Law.

The University or Faculty may carry out its activities abroad, if this is in their common interests, with the agreement of the founder and with the previous approval of the Government.

#### Article 11

Any changes of the name, residence, and status of a University or faculty, founded by the Republic, shall be carried out upon the previous approval of the Government.

#### Article 12

In order to start working and carrying out its missions, a University has to fulfil the requirements concerning personnel, space and technical facilities.

The conditions of Paragraph 1 of this Article shall be defined by the Ministry for Education and Sport based upon a proposal of the Republican Council for development of University education.

A judgement on the fulfilment of conditions for the beginning of the work of a University or Faculty shall be passed by the Ministry for Education and Sport.

The founder submits both the request and the proofs of fulfilment of the conditions for the beginning of the work of a University or Faculty.

If the request for founding a University or Faculty is denied, the administrative proceeding may be instituted.

#### Article 13

In the case when a University or Faculty is founded by the Republic, the founding Act shall be enacted by the Government.

In the procedure of founding a University or Faculty whose founder is not the Republic, the founder shall carry out a feasibility study to justify the reasons for foundation.

The study mentioned in Paragraph 2 of this Article shall specify the reasons for the foundation of the University or Faculty, conditions provided by the founder for the beginning of its work and administration of its affairs, as well as the curricula and syllabuses underlying the studies to be offered.

The study mentioned in Paragraph 2 of this Article shall be subject to approval by the Republican Council for development of University education.

A founder as in Paragraph 2 of this Article shall enact a formal Act on the University or Faculty foundation upon receiving the approval specified in Paragraph 4 of this Article.

Before the formal Act on Faculty foundation is enacted, where the founder is the Republic, the opinion of the University, which will comprise the Faculty, should be provided.

#### Article 14

A University or Faculty may be dissolved under the conditions and in accordance with the procedure set out by the Law.

Dissolution of a University or Faculty founded by the Republic shall be decided upon by the Government.

The students of a dissolved University or Faculty shall have the right to complete their studies at another University or Faculty determined by the Minister for Education and Sport.

### III. THE ACTIVITY OF A UNIVERSITY AND FACULTY

#### **1. Educational activity**

##### *1.1. Teaching curriculum and syllabus*

#### Article 15

Educational activity within a Faculty and University shall be accomplished through studies as well as through special forms of study for innovation of learning and continuing specialist education and development.

#### Article 16

Studies in a Faculty shall be basic, specialist, Masters and Doctors.

Studies in a University shall be specialist, Masters and Doctors in interdisciplinary and multidisciplinary science and arts subjects.

A University and its Faculties may organise studies within its sphere of interest in collaboration with a foreign University, Faculty or international organisation.

#### Article 17

Studies shall be carried out on the basis of a teaching curriculum and syllabus.

The teaching curriculum shall establish the duration of study, teaching subjects and their sequence year to year, the semesters and three-monthly terms, and the number of hours of lectures and exercises.

The quantity of all forms of training can be expressed in terms of the number of points instead of number of hours.

The content, forms of teaching and testing of the students' knowledge shall be established according to the programme for teaching the subject.

#### Article 18

The teaching curriculum for basic studies shall comprise: social-humanitarian, artistic, theoretical-methodological, general training and more specialised educational contents

The teaching curriculum for specialisation studies shall comprise: theoretical-training and more specialised training programmes, as well as practical training.

The teaching curriculum for Masters studies shall comprise: theoretical-methodological contents and scientific or artistic studies.

The teaching curriculum for Doctors studies shall comprise: theoretical-methodological contents and scientific studies.

#### Article 19

A Faculty founded by the Republican Government shall prepare teaching curricula for basic, Masters and Doctors studies with the agreement of the University.

A University founded by the Republican Government shall approve teaching curricula and syllabuses for the various forms of study which it organises.

A University or Faculty which is founded as a legal or physical body shall also prepare the teaching curriculum with the previously-obtained agreement of the Minister for Education and Sport.

The Minister for Education and Sport, at the suggestion of the Republican Council for development of University education, shall nominate a specialist commission which will evaluate the coordination of the teaching curriculum from Paragraph 3 of this Article with regard to its proposed scientific accomplishments.

The University or Faculty shall decide the teaching content of the syllabuses.

The Faculty shall decide the teaching curriculum for specialisation studies.

The University, at the suggestion of the relevant Faculties, shall approve the teaching curricula and syllabuses for specialisation, Masters and Doctors studies organised jointly by several Faculties.

The Faculty shall prepare the teaching curricula and syllabuses for continuing specialist education.

The Faculty shall prepare curricula for innovation of learning.

#### Article 20

A University or Faculty shall carry out changes and additions to teaching curricula and syllabuses according to the procedure prescribed for introducing new teaching curricula and syllabuses.

Changes and additions to teaching curricula and syllabuses shall not be considered as changes and additions when the University or Faculty normally carries them out in order to bring them in accord with the organisation of its work and scientific or artistic accomplishments.

#### Article 21

The teaching curriculum for basic studies shall consist of at least 24 and no more than 30 classes (hours) of lectures and exercises per week.

At the Faculty of Arts or Academy of Arts, obligatory student practical work or exercises for artistic teaching subjects is not included in the number of classes from Paragraph 1 of this Article.

#### Article 22

The Faculty shall issue a public document to an individual who achieves a particular programme for innovation of learning or programme of continuing specialist education and improvement.

The Faculty, as part of its activities, shall organise examinations with the previously-obtained agreement of the Minister for Education and Sport.

[The Minister for Education and Sport does not give agreement to a Faculty for educational activities from Paragraph 2 of this Article if the Faculty carries out these activities publicly as authorised by this Law. Ministar prosvete i sporta ne daje saglasnost fakultetu za obavljanje poslova iz stava 2. ovog ~lana, ako fakultet obavlja ove poslove kao javno ovla{ }enje povereno zakonom.](#)

The Faculty and its responsible Ministry shall establish a programme of specialist exams.

#### Article 23

Studies shall be carried out during a school year which shall begin on 1st October of the current year, and finish on 30th September of the following year.

The University or Faculty statutes shall set out the times for carrying out the programmes of basic, specialist, Masters and Doctors studies during the school year.

#### Article 24

The University or Faculty shall decide upon the annual programme of work. The programme of work shall be decided by 30th September for the following school year.

#### Article 25

Basic studies shall last for three to six school years.

Specialisation studies shall last for one to two school years, in accordance with the statutes of the University or Faculty.

Masters studies shall last two school years.

Doctors studies shall last three school years.

The duration of specialisation studies in medicine, dentistry and pharmacy shall be established by a separate Law.

## Article 26

Teaching shall consist of: lectures, exercises, seminars, consultations, scientific or artistic studies, practicals, mentoring, as well as other forms of educational activities in the sciences or arts as set out in the University or Faculty statutes.

Organising how the teaching activities are carried out shall be set out in the University or Faculty statutes.

## Article 27

Obligations of a University or Faculty towards its students in regard to how it organises and times its teaching activities as well as other conditions for achieving the teaching curricula and syllabuses are to be set out in general Acts of a University or Faculty.

### *1.2. Enrolment*

## Article 28

An individual who has completed four years of secondary education may enrol into the first year of basic studies as set out in Faculty statutes.

An individual may also enrol into the first year of basic studies at the Faculty of Arts or Academy of Arts who has not yet finished secondary education according to conditions set out by the statutes of the Faculty or Academy.

## Article 29

An individual who has higher education may enrol into the first year of specialisation studies.

An individual may enrol into the first year of Masters studies as set out in the University or Faculty statutes who has higher education and who achieved an average score of at least 8 (eight) for basic studies.

An individual who achieved an average score less than 8 (eight) for basic studies must take a qualifying entrance examination in accordance with the University or Faculty statutes.

An individual may enrol into the first year of Doctors studies as set out in the University or Faculty statutes who has higher education and who achieved an average score of at least 9 (nine) for basic studies.

Conditions for enrolment are to be set out in more detail in University or Faculty statutes.

## Article 30

A foreign student may enrol into the first year of basic, specialisation, Masters or Doctors studies under the same conditions as a Yugoslav citizen.

A foreign student may apply to enrol into the first year of basic, specialisation, Masters or Doctors studies who has qualified in the Serbian language under the conditions set out by the Government.

A test of knowledge of the Serbian language will be carried out by a special Commission as set out in the University or faculty statutes.

