

ADMISSION AND ENROLMENT CONDITIONS FOR FOREIGN STUDENTS

POSTGRADUATE ACADEMIC STUDIES - MASTER

1. Application deadlines:

Submission deadline: **until October 10, 2009.**

Final ranking list of successful applicants: **until October 19, 2009.**

Enrolment of successful candidates: **October 20 – 27, 2009.**

2. Enrolment regulations and conditions:

To enrol in academic master studies eligible candidates have to fulfil the following conditions:

- to have obtained at least 180 ECTS (after equivalence)
- to have finished bachelor academic studies and obtained at last 180 ECTS (after equivalence).

3. Required documents

Along with the Application Form, all candidates are required to submit either originals or certified copies of the following documents:

- duly filled Application Form (provided at the Faculty);
- Original Diploma (if a candidate is issued one) or a Confirmation that a candidate acquired the diploma;
- confirmation of the exams passed at the previous study cycle; all candidates who didn't acquire their degree at the University of Novi Sad Faculty of Sciences are required to submit the curricula and study programs pertaining to their previous education;
- birth certificate (original);
- proof of payment of enrolment and ECTS equivalence expenses.

Successful candidates have to submit the following:

- Original Diploma or a Confirmation that a candidate acquired the diploma (submitted along with the Application Form);
- birth certificate (submitted along with the Application Form);
- 2 ŠV - 20 forms – **available at the Faculty**;
- INDEKS – student record book – **available at the Faculty**;
- 2 photos (dimensions 4 x 6 cm);
- medical certificate;
- proof of payment of the enrolment and insurance expenses;
- proof of payment of the first rate of scholarship – FOR ALL STUDENTS.

4. Admission of foreign students

Foreign citizens enrol postgraduate academic studies – master under the same conditions as the Serbian citizens, **after nostrifying their diplomas on previous education**.

Special condition required for all the foreign citizens is knowledge of Serbian language.

Serbian language competency check is conducted by a special commission appointed by the Dean of the Faculty.

Tuition fee for foreign citizens is 5000 euro.

5. Special remarks:

Field work and practice are mandatory for all students as they make the integral part of education process.

Expenses for the foreseen field work and practice are paid by students regardless of their official status at the Faculty (state budgeted, own-financing).

Protective clothing is mandatory for all the work carried out in laboratories (biology, chemistry).

Special work clothing is mandatory for the work carried out in the premises for practical work (management).

Preparation classes and/or entrance exam literature can be found at the Faculty's official website.

All rules and regulations concerning student admission, conditions of enrolment, foreign students' admission, admission deadlines, ranking lists, and complaint procedures will be in accordance with the General and Special provisions of the conditions set in the General rules for competition.

ADMISSION AND ENROLMENT CONDITIONS FOR FOREIGN STUDENTS POSTGRADUATE ACADEMIC STUDIES – DOCTORAL STUDIES

1. Application deadlines:

Submission deadline: **until October 10, 2009.**

Final ranking list of successful applicants: **until October 19, 2009.**

Enrolment of successful candidates: **October 20 – 27, 2009.**

2. Enrolment regulations and conditions:

To enrol in postgraduate academic studies - doctoral studies eligible candidates have to fulfil the following conditions:

- to have obtained the academic title of a Master, in accordance with the Law, and to have obtained at least 300 ECTS with an average mark not less than 8;
- to have obtained the academic title of MSc, and thus acquired at least 300 ECTS with an average mark not less than 8.

3. Required documents

Along with the Application Form, all candidates are required to submit either originals or certified copies of the following documents:

- duly filled Application Form (provided at the Faculty);
- Original Diploma (if a candidate is issued one) or a Confirmation that a candidate acquired the diploma;
- confirmation of the exams passed at the previous study cycle; all candidates who didn't acquire their degree at the University of Novi Sad Faculty of Sciences are required to submit the curricula and study programs pertaining to their previous education;
- birth certificate (original);
- proof of payment of enrolment and ECTS equivalence expenses.

Successful candidates have to submit the following:

- Original Diploma or a Confirmation that a candidate acquired the diploma (submitted along with the Application Form);
- birth certificate (submitted along with the Application Form);
- 2 ŠV - 20 forms - **available at the Faculty**;
- INDEKS – student record book - **available at the Faculty**;
- 2 photos (dimensions 4 x 6 cm);
- medical certificate;
- proof of payment of the enrolment and insurance expenses;
- proof of payment of the first rate of scholarship – FOR ALL STUDENTS.

4. Admission of foreign students

Foreign citizens enrol in postgraduate academic studies – doctoral studies under the same conditions as the Serbian citizens, **after nostrifying their diplomas on previous education**.

Special condition for enrolment in doctoral studies, required for all the foreign citizens, is knowledge of Serbian language.

Serbian language competency check is conducted by a special commission appointed by the Dean of the Faculty.

Tuition fee for foreign citizens is 5000 euro.

5. Special remarks:

When enrolling all candidates are required to submit a medical certificate.

For foreign citizens it is mandatory to possess medical insurance for the whole academic year.

Protective clothing is mandatory for all the work carried out in laboratories (biology, chemistry).

Field work and practice are mandatory for all students as they make the integral part of education process.

Expenses for the foreseen field work and practice are paid by students regardless of their official status at the Faculty (state budgeted, own-financing).