



UNIVERSITETI I PRISHTINËS
"HASAN PRISHTINA"
UNIVERSITY OF PRISHTINA

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Nr. Prot.: _____

Datë: ____/____/____

The Senate of the University of Prishtina "Hasan Prishtina", announces:

CALL FOR ADMISSION

**For the admission of students in the first year of master's studies for the academic year
2023/2024**

The Senate of the University of Prishtina "Hasan Prishtina", based on the competencies defined under Article 106 of the Statute, in the meeting held on 6.9.2023, has approved the proposals of academic units for the number of students to be accepted in the academic year 2023/2024 and has approved the criteria for registration in basic studies - master. The proposals for the number of students, after approval by the Senate, have also been approved by the Ministry of Education, Science, Technology, and Innovation (hereinafter MESTI) with letter no. prot. 3328, date 14.09.2023.

I. GENERAL CONDITIONS

1. The University of Prishtina "Hasan Prishtina", for postgraduate master's studies, for the academic year 2023/24, will enrol **2418** students and **17** international students.
2. Within the total number determined as in paragraph 1 of this competition, based on AI no. 09/2016 MEST, the University will enrol up to **12%**, namely up to **285** regular students from the non-majority community. The quota of 12% of seats reserved for enrolment of students from non-majority community will be distributed proportionally according to the percentage of the total number of students for each department or program of the faculties separately.
3. In the post-graduate master's studies at the University of Prishtina, candidates who have completed Bachelor's studies or basic studies before the entry into force of the Bologna Declaration in all accredited Higher Education Institutions in Kosovo can be accepted. Under equal conditions, candidates who have completed basic bachelor studies at the University of Prishtina will have priority in admission.
4. All other candidates who have successfully completed their basic studies outside of Kosovo are also eligible for admission to the University of Prishtina. In such cases, the candidate must bring the evidence (certificate or decision) of the accreditation of the institution in which he/she completed his previous studies. If it is not possible to provide proof of accreditation, then (the status of these programs will be confirmed by the Office for Academic Development which is located in the Faculty of Philosophy, floor II no. 107.
5. Candidates who have completed previous studies in one study program may compete for enrolment in master's studies in another program. In case of acceptance, the Studies Committee of the academic unit assigns differential exams which the candidates must undergo in advance. The Studies Committee determines the number of exams depending on the degree of comparability/similarity of the program followed in the candidate's previous studies. In such cases, candidates attend lectures in the following academic year and undergo differential exams in the June and September exam periods. Candidates will have a maximum of five (5) differential exams which they will undergo before the committee of three members while the records of such exams are ratified by the council of the relevant academic unit.

6. An exception from paragraph 3 of point I of this competition is made for study programs with special specifications, which are determined by the academic units themselves.
7. The University of Pristina, based on humane aspect considerations, will add 5 bonus points to candidates with special needs upon application. The status of candidates with special needs must be proven with relevant certificates, issued by the relevant institutions.
8. **Candidates who are enrolled in a study program at any level of study within the University of Pristina do not have the right to compete in another study program at UP without completing their studies in the program where they are continuing their studies or without unregistering from the current study program.**
9. **Candidates for admission as UP students in the 2023/24 academic year cannot compete in more than one faculty, department, direction or program.**

