



UNIVERSITY “UKSHIN HOTI” PRIZREN

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REGULATION

ON THE CRITERIA DETERMINATION FOR THE ALLOCATION OF SCHOLARSHIPS, REWARDS AND OTHER FORMS OF STUDENTS FINANCIAL SUPPORT AT THE "UKSHIN HOTI" UNIVERSITY IN PRIZREN

Prizren, January 2022

Based on Article 17 paragraph 1 and 3 and on Article 23 paragraph 1.3 of the Statute of the "Ukshin Hoti" University of Prizren, the Governing Council at the meeting held on 28.03.2022, approved the:

Regulation

On the criteria determination for the allocation of scholarships, rewards and other forms of students financial support at the "Ukshin Hoti" University in Prizren

Article 1

The Scope

This regulation aims to regulate the process of allocating scholarships for students. The University allocates scholarship for students, who are on a Bachelor and Master level, and meet the criteria predetermined by this regulation.

Article 2

Student scholarship

The university determines the conditions for the student scholarship application, according to their level of studies. The students benefit a financial amount if they meet the criteria predetermined by this regulation

Article 3

The budget and the scholarship amount

The amount of the scholarship is determined by the following criteria:

- 3.1 Based on the number of students who meet the conditions for benefiting from the scholarship;
- 3.2 From the budget allocated for this purpose by the University;
- 3.3 The amount of the university scholarship will be determined by the Governing Council of the University for each academic year, by a separate decision, depending on the budget and the number of students who meet the conditions.

Article 4

Distinguished student

4.1 The University gives the "Distinguished Students" award to the students, whose average grades are 10.00 and are in their last year of studies (bachelor and master).

4.2 In the absence of students with a 10.00 grade average, the "Distinguished Students" award can be given to the students with a 9.5 average grade (two students from each academic unit).

4.3 Students can compete for this award with the proposal of the student parliament and the approval of the Faculty Council.

4.4 The amount of the "distinguished student" award is determined by the Governing Council with a special decision.

4.5 The "Distinguished Student" certificate is submitted after the end of the September term of the following year.

Article 5

Scholarship for people with disabilities

5.1 These categories are defined by the laws of the Republic of Kosovo and are supported by the University.

5.2 The allocation of scholarships for this category is determined by the Governing Council with a special decision.

Article 6

Scholarship criteria

The conditions for applying for a student scholarship are:

4.1 to be a regular student of "Ukshin Hoti" University, in Prizren;

4.2 to be a second-year student or above;

4.3 not to have a repeated year of studies;

4.4 to have passed all the exams of the previous year of studies until the September deadline;

4.5 to have an average grade of studies:

4.5.1 Eight point five (8.5) – for Bachelor's level students in the Faculty of Life and Environmental Sciences and the Faculty of Computer Sciences;

4.5.2 Nine point zero (9.00) – for Bachelor level students of the Faculty of Law, Economics, Philology and Education;

4.5.3 Eight point five (8.5) – for Master's level students in the Faculty of Life and Environmental Sciences and the Faculty of Computer Sciences;

4.5.4 Nine point zero (9.00) – for Master's level students of the Faculty of Law, Economics, Philology and Education.

Article 7

Obstacles and prohibitions for granting the student scholarship

Students who meet the criteria from Article 4, but cannot receive a scholarship from the University are:

5.1 Students against whom the Disciplinary Commissions have imposed disciplinary measures during their studies at the "Ukshin Hoti" University of Prizren;

5.2 Students who by a court have been convicted with a final judgment for a criminal offense during their studies;

5.3 Part of the application will also be a statement under oath by the student that he has no restrictions on the allocation of the scholarship as provided in the two subsections above;

5.4 The Legal Office within the Rectorate prepares the statement form from paragraph 2 of this article.

5.5 The statement is completed and signed by each student who applies for the scholarship

Article 8

Procedural deadlines

The beginning and the end time periods of the student scholarship competition procedures are:

6.1 The deadline for applying for student scholarships must be at least 7 (seven) days, and at most 15 (fifteen) days from the contest announcement.¹

6.2 The deadline for reviewing applications and announcing the beneficiaries should not be over 5 working days.

¹ The duration of the competition is determined by the decision of the Governing Council every academic year, depending on the dynamics of the academic processes

6.3 After the announcement of the results students complain time period is in 2 working days.

6.4 The deadline of the commission for considering the students' complaints is in 2 working days.

Article 9

Allocation of scholarships commission

The Governing Council of the University appoints the commission who will evaluate students' scholarships applications. This commission must have 3 (three) members:

7.1 A Governing Council representative

7.2 A legal office representative

7.3 The student parliament can send one (1) representative, who is not part of the contest.

7.4 The Commission bears legal responsibility for its work.

Article 10

Complaints Commission

The Governing Council simultaneously appoints the Commission and the head of the complaints commission, which consists of 3 (three) members:

8.1 One member from the Management Council

8.2 The Vice-rector for budget and finance

8.3 The Secretary of the University

8.4 T The student parliament can send one (1) representative (student), as an observer (without the right to vote), who is not part of the contest.

8.5. The Commission acts based on the complaints of the parties and takes decisions in compliance with the Law on Administrative Procedure, the University Statute, this Regulation and the scholarship contest.

8.6. The commission bears legal responsibility for its work.

Article 11

Contest announcement

The time limit announcement of the scholarships contest is to not surpass 60 days after the closing deadline of the winter semester registration.

Article 12

Entry into force

This regulation enters into force on the day of signature.

Prof. Asoc. Dr. Arif Murrja

Governing Council Chairman