



Founding Members Assembly of the “Mediterranean“ University, under the authority of the article 22 item 2 subparagraph 2 of the Statute of the “Mediterranean“ University, at the proposal of the President of the company, on XV session held on 22/08/2011 passed this

STATUTE

GENERAL PROVISIONS

Article 1

The mission, internal organisation, field of activity and performance of the “Mediterranean“ University Podgorica (hereinafter: University), autohorisation and decision-making hierarchy of its organs, study programmes performance, levels of professional qualifications and diplomas obtained, rights and obligations of the staff and the students, and other issues of importance for the functioning of the University as well, are regulated by this Statute.

Article 2

University is an autonomous institution that within its field of activities integrates educational, scientific research and artistic performances as part of the unique process of education.

Article 3

University is founded as a private institution for higher education with the mission to :

- educate professionals in the areas of social sciences, law and economy, engineer’s and technological field, art and others, with management characteristics, in order to have its graduated students at the level of qualifications and knowledge for employing in domestic and foreign economy in accordance with the acquired educational and professional qualifications;
- create conditions for realisation and development of researches of high quality and prestige within the scope of activities of the University;
- make it the prestigious national and regional institution for higher education;
- tend to obtain commonly accepted standards of classes, teaching and application of knowledge that enables it of being passable and able to transfer to foreign universities, faculties and other institutions of higher education, as well as to acquire knowledge of a quality equal to the one that is obtained at the most famous institutions of the higher education;
- tends to align with national, regional and international institutions of higher education in order to accept international standards and positive experiences` in the field of higher education.

Article 4

University performs its activities through faculties and other organizational units of the University.

The performance of the University is based on academic liberties, openness to the public, on cooperation and partnership of the University staff, upon principles of establishing European standards of higher education and research and upon creating possibilities for lifelong acquisition of higher education degrees.



University enjoys the liberty of classes, research and artistic activities, within the scope of its licence, in accordance with the Law on higher education, Statute and other enactments of University.

Article 5

The scope of activities of the University includes:

80329 Other institutions of higher education.

Apart from its basic activities, University will perform the following work:

- 80321 Faculties of science;
- 80322 Engineering faculties;
- 80325 Faculties of social sciences;
- 80326 Faculties and academies of arts;
- 80420 Adult education and further education elsewhere not mentioned;
- 85311 Pupils' and students' hostels;
- 92120 Cinematographic and video distribution;
- 92320 Work of art institutions;
- 92511 Activities of libraries;
- 22110 Publishing of books, brochures, musical books and other publications;
- 22120 Publishing of papers;
- 22130 Publishing of magazines and similar periodicals;
- 22140 Publishing of sound recordings;
- 73101 Research and experimental development in the field of science and technological development;
- 73102 Research and experimental development in the field of engineering and technology;
- 73103 Research and experimental development in the biotechnical field;
- 73105 Research and experimental development in multidisciplinary sciences;
- 73201 Research and experimental development in the field of social science;
- 73202 Research and experimental development in the field of humanities;
- 74140 Consulting and management affairs;
- 74401 Organising fairs;
- 74402 Other advertising services and propaganda.

Apart from business previously listed University can perform other activities in line with work registered in the registry book that are usually performed within the scope of that particular activity.

Article 6

University has the right to:

1. refresh accredited study programmes in accordance with the law;
2. offer study programme for acquiring appropriate qualifications of the level of education and obtaining adequate knowledge, skills and training in order to reach goals of higher education;
3. set study programmes to be performed and subjects to be studied;
4. initiate and execute procedures at competent organs and bodies for accreditation, i.e. reaccreditation of study programmes;
5. independently develop and apply study programmes and research projects;



6. decide on the admission conditions and methods of classes and students' knowledge examinations;
7. establish evaluation scales and criteria for academic titles;
8. decide on ruling and managing organs, decide on their membership, scope of competence and terms;
9. appoint academic and other staff;
10. give honourable titles;
11. establish cooperation with other institutions of higher education in the country and abroad;
12. establish cooperation with commercial associations, non-governmental organisations and other organisations and societies;
13. decide on the membership in professional and other unions and
14. other rights in accordance with the law and the Statute of the University.

Article 7

University is in obligation to offer equal opportunities to all, without direct and indirect discrimination on the basis of sex, race, sex orientation, marital status, skin colour, language, religion, political and other beliefs, national, ethnic or social background, nationality, ownership, birth, disability or on any other basis, position or circumstance.

Article 8

The premises in which University performs its activities are inviolable, except in cases provided by law.

Article 9

The staff and the students of the University enjoy freedom of association in accordance with the law and this statute.

Article 10

University has the legal entity status that is acquired by registration in the Central Registry of the Commercial Court in Podgorica.

Organisational units of the University – faculties do not have the status of the legal entity and have competencies in accordance with the law and Statute of the University.

Article 11

Founders of the University are the founders of the Faculty for tourism, hotel and commercial management – Bar (MTS – Montenegro Tourism School), Faculty for business studies “Montenegro Business School” – Podgorica, Faculty for visual arts – Podgorica and Faculty for information technologies – Podgorica which lost the status of the legal entity after obtaining the licence and those became organizational units of the University.

All rights, duties, as well as the total property of the faculties are transferred to the University which is the legal successor of the listed faculties.



The nominal capital of the University amounts to 120.000,000 € (in words: one hundred and twenty thousand Euros) and consists of the paid in equities of the founders as it follows:

- Adriatic fair, joint-stock company Budva paid the amount of 100.000,00 € and its share in the University is 83,33 %;
- Atlasmont bank, joint-stock company Podgorica paid the amount of 9.650,00 € and its share in the University is 8,041 %.
- Fin invest Ltd. Podgorica paid the amount of 4.350,00 € and its share in the University is 3,625 %;
- DZU Investment fond Atlasmont a.d. Podgorica paid the amount of 2.750,00 € and its share in the University is 2,291%
- Atlas Vila Ltd. Podgorica paid the amount of 1.925,00 € and its share in the University is 1,604 %1 (EDU MONT” Ltd. Podgorica changed its name into “Atlas Vila Podgorica on 22/08/2011);
- PhD Stevan Popović paid the amount 550,00 € and his share in the University is 0,458 %
- PhD Janko Gogić paid the amount 500,00 € and his share in the University is 0,416 %, i
- Society for publication ‘CID’ paid the amount 275,0 € and its share in the University is 0,229 % .

The date of the founding of the University is 30/05/2006.

Apart from the organizational units as of paragraph 1 herein, members of the University are also Faculty of Law – Podgorica and Faculty for foreign languages – Podgorica established on 16/12/2006.

Article 12

Share in the initial investment of the University provides the owner (founder) with the right of making decisions and managing the University in accordance with the law, this statute and percentage in the seed capital.

Article 13

Share ownership in the seed capital is transferred in accordance with the law and provisions of this statute. Share ownership can be transferred among members of the University with no limitations, in accordance with the Statute.

In case of closing down of the legal entity status, share ownership in the seed capital is transferred to its legal successors.

Article 14

The founder has the following rights:

- the right to manage the University;
- the right to take certain amount of money from the University profit;
- the right of purchase
- the right on the conveyance of the share ownership;
- the right on the share of the University property after its liquidation;
- the right on the insight in the business data of the University and its organizational units.