II. MANNER OF SELECTING CANDIDATES

1. The selection of candidates for all the faculties will be done according to the following criteria. The maximum number of points according to the following criteria is 100 points, based on:
 - Success in basic bachelor studies up to 30 points
 - Success in the entrance exam up to 70 points.
2. In addition to the exams from the professional subjects, the candidates will also undergo the test in English, from which they can acquire up to 10% of the entrance exam points. If the candidate proves that he has an international TOEFL certificate with at least 79 points (or IELTS with at least 5.65 points), the same automatically receives 5 points, while other points related to the English language are added depending on the success shown in the entrance exam - part of English language.
3. An exception to paragraph 2 of this point will be made for candidates applying to foreign language programs at the Faculty of Philology where the exam will be held in the language of the study program.
4. Faculties with special specifications organize practical exams in relevant subjects and disciplines.
5. Only candidates who reach 40% of the number of points required for the entrance exam have the right to be admitted.
6. Candidates who do not reach 40% of the number of points required for the entrance exam cannot be accepted, even if there are unfilled positions according to the competition.
7. If the number of points of some candidates ranked last in the admission list is equal to other candidates outside the number planned for admission, the selection of candidates will be based on the success of the entrance exam, and if the points of the entrance exam are the same, then the average grade of the previous studies will be taken into account. If the average grade score is the same, then female candidates will have priority. If the candidates belong to the female gender, the selection of the candidate for admission will be made through a random drawing by the Faculty Committee in the presence of candidates with equal points. If the candidates belong to the male gender, the selection of the candidate for admission will be made through a random drawing by the Faculty Committee in the presence of candidates with equal points. The secretary of the relevant faculty is obliged to send the list of candidates who have competed to the Rectorate of the University and also to publish it on the website of the Faculty.
8. In case there are still vacancies in the category of non-majority communities, because not all candidates have managed to pass the minimum threshold of points, then the filling of reserved seats for the non-majority community will be done according to the ranking list of points with candidates who have passed the passing threshold and who belong to the majority community.
9. The minimum number of 5-10 students is necessary for the functioning of the department, section, branch, direction or program of the faculty.

III. APPLICATION DEADLINES AND DOCUMENTATION NECESSARY FOR APPLICATION

For the registration of students in the first year of studies, the schedules will be as follows:

1. The application on the online platform <http://apliko.uni-pr.edu> opens from **15.9.2023** to **29.9.2023**, at **16:00**. During this period, the hard copy documentation will also be submitted by the candidates. Documentation will be accepted every day, except Sundays.
2. On the first day of the competition, dated **15.9.2023**, the online application will be operational from **14:00 p.m.**
3. During the application period, the documentation will be verified by the administration staff of the relevant faculty.
4. Candidates are recommended to make sufficient copies of documents and notarize them (the notary's stamp must be original) before appearing in the competition, because the original documents will not be withdrawn until graduation or unregistering from the faculty.

5. The necessary documentation for online and in person application is as follows:

- a) *Birth extract (original),*
- b) *The original, notarized or duplicate diploma, respectively the original graduation certificate,*
- c) *Evidence of accreditation of the institution of higher education (for candidates who have completed their studies abroad and in private colleges of the Republic of Kosovo).*
- d) *The completed application form which is downloaded during the online application from the Internet: The link (Link) for online application through the Internet is: <http://apliko.uni-pr.edu>.*
- e) *Candidates upon application, based on AO (Administrative Order) 09/2021, are exempted from paying the fee for the entrance exam.*

The entrance exam will be held on October 3, 2023, according to the following schedule:

Faculty of Civil Engineering, date October 3, 2023 starts from 09:00 to 12:00.

Notice:

1. For the all candidates, in the enrolment exams is mandatory to have their ID card, without the ID it not allowed to subject on the enrolment exams.
2. During the enrolment exams it is mandatory to not use the mobile cell (or e-notebook).

IV. ANNOUNCEMENT OF PRELIMINARY RESULTS

1. **Announcement of preliminary results** of the entry exam will be announced on notice boards as well as on the websites of the faculties, **latest until October 5, 2023, at 16:00;**
2. *The preliminary results are not final. When the preliminary result is announced, it does not mean that the candidate has been accepted, since in the case of the appeal being approved as grounded, one of the candidates may be ranked higher with points than the candidate ranked according to the preliminary results.*

V. THE RIGHT AND DEADLINE FOR APPEAL

1. Candidates who, according to the preliminary result, are ranked as unaccepted candidates, can submit a complaint to the relevant faculty **no later than 48 hours after the publication of the**

preliminary results (working days are counted), respectively: **for both groups no later than October 9, 2023 at 16:00.**

2. Any complaints submitted after the deadline set on the above paragraph will not be considered. Complaints are reviewed immediately after the closing of the legal deadline for complaints and at the university level only by the Complaints Review Committee from the relevant faculty.

