



KOLEGJI DARDANIA

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In accordance with the provisions of the statute of Dardania College, the Steering Council of the College in the meeting held on 10.11.2020, adopted this:

REGULATION ON DEFINING STUDY GROUPS IN THE PROGRAMS OF ACADEMIC UNITS FOR LECURES AND EXERCISES

GENERAL PROVISIONS

Purpose

Article 1

This regulation will determine study groups and their size, depending on academic programs, the nature of work within hours of lectures, exercises and the practical work.

Article 2

This regulation anticipates three categories of study groups, while respecting the criteria presented in Article 1 of this regulation.

1. The first group consists of academic units that have the nature of theoretical discourse, such as: Political Science and Public Administration; and the Law.
2. The second group consists of academic units and their programs that have an applicative character (Applicative Psychology and Managerial Studies); and
3. The third group consists of academic units and programs that have a mainly practical character (Applicative Psychology and Managerial Studies, Social Care and Welfare, Management and Digital Business).

The designation of groups of students at the Bachelor level is done based on the following tables.

Table 1

| Academic Units | Lectures | Exercise | Practical work |
|---|--|---|--|
| Political Science and Public Administration | Mandatory (80 students) Elective (min 5-max 40) | Mandatory (2 groups x 40 students) Elective (min 5-max 20) | Mandatory (2 x 40 in campus, 1x1 individually field work) |
| Law* | Mandatory (80 students) Elective (min 5-max 40) | Mandatory (2 groups x 40 students) Elective (min 5-max 20) | Mandatory (2 x 40 in campus, 1x1 individually field work)) |
| Management and Digital Business* | Mandatory (80 students) Elective (min 5-max 40) | Mandatory (2 groups x 40 students) Elective (min 5-max 20) | Mandatory (2 x 40 in campus, 1x1 individually field work) |

Table 2

| Academic Units | Lectures | Exercise | Practical work |
|---|--|---|---|
| Applied Psychology and Managerial Studies | Mandatory (60 students) Elective (min 5-max 30) | Mandatory (2 groups x 30 students) Elective (min 5-max 15) | Mandatory (2 x 30 in campus, 1x1 individually field work) |
| English Language and American Studies* | Mandatory (50 students) Elective (min 5-max 25) | Mandatory (2 groups x 25 students) Elective (min 5-max 13) | Mandatory (25 students) Elective (25 students) |

Table 3

| Academic Units | Lectures | Exercise | Practical work |
|--|--|---|---|
| Social Care and Welfare - The practical work group | Mandatory (60 students) Elective (min 5-max 30) | Mandatory (2 groups x 30 students) Elective (min 5-max 15) | Mandatory (2 x 30 in campus, 1x1 individually field work) |

* These programs are not currently accredited.

Two or more groups are not allowed if the number of students per group is: less than 40 for the first group of academic units, less than 30 for the second group of faculties and less than 20 for the third group of the faculties.

Exceptionally from the above paragraph, smallest number is allowed for the subjects whose nature of contents has an experimental character.

Article 3

This Regulation standardizes the size of groups for compulsory and elective subjects for lectures and exercises. Meanwhile, lecturers and assistants manage students in small groups depending on the strategies/methodologies, methods and techniques that enable interactive learning, the application of role-playing methods, which enable to provide quality teaching.

The above activities are also enabled by the management of inventory, equipment and other furniture in the classroom according to the nature of the activities.

Article 4

The manner of realization, verification and monitoring of the held classes and other engagements are implemented in accordance with the Statute of Dardania College. Each class held is justified by the list signed by present students, verified and signed by the lecturer, assistant or collaborator.

I. TRANSITIONAL AND FINAL PROVISIONS

Article 5

This regulation enters into force on the day of approval by the Steering Council, while repealing the previous regulation.

**Chairman of the Steering Council
Prof. Dr. Haki Demolli**

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