A foreign student shall pay tuition fees for basic, specialisation, Masters and Doctors studies, unless defined differently by some international agreement.

A foreign student may enrol for studies if he/she has health insurance.

## Article 31

A special condition for enrolment into the first year of studies is knowledge of a foreign language or a language of a national minority in which teaching is carried out.

A student who has enrolled into studies as in Paragraph 1 of this Article may during his/her studies continue into the teaching curriculum and syllabus which is carried out in the Serbian language after a test of knowledge of Serbian.

The test of knowledge of the language from Paragraphs 1 and 2 of this Article is to be carried out by a special Commission, according to procedures prescribed under Faculty or University statutes.

#### Article 32

A decision about the number of students who may enrol into the first year of basic, Masters and Doctors studies and those whose education shall be financed from the budget and those who shall pay the tuition fees for a Faculty and University founded by the Republican Government will be made by the Government according to information supplied by the University.

A university shall give its opinion in relation to Paragraph 1 of this Article based on a Faculty's staff, space, technical and other considerations as well as societal needs.

A decision from Paragraph 1 of this Article shall be given by 31st March of the current school year for the following school year.

#### Article 33

Enrolment into the first year of studies at a Faculty or University shall take place on the basis of a competition.

The competition from Paragraph 1 of this Article includes: the number of students who may enrol into every (Faculty) Institute or subject group, the conditions for enrolment of students, the criteria for ranking the candidates, the procedure and timing of the qualifying examinations or tests of the students' aptitudes and capabilities, the timetable for receiving the candidates, the amount of the tuition fees that students will pay and which students shall have their education financed from the budget.

A Faculty founded by the Republican Government shall carry out the competition for enrolment into the first year of studies jointly with the Government.

#### Article 34

A candidate who takes part in the competition for enrolment into the first year of basic studies shall take the qualifying examination or test of the student's aptitudes and capabilities.

Exceptionally, from Paragraph 1 of this Article, a candidate who is a third or fourth year student of secondary school who has shown exceptional success in Republican competitions organised by the Ministry for Education and Sport or in Federal or international competitions may take the entrance examinations in those corresponding subjects in accordance with University and Faculty statutes.

A candidate from Paragraph 2 of this Article shall be assessed by entrance exam or that part of that exam according to the maximum number of points.

The ranking of candidates for enrolment into the first year of basic studies shall be determined by the general success achieved in secondary school together with the results achieved in the entrance examination or test of the student's aptitudes and capabilities.

#### Article 35

Student status shall be acquired upon successful enrolment into a Faculty or University.

The status of a student who is financed from the budget may be realised at only one University or Faculty.

Student status shall be lost upon resignation from the Faculty, on the day of gaining a diploma and when a student takes no exams during a year of study.

#### Article 36

An individual with high or higher education may enrol into basic studies at a Faculty without taking an entrance exam or test of the student's aptitudes and capabilities, in accordance with the Faculty statutes.

The right stated in Paragraph 1 of this Article may be exercised upon personal request.

The Dean shall decide on the acceptance of entrance exams.

An individual from Paragraph 1 of this Article shall enrol into a specific year of studies under the conditions laid out in the Faculty statutes and according to the status of a student paying tuition fees.

#### Article 37

A student may pass through studies at another Faculty or from another (Faculty) Institute or subject group within the same Faculty if he/she fulfils the requirements for enrolling into the following year of studies at the Faculty into which he/she has enrolled.

A student from Paragraph 1 of this Article shall retain his/her status with regard to paying for studies.

A student may not pass to another Faculty in the first and final year of studies.

The conditions for enrolment into a Faculty or other Institute or subject group within the same Faculty are to be set out in more detail in Faculty statutes.

### *1.3. Examinations*

#### Article 38

The success of students at examinations shall be expressed according to a score from 5 (five) to 10 (ten).

A student's results achieved in exercises, tests, seminars or other forms of teaching shall also be taken in account in establishing the score.

A student who has not achieved sufficient success at an exam shall be awarded a score of 5 (five).

The score shall be awarded by a teacher or examination Commission.

The score shall be recorded in the official student booklet (indeks) and record book. A score of 5 (five) shall not be recorded in the official student booklet (indeks).

#### Article 39

The examination terms shall be: June, September and January as well as two exam terms which a Faculty or University shall set out in accordance with the timetable for accomplishing the teaching programmes.

The Faculty and University statutes must establish the other exam terms.

The Faculty and University statutes shall establish the method for ensuring public examinations, as well as the regulations for students who want to retake exams if they do not achieve a sufficient score.

An advanced student (having completed all the teaching courses) has the right to take exams every month during the course of the school year.

The statutes of the Faculty of Arts and Academy or Arts may set out the teaching subjects from which an exam may be taken only in one exam term during the school year.

#### Article 40

After three unsuccessful attempts to pass the same exam a student shall take any further attempts to pass that exam at his/her own expense.

A student may seek to take an exam from Paragraph 1 of this Article to the Commission which is prepared by the Dean in accordance with the Faculty statutes.

#### *1.4. Regulations of basic studies*

##### Article 41

A student is obliged to attend teaching and to carry out the pre-examination requirements as set out in the Faculty teaching programme.

On verification that a student has attended the winter semester, he/she acquires the right to attend teaching in the summer term.

Conditions for verification of the semester and the year of study shall be prescribed by Faculty statutes.

##### Article 42

A student may enrol for the following year of study with:

- 1) two exams carried over from the teaching subjects for a previous year of study in which there were at most seven teaching subjects;
- 2) three exams carried over from the teaching subjects for a previous year of study in which there were eight, nine or ten teaching subjects, and
- 3) four exams carried over from the teaching subjects for a previous year of study in which there were at least eleven teaching subjects.

A student may enrol for the final year of studies if he/she has passed exams for at least half the teaching subjects or the corresponding number of teaching subjects from the previous year of studies, in accordance with the Faculty statutes.

The Faculty statutes shall set out the teaching subjects for which students must take exams as the conditions for enrolment into the following year of studies.

The statutes of the Faculty of Arts and Academy of Arts shall set out the conditions for enrolment into the following year of studies.

A student shall enrol into the following year of studies no later than 1 November, in accordance with the Faculty statutes.

A student who cannot certify completion of the final year of studies shall enrol again into that year of studies.

##### Article 43

A student who is financed from the budget may repeat two different years during the course of studies.

If a student in a repeated year of studies does not fulfil the conditions for enrolling into the following year of studies he/she may continue with the status of a student if he/she pays the tuition fees.

A student who pays the tuition fees and who fulfils the conditions for enrolling into the following year of studies within one school year gains the right to receive teaching studies as a student financed from the budget.

##### Article 44

A student who repeats a year of studies bears the expenses of studies for that year in proportion to the increased costs to the Faculty for repeating a year.

The conditions and method of paying the costs from Paragraph 1 of this Article shall be set out in more detail by a general Faculty Act.

#### Article 45

A student has the right to complete studies from the beginning of the teaching course.

A student who, after repeating a year of studies does not fulfil the conditions for enrolling into the following year may continue studies according to a new teaching curriculum and syllabus.

#### Article 46

A student who in the first two years of basic studies achieves an average score of at least 8.5 (eight and a half) has the right to complete studies within a shorter time scale than normal.

The conditions for realising the right stated in Paragraph 1 of this Article shall be set out in detail in Faculty statutes.

The Faculty is obliged, for a student from Paragraph 1 of this Article, to appoint a mentor from the list of teachers and ensure other conditions, in accordance with the statutes.

#### Article 47

A student who at the time of basic studies was prevented from studying because of illness, a student who received specialist training within the country or abroad for a period of at least three months, as well as a student who is completing or entering his military service, a student who has a child up to one year old, and a female student during pregnancy shall set aside their rights and responsibilities.

A student may have the setting aside of rights and responsibilities from Paragraph 1 of this Article by personal request.

A student whose rights and responsibilities have been set aside may take exams for teaching subjects for which he/she has fulfilled the requirements established in the programme of studies.

#### Article 48

A student who during the winter semester has fulfilled up to one third of the pre-examination requirements may, by personal request, attend teaching in the summer semester, and shall reimburse the Faculty's costs for the pre-examination requirements.

The conditions for implementing the rights from Paragraph 1 of this Article shall be prescribed by Faculty statutes.

The Faculty shall set out the amount of payment for the pre-examination requirements.

