



## KOLEGJI DARDANIA

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Based on Article 5 of the Statute of Dardania College, the Governing Council of Dardania College - Prishtina, in the meeting held on 27.10.2022, approved:

### REGULATIONS FOR SCHOLARSHIPS AND FINANCIAL SUPPORT FOR STUDENTS

#### I – GENERAL PROVISIONS

##### Article 1

This Regulation defines the criteria, opportunities, duties and responsibilities of the beneficiaries of the Scholarships, facilitating the education of categories of students, as well as defines the procedure for applying for the Bachelor (BA) and Master (MA) Level, as well as provides the procedure for applying and appealing the decision.

#### II – TYPES, CRITERIA AND CONDITIONS FOR FREE EDUCATION (SCHOLARSHIP)

##### Article 2

The college awarded scholarships per student for Bachelor (BA) and Master (MA) level studies. Dardania College shared:

- Full scholarships;
- Financial support.

##### Article 3

Dardania College shared:

- I. Scholarship for an exemplary student; AND
- II. Financial support .

##### Article 4

- I. The criteria for the scholarship for an exemplary student are:

- Have successfully completed all 1st year exams at the BA or MA level (no later than the September deadline);
- They have enrolled in the 2nd year at the BA or MA level.

In addition to the above conditions, applicants must meet the following criteria:

#### 4.1. Academic criteria

- Average grade 9.5;
- To have registered the 3rd semester no later than October 10 ;
- Have a teacher's reference from the previous year.

#### 4.2. Technical criteria

- Do not have a recurring year;
- To be regular in lectures, exercises and study activities;
- To be regular in the activities of the College;
- To be an active participant in the management structures of students;
- To participate in activities organized by students;
- Have exemplary behavior with fellow students, teachers, administrative staff and the community;

### Article 5

Dardania College announces a competition for the criteria, deadline, and method of application, no later than October 10 of each academic year. The competition is published in:

- College website;
- DMIS;
- On the notice board in the College lobby .

The competition text specifies the deadline of at least 7 days, the place and method of application, the deadline for reviewing the documentation, the selection method, the date of publication of the results and the deadline for the appeal procedure.

### Article 6

Students who are selected according to the competition win a one-year scholarship.

### Article 7

#### II.1 Criteria for financial support.

Financial support is awarded to Bachelor (BA) and Master (MA) level students who belong to the following categories:

- families of war victims and veterans ;
- for families with social assistance;
- for students of the same family.

In order to support BA level students who have shown excellent results in secondary education, respectively in the matura exam and who do not have the financial means to cover the tuition fees, Dardania College offers financial support.

The number of users for the above categories is determined by a special decision by the Governing Council of the College at the beginning of the academic year.

In order to obtain financial support for the above categories (including the BA and MA level), the College opens a competition, in which the deadline of at least 7 days, the place and method of application, the deadline for reviewing the documentation, the selection method, the date of publication of the results and the deadline for the appeal procedure.

The necessary documentation for the application for beneficiaries of financial support are:

- relevant certificates from upper secondary education;
- state matriculation exam certificate;
- certification by the PSC;
- certification by the Association of veterans and victims of war;
- certificate of grades for demonstrated success in studies.

If the number of candidates presented for beneficiaries of financial support exceeds the number of appointed by decision of the Governing Council of the College, then an evaluation interview is organized with the applicants.

#### **Article 8**

If the beneficiary of the financial support does not fulfill the required criteria, such as: success during the first academic year, disregarding the previous conditions and behaves contrary to the code of ethics of Dardania College, the student loses the right to use of financial support.

### **III – SELECTION PROCEDURES**

#### **Article 9**

The Board of Directors of Dardania College, by special decision, forms the commission composed of five members, one of whom is a representative of the students.

- The selection of candidates, who will be beneficiaries of scholarships and financial support respectively, is made by a special commission set up by the Governing Council ;
- The committee in full composition examines the applications in detail and compiles the ranking list of potential beneficiaries;
- In cases where the number of applicants in the ranking list is higher than the number of potential beneficiaries for scholarships or beneficiaries of financial support, then the commissioner publishes the date and time of interviewing the candidates according to the ranking list;
- Candidates are interviewed orally in front of the interviewing panelists, who individually evaluate them with points;
- The commission compiles the definitive ranking list and recommends the most successful candidates to the Council D guide for approval;
- The Governing Council of Dardania College takes the final decision on the beneficiaries of the scholarship or financial support.
- The list of beneficiaries of scholarships or financial support is published on the Dardania College website, DMIS and on the notice board in the lobby.

### **IV. APPEAL PROCEDURE**

#### **Article 10**

Dissatisfied applicants have the right to appeal the decision. The exercise of the complaint is exercised to the Governing Council of Dardania College.

- The applicant, who is not satisfied with the decision , submits a written complaint to the Governing Council for reconsideration of the decision within 48 hours from the publication of the decision;
- The applicant presents the reasons for the appeal in writing;
- The Governing Council examines the applicant's complaint within 48 hours;
- The Governing Council publishes the revised list which is considered final;
- Applicants do not have the right to appeal the final decision.

## **V. OBLIGATIONS AND RESPONSIBILITIES OF THE SCHOLAR AND BENEFICIARY OF FINANCIAL SUPPORT**

### **Article 11**

Scholarship recipients sign a contract with the Dardania College official, which defines the rights and obligations of the parties.

### **Article 12**

Scholarship students and beneficiaries of financial support must fulfill the following obligations:

- To regularly follow the rules , exercises, seminar engagements, consultations and other learning activities;
- Do not have a recurring year;
- To be active in the management structures of students;
- To participate in activities organized by students;
- Have exemplary behavior with fellow students, teachers, administrative staff and the community;
- To respect the Code of Ethics of Dardania College.

### **Article 13**

Scholarship students and beneficiaries of financial support lose their right to a scholarship or financial support in cases where they do not respect the criteria of Article 12, as well as in cases where they act in violation of normative acts, when without any major reason they miss the exam deadlines or when he stops his studies.

### **Article 14**

The regulation enters into force on the day of approval by the Governing Council of Dardania College.

Upon entry into force of this Regulation, the previous regulations are repealed.

Chairman of the Management Council  
Prof. Dr. Haki Demolli

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