



KOLEGJI DARDANIA

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In accordance with the provisions of the Statute of the "Dardania" College, located in Prishtina, the Steering Council of the Dardania College on 05.11.2020 adopted this:

REGULATION FOR STUDENT TRANSFER

I. General provisions

Article 1

With the Regulation for transfer of students to Dardania College, the following issues are defined and regulated:

- Changing the study program within the College;
- Curriculum evaluation;
- Administrative procedures in case of transfer;
- Transfer from other educated and licensed Institutions of Higher Education;
- Equivalence of grades and ECTS credits;
- Transitional provisions.

II. Changing the study program

Article 2

The student can make the transfer or change or the study program by completing the study in previous study program within Dardania College or from other Higher Education Institution, and starting the study in another study program in the academic units of Dardania College.

Article 3

The change of the study program is done in accordance with the Administrative Instruction (MEST: No. 13/2018 in the Management Information System for higher education) and according to the provisions of this regulation.

The change of the study program is possible between the study programs of the academic units in order to achieve the same level of education in accordance with the provisions of the Law on Higher Education.

III. Curriculum equivalence

Article 4

During the change of the study program the student is legally allowed to start the studies in the new study program.

Enrollment in the new program is allowed to the student if at least 50% of the exams have been successfully completed in the previous study program and the contents match the new study program.

Article 5

The student is allowed to enroll in the new study program:

1. At least in the second year of studies and at the beginning of the following academic year.

Article 6

The change of the study program cannot be done if the student has to re-enroll in the first year of studies in the new program.

IV. Administrative procedures in case of transfer

Article 7

The student must submit the request for change of study program to the study committee of the institution where he/she wants to continue his/here studies. The application must be accompanied by the certificate of exams given in the original as well as syllabi for the respective subjects based on the previous study program.

Article 8

1. The study commission determines the conditions and other program obligations based on the request of the candidate for the change of the study program in accordance with the norms with which the study program is accredited.
2. The decision to change the study program of the academic unit upon the proposal of the relevant committee is taken by the Teaching / Scientific Council.
3. An appeal against the decision to refuse to change the study program must be addressed to the Senate of the College within two weeks after the publication of the decision.
4. The Senate within 1 month after receiving the appeal makes a final decision in administrative procedure.

V. Transfer from other Higher Education Institutions (HEIs)

Article 9

When changing the study program from one (HEI) in the College, the same rules apply as when changing the study program within the College, except that students who transfer from other HEIs, the application must be accompanied by proof of licensing of the institution and the decision of accreditation of the study program in which the studies have continued.

VI. Equivalence of grades and ECTS credits

Article 10

Recognition of studies, acceptance of grades and equivalence of ECTS-exam credits given in the new study program, is done based on the criteria set out in the regulations of Bachelor and Master studies by the Study Commission, while the decision is taken by the Teaching Council / Scientific.

Article 11

Recognition of studies, acceptance of grades and equivalence of ECTS-exam credits given in the new study program, can not be done in the first semester or in the last semester of studies.

VII. Transitional and final provisions

Article 12

For issues that are not included in this regulation, the provisions of the Law on Higher Education of Kosovo and the Statute of Dardania College will be applied.

Article 13

Final Provisions

This regulation enters into force on the day of their approval by the Steering Council of Dardania College.

Chairman of the Steering Council
Prof. Dr. Haki Demolli

Haki Demolli