#### Article 49

A student shall take the exam for the Diploma if that teaching course of study is the one planned.

The statutes of the Faculty shall set out the method for taking the Diploma examination.

#### Article 50

The advanced student term lasts six months from the end of the last year of studies.

The advanced student term lasts twelve months at the Faculty at which the exam for the Diploma is required to be taken.

At the expiry of the advanced student term a student has the right to take the exams upon payment of expenses.

A student has the right to finish the studies already begun according to the teaching curriculum and syllabus with which the status of advanced student was achieved within a period of two years from the end of the advanced student term.

On the expiry of the period from Paragraph 4 of this Article a student may continue studies according to a new curriculum and syllabus, with the necessary payment of tuition costs, in accordance with the Faculty statutes.

#### Article 51

A student who successfully passes all examinations as set out in the teaching curriculum for basic studies achieves higher education with the degree title that accompanies it, as set out in the Law.

It shall be stated in the Faculty statutes that a student who has successfully passed more than half the exams required by the teaching course for basic studies may at personal request get the corresponding academic degree and professional title according to the conditions and procedure set out in Faculty statutes.

The Faculty shall provide a diploma of the qualification achieved from Paragraph 2 of this Article in accordance with the regulations prescribed in this Law on a form prescribed by the Minister for Education and Sport.

The overall success of a student taking basic studies shall be determined according to the (student's) average score.

The average score from Paragraph 4 of this Article is defined as the arithmetic mean score for the teaching subjects set out according to the teaching course, including the score achieved for the Diploma exam if that exam is required.

#### *1.5. Masters thesis and specialisation study*

#### Article 52

A Masters thesis shall be the result of independent study of a student who has provided a systematic description of existing scientific knowledge and made a new contribution to scientific knowledge.

A Masters thesis in arts is: a project, a work of art, an exhibition of works of art, a theatrical performance, film, radio or television programme, a concert or scenic presentation of a piece of music, a concert solo or written work.

The Faculty Board or University Board shall approve the theme of the Masters thesis and establish a student mentor.

The Commission for the defence of a Masters thesis shall consist of at least three teachers and researchers in the relevant scientific posts of which at least one should not be employed at the Faculty at which the Masters thesis is to be defended.

#### Article 53

A student shall defend a Masters thesis within a period of three years from the day of approval of the theme of the Masters thesis.

A student may receive at his/her request an extension of the time for defending a Masters thesis, in accordance with conditions set out in the statutes of the Faculty or University when the University organises those studies.

The procedure for defending a Masters thesis shall be set out in the statutes of the Faculty as well as the University.

#### Article 54

By successfully defending a Masters thesis a student acquires the academic title of Master of Sciences or Master of Arts and for successfully defending specialisation studies a student shall receive the academic title of Specialist.

#### *1.6. Doctors dissertation*

##### Article 55

A Doctors dissertation is the result of organised scientific research of the doctors student in a relevant area of the sciences.

##### Article 56

An individual has the right to defend a doctors dissertation if he/she has (previously) acquired the academic title Master of Sciences or has completed doctors studies.

An individual who successfully defends a Doctors dissertation shall acquire the scientific degree Doctor of Sciences.

##### Article 57

A candidate shall defend a doctors dissertation within a period of five years from the day the them is approved.

A candidate may receive at his/her request an extension of the time for defending a Doctors dissertation, according to conditions set out in the Faculty and University statutes.

The University shall give its approval of the proposed theme of the Doctors dissertation and also of the report on the completed Doctors dissertation when the dissertation is defended at the Faculty.

The request for giving the approval required from Paragraph 3 of this Article is provided by the Faculty

At the request of the candidate the Faculty Board or University Board shall establish a teacher mentor.

The procedure for defending a Doctors dissertation shall be set out in detail in the statutes of the Faculty or University when the doctors dissertation is defended at the University.

The procedure for giving the approval from Paragraph 3 of this Article shall be set out by a general Regulation of the University.

##### Article 58

The Faculty or University shall form a Commission for the assessment and defence of a Doctors dissertation.

The Commission from Paragraph 1 of this Article shall consist of at least three teachers and researchers in the relevant scientific posts of which at least one should not be employed at the Faculty at which the Doctors dissertation is to be defended.

##### Article 59

By successful defence of the Doctors dissertation (the candidate) acquires the right to promotion to the scientific degree Doctor of Sciences.

The promotion to Doctor of Sciences shall be carried out by the Rector of the University according to a procedure set out in the University statutes.

#### *1.7. Honorary doctorate*

##### Article 60

A University may award an honorary doctorate as a mark of recognition to an individual who has by his/her own achievements advanced scientific thinking or an individual who is especially meritorious in the advancement of science, techniques, technology, culture or the arts.

A University may also award an honorary doctorate to a foreigner.

A general Regulation of the University shall set out in more detail the conditions and procedure for awarding honorary doctorates.

## **2. Science and arts activities**

### **Article 61**

Scientific and artistic studies as well as teaching are parts of the unique scientific-teaching and artistic-teaching activities of a University or Faculty.

A University or Faculty may found incubator (start-up) and innovation centres according to a special Law.

### **Article 62**

A University and Faculty shall carry out scientific and artistic activities as areas of its total activities enjoying equal rights.

Scientific work shall be accomplished through basic, applied and developmental investigations which shall be carried out with the aim of raising the quality of teaching, scientific improvement, developing the scientific and teaching (skills) of the younger generation, introducing students to scientific study, as well as creating the material conditions for the development and working of the University and Faculty.

The artistic work of a University and Faculty shall be accomplished through artistic projects which shall be carried out with the aim of raising the quality of teaching as well as through artistic projects which shall enhance culture.

Scientific work at a University and Faculty shall be carried out and organised as established by the statutes of the University and Faculty in accordance with a Law which shall set out the research activities.

Artistic work at a University and Faculty shall be carried out and organised in a manner established by the University and Faculty statutes.

### **Article 63**

A University and Faculty shall provide a five-year and annual programmes of scientific or artistic work.

A University shall give its opinion on that part of the programmes of scientific research or artistic work of its members who are financed by the Republic.

## **IV. PROTECTION OF STUDENTS' RIGHTS AND STUDENT RESPONSIBILITIES**

### **Article 64**

Activities to protect the rights and interests of students at a University and Faculty shall be organised by the student parliament.

Elections for the student parliament of a University and Faculty shall be carried out yearly by direct and secret voting in which all students within the (corresponding) University or Faculty have the right to vote and to be candidates.

The University student parliament shall choose and release from office a student Vice-Rector and student representatives on the University management bodies.

The Faculty student parliament shall choose and release from office a student Vice-Dean and student representatives on the Faculty management bodies.

The mandate of the student Vice-Rector and Vice-Dean shall last for one year.

The status, activities, organisation and jurisdiction of the student parliament shall be set out in detail in the statutes of the student parliament, in accordance with the Law.

The student parliament may provide the Faculty or University Academic Board with proposals which deal with raising the quality of the teaching process and submit objections about the organisation and method of presenting the teaching.

The Faculty Academic Board and University Academic Board shall consider proposals and objections from Paragraph 7 of this Article and pronounce on them.

Representatives of the student parliament have the right to be present at sittings of the University and Faculty Academic Boards.

A University and Faculty shall be obliged to secure an appropriate room and other necessary conditions for the work of the student parliament in accordance with the statutes of the University and Faculty.

#### Article 65

A student in a competition for enrolment may take an objection about the regularity of a competition, the regularity of an exam, (or) the ranking of candidates for enrolment into the first year of basic, Masters or Doctors studies to the Dean or Rector if the objection relates to studies which are organised by the University within a period of three days from the day of announcing the list on the bulletin boards of the University or Faculty

The Dean or Rector shall give a decision on the objection of a student to a competition within a period of three days from the day the objection was received.

A candidate may lodge a complaint to the Faculty Council or University Council within a period of three days from the day the decision was received.

The Faculty Council or University Council shall give a decision on the complaint within a period of three days from the day of its receipt.

#### Article 66

A student may make a complaint:

1) about the score received at an exam if he/she considers that it was not carried out according to this Law or to the statutes of the Faculty or University;

2) about a decision not to approve his/her enrolment into the following year of studies if he/she considers that it was not given according to this Law or to the statutes of the Faculty or University.

A student may take an objection to the Dean within a period of three days from the day that the score was announced or the decision was received.