Article 15

University can increase its capital by additional deposits of the founders or by deposits of new investors.

Decision on the increase of the nominal capital is made by the founders within the managing body performance.

Decision on the increase of the capital is proclaimed in the “Official Gazette of the Republic of Montenegro”.



Article 16

The name of the University is: UNIVERZITET "MEDITERAN" PODGORICA.

The name of the University in English is: UNIVERSITY "MEDITERRANEAN" PODGORICA.

Article 17

The seat of the University is in Podgorica.

The address of the University is: Ulica Vaka Đurovića b.b.

Article 18

University has its logotype (logo), embossed stamp, seal and own flag.

University has its own university features.

University features are rector's chain (collar), toga (robe) for the Chancellor, Vice-Chancellor, and deans.

The appearance, contents and the use of logotype, signs, university features and the flag of the University are regulated by the enactment of the University.

Organizational units – members of the University can have its own symbols and features that can be displayed and used only with the features of the University.

Article 19

The seal of the University is of the round shape and contains logo of the University with incised name of the University.

Embossed stamp of the University is used for notarizing diplomas issued by the University.

The official seal of the University is of the square shape with incised name of the University.

Organizational units of the University have proper seal and official stamp.

The seal and the official stamp of an organizational unit must contain the name of the University.

Article 20

In legal transactions with third parties University appears on proper behalf, and for its own account, on proper behalf and for the account of third parties and on behalf and for the account of the third parties.

University for own obligations guaranties with its whole property – full responsibility.

The founder is responsible for obligations of the University in accordance with the law.



UNIVERSITY ORGANS

Article 21

Managing body of the University consists of the Assembly of Founders and Managing Board of the University.

Top-supreme academic body – expert organ of the University is the Senate of the University.

Managing body of the University is represented by the Rector and Executive Director.

Article 22

University Assembly members are empowered representatives of the University founders.

Exclusive right of the Founders Assembly is to:

- make amendments of the Contract of founding the University;
- adopt Statute of the University and to decide on its amendments;
- establish scientific-research, educational, investment and development policy;
- plan and provide means for the functioning of the University;
- decide on the pay for the work of the members of the Managing Board;
- decide on the increase and decrease of the capital;
- adopt annual balance with the report of the independent auditor;
- decide on the apportionment of the profit;
- decide on the accession of new founders;
- decide on the restructuring of the University;
- decide on the foundation, merging, division and abolition of organizational units of the University;
- decide on the call for the sessions of the Founders Assembly;
- propose to the Managing Board candidates for the positions of Rector, Vice-Rector, Managing Director, deans of the Faculties, i. e. directors of the organizational units;
- elect and acquit of the duties representatives in the Managing Board of the University;
- decide on the change and extension of the business, on the change of the name and seat/address of the University, i. e. its organizational units;
- give instructions and guidelines for the work of the Managing Board of the University;
- make decision on the voluntary liquidation of the University in accordance with the law;
- allow the conclusion of a contract related to the purchase of the property from the founder in case when the payment exceeds one tenth of the University capital;
- decide on other issues established by law and this statute.

Article 23

The Founders Assembly consists of one representative for each of the founders – members of the Founders Assembly.

The Founders Assembly has its Speaker and his deputy that are elected among and by the members of the Founders Assembly, for the period of three (3) years with the possibility of being re-elected.

The Founders Assembly within its performance of the managing body of the University adopts enactments, makes decisions, conclusions and orders within the scope of its competences.

Each member of the Founders Assembly, in decision-making process has the total number of votes equal to the percentage of his share in the University nominal capital, i. e. it is proportional with its equity.



The founders, represented by the authorized member or personally that own shares that make more than half of the capital of the University make the quorum.

Decisions are made if representatives of the founders which own more than 50% of the capital of the University vote for them.

President of the Founders Assembly calls for the session on personal initiative, at the proposal of a member of the Founders Assembly whose share in the capital amounts to at least 5 % of the total capital of the University, at the proposal of the president of the Managing Board of the University or at the proposal of the Rector of the University.

Sessions of the Founders Assembly are held when necessary, and at least once a year.

Sessions of the Founders Assembly are presided over by its President.

In emergent cases the Founders Assembly, at the proposal of the President, can be held via phone or in a correspondence manner.

At the sessions of the Founders Assembly minutes are taken and signed later by the recording secretary and the president of the Founders Assembly.

Paper documentation for the sessions of the Founders Assembly is prepared by Executive Director and Secretary General of the University.

More detailed conditions for the work of the Founders Assembly will be regulated by the Rules of procedure of the Founders Assembly.

MANAGING BOARD

Article 24

Executing the managing function the Managing Board:

- considers and establishes the budget of the University;
- makes financial plan of the University and its organizational units at the proposal of the managing director and carries out an audit over its execution;
- considers annual financial report with the report of the independent auditor and reports on the work of the University;
- introduces the Rule book on the allocation of funds;
- introduces the Rule book on the internal organization and job classification;
- introduces the Rule book on Disciplinary and Material Accountability of students;
- introduces the Rule book on Disciplinary and Material Accountability of the employed;
- introduces the Rule Book on the safety at work;
- introduces the Rule Book on organization and execution of the stock-inventory;
- introduces the Rule Book on archive and office work and on list of categories of the registration material;
- introduces the Rule Book on the use of seals and authorizations for signing enactments;
- introduces other general enactments too in the field of proper competences, introduction of which is established by law or some other regulation;
- files request for reaccreditation of the institution and its curricula ;



- founds particular profitable organizational forms for educational purposes and research goals;
- enables keeping up-to-date and precise records on income and expenditures of the University;
- enables execution of the financial audit, in accordance with this statute;
- establishes the fees and other reimbursements to be paid to the University;
- elects and releases the Chancellor, Vice-Chancellors, managing director and deans, i. e. directors of organizational units at the proposal of the Founders Assembly;
- elects and releases Secretary General at the proposal of the Rector of the University;
- decides on the introduction, abolishment and integration of the curricula of the University, at the proposal of the Senate of the University;
- decides as the second instance upon objections of the students in cases in which the Senate was the first instance in deciding upon objections, in accordance with the law and general enactments of the University;
- gives accordance for the conclusion of the contracts of the value exceeding 50.000,00€ (fifty thousand Euros);
- decides on other issues within the scope of the competences established by law, this statute and other general enactments of the University;

Managing board has an obligation and responsibility to execute its activities in accordance with the principles of unselfishness, integrity, objectivity, openness, fair play and leadership.

Members of the Managing Board within the field of their offices do not perform their duties as plenipotentiaries of any group, neither they accept such office, but each member at any time acts exclusively for the interest of the University as a whole.

Article 25

Managing Board has seven members, as follows:

- four external members (representatives of the founders and of the public);
- one representative of the academic staff;
- one representative of the administrative staff;
- one representative of the students.

Representatives of the founders and of the public are elected by the Founders Assembly.

Representative of the administrative staff is appointed by the Executive Director.

Representative of the academic staff is elected by the Senate of the University.

Representative of the students is elected by the Students Parliament.

Managing Board verifies the offices of the elected/appointed representatives.

Article 26

A member of the Managing Board, apart from the representatives of the students, is appointed, i. e. elected for the three years period.



Term of office of the representative of the students is of one year duration.

Member of the Managing Board can be elected more than once for the same office.