VI. ANNOUNCEMENT OF THE FINAL RESULTS

1. **The announcement of the final results** of the entrance exam will be made on the notice boards as well as on the website of the respective faculties, after reviewing the complaints that is **latest until October 10, 2023, at 16:00**
2. Candidates who have not been accepted can withdraw their documents at the relevant faculty from the date **October 10 to 13, 2023.**

VII. REGISTRATION OF ADMITTED CANDIDATES

1. Registration and photographing of students admitted to the first year is done in the Central Administration of the University (National Library Building), according to this schedule:
Faculty of Civil Engineering on **October 12, 2023, from 9:00-12:00 and 13:00-15:00;**
2. Candidates who did not manage to register within the deadlines defined above, can register the latest until November 01, 2023, at **16:00.** Outside of this deadline, accepted candidates will not be able to register due to the closure of the Higher Education Information Management System (SMIAL), therefore they are requested to adhere to the aforementioned deadline.
3. The registration process of an accepted candidate is considered completed at the time when their picture is taken.
4. If the accepted candidate does not comply with all the procedures provided for in this competition within the specified period, it is considered that he/she has waived the right to registration. Vacant position after the loss of the right to registration, i.e. the release of the deadline as in paragraph 3 of chapter V will not be replaced by candidates who are on the list of unaccepted candidates.
5. If the number of points of some candidates ranked last in the admissions list is equal to other candidates outside the number planned for admission, the selection of candidates will be based on the success of the entry exam, and if the entrance exam scores are the same, then the average grade of the previous studies will be taken into account. If the success is the same, then female candidates will have priority. If the candidates belong to the male gender, the selection of the candidate for admission will be made through a random withdrawal by the Faculty Committee in the presence of candidates with equal points.

VIII. DOCUMENTS REQUIRED FOR REGISTRATION

Candidates accepted for registration must submit:

- a) The completed registration form, which is downloaded and printed (black and white) from the website <http://apliko.uni-pr.edu>
- b) Two photographs (size 4.5 x 6 cm), which must be according to the norms and rules for personal documents.
- c) According to AI (MESTI) No. 09/2021, all students who start their studies at the University of Pristina "Hasan Prishtina" are exempted from paying the tuition fee when they register for the first semester.

FACULTY OF CIVIL ENGINEERING

In the first year of studies, it will enrol 100 students:

Department – Study Program	For regular studies	Candidates from the non-majority community 12%	Total
Faculty of Civil Engineering	89	11	100
Department for Construction	35	5	40
Construction Program	35	5	40
Hydrotechnical Department	18	2	20
Hydrotechnical Program	18	2	20
Geodesic Department	18	2	20
Geodesic Program	18	2	20
Integrated Water Resource Management Department	18	2	20
Integrated Water Resource Management Program	Domestic Students	16	20
	International Students	2	

For the Programs in Construction, Hydrotechnical and Geodesy, students who have completed bachelor's studies in the respective fields and have accumulated 180 ECTS are eligible to apply.

The entrance exam will be held by the respective fields of study where the candidates apply.

In the Integrated Water Resources Management of study program, within the total number, 2 international students will be enrolled.

The enrolled exam to the Integrated Water Resources Management Program is held in English, and for the following areas:

- a) Hydrotechnics,
- b) Environmental Engineering and
- c) Natural sciences.

For the International candidates the exam may organize in virtual version.

Notice: In case there are vacancies in the quota for international students, then those places are filled by regular candidates who are on the waiting list and have reached the passing threshold.