The Dean shall give a decision on the objection of a student after consultation with the student Vice-Dean within a period of five days from the day the objection was received.

#### Article 67

A student may take a complaint to the Dean of the Faculty in the event of any inappropriate behaviour of an employee of the Faculty within 15 days of the occurrence of the event.

The Dean is obliged to consider the complaint in consultation with the student Vice-Dean and decide upon it within 15 days of receiving the complaint.

#### Article 68

A student shall respond for the carried out offence, as set out by a general Regulation of the Faculty at the time the offence was committed.

For a minor offence against a student disciplinary measures such as warnings or a reprimand are required to be handed out, and for a severe offence disciplinary measures of a strict reprimand or exclusion for at least one school year are required.

The disciplinary procedure shall not be initiated upon expiration of three months of the day of knowing about the offence and the facts, or six months from the day that the offence was carried out.

A general Faculty Regulation shall define the minor and severe offences, the disciplinary bodies and the disciplinary procedure for establishing the responsibilities of students.

## V. TEACHERS AND ASSISTANTS OF UNIVERSITIES

### 1. Grades of teachers and assistants of universities

#### Article 69

Teaching posts at universities shall be: Assistant Professor (Docent), Associate (Vanredni) Professor and Full (Redovni) Professor.

Teaching posts in foreign languages at a secondary faculty (not the teacher's main faculty), except posts described in Paragraph 1 of this Article, shall be Lecturer and Senior Lecturer.

#### Article 70

Assistant posts at universities shall be: Training (Probationary) Assistant, Assistant, Instructor (Lektor) and Senior Instructor.

The post of assistant for specialist arts teaching subjects at the Academy of Arts and the Faculty of Arts as well as at other Faculties shall be: specialist assistant (technician), senior specialist assistant (technician) and independent specialist assistant (technician).

In artistic teaching work at the Academy of Arts or Faculty of Arts, artistic associates may be employed in the following posts: artistic technical associate, artistic associate, senior artistic associate and independent associate.

A Faculty may also employ an assistant (technician) without an assistant (technician) post.

The Faculty statute shall establish the conditions and method of setting up the terms of employment of an assistant (technician) from Paragraph 4 of this Article.

#### Article 71

A teacher and an associate shall be elected into a post for a narrower area of the sciences or the arts.

The narrower area of science shall be established by Faculty and University statutes.

### 2. Conditions for (s)election of teachers of a University

#### Article 72

An individual may be selected for the post of assistant professor (Docent) who has:

1) a science degree of Doctor of Science within the subject area chosen on the basis of:

2) scientific and specialist studies carried out and published in refereed journals or other scientific publications;

3) potential for teaching activities.

An individual may be elected to associate professor who, in addition to the conditions of Paragraph 1 of this Article has:

1) more scientific studies of significance for the development of science through scientific publications in refereed international or leading national journals;

2) original specialist achievement (project, study, patent, original method, new variety, and so on) and leading or participation in scientific projects;

3) a published textbook or monograph or practical text or collection of assignments within the chosen scientific discipline;

4) more studies presented at international or national scientific meetings.

An individual may be elected to full professor who, in addition to the conditions of Paragraph 1 of this Article has:

1) a larger number of scientific studies which influence the development of scientific thinking within the subject area through publications in refereed international or leading national journals;

2) a larger number of scientific studies and presentations at international or national scientific meetings;

3) a published textbook or monograph;

4) original specialist achievement (project, study, patent, original method, new variety, and so on) and participation in or leading scientific projects;

5) accomplished results in the scientific and educational development of young staff at the Faculty, and especially through mentoring in Masters theses or Doctors dissertations as well as participation in Commissions for the assessment or defence of Masters theses or Doctors dissertations.

The Faculty statutes shall have to set out the conditions of Paragraphs 1 to 3 of this Article as well as the method of its introduction to fulfil these teaching conditions.

### Article 73

An individual may be elected to an assistant (Docent), associate (Vanredni) and full (Redovni) professor at the Faculty of Arts as well as Academy of Arts who fulfils the conditions laid out in Article 72 of this Law.

An individual may be elected to an assistant professor in the areas of the arts or specialist arts who has higher education, recognised artistic works or accomplishments as well as the capability to carry out teaching activities.

An individual may be elected to an associate professor in the areas of the arts or specialist arts who has higher education, artistic works or accomplishments of significance for the development of the arts as well as the capability to carry out teaching activities.

An individual may be elected to a full professor in the areas of the arts or specialist arts who has higher education, exceptional artistic works or accomplishments which have more significant influence on the development of culture and the arts as well as the capability to carry out teaching activities.

An individual may be elected as a teacher in the areas of the arts or specialist arts who also has first-rate artistic accomplishments as well as the capability to carry out teaching activities.

The statutes of the Faculty of Arts and Academy of Arts as well as a Faculty for which the arts are not that Faculty's normal activities shall establish the areas of the arts and specialist arts for which the teaching staff shall carry out their duties under the conditions set out in Paragraphs 2 to 5 of this Article as well as provide details of the conditions for elections into each of these posts.

#### Article 74

An individual may be elected as a lecturer of foreign languages at a Faculty who has the corresponding higher education and published specialist and scientific studies in the corresponding specialist areas and has the capability for teaching.

An individual may be elected as a senior lecturer of foreign languages at a Faculty who has, in addition to the conditions set out in Paragraph 1 of this Article, the academic title Master of Science.

### **3. Conditions for (s)election of assistants of a University**

#### Article 75

An individual may be elected as a training(probationary)-assistant who has higher education with an average assessment grade of at least 8 (eight) for basic studies.

An individual may be elected as an assistant who has the academic title Master of Science or Master of Arts and has an aptitude for teaching activities.

An individual may be elected as an assistant or senior assistant artist in a teaching subject who has higher education, if in that subject he/she has not yet completed Masters studies.

An individual may be elected as an assistant of a clinical subject established by the statutes of the Faculties of Medicine and Dentistry who has the academic title Master of Science and who has completed specialisation in accordance with the specific Law.

An individual may be elected as a lecturer in foreign languages who has the corresponding higher education with an average assessment grade of at least 8 (eight) for basic studies, in fulfilment of the rules for these foreign languages and who has an aptitude for teaching activities.

An individual may be elected as a senior lecturer in foreign languages who has, in addition to the requirements of Paragraph 5 of this Article, specialist and/or scientific publications.

#### Article 76

An individual may be elected for the post of specialist associate of arts or specialist areas of the arts who has acquired the relevant specialist results.

An individual may be elected for the post of senior specialist associate of arts or specialist areas of the arts who has higher education and recognised specialised works (of art).

An individual may be elected for the post of independent associate of arts or specialist areas of the arts who has higher education and specialised results of significance for development of the profession or arts.

The statutes of the Faculty of Arts and Academy of Arts as well as a Faculty for which the arts are not that Faculty's normal activities shall provide details of the conditions for elections into associate posts as set out in Paragraphs 1 to 3 of this Article.

An individual may be elected for the post of artistic technical associate who has the relevant higher education, academic title of Master of Arts or the specialist title of Specialist (in Arts), artistic results and an inclination towards artistic collaboration and teaching.

An individual may be elected for the post of artistic associate who has the relevant higher education, recognised works of art and the capacity for artistic collaboration and teaching.

An individual may be elected for the post of senior artistic associate who has higher education, high quality artistic results and marked capacity for artistic collaboration and teaching.

An individual may be elected for the post of independent associate who has higher education, outstanding artistic accomplishments which are of significance for developing culture and the arts, of prominent recognition for works of art and with especial capacity for artistic collaboration and teaching.

An individual may be elected as artistic associate who also has first-rate artistic accomplishments, recognised for works of art as well as especial capacity for artistic collaboration and teaching.

The conditions for election of artistic associates shall be set out in detail in the statutes of the Academy of Arts.

#### **4. The post of researcher**

##### Article 77

Grades for the post of researcher in a University, Faculty and Institute shall be: training (probationary) researcher, research associate, scientific associate, senior scientific associate, scientific adviser.

Conditions and the procedure for appointments to research scientist posts shall be set out in a special Law.

##### Article 78

The different categories of teacher and associate have a corresponding grade of researcher, as set out in a Law, for carrying out research activities as follows:

- 1) post of training associate - post of training researcher
- 2) post of associate - post of research associate
- 3) post of associate professor (docent) - post of scientific associate
- 4) post of associate (vanredni) professor - post of senior scientific associate
- 5) post of full (redovni) professor - post of scientific adviser

The posts of artistic technical associate, artistic associate, senior artistic associate and independent artistic associate at the Academy of Arts correspond to the posts: research associate, scientific associate, senior scientific associate and scientific adviser.