Terms of office for the member of the Managing Board that has been appointed later on, i. e. elected to fill in the vacancy in the Managing Board, terms of office expire by the expiry date of the Managing Board.

Article 27

Term of office of the member of the Managing Board that he was entitled to, i.e. elected to, is aborted before the expiry date:

- upon his own request;
- in case of impeachment;
- in case of the break of ones employment, i. e. engagement which was the basic feature for the appointment, i. e. entitled office.
- in case when the member is given non-suspended imprisonment.

Cessation of membership in the Managing Board is recognized by the Managing Board.

Article 28

Member of the Managing Board can be relieved from the duty:

- if acting in a manner that can discredit the University;
- if incapability of performing the duty entitled is identified that is provoked by incapacity that ought to be proved by medical documents;
- if acting in a manner which represents non performing or refusal or negligence of ones duties;
- if one is given non-suspended imprisonment;
- upon request of the Founders Assembly or other subject that has its representative in the Managing Board.

In the procedure of relieve of the members of the Managing Board stipulations of this statute are applied respectively upon their appointment, i.e. election.

Article 29

President and Vice-President of the Managing Board are elected among members of the Managing Board.

Secretary General of the University is also the secretary of the Managing Board.

Article 30

Managing Board makes decisions by majority of votes of the total number of the present members.

Article 31

Members of the Managing Board can receive the reimbursement for their work in the Managing Board.



Article 32

Rector, Vice-Rectors and Executive Director attend sessions of the Managing Board, with no rights in decision making process.

Article 33

The procedure of calling, presiding, decision making and other issues related to the sessions, method and field of activities of the Managing Board are regulated by the Rules of procedure of the Managing Board.

SENATE OF THE UNIVERSITY

Article 34

Senate of the University as the highest level academic body in execution of its functions:

- regulates common questions related to the classes, scientific work and research at the University;
- plans and performs academic activities of the University, suggests division, integration or abolishment of the existing study programmes and gives opinions on those issues to the Rector and the Managing Board of the University;
- carries out an appointment to academic and scientific titles;
- establishes the structure and the contents of study programmes and subjects (courses);
- makes decisions within the procedure of acquiring academic masters and doctor's degrees;
- decides on the number of students to be enrolled in accordance with the licence;
- introduces the Rulebook on the conditions, criteria and procedure of the admission procedure to the first year of a faculty;
- introduces the Rulebook on the conditions and procedure of awarding honorary titles;
- introduces the Rulebook on the procedure of the appointment and rights of the professor emeritus;
- introduces the Rulebook on publishing activities;
- introduces standards for the appointment of candidates for academic titles;
- introduces instruction for the preparation of the admission lecture for the appointment of teaching academic titles;
- introduces instruction for preparation of an inauguration lecture;
- introduces enactment on the layout (physical appearance) of a diploma;
- determines policy and procedure for assessment and evaluation of the academic progress of students;
- tends to provide life-long learning and knowledge acquisition ;
- introduces other common and specific enactments in the academic field;
- decides on the parent disciplines of scientific branches;
- enables application of academic standards;
- decides and executes procedures of evaluation of the quality of classes;
- awards honorary titles (honorary doctorate and emeritus);
- introduces code of academic ethics;
- decides on pronouncing disciplinary measures to students in accordance with common acts of the University;
- considers strategy of protection of intellectual property of the University and its usage;



- gives opinions and proposals on all other issues upon Rector's request, Founding Members Assembly or Governing Board of the University;
- entitles a representative in the Managing Board of the University;
- entitles managers of the master, i.e. doctoral studies;
- performs also other work prescribed by law, this statute or other regulation.;

Article 35

Senate includes:

- Rector,
- Vice-rectors,
- deans of the faculties and one member elected among members of academic staff from each of the faculties, as a rule with the highest title, no matter the number of full-time employees with academic titles;
- undergraduate students' representative and
- postgraduate or doctor studies students' representative.

Member of the Senate chosen among academic staff is appointed to the position for the period of three years, with possibility of being re-elected.

Mandate of the students' representative is of one year duration.

Senate membership of Rector, vice-rectors and deans runs along with their mandate.

Article 36

Senate makes decisions by majority of votes of the total number of members with the right to take part in decision-making process.

In decision-making process of the appointment to academic titles may take part Senate members with the same or higher academic titles only.

In decision-making procedure of acquiring suitable academic title may take part Senate members with the same or higher academic appointment only.

Article 37

Senate is chaired by the rector.

In the absence of rector, Senate is chaired by vice-rector appointed by rector.

Article 38

Senate can form councils, commissions or other working bodies for the purpose of giving opinions or proposals considering certain questions within the field of its competences.

Article 39



Senate sessions can attend, on call, representatives of the study programmes with no right in making decisions.

Article 40

Procedure of calling, being in a chair, making decisions and other questions related to holding sessions and work of Senate are regulated by the Rules of procedures of Senate.

RECTOR, VICE-RECTORS, EXECUTIVE DIRECTOR AND SECRETARY GENERAL

Article 41

Rector acts on behalf of and represents the University pursuant to authorizations regulated by law, Statute and decision of the appointment.

Rector is responsible for efficient and quality work of the University within its field of competences.

Rector has all authorizations necessary for enabling exercise of that duty, and particularly for:

- submitting proposal to the Assembly and Managing Board of the University that refer to education and mission of the University, while in obligation to take into account recommendations and opinion of the Senate of the University;
- realization of decisions of the Founding Members Assembly, Managing Board and Senate of the University;
- giving consent to the appointment of the heads of the master, i.e. head of master and doctor studies;
- organizing and management of the academic activities at the University in accordance with the law, Statute and common acts of the University;
- submitting proposals for appointment of the secretary general;
- employing academic staff;
- all academic issues that are not under competence of other bodies;
- other issues established by law, this statute or other regulation.

Article 42

Rector is appointed by the Managing Board of the University at the proposal of the Founding Members Assembly.

Rector must hold full-professor title.

Rector is appointed for the period of three years with possibility of re-appointment.

Article 43

Rector's function ends:

- when the mandate meets its expiry date;
- upon his resignation;
- if he is appointed to some other function incompatible with the function of the rector;



- if sentenced to irrevocable imprisonment.

Article 44

Rector can be dismissed before the expiry of the period to which he was appointed to:

- if sentenced for a criminal act making him unworthy of the duty of the rector;
- if executing the rector's function in an unprofessional way or unconscientiously;
- if not executing tasks prescribed by law and this statute or if executing the tasks breaking them, or if exceeds its authorizations and that way provoke considerable damage to the University;
- because of longer absence or because of being prevented to execute the duty.

In case of rector's mandate expiry for any of the listed reasons, i. e. in case of rector being dismissed before the mandate expiry, an acting rector can be appointed until the appointment of the new one.

Article 45

Vice-rectors are appointed by the Managing Board of the University at the proposal of the Founding Members Assembly.

Vice-rectors are appointed for the period of three years, with possibility of reappointment.

Number of vice-rectors can not exceed number three.

Competences and field of activities of vice-rectors are determined more closely by rector's decision.

Vice-rector's function ends:

- when the mandate meets its expiry date;
- in case of resign;
- because of longer absence or because being prevented to perform the activity for longer period of time;
- in case of being appointed to some other function incompatible with the function of the vice-rector;
- in case of being sentenced to irrevocable imprisonment.