#### **5. Procedures for (s)election of teaching, assistant and technical staff**

##### Article 79

A member of the senior teaching staff, with the exception of full professors, shall be elected for five years and an assistant for four years.

Training assistants shall be elected for four years without the possibility of re-election to the same post.

The Faculty Appointments Board may extend the post of a training assistant who has enrolled for Doctors Studies for one year.

##### Article 80

Election into posts and employment with regard to the teaching and assistant staff of a Faculty shall take place no later than six months from the day of announcing the competition.

Teachers, with the exception of full professors, and assistants shall be granted employment for a specified time period.

##### Article 81

The Dean shall decide to announce an open competition for election of teachers or assistants no later than six months prior to the expiry date of the teachers' or assistants' employment.

#### Article 82

The Faculty Appointments Board constitutes the Commission for preparing the report (hereinafter termed the Commission) within 15 days from the day of announcing the competition.

#### Article 83

The Commission shall consist of at least three teachers, researchers (or artists) from within the same scientific or artistic discipline for which the election is announced, of which at least one should not be employed at the Faculty.

Members of the Commission shall be at the same grade as or higher grade than that for which the competition is for.

#### Article 84

The Commission shall prepare a report on all the applicants for the post within 60 days of the expiry date for accepting candidates for the competition.

If the Commission does not prepare the report as stated in Paragraph 1 of this Article the Faculty Appointments Board shall appoint a new Commission.

#### Article 85

The Commission report shall contain: biographical data; a review and opinion on the current teaching, scientific (scholarly), or artistic performance of every candidate; lists of the candidates' publications; opinion about fulfilment of other conditions for work established by the Law; and a recommendation about election of a candidate into the specific teaching or assistant post.

The Committee report shall be open to the public within 30 days, in accordance with the Faculty statutes.

#### Article 86

Election of a candidate into a teaching or assistant post shall be carried out by the Appointments Board of the Faculty.

**The Faculty may constitute an Appointments Board for every scientific or artistic discipline if the Faculty has two or more scientific or artistic disciplines, in accordance with Faculty Statutes.**

The Appointments Board shall consist of the teachers of the Faculty. The Faculty Statutes may state that, when the Appointments Board is deciding upon an election into an assistant post, the assistants of the Faculty may take part in the Appointments Board.

The Appointments Board may decide on elections into teaching and assistant posts only if at least two thirds of its members with the right to vote are present.

Decisions on the election of candidates into teaching posts shall be made by teaching members of the Appointments Board at the same or higher grade as that of the post, and all members of the Appointments Board may decide on elections to assistant posts.

Decisions on the election of candidates into posts shall be made by the majority of votes of the total number of members who have the right to vote on a particular post.

If the Appointments Board does not choose a particular candidate, that candidate may take his/her objection to the Faculty Council.

If the Appointments Board does not choose any of the proposed candidates for a post, the Dean may constitute a new competition for the post.

As part of the procedure for electing teaching and assistant staff, students may give their opinions on the candidates' teaching performance.

In the event of staff coming from outside the Faculty applying to be elected into teaching or assistant posts, the opinion of their previous Faculty is obtained.

#### Article 87

The Dean shall deliver the official document to elect the candidate into a teaching post subject to the approval of the University.

The individual elected into a teaching post by the Appointments Board of the Faculty may object if the decision of the Faculty Appointments Board was not carried out in accordance with the University Regulation by lodging a complaint with the authorised University body within 15 days of the decision being delivered.

An objection under Paragraph 2 shall be presented to the Faculty Appointments Board.

If the authorised body of the University, in consideration of the protest, concludes that the decision was not taken in accordance with the Regulation on elections into teaching posts, the Dean shall organise a new competition.

Upon receiving the approval of the Dean, the selected individual shall be given an employment contract to work.

#### Article 88

If, for a competition to elect a teacher or assistant, except training assistants, no candidate applies or no candidate fulfils the conditions for the post, the Dean of the Faculty may make a contract for up to one school year for a teacher or assistant from another Faculty to carry out teaching in that area of science (or arts) provided he/she has expertise in that science (or arts) subject.

#### Article 89

An individual elected into a teaching post at the University may take on employment at another Faculty in the same grade on the basis of an agreement concluded by the Faculties and the teacher.

### **6. Terms and conditions of employment**

#### Article 90

In respect of Laws, regulations and responsibilities that apply to teachers, assistants and other employees of a University and its Faculties, the existing employment laws shall apply if this University Law is not specifically different.

#### Article 91

With regard to individual Laws, regulations and responsibilities that apply to teachers, assistants and other employees of a University and its Faculties, these shall be decided by the Rector and/or Deans.

With regard to individual Laws, regulations and responsibilities that apply to the Rectors of Universities and Deans, these shall be decided by the University and Faculty Councils.

#### Article 92

A teacher after five years of employment for teaching at a Faculty may be approved payment for an absence lasting one school year to get specialist scientific training and skills, according to Faculty Statutes.

#### Article 93

A teacher or assistant who is doing military service, on maternity leave or sick-leave longer than one year may have their period of election extended to that time.

#### Article 94

At the suggestion of the Faculty Academic Board (vece - see Article 108), a researcher in a science post may: participate in carrying out lectures in Masters and Doctoral studies, be a mentor and assess students at exams in these studies, be a Commission member for assessing and defending a Masters thesis or Doctors dissertation.

A prominent and suitably-qualified scientist or artist may be invited to participate in carrying out teaching activities at a University or Faculty.

University and Faculty Statutes shall be expected to arrange the conditions and methods of engaging individuals from Paragraphs 1 and 2 of this Article.

#### Article 95

A teacher shall carry out all forms of educational, scientific, (medical and artistic) work within a 40-hour working week as set out in the teaching curriculum.

Mentoring within a particular Faculty may be carried out only by teachers employed on a full or part-time basis at that Faculty.

Assistants shall carry out and supervise exercises, tests and other forms of teaching, except lectures and exams, within a 40-hour working week.

Students doing Masters and Doctors studies may also participate in carrying out forms of teaching in Paragraph 3 of this Article.

Working conditions of teachers and assistants shall be established by general Acts of Universities and Faculties.

#### Article 96

Teaching in clinical teaching subjects in the Medical, Dentistry and Pharmacy Faculties may be carried out by teachers and assistants if at the same time they also carry out work in the corresponding clinics or institutes of their full-time work.

The arrangement of teaching, scientific and medical work of teachers and assistants shall be carried out within a 40-hour working week and established by general Acts of Universities and Faculties.

#### Article 97

At the Faculty of Arts and Academy of Arts senior specialist assistants and independent specialist assistants may carry out, independently or in collaboration with teachers, teaching of part of the programme or individual aspects of specialist or artistic work, instruction in specialist knowledge and skills, practical work, exercises and other activities established in Statutes.

#### Article 98

Teachers shall cease employment at the end of the school year in which they become 65 years old.

#### Article 99

At the suggestion of the Faculty Academic Board a teacher on a pension may participate in carrying out lectures in Masters and Doctoral studies, assess students in exams in these studies, be a member of a Commission for election of teachers and assistants as well as a Commission for assessment and defence of a Masters thesis or Doctors dissertation.

## VI. MANAGEMENT BODIES AND ACADEMIC BODIES

### Article 100

The management bodies of a University shall be: the Rector and University Council.

The academic body of a University shall be the Science and Teaching or Teaching and Arts Board (hereinafter termed University Academic Board).

University statutes may permit other specialist academic bodies of a University such as: Boards for areas and disciplines of science (hereinafter termed Specialist Boards), Teaching and Science or Teaching and Arts Boards for groups of related Faculties (hereinafter termed Group Academic Boards).

The structure, sphere of activity, number of members, procedure for selection and duration of the mandate as well as the decision-making procedures of the bodies described in Paragraph 3 of this Article shall be set out in University statutes.

### Article 101

The Rector manages the work of a University.

A University shall have one or more Vice-Rectors, in accordance with the statutes of the University.

The election of a Rector and Vice-Rectors shall be carried out without a competition for a two-year term of office from the list of full professors who are employed full-time in the University Faculties.