Vice-rector can be dismissed from the duty before the expiry date of the period for which he was appointed to in a way and under conditions same as those valid for the rector of the University.

Article 46

Rector can empower vice-rector to perform all competences of the rector in his temporary absence or because of being temporary prevented.

Article 47

Executive Director is appointed by the Managing Board among persons that have adequate qualifications and that fulfil specific conditions prescribed by the act on internal organization and job classification at the University.



Executive Director acts on behalf on and represents the University pursuant to the law, Statute and appointment decision.

Mandate of the Executive Director lasts for three years with possibility of reappointment.

Executive Director:

- prepares annual and other financial reports which are further considered and adopted by the Managing Board of the University, i.e. Founding Members Assembly.
- manages the budget within the financial plan approved by the Managing Board of the University;
- makes decisions of the first instance on the rights and duties of the employed at the organizational units and internal organizational units of the University, including disciplinary responsibility, pursuant to the law, Statute and other general enactments of the University;
- gives previous consent to the organizational units of the University for concluding contracts the value of which exceeds the amount of 5.000,00 € (five thousand Euros);
- manages administration of the internal organizational units and services of the University pursuant to the law, common collective agreement, Statute and other general acts of the University;
- manages activities related to the projects assigned to the University;
- exercises cooperation with business organizations and associations of importance for the University;
- manages marketing and PR activities of the University and
- does other business in accordance with the Statute of the University.

Executive Director is authorized to conclude contracts independently within the field of activities of the University the value of which does not exceed 50.000,00 € (fifty thousand Euros).

For contracts the value of which exceeds the amount of 50.000,00 € (fifty thousand Euros) it is necessary previous consent of the Managing Board.

Executive Director is responsible to the Managing Board for activities and tasks within the proper field of competences.

Article 48

Secretary General of the University is appointed by the Managing Board and is chosen among persons that poses adequate qualifications and experience and that fulfil special conditions prescribed by the act on internal organization and job classification at the University.

Mandate of the Secretary General lasts for three years with the possibility of reappointment.

In case of not having secretary general appointed, the work within the field of his competences is done by Executive Director.

Article 49

Secretary General is responsible to the rector, executive director and Managing Board for efficient and rational functioning of the administrative-legal affairs assigned to him in accordance with general enactments of the University.



Article 50

Rector's Office is the seat and office of rector, vice-rector, and administrative, technical and professional services.

Rector's Office executes proper competences through Rector's collegiate body also the members of which are rector, vice-rectors, executive director and secretary general.

In the performance of the Rector's collegiate body may take part, if necessary, heads of organizational units of the University (Enlarged Rector's collegiate body).

ORGANIZATIONAL UNITS OF THE UNIVERSITY

Article 51

Organizational units of the University, apart from the faculties, may be: academies, higher applied schools, institutes and other forms of tuition organization and research for the purpose of acquiring knowledge and performing scientific-research and artistic work.

Faculty is teaching-scientific organizational unit of the University that exercises teaching and develop scientific-research work as the basis of its teaching field of work.

Faculty of arts is teaching-scientific organizational unit of the University developing artistic creativity, scientific-research work and performs classes in the corresponding field.

Higher applied school can be organized independently or within a faculty and its status and organization of work are regulated by special enactment of the Managing Board of the University, at the proposal of Senate and Faculty council, i.e. academy.

Institute is founded independently or within a faculty and its main field of activity represents scientific-research work.

Article 52

Faculty is authorized to:

- perform scientific-research work;
- perform classes, teaching, examination and evaluation of the students' knowledge;
- submit a proposal to the Senate of the University on questions relating to the curricula and subjects that are being realized at the faculty;
- treat issues related to the academic improvement of students;
- realize undergraduate and specialist studies;
- realize postgraduate master's study programmes and to introduce proposals to the Senate of the University within the procedure of preparation and defence of the master's thesis;
- realize doctoral studies and to introduce proposals to the Senate of the University within the procedure of preparation and doctor's thesis defence;
- realize scientific-professional, i.e. artistic projects in the proper field of work;
- employ staff in accordance with the law, Statute of the University and Rules of procedure of internal organization and job classification;
- use adequately and properly means allocated by the University and means gained by proper engagement;



- perform other activities for which it fulfils prescribed conditions, and which are approved by the Managing Board of the University.

Article 53

Internal organization and job classification at the University and its organizational units are established by an integral enactment.

Enactment from the previous paragraph is passed by the Managing Board of the University, at the proposal of the Executive Director and according to the opinion of the Rector of the University.

Article 54

Decision about announcing competition for the academic title appointment and for employing academic staff (professors, professor assistants and other assistants) is made by rector.

Decision to announce competition for administrative and qualified staff at the University and its organizational units is made by Executive Director.

Article 55

Faculties may be founded, merged, divided or closed down by decision of the Founding Members Assembly with previously given opinion of the Managing Board and rector.

Founding Members Assembly can transfer authorization from the previous item to the Managing Board.

After adoption of the feasibility study on the justifiability of the founding of the faculty or other organizational units of the University, start up commission for the preparation activities is appointed.

Article 56

Professional body of the faculty is teaching-scientific council (hereinafter: Council).

Members of the Council :

- dean,
- vice-deans,
- heads of study programmes;
- one students' representative;

In certain organizational units of the University can be organized extended council membership.

Member of the Council from the academic staff is appointed for the three years period, with possibility of reappointment.

Mandate of the students' representative lasts for one year.

Membership of the deans and vice-deans in the Council runs along the duration of their mandate.



Article 57

Council:

- gives opinion and proposals to the dean on the issues related to the realization of teaching performance at the faculty;
- monitors students' work at the faculty;
- gives proposals to the Senate related to changes in the structure and contents of the study programmes and subjects, instructional methodology and other academic issues;
- appoints the representative for the Senate of the University;
- gives proposal to the Senate for the appointment of the academic titles;
- performs other work prescribed by this Statute or other common enactment of the University.

Article 58

Council makes decisions within its field of competence by majority of votes of the total number of members that have the right to participate in decision-making process.

Within the procedure of proposing candidates for appointment to academic titles the right in making decision in the Council have only those members of the Council with the same degree or higher academic title.

Article 59

Procedure of calling the session, its chairing, decision-making and other issues related to it being held as well as the work of the Council are regulated by the Rules of procedure.

Article 60

Managing Organ of the faculty is its dean.

Dean is elected among teaching staff unless the Managing Board decides otherwise.

Dean is elected by the Managing Board of the University at the proposal of the Founding Members for the three years term with possibility of reappointment.

Exception from the previous item, Managing Board can elect acting dean for the one year term.

Dean is responsible to the rector, Managing Board and Founding Members Assembly.

Dean:

- organizes work and manage the faculty;
- decides on the use of means taken from the sub-account of the faculty, in accordance with the financial plan;
- enables efficient, thrifty and appropriate use of the means allocated to the faculty by the University;
- acts on behalf of and represents the faculty in accordance with the law and Statute of the University;
- exercises decisions of the Council, Senate and managing bodies of the University;
- adopts enactments in accordance with this statute and other general enactments of the University;
- is presiding over sessions of the Council;



- proposes vice-deans appointments of the faculty to the Managing Board;
- performs other work prescribed by this statute or other general enactment and other work for which is entitled to by the competent bodies of the University.