**The same individual may be elected as Rector or Vice-Rector no more than twice.**

A University shall also have a student Vice-Rector.

### Article 102

The Rector and Vice-Rectors shall be appointed and dismissed from duty by the University Council.

Candidates for Rector shall be nominated by the Academic Board of the Faculties and Institutes within the University.

Candidates for Vice-Rector shall be nominated by the candidates for Rector from the lists of full professors.

### Article 103

The University Council shall consist of:

1) two representatives from each Faculty within the University;

2) one representative from each Institute within the University;

**3) representatives of the student parliament of the University equal to one fourth of the total number of representatives from the University Faculties and Institutes as stated in Points 1) and 2) of this Paragraph;**

4) representatives of the founding body equal to one fourth of the total number of representatives from the University Faculties and Institutes as stated in Points 1) and 2) of this Paragraph.

The mandate of the members of the University Council shall last for two years.

Members of the University Council from the founding body are nominated by the founding body.

When the Republic is the founding body, members of the University Council from the founding body are appointed by the Government.

Verification of the mandate of the members of the Council shall be carried out at the constituting meeting of the University Council.

#### Article 104

The University Council shall:

- 1) adopt the University statutes;
- 2) adopt a financial plan and yearly statement on the business operations and annual accounts of the University;
- 3) decide on how to invest the University's resources;
- 4) decide on the annual programme of work for the University;
- 5) consider issues relating to student standards and initiate actions with the competent bodies for making improvements in this area;
- 6) adopt the Regulation on establishing the University centres and University Departments;
- 7) decide on allocating honorary Doctorates at the suggestion of the University Academic Board;
- 8) give a decision about founding any organisation for which the University shall be the founder;
- 9) elect and dismiss from duty the Rector and Vice-Rector(s) of the University;
- 10) elect the president of the Council;
- 11) elect the Secretary General of the University;
- 12) carry out other activities set out in the University statutes.

The University Council shall make decisions based on the majority of votes of the total number of members and, for Points 9), 10) and 11), by secret voting.

#### Article 105

The University Academic Board shall consist of Faculty Deans, Institute Directors and one full professor from each Faculty within the University.

The University statutes may specify a greater number of members of the University Academic Board selected from the lists of full professors and scientific advisers.

The Rector and Vice-Rector(s) shall be members of the University Academic Board by virtue of their office.

The Rector shall be president of the University Academic Board by virtue of his/her office.

#### Article 106

The University Academic Board shall:

- 1) consider the draft of the University statutes;
- 2) consider the draft of regulations and standard conditions of work at the University and Faculties relating to activities which are financed from the (University) budget as well as relating to material resources for their creation, at the suggestion of Faculties;
- 3) adopt the regulations and standards for the teaching courses;
- 4) adopt a programme of scientific research or artistic projects of the University;
- 5) determine the Faculty with the best competence for basic, Masters and Doctors studies leading to Doctors degrees in a particular topic;
- 6) adopt the teaching curricula and programmes of study that the University organises;
- 7) carry out the procedure for awarding honorary Doctorates;

8) consider the number of students who may enrol in the first year of basic, Masters and Doctoral studies, and whose education is financed from the budget, and those who are to pay tuition fees;

9) adopt the regulations relating to the procedure for verifying the election of staff into teaching posts;

10) adopt the regulations on working practices at the University centres and University Departments;

11) reconsider the decisions of Specialist Bodies of the University regarding Article 100 of this Law, at the request of a Faculty;

12) at least once a year consider a report on implementing the programme of scientific research which the University adopts;

13) propose to the University Council the education of the University centres and University Departments;

14) consider and prepare decisions for the University Council within its sphere of competence;

15) give an agreement on the teaching curricula for basic, Masters and Doctors studies of the Faculties;

16) carry out other activities established by University statutes.

With regard to questions within its sphere of competence, the University Academic Board shall decide on the basis of the majority of votes of the total number of members.

#### Article 107

Agreement on the decision of a Faculty about an election into a teaching post, on a suggested theme for a Doctors dissertation or on a report about presenting a Doctors dissertation shall be given by the University Academic Board or specialist body within this area of expertise.

#### Article 108

Management bodies of a Faculty shall be: the Dean and Faculty Council.

The specialist (expert) body of a Faculty shall be the Science and Teaching or Teaching and Arts Board of the Faculty (hereinafter termed Faculty Academic Board).

A Faculty may also have other specialist bodies, according to Faculty statutes.

#### Article 109

The Dean manages the work of a Faculty.

A Faculty shall have one or more Vice-Deans.

Election of the Dean shall be carried out without a competition every two years from within the list of full and associate professors who are in full-time employment at the Faculty.

Election of a Vice-Dean(s) shall be carried out without a competition every two years from within the full, associate and assistant professors who are in full-time employment at the Faculty.

A Faculty shall also have a student Vice-Dean.

#### Article 110

The Dean of a Faculty shall be appointed and dismissed from duty by the Faculty Council.

Candidates for Dean shall be suggested by the Faculty Academic Board.

A candidate for Dean shall nominate candidates for Vice-Dean(s) from the list of teaching staff in the Faculty.

The same individual may be elected as Dean or Vice-Dean no more than twice.

#### Article 111

The Faculty Council shall consist of:

1) fourteen representatives from the Faculty, of which twelve shall be chosen by the Faculty Academic Board and two shall be chosen by other Faculty employees by a procedure set out in Faculty statutes;

2) four representatives of the student parliament of the Faculty;

3) four representatives of the founding body.

The mandate of the members of the Faculty Council shall last for two years.

Members of the Faculty Council from the founding body shall be nominated by the founding body.

When the Republic is the founding body, members of the Faculty Council from the founding body shall be appointed by the Government.

Verification of the mandate of the members of the Council shall be carried out at the constituting meeting of the Faculty Council.

#### Article 112

The Faculty Council shall:

1) adopt the Faculty statutes;

2) adopt the financial plan and yearly statement on the business operations and annual accounts of the Faculty;

3) decide on the use of the Faculty's resources for investment;

4) decide on the annual programme of work for the Faculty;

5) decide on the educational activities of the internal organisational units, at the suggestion of the Faculty Academic Board;

6) appoint and dismiss the Dean and Vice-Dean(s) of the Faculty;

7) choose the president of the Council;

8) take decisions on objections brought to it about the procedure for electing into post of a teacher or assistant;

9) carry out other activities established by Faculty statutes.

The Faculty Council shall make decisions according to the majority of votes of the total number of members, and with regard to Points 6) and 7) of this Article the voting is secret.

#### Article 113

The Faculty Academic Board shall consist of teachers and assistants of the Faculty.

The number of members, duration of their mandate, the structure and working of the Faculty Academic Board of the Faculty shall be set out in Faculty statutes.

The Dean and Vice-Dean(s) shall be members of the Faculty Academic Board by virtue of their office.

The Dean shall be president of the Faculty Academic Board by virtue of his/her office.

#### Article 114

The Faculty Academic Board shall:

1) work out a draft of the Faculty statutes;

2) decide on the teaching curricula for basic, Masters and Doctors studies for teaching Institutes or groups (within the Faculty), with the agreement of the University;

3) decide on the teaching curricula and syllabuses for specialisation studies and other forms of specialist education and improvement;

4) decide on the programme of scientific research or artistic projects of the Faculty;

- 5) decide on the organisation of Masters and Doctors studies and forms of specialist education and improvement in a foreign language;
- 6) approve the themes of Masters theses and Doctors dissertations;
- 7) decide on the founding or closing of (Faculty) Departments;
- 8) decide on the regulations of work of organisational units;
- 9) choose the Faculty or Institute representatives for the Faculty Council and the University Council;
- 10) propose to the University the basic, Masters and Doctors studies of the Faculty;
- 11) give an opinion to the University about the numbers of students who can enrol into the first year of basic, Masters and Doctors studies, and those whose education is financed from the budget, and those who are to pay tuition fees;
- 12) establish ways of stimulating the development of clearly successful and talented students;
- 13) consider and prepare proposals on topics upon which the Faculty Council decides;
- 14) carry out other activities as set out in Faculty statutes.

## VII. REPUBLICAN COUNCIL FOR DEVELOPMENT OF UNIVERSITY EDUCATION

### Article 115

The Government shall constitute a Republican Council for development of University education (hereinafter termed Republican Council).

### Article 116

The Republican Council shall consist of Rectors and Vice-Rectors of Universities in the Republic and ten members who shall be nominated by the Government.

### Article 117

The Republican Council shall have a president who shall be chosen from the list of members of the Republican Council.

### Article 118

The Republican Council shall consider questions and take decisions on matters of interest for the development of a University's activities, which shall be:

- 1) establishing a proposal on conditions of work and activities of the University or Faculty;
- 2) the material position of Universities and Faculties and participation of University education in gross national product;
- 3) the development and capacity of University education;
- 4) participation of a University in creating a programme of scientific research work of significance for the Republic;
- 5) carry out other activities in accordance with the Law.

The Republican Council shall decide upon the regulations regarding its own work.

## VIII. VALIDATION AND EQUIVALENCE

### Article 119

An individual who completed higher education, specialisation, obtained the degree of Master of Sciences or Master of Arts or the scientific degree of Doctor of Sciences abroad shall have this accepted upon validation in accordance with this Law.

In the procedure for validation of a diploma shall be set out the degree and type of scientific qualification and scientific title which belongs to the bearer of the diploma degree from abroad as well as the rights regarding the continuation of the studies and employment.

In the procedure for equivalence, an education certificate acquired abroad shall be made equivalent with the document acquired within the Republic regarding the rights for continuation of studies.

#### Article 120

The Academic Board of the relevant Faculty shall carry out the procedure for validation of diplomas and establish equivalence in the pages of the publicly-available school documents.

If there is no relevant Faculty or study group in the Republic, the University shall carry out validation of diplomas, establish any specialist (academic) title as well as establish equivalence in the pages of the publicly-available school documents.

For carrying out the items in Paragraph 2 of this Article the University shall set up a Commission from the list of University teaching staff with the relevant expertise.

The conditions and procedure for validation of diplomas as well as establishing equivalence in the pages of the publicly-available school documents shall be set out in detail in the statutes of the University and Faculty.

#### Article 121

A Faculty and University shall keep a permanent record of documentation of validation and equivalence established in the pages of the publicly-available school documents which it has carried out, together with accompanying evidence.

The contents of the forms and method of providing evidence from Paragraph 1 of this Article shall be prescribed by the Minister for Education and Sport.

### IX.EVALUATION AND PUBLIC DOCUMENTS

#### Article 122

The Faculty shall keep: the official record books of students (student book), evidence of diplomas awarded and records of exams taken.

The University shall keep the record book on promotions to Doctor of Sciences, the record book on honorary Doctorates as well as evidence from Paragraph 1 of this Article when it (the University) is directly involved in organising a specific programme of education.

Evidence from Paragraphs 1 and 2 of this Article shall be kept in the Serbian language using the Cyrillic alphabet. In territorial regions in which the latin alphabet is in official use, evidence shall also be kept using the latin alphabet. The text in the latin alphabet shall be written under the text in the Cyrillic alphabet.

When the teaching is carried out in a national minority language the student book and evidence of diplomas awarded shall be kept in both the Serbian language in Cyrillic and in the language of the national minority.

The student book, record book on promotions to Doctor of Science and to honorary Doctorates shall be kept permanently.

The contents of the forms and method of providing evidence shall be prescribed by the Minister for Education and Sport.

On the basis of the evidential data, the Faculty or University shall provide public documents.

The public documents according to the meaning of this Law shall be: the official student booklet (indeks), diploma for the higher education degree, the specialist title

Specialist, the academic title Master of Sciences or Master of Arts, the scientific degree title of Doctor of Sciences; and the certificate for successfully completing the programme of continuing specialist education and development.

The University or Faculty shall issue a public document in the Serbian language in Cyrillic. In territorial regions in which the latin alphabet is in official use, the University or Faculty shall also issue the public document using the latin alphabet. The text in the latin alphabet shall be written under the text in the Cyrillic alphabet.

When the teaching at the University or Faculty is carried out in a national minority language and in a recognised foreign language, the public document shall be issued on a form which is printed in two languages: in Serbian using the Cyrillic alphabet and in the language in which the teaching was carried out.

The form for the public document shall be prescribed by the Minister for Education and Sport.

#### Article 123

The diploma degree of higher education, academic title of Master of Sciences or Master of Arts and the scientific degree of Doctor of Sciences shall be signed by the Dean of the Faculty and Rector of the University when the diploma is issued by the Faculty which is within the structure of the University.

A diploma from Paragraph 1 of this Article shall be verified by applying the seal of the University.

A diploma for the specialist title Specialist shall be signed by the Dean of the Faculty.

A diploma which is issued by the University shall be signed by the Rector of the University.

When the University organises the studies in collaboration with a foreign University or an international organisation, the diploma shall be signed by the Rector of the University as the authorised individual of that organisation.

#### Article 124

A diploma acquired for a higher education degree, the academic title Master of Sciences or Master of Arts, the specialist title Specialist and the scientific degree Doctor of Sciences shall be declared invalid:

- 1) if it issued by an unauthorised organisation;
- 2) it is signed by an unauthorised individual;
- 3) if the individual has not passed all the examinations according to the method and procedures set out in the Law and according to the teaching programme of the Faculty or University;
- 4) if it not issued on the prescribed form.

The Faculty or University shall declare a diploma to be invalid for the reasons set out in points 2) to 4) of this Article.

The Minister for Education and Sport shall have the official duty to declare a diploma to be invalid for the reason set out in Paragraph 1 of this Article.

#### Article 125

The Faculty or University shall declare invalid a diploma acquired for the academic title Master of Sciences or Master of Arts if it is established that the Masters thesis is not the result of independent scientific endeavour.

The Faculty or University shall declare invalid a diploma acquired for the scientific title Doctor of Sciences if it is established that the Doctors dissertation does not represent original scientific results within the specified area of science.

The Minister for Education and Sport shall have the official duty to declare a diploma to be invalid for the reason set out in Paragraphs 1 and 2 of this Article.

#### Article 126

The University or Faculty shall issue a new public statement, after proclamation of the original public document to be invalid, in "The Official Messenger of the Republic of Serbia", on the prescribed form on the basis of the evidential data.

The public statement from Paragraph 1 of this Article shall have precedence (significance) over the original public document.

The (background) work about the new public document which shall be issued after declaration of the original public document to be invalid shall be indicated in the public document from Paragraph 1 of this Article.

The method of placing the item from Paragraph 1 of this Article shall be given in detail by the Minister for Education and Sport.

#### Article 127

An individual who does not have a diploma acquired for a higher education degree, the specialist title Specialist, the academic title Master of Sciences or Master of Arts, the scientific degree Doctor of Sciences or the certificate for successfully completing the programme of continuing specialist education and expert studies, and the evidence for these with regard to archival material is destroyed or has disappeared, may submit a request to the district court for the region within which the Faculty or University is or was situated, to establish the degree acquired for education or for continuing specialist education and development.

The request shall consist of the evidence upon which basis it shall be established that the individual has completed the studies or the programme of continuing specialist education and development and shall confirm that the evidence with regard to archival material is either destroyed or has disappeared.

The certificate that the archival material is either destroyed or has disappeared shall be supplied by the Faculty or University at which the individual acquired the education or continuing specialist education and development, or by the organisation which has taken over the evidence or archival material. If such organisation does not exist, the evidence shall be supplied by the Ministry for Education and Sport.

#### Article 128

The decision about establishing the acquired education or continuing specialist education and development from Article 127 of this Law shall be given by the district court using an extra-judicial procedure.

The decision from Paragraph 1 of this Article shall substitute the diploma or validation which shall be supplied by the Faculty or University.

### X. METHOD OF FINANCING AND UNIVERSITY BUSINESS

#### Article 129

The basic, Masters and Doctors studies as well as scientific or artistic work which are carried out with the aim of raising the quality of teaching at a University or Faculty shall be financed by the Republic as the founding body, according to the regulations and standard conditions of work set out in Article 132 of this Law.

#### Article 130

The Republic shall secure the resources of a Faculty or University which it has founded for:

- 1) material costs of business operations, depreciation and maintenance;
- 2) salaries of employees in accordance with the Law;
- 3) facilities (equipment);
- 4) carrying out scientific or artistic work which has the purpose of raising the quality of teaching;
- 5) scientific and specialist improvement of teaching and assistant staff;
- 6) motivation the development of teaching and scientific or teaching and artistic skills of the younger generation;
- 7) work with gifted students;
- 8) international collaboration;
- 9) sources of information and information systems;
- 10) other purposes in accordance with the Law.