Article 61

Dean concludes contracts and performs other legal activities pursuant to law, Statute, decisions of the Managing Board and Founding Members Assembly.

Dean is empowered to autonomously conclude contracts within the field of the competence of the faculty the value of which does not exceed the amount of 5.000,00 € (five thousand Euros).

For the conclusion of the contract the value of which exceeds the amount of 5.000,00 € (five thousand Euros) dean is obliged to obtain previous consent of the executive director.

Article 62

Deans function ends:

- when the term meets its expiry date;
- upon resigning;
- if appointed to some other function incompatible with the function of the dean;
- because of longer absence or of being prevented to perform his activities for longer period;
- if irrevocably sentenced to imprisonment, in accordance with the law.

Dean can be dismissed from the duty before the expiry date of the term he was appointed to:

- if sentenced for the crime that makes him discreditable for performing the function of the dean;
- if performs the function of the dean in an incompetent and unconscious manner;
- if not exercising tasks prescribed by law and this statute or if performing tasks breaking those enactments or if he exceeds his authority and that way provoke considerable damage to the University;

Article 63

Faculty can have one or more vice-deans.

Frame of competences and the scope of work of vice-deans is determined more closely by the decision of the dean.

Article 64

Vice-deans are appointed by the Managing Board of the University at the proposal of the dean.

Vice-deans are appointed for the three years term, with possibility of reappointment.

Function of the vice-dean ends:

- when his term meets its expiry date;
- by resigning;
- if appointed to some other function incompatible with the vice-dean function;



- if sentenced to irrevocable imprisonment.

Vice-dean can be dismissed from the function before the expiry date of the term onto which he was appointed to under conditions and in the same manner as the dean of the faculty.

Vice-deans are responsible for their performance to the dean, rector and Managing Board of the University.

Article 65

Secretary of the faculty is appointed by the executive director at the proposal of the dean of the Faculty and is elected among persons holding adequate qualification degrees and experience and among those that fulfil special conditions prescribed by enactment on internal organization and job classification at the University and its organizational units.

Secretary is responsible to the dean of the faculty for efficient, rational functioning of the administrative-technical services at the faculty.

INTERNAL UNITS OF THE UNIVERSITY

Article 66

Internal organizational units of the University can be: university library, information system centre, maintenance services, project research and consulting centres, etc.

Internal organizational units are formed for more efficient performance of the University.

Number and scope of work of the internal organizational units of the University shall be defined by enactment of the Managing Board of the University.

Executive Director manages the work of the internal organizational units of the University.

ADMISSION

Article 67

Student has the right on enrolment in the first year of the study programmes at which diplomas of the basic and applied studies are obtained. Enrolment is competitive, based on the results achieved at matriculation or professional exam, i.e. achieved during secondary school, according to criteria and procedure established by the Rulebook adopted by Senate of the University.

For enrolment in certain study programmes, additional examinations may be required as additional conditions, for previous check up of the knowledge, vocations and crafts necessary for successful acquisition of the selected programme, in accordance with enactment as of paragraph 1 herein.

Competition for enrolment in study programmes is announced by the University.



Number of students for enrolment is decided by the licence of the faculty, i.e. of the University.

Enactment as of paragraph 1 herein is made public by the University.

Transfer to the same study programme, i. e. transfer to the related programmes and rights on the basis of mobility of students are executed in accordance with the rules determined by the Senate at the proposal of the Teaching-scientific council of the faculty.

STUDY PROGRAMMES, RULES OF STUDIES, EXAMINATION AND VALIDATION PROCEDURE

Article 68

Studies at the University are exercised on the basis of the accredited study programme and in accordance with the rules of studies based on the Montenegrin Credit Transfer System (MCTS) which is harmonized with the European Credit Transfer System (ECTS).

Article 69

University determines study programmes, rules of studies, examination and validation procedure by rules transparent and accessible to students.

Article 70

Study year is organized within two semesters: winter and spring.

Beginning of semester is established by the academic calendar adopted by the Senate.

Realization of the study programme in one semester lasts for 16 weeks.

In the final week in semester final exam is held.

After completion of semester additional examination procedure is organized (makeup exams).

Article 71

The scope of the study programme executed in a year amounts to 60 (MCTS).

The scope of the study programme executed in a semester is 30 (MCTS).

Article 72

Full-time student is the student which applied for at least 2/3 of the total number of MCTS for the first time in one year.



Full-time student can be enrolled to the next academic year if he has accumulated at least 2/3 of the total number of MCTS from the previous year.

Student has the right to register 60 MCTS per one study year, within which it is taken into account the number of non accumulated credits from the previous study year.

Exceptionally, student which has executed all obligations from the previous study year can register up to 80 MCTS, upon deans approval.

Educational-scientific council of the Faculty determines more closely rules for studying, subjects and additional conditions for students to be fulfilled as precondition for attending classes from particular subjects in the current study year.

Article 73

Assessment and examination is performed in accordance with the MCTS with the marks scale: A, B, C, D, E i F.

Positive marks are: A, B, C, D and E and according to the MCTS those have the following meaning:

- A - excellent (exceptional success with slightest mistakes),
- B – very good (above average, with some mistakes),
- C - good (average, with noticeable mistakes),
- D - satisfactory (generally good, but with important deficiencies),
- E - sufficient (satisfies minimal criteria),
- F – insufficient (required much more work).

Article 74

Subject teacher is obliged to introduce students, at the very beginning of semester, to the methodology of the classes organization, progress and assessment processes, with the character and contents of the final exam, the structure of the total number of points and the manner in which the marks are to be given.

Work of students is monitored and evaluated in a continuous manner during semester according to the rules of studies and in accordance with the MCTS.

Evaluation is performed by assigning points for each and every form of activity of knowledge examination during semester and on the final exam as well.

Within the structure of the total number of points 50% must be provided for the activities of knowledge examination during semester, and 50% for the final exam.

Character and content of the final exam is decided by the subject teacher.



Article 75

Rules of studies, methodology of students' knowledge evaluation and other issues are more closely determined by the Rulebook adopted by the Senate of the University, in accordance with the rules of studies in line with MCTS and provisions of this Statute.

Article 76

Two or more organizational units of the University can mutually exercise undergraduate, i.e. postgraduate studies (studies of combined study programmes).

Organization and methodology of the execution of the combined programmes are regulated by special enactment of the Senate of the University.

SELF-EVALUATION - QUALITY ESTIMATE

Article 77

Faculty independently and through University exercises the procedure of self evaluation, i.e. evaluation and quality assessment of own study programmes and of conditions of work. Reports are forwarded to the Senate of the University.

Self-evaluation is executed continuously (once a year and periodically in intervals decided by the Senate, through surveys, controls of quality, methods and regularity of teaching, analyses of the results of the examination and in other ways).

Self-evaluation methods are decided depending on the study programme, teaching equipment, qualifications of academic staff, methods of teaching, progress rate on exams, percentage of students that graduated and other necessary indicators of the progress of the University work, i.e. organizational unit of the University.

Article 78

Managing Board forms special bodies for audit, defines their scope of activities, dynamics and method of work.

Members of the bodies as from the paragraph 1 herein can be included foreign experts as well.