Resources shall be distributed and registered according to the particular budgetary classifications.

#### Article 131

The University or Faculty shall receive resources for accompanying programmes within the framework of its activities in basic contracts signed with the Government.

Resources for carrying out activities during the course of an academic school year shall be secured on the basis of the annual programme of work of the University or Faculty.

#### Article 132

Regulations and standard conditions of work of a University or Faculty for activities which are financed from the budget as well as material resources for their realisation shall be established by the Government according to the opinion of the University.

#### Article 133

A University or Faculty which is founded by the Republic shall set the level of tuition fees for students who pay tuition fees, and the level of payments for specific services or other work which the University or Faculty carries out.

The amount and structure of the tuition fees for studies which a University or Faculty organises shall be established by the University or Faculty by a general Act.

#### Article 134

Resources which a University or Faculty founded by the Republic realises from tuition fees, reimbursements (to the said University or Faculty) of costs for study and innovation of learning in specialist education and improvement, reimbursements for taking specialist exams as well as other reimbursements set out by this Law shall be contained within the income of the University or Faculty.

For offering other scientific or artistic services as well as for carrying out other services, a University or Faculty shall receive means on the basis of a contract with the users of these services.

A University or Faculty shall receive resources from Article 130 Point 1) of this Law in proportion with the realised income.

Resources shall be given and registered according to the particular budgetary classifications.

## XI. PENAL REGULATIONS

#### Article 135

Financial penalties from 21000 to 70000 dinars shall be imposed on a Faculty or University committing an offence by:

- 1) creating a teaching curriculum and syllabus which is not provided in accordance with the clauses of this Law (Article 19);
- 2) enrolling more students than the number agreed for enrolment (Article 32 Paragraph 1);
- 3) enrolling students who have not submitted to the entrance competition for enrolment into the first year of basic studies (Article 33 Paragraph 1);
- 4) enrolling students who do not have the qualifications for the entrance examination or students who do not have the right to enrol (Article 34 Paragraphs 1 and 4).

Financial penalties from 3500 to 20000 dinars shall also be imposed on the responsible individual at the Faculty or University for violations set out in Paragraph 1 of this Article.

#### Article 136

Financial penalties from 21000 to 70000 dinars shall be imposed on a Faculty or University committing an offence by:

- 1) taking into employment a teacher or assistant who does not fulfil the conditions set out under this Law (Articles 72 to 76) or (who is appointed) without competition;
- 2) not carrying out a competition for the (s)election of a teacher or assistant according to the requirements of Article 81 of this Law;
- 3) the Appointments Board not setting up a Commission for preparing a report according to the requirements of Article 82 of this Law;
- 4) the Commission not preparing a report for electing a teacher or assistant according to the requirements of Article 84 Paragraph 1 of this Law;
- 5) not keeping records in the prescribed manner or ineffectively (Article 122).

Financial penalties from 3500 to 20000 dinars shall also be imposed on the responsible individual at the Faculty or University for violations set out in Paragraph 1 of this Article.

## XII. TRANSITIONAL AND FINAL REGULATIONS

#### Article 137

Universities and Faculties shall bring into accord their own organisation and general Acts with this Law within three months of the day this Law comes into force.

#### Article 138

The regulations embodied in these acts which were applicable until this Law comes into force and which are not in contradiction with it shall apply until the regulations based on this Law are enacted.

#### Article 139

The Republican Council shall be constituted within 30 days of the day this Law comes into force.

The Councils and Boards of the Universities and Faculties shall be constituted within 30 days of the day this Law comes into force.

#### Article 140

The mandate of the Rectors, Vice-Rectors, Deans and Vice-Deans, aforementioned until this Law comes into force, shall last until 30 September 2002.

#### Article 141

The procedures for election of teachers and assistants which were carried out during the time of the current University Law from 1998 ('Official Messenger SR', number 20/98), shall be subject to reconsideration.

A suggestion for reconsideration may be submitted by the relevant Department as well as the Dean of the Faculty.

A suggestion for reconsideration shall not be possible when the authorised Appointments Board has already participated in the procedure for the election.

With regard to approving a suggestion for reconsideration of the competence of the Appointments Board, this shall be accepted on the basis of the majority of votes of the total number of Board members. The Appointments Board shall determine those members entering a particular grade of post during the time the University Law of 1998 was in force and without competence as set out in Article 86 Paragraph 5 of this Law.

The authorised Appointments Board may decide that the procedure of elections should be carried out again either in part or as a whole. The procedure to re-elect should be carried out according to the regulations set out in this Law.

The Authorised Appointments Board shall decide on a proposal for re-appraisal within 60 days of the date that this Law comes into force.

If a teacher or assistant is not re-elected into a particular post (grade) as a result of this review procedure, that person has the right to remain in the previously-acquired post until the end of the appointment period.

Procedures for election of a teacher or assistant begun during the time of the University Law of 1998 but which were not completed (by the time this Law comes into force) shall be completed according to the regulations set out in this Law and begin from the time this Law comes into force.

Decisions about taking over (the duties of) a teacher or assistant from another University or Faculty at the time of the validity of the University Law of 1998 shall remain in force if the relevant authorised Appointments Board confirms or does not make a challenge within 60 days from the day this Law comes into force.

If a Faculty Appointments Board does not confirm a previous decision about the take over of or taking over (the duties of) a teacher or assistant, that person shall have the right to return to employment at the same grade that the person had at the time the Faculty took over the teacher's or assistant's post.

Teachers and assistants who had their employment terminated independently of their own will during the time of the validity of the University Law of 1998 may re-establish employment at the Faculty on personal request, within one year of the date that this Law comes into force, into the post that they had at the time their employment was terminated and the election period continued from the position in which they were at the moment they ceased employment.

#### Article 142

Teachers and assistants elected or re-elected into posts at the time of the validity of the University Law of 1998 shall retain all rights and obligations of teachers and assistants pertaining to their acquired posts.

As an exception from the regulations of Paragraph 1 of this Article, the teachers and assistants who were elected at the time of the validity of the University Law of 1998, shall participate in Appointments Boards for elections according to the posts they had at the time the University Act of 1998 came into force and at the longest for a period of 60 days from the date this Law comes into force.

Teachers and assistants who were elected during the time of the validity of the University Law of 1998 and at whose elections authorised Appointments Boards participated shall participate in every aspect of the work of the Appointments Board regarding these posts. Exceptionally, they may not participate in the procedure of deciding on basic propositions for re-appraisal in accordance with Article 141 Paragraph 2 of this Law.

A teacher or assistant of a Faculty who was elected into a teaching or assistant post before the University Law of 1998 came into force shall have the rights and obligations as set out in this Law.

Teachers or assistants who, on the basis of Articles 160, 161, 162, 163 and 164 of the University Law of 1998, acquired specific rights shall retain those acquired rights.

#### Article 143

Decisions about validation of Diplomas and about establishing equivalence made during the time of validity of the University Law of 1998 shall remain in force, though the submitter of a request for validation or equivalence may request, within 30 days of the date that this Law comes into force, that the procedure be renewed.

Renewing the procedure should be carried out by the Faculty Academic Board or the authorised body of the University, in accordance with this Law.

#### Article 144

A person who on the day that this Law comes into force has the post of training (probationary) assistant shall have the original duration of the post extended by two years.

#### Article 145

A student who is partially-financed shall continue with studies in the same manner as before on the day this Law comes into force.

If a student from Paragraph 1 of this Article fulfils the conditions for enrolment into the following year of studies, he/she shall acquire the status of a student who is financed from the budget.

If a student from Paragraph 1 of this Article does not fulfil the conditions for entry into the following year of studies, he/she shall acquire the status of a partially-financed student.

#### Article 146

Students who enrolled in the school year 2000/2001 when Article 51 of the University Law of 1998 applied shall in the 2001/2002 school year return to the status that they had and the provisions set by this Law shall apply to them.

#### Article 147

Until the student parliament is constituted at the University and Faculty student representatives of the management bodies as well as the student Vice-Rector and student Vice-Dean shall be selected temporarily by the University and Faculty.

#### Article 148

On the day that this law comes into force the previous University Law of 1998 ('Official Messenger', number 20.98) shall cease to be valid.

#### Article 149

This Law shall come into force eight days from the day it is announced in the 'Official Messenger of the Republic of Serbia' (ie. 1st May 2002).