TYPES OF DEGREES AND DIPLOMAS

Article 79

At the University may be obtained degrees VI, VII (1 and 2) and VIII and the following diplomas:



- (a) degree of the educational level VI – applied/academic undergraduate studies degree (BSc/BA/BApp) after completing study programme, as a rule, lasting three years, i.e. 180 MCTS;
- (b) degree of the educational level VII₁ – applied/academic specialist studies degree (Spec,Scci/SpecArt/SpecApp) after completing undergraduate study programme, as a rule, lasting one year, i.e. 60 MCTS which together with the undergraduate studies lasts, as a rule, at least 4 years, i.e. 240 MCTS;
- (c) degree of the educational level VII₂ – applied/academic master studies degree (MSc/MA/MApp) after completed specialist studies programme, as a rule, lasting one year, i.e. 60 MCTS which together with the programme of the undergraduate and/or specialist studies lasts, as a rule, at least 5 years, i.e. 300 MCTS;
- (d) degree of the educational level VIII – academic doctoral studies diploma (PhD) – after completion of the study programme, as a rule, lasting three years, i.e. 180 MCTS, which together with previously completed study programmes last, as a rule, at least 8 years, i.e. 480 MCTS.

At the University apart from degrees of qualifications as of the previous paragraph herein other degrees of qualification of the education level may be obtained and diplomas as well, in accordance with the law.

Degrees of the educational level that are obtained after the completion of the certain study programmes at the University, and diplomas acquired, are determined by the Senate of the University by special enactment.

Article 80

Structure and contents of the postgraduate study programmes are decided by the Senate, at the proposal of the Teaching-scientific Council of the organizational unit of the University – at which the study programme is performed.

Rules of the postgraduate studies, exam methodology, research and defence of the specialist and master thesis are regulated by the Rulebook adopted by the Senate of the University.

Article 81

The person that acquired certain degree of qualification and obtained diploma can be upon the decision of the Managing Board of the University, at the proposal of the Senate, deprived of the acquired qualification of the certain degree of education and diploma in cases of fraud or deception, including plagiarism or appropriation of authorship, breaking authorship rights or other unethical activities in the preparation of master's thesis, doctor's thesis or other written works.

Article 82

Structure and contents of the study programme that is performed for acquisition of doctoral studies degree are determined by the Senate, at the proposal of the Scientific-teaching council of the organizational units of the University at which the study programme is performed.

Doctoral studies rules, exams methodology, work on the research and defence of the doctor's thesis are regulated by rules determined by the Senate of the University.



**PROFESSIONAL AND OTHER QUALIFICATIONS, SCIENTIFIC-RESEARCH WORK,
REACHING STANDARDS AND MEETING PERSONNEL AND STUDENTS CULTURAL
NEEDS AND GAINING PROFIT**

Article 83

For the purpose of acquiring qualifications the University can, within the scope of its activities realize various educational programmes, through modules, courses, as parts of the officially effective study/educational programme and through special programmes of education.

To an individual that has completed the programme as from paragraph 1 herein the University issues certificate or confirmation as a proof on the acquired professional qualification, i.e. its part.

At the University other qualifications may be acquired pursuant to law regulating national framework of qualifications.

Article 84

University can establish Pious endowments, foundations and other forms of association that are used to satisfy students' needs and the needs of the University.

Article 85

University can independently or at the proposal of an organizational unit found centres and laboratories, for the purpose of exercising scientific-research work and for gaining profit, or it can directly offer services to third parties under commercial conditions, within the scope of the own activities for which it fulfils prescribed conditions.

University can, for the purpose of commercialization of the scientific results, discoveries or patents and works of art, or for stimulating cooperation with economy sector, be founder or co-founder of the commercial associations.

In realization of the activities as of paragraph 2 herein University makes profit.

UNIVERSITY STAFF

Article 86

University staff represent all employees of the University.

Article 87



Academic staff represent all individuals directly involved in the provision of a study program at the University and have academic titles at the organizational units of the University which has exclusively scientific-research work as its field of competencies.

Academic titles are:

- a) full professor,
- b) associate professor,
- c) lecturer,
- d) professor at a higher vocational school i lecturer at a higher vocational school, organized as an organisational unit of the University.

Total number of academic staff as of paragraph 1 herein is established by an enactment on internal organization and job classification of the University passed by the Managing Board of the University, at the proposal of Rector.

Article 88

University announces competition for obtaining academic title and for becoming employed.

Exception from the paragraph 1 herein competition can be announced only for becoming employed for the teacher that already holds an academic title obtained at some other university or faculty.

Rector decides on the engagement for the teacher that holds an academic title acquired at some other university or faculty, with previously obtained opinion of the scientific-teaching council of an organizational unit of the University.

Appointment to an academic title is exercised for the purpose of becoming employed and concluding full-time employment contract or part-time engagement contract pursuant to law.

Competition announcement is decided by rector at the proposal of the scientific-teaching council of the organizational unit.

Competition for academic titles appointment is announced six months before the expiry date of the previous appointment.

Competition can be announced for a particular faculty subject, group of subjects or entire field.

Appointment to an academic title is performed after expiration date of the appointment for the lower title.

Academic staff is elected by the Senate of the University for the period lasting up to 5 years. Full time professor is appointed to indefinite time limit.

Exception as from paragraph 1 herein, the teacher that holds necessary qualification can, upon approval of the Senate, initiate earlier procedure for appointment to the higher academic title.

Senate forms commission that gives professional opinion on initiating procedure as of previous paragraph herein.



Decision of the Senate on approval of the initiation of the procedure is final.

Article 89

Senate, at the proposal of the Council of the organizational unit of the University, entitles commission for consideration of the competition material and for writing report (hereinafter: Commission).

Members of the Commission can be individuals with a title lower than the one that a particular candidate is to be entitled to and can not be in family relations with the candidate.

Council of the organizational unit of the University, on the basis of the report of the commission, proposes to the Senate a candidate for entitlement.

Senate makes final decision on the candidate appointment to a particular title.

In the procedure of appointment to an academic title it can be recognized to a candidate already acquired title and term to which he was appointed to at some other University or faculty.

Rector concludes work contract with the elected candidate and dean or director of organizational unit of the University manage its realization.

In the procedure of the appointment to academic titles, foreign experts can participate upon decision of Senate.

Article 90

Procedure, manner and conditions of appointment of the commission for writing report for entitlement, contents of the report, publication of the report, deadlines of the entitlement procedure and other issues related to the procedure of entitlement are more closely regulated by the Rules established by the Senate.

Article 91

Appointment to scientific titles: scientific advisor, senior scientific advisor and scientific assistant, at the organizational units of the University whose scope of activities is exclusively scientific-research work, is executed by the Senate in accordance with particular law.

Provisions of this statute are applied to the appointment of the scientific titles accordingly that refer to the appointment to academic titles, if it is not otherwise regulated by a special law.

Article 92

In performing particular forms of teaching and scientific-research work at the University masters and doctoral studies students can participate as teaching assistants, assistants or research instructors, for a specific period of time.

Contract with an instructor may be renewed according to the procedure prescribed for his appointment.



Appointment of the instructor, teaching assistant and research fellow is done on the basis of public competition.

Decision on the announcement of the competition is made by rector of the University.

Field of engagement and mandate are more closely determined by the announced competition.

Commission, including subject teacher, writes report on the candidates that applied for the position. The report is forwarded to the Council of the organizational unit of the University for consideration.

Commission as of paragraph 7 herein is entitled by dean, i.e. head of the organizational unit of the University.

Decision on the appointment of the instructors, teaching assistants and research instructors is made by rector.

Contract with the individual as of previous paragraph is concluded by rector.

Subject teachers are obliged to submit report on the work of the instructors, teaching assistants and research instructors.

Article 93

In the realisation of the teaching activities academic staff works with the help of qualified staff with titles as follows:

- a) senior lector,
- b) lector,
- c) senior instructor,
- d) research assistant and
- e) laboratory assistant.

Senior lector and senior research assistant can independently realise practical classes with students, in accordance with the study programme.

Total number of qualified staff is determined by an enactment on internal organization and job classification at the University.

Qualified staff appointment is performed on competitive basis, for unlimited or limited time period, in accordance with provisions of this statute and enactment on internal organisation and job classification for organisational unit of the University in which the appointment is executed.

For qualified staff, except for the laboratory assistant, may be entitled an individual with higher education degree and which fulfils conditions prescribed by enactment on internal organisation and job classification for organisational unit of the University at which the appointment is executed.

For laboratory assistant position can be selected person which has at least secondary school degree and fulfils special conditions prescribed by enactment on internal organisation and job classification for the organisational unit of the University at which the personnel selection is exercised.

Decision on the selection of the qualified staff is made by executive director and concludes work contract with selected individual.



Article 94

Number of teaching assistants, instructors and research fellows in one study year is decided by rector, at the proposal of the Council of the organisational unit of the University.

Qualified staff number in one study year is decided by executive director, at the proposal of the Council of the organizational unit of the University.

Article 95

Conditions for appointment of academic staff:

- 1) for the full professor title a candidate must hold doctorate degree, have high level knowledge of the corresponding subject or field, confirmed by publication in adequate domestic and international scientific papers, books and monographies, by participating in corresponding domestic and international congresses, seminars and other activities, and possessing good pedagogical and organizational abilities in the academic performance;
- 2) for the lecturer title a candidate must hold doctorate degree, must have published works in corresponding international and domestic papers and magazines, display results in the teaching and scientific field and good knowledge of the corresponding subject or the field;
- 3) for professor and lecturer at college of applied studies title a candidate must hold doctorate degree, and express good results in teaching and professional field.

Conditions for appointment of the teaching instructor and research instructor are as follows: a candidate must be master studies student, have teaching vocation, i.e. inclined to research and at least, as a rule, mark "B" (average mark in the numerical equivalent is 8,50).

With an individual as of paragraph 2 herein work contract is concluded for the period of one year with possibility of prolonging it for another year during the course of his studies, and the longest till the end of the school year within which the studies end.

Conditions for appointment to the assistant professor title are as follows: a candidate must be doctoral studies student, which has completed previous degrees studies, as a rule, with average B mark at least (average mark in numerical equivalent is 8.5) and which has inclinations for teaching.

With the candidate selected for the assistant appointment work contract is concluded for the three years period, with possibility of it being prolonged for additional three years.

Contract with the candidate as of previous paragraph herein is concluded by rector.

Article 96

Conditions for appointment of academic staff for artistic and corresponding subjects at the Faculty of visual arts are as follows:

- 1) for the professor title a candidate must have held public presentations of works of art, must have given significant contribution to the development of arts and culture, as a rule, must poses at least



master of arts degree, i.e. master of science degree and must express pedagogical and organizational abilities in the academic field;

2) for the lecturer title a candidate must have recognised artistic works and have success and results in teaching;

3) for the lecturer and professor at applied studies college a candidate must express pedagogical abilities and results in researches or public presentations;

Conditions for the teaching instructor appointment in the artistic field are as follows: a candidate must express inclination for teaching, i.e. artistic work, and have, at least, as a rule, an average mark "B" (average mark in the numerical equivalence 8.5).

With the teaching instructor a work contract is concluded for one year period, with possibility of prolonging it twice for one year term.

Contract as of previous paragraph is concluded by rector.

Article 97

Academic staff for the title appointment, apart from the listed conditions, must fulfil conditions established by rules for appointment to corresponding rank which were adopted by the Senate.

Article 98

All appointments are executed on the basis of the academic merits, without any discrimination on any of grounds.

Article 99

Academic staff is obliged, within its field of competence, influence and behaviour at the University, to respect Code of academic ethics and to protect the name of the University.

Code of academic ethics is adopted by Senate. Code regulates the performance of the academic vocation in accordance with the dignity of the University.

Article 100

For academic staff with academic rank or qualified staff with corresponding titles after the age of 60 reappointment is not obligatory.

Article 101

Retired full professor can be appointed by the Senate to the title 'professor emeritus'.

Procedure of appointment of the 'professor emeritus' is prescribed by special Rulebook adopted by the Senate.

Article 102



University, i.e. organizational unit of the University, upon decision of the rector, can engage for teaching a person holding academic title awarded at some other University at which he already is employed.

Prominent expert from practice, as a rule, holding doctors degree, i.e. prominent artist, can be engaged for the teaching process realization.

Decision on the engagement of a person as of paragraph 1 and 2 herein is made by the dean with consent of the rector.

With the person as of paragraph 1 and 2 of this article work contract for teaching is concluded for the period of one year.

Article 103

Right on having «a year off» ('sabat' absence – every seventh year as one-year leave) has academic staff holding full time professor and associate professor ranks of the University, which is decided by the Managing Board of the University, with previously gotten opinion of the Senate.

Article 104

Number, structure of the administrative staff, conditions, manner and procedure for the personnel selection are established by enactment on internal organisation and job classification at the University, at the proposal of the managing director.

Executive Director decides on the engagement of the administrative staff and concludes a work contract for the purpose of regulating mutual rights and duties.

Article 105

Full-time working hours are 40 hours within the working week..

Within full-time working hours academic and qualified staff are obliged to participate in teaching process, consulting with students, scientific-research, artistic and skilled work, preparation for classes and examination, work in the bodies of the University, i.e. bodies of an organizational unit of the University.

Article 106

Academic and professional staff of the University is obliged, within the realisation of the study programme, to hold per one week:

- 6 classes of lectures, i.e. 9 classes for professional-artistic field – full time professor, associate professor and lecturer
- 12 classes of lectures – professor and lecturer at college of applied studies, which is an organizational unit of the University
- 12 classes – senior lector and lector



- 8 classes – teaching assistant
- 10 classes - instructor
- 14 classes – senior instructor and research fellow.

If prescribed commitments can not be completed within the provided working hours, additional engagement of the academic and professional staff can be up to 50% of the established teaching load, which makes the bases for pay increase in accordance with the Rulebook on pays of the staff engaged at the University.

Deans of the organisational units and vice-rectors of the University are obliged to exercise teaching within the teaching load that amounts to one half of the load established as of paragraph 1 line 1 herein.

RIGHTS AND DUTIES OF STUDENTS

Article 107

Status of a student is acquired by admission to corresponding study programme.

Article 108

Student enrolled at the University has the right to:

- (a) attend lectures, seminars and other forms of classes organised in accordance with their academic status;
- (b) use libraries, computer classrooms, and other services offered to students by the University, in accordance with working rules;
- (c) express opinion on the quality of teaching and work of academic staff, and not to suffer consequences because of offered opinion;
- (d) effectuate rights in the field of students standards;
- (e) elects and to be elected for the University bodies, i.e. bodies of its organisational units in accordance with the Law on higher education and this statute

;

- (f) effectuate other rights in accordance with law and this statute.

Student has special right on equality and non-discrimination on any of grounds.

Article 109

Student has the right on objection to the quality of teaching or mark obtained, as well as the right to use other advantages of studying offered by the University.

Complaint is submitted to the dean, with possibility of submitting a complaint to the Senate that makes final decision.



Rules upon which response to the complaint is regulated, i.e. response to a complaint submitted, are established by the Managing Board of the University at the proposal of the Senate.

Article 110

Student has the right to submit a complaint to the competent court on the decision or activity of the University body, i.e. its organisational unit by which certain right of his has been jeopardized, a right established by law, statute or some other enactment.

Article 111

Student has an obligation to:

- a) attend classes, seminars and other forms of teaching organised in accordance with their status;
- b) dedicate himself to studies and participate in academic activities;
- c) respect rules adopted by the University, i.e. its organisational unit;
- d) respect rights of the staff and other students;
- e) behave at the University in the way in which he will not discredit the University.

Article 112

Student can lose status of the student upon personal request or in case of not completing duties listed in the signed contract.

Decision on the cessation of the student's status is made by dean, i.e. head of the organisational unit of the University.

Complaint on the cessation decision can be submitted to the Senate, which makes final decision.

Students' parliament has the right to contact the Senate if it finds that there were irregularities in the cessation procedure.

Rules by which the procedure of expelling a student is regulated, as well as the complaint procedure of the University, and the response to a complaint, are all established by the Senate.

Article 113

For breaking a rule referring to his duties, a student has disciplinary responsibility.

Disciplinary measure of being expelled from the University can be enforced for not behaving properly or malfeasance, for maximum two study years.

Student against which a disciplinary procedure is run, has the right to be heard by the disciplinary commission formed by dean, i.e. head of the organisational unit of the University.



Decision to expel a student is made by the Senate, at the proposal of the Disciplinary commission.

Complaint against decision as of paragraph 2 herein can be filed to the Managing Board of the University, whose decision is final.

Rules prescribing disciplinary procedure and responsibility, as well as the procedure on complaint filed, are regulated by the Managing Board of the University, at the proposal of the Senate.

FINANTIAL MEANS AND AUDIT

Article 114

Executive Director is responsible for the preparation of the annual financial report, annual and other financial reports which further considers and adopts Managing Board of the University, as well as the budget management of the University.

Financial reports are made in accordance with international accountability standards.

Annual financial report must be adopted in the prescribed deadline, in accordance with law.

Dean, i.e. head of the organisational unit of the University is accountable for the management and use of the means belonging to an organisational unit of the University and for preparation of the report related to those means.

Article 115

Faculty, as well as any other organisational unit of the University indicated by the Managing Board of the University, has particular sub-account – party and particular calculation of the results of business, in accordance with the law.

Article 116

Income earned by the work of the University, tuition fees and other means are paid in the giro-account of the University which further those means distributes to the organisational units of the University in accordance with the Decision of the Managing Board of the University and adopted financial plan of the organisational units of the University.

Income earned by the organisational units of the University and within out-of-teaching activities are distributed in the way that an organisational unit is obliged to pay in at least 10 % of the gained income to the University account, if the original value of the realised project exceeds 25. 000 Euros, and the remaining means stay at the sub-account of the organisational unit of the University.

Article 117



Managing Board of the University on the basis of the public competition appoints independent auditors which exercise annual financial control of the proper use of the means and issue adequate certificate.

Executive Director concludes the contract with the selected auditor.

Auditors submit report to the Managing Board on the adequacy of measures of the financial control at the University, on efficient use of the means, revenue, administrative or other services at any of the organisational units of the University.

Article 118

Auditors can not have personal or professional relation with any of the members of the Managing Board or with the Executive Director.

Article 119

In the execution of the financial control auditors have unlimited right on insight in the official records and books of the University, i.e. its organisational units.

RECORDS

Article 120

Apart from the records established by law, at the University are kept records on:

- 1) admission candidates;
- 2) enrolled students for all study and research programmes;
- 3) exams;
- 4) graduated students;
- 5) issued diplomas and supplement diplomas;
- 6) engaged staff and individuals engaged for teaching;
- 7) property;
- 8) financial accounts;
- 9) research projects;
- 10) research and consulting contracts;
- 11) commercial contracts and
- 12) all other data decided by the Managing Board of the University.

Records established by this statute are kept by uniformed methodological principle, by putting data in books, forms, files, means for automatic processing of data as well as other forms for keeping records.

By enactment on internal organisation and job classification at the University accountability for correctness of data in records is established.

Article 121

Records related to persons is kept with full respect of their privacy and can be performed only for the purposes prescribed by law or this statute.



Protection of data from the records which are of personal or confidential nature is performed in the prescribed manner.

Article 122

Single information system is formed at the University for the purpose of electronic records keeping established by this statute.

Executive Director is responsible for the information system functioning.

ORGANISATION OF THE STAFF AND STUDENTS

Article 123

Staff has the right to a peaceful gathering and right to establish unions or associations of the employed that will represent their mutual interests before the bodies of the University and for other purposes provided by law.

Article 124

Students have the right to a peaceful gathering, without jeopardizing public peace and order.

Article 125

Students have the right to form associations and societies in any of the purposes established by law.

Students' societies as of paragraph 1 herein are obliged by their statute to express and guarantee principles of equal opportunities and non-discrimination.

Article 126

Students' parliament is the highest representative body of the students at the University, elected by direct voting.

The scope of work of the students' parliament:

- enabling and protection of the rights and students' interests;
- starting an initiative for adoption and application of the regulations of interest for students;
- starting an initiative for consideration of issues of interest for students at the sessions of the Senate and Managing Board;
- consideration of issues and execution of the programme in the field of higher education and science, culture and other fields of importance for students;
- consideration of issues and execution of programmes of importance for social-economic position of students;
- cooperation with institutions, establishments and organisations of importance for the position of students;



- execution of other duties in accordance with law and this statute.

At a faculty it can be formed students council.

Students' parliament concludes with the University contract on financing parts of activities from the University budget means and performs its activities in financially autonomous manner.

Article 127

Students' parliament has its Statute which must be based on the principles of equal opportunities and non-discrimination which regulates the manner of election of the students' representatives for the bodies of the University, i.e. bodies of its organisational units, organisations and work of students' councils, as well as other issues of interest for students.

Article 128

Students' parliament elects its representatives for the Managing Board of the University, Senate and other bodies independently, in accordance with this and its own statute, which represent and protect rights and interests of students.

TRANSITIONAL AND FINAL PROVISIONS

Article 129

ECTS credits (European Credit Transfer Sys) effective before this Statute entering into force are equivalent to MCTS (Montenegrin Credit Transfer System).

Article 130

Until the appointment of the Executive Director competencies of his scope of field are transferred to the rector.

The Statute of the University of 30/05/2006 becomes void as of the day this Statute comes into force.

Article 132

This Statute comes into force the eighth day from the day its being published on the web page of the University.

PRESIDENT OF THE FOUNDING MAMBERS ASSEMBLY

Dr Duško Knežević