

STATUTE OF

THE UNIVERSITY OF BANJA LUKA

Banja Luka, July 2022

Pursuant to Article 54, Paragraph (1), Item 2), and Article 149 of the Law on Higher Education (*The Official Gazette of the Republic of Srpska*, Issue No. 67/20), the Senate of the University of Banja Luka, in its 81st session held on 7 July 2022, adopted

S T A T U T E O F THE UNIVERSITY OF BANJA LUKA

I. GENERAL PROVISIONS

Article 1

- (1) This Statute contains detailed provisions on the autonomy, rights, and obligations of the University of Banja Luka (hereinafter: the University) in relation to its Founder, as well as its authority in legal transactions. It also specifies its name, headquarters, and activities; its representation and presentation; the basics of its organisation; its governing bodies and procedures; its management and administration; the rights and obligations of the Faculties, the Academy of Arts. and the Institute for Genetic Resources (hereinafter: University Members) in legal transactions; the conduct of teaching, scientific research, professional, and artistic activities; procedures for the conferral of academic titles; the exercise of rights and obligations by staff and students; the organisation of staff and students; the rights of students with disabilities; mechanisms for quality assurance of study programmes, teaching, and study conditions; the University's commitment to the public; record-keeping and managing official documents; the recognition of foreign higher education qualifications for the purpose of continuing education and the equivalence of previously earned degrees; University funding; and other matters important for the operation of the University.
- (2) The grammatical terms used in this Statute expressing the male or female gender apply to both genders.

Article 2

- (1) The University is an institution of higher education that:
 - 1) integrates teaching, scientific research, professional, and artistic work, as well as projects of significance to society, as the three core components of the integral process of higher education;
 - 2) delivers a minimum of ten distinct academic degree programmes across at least four different fields of study;
 - 3) organises academic studies across all three cycles of higher education.
- (2) The University comprises the following Faculties, Academy, and Institute: the Academy of Arts; the Faculty of Architecture, Civil Engineering, and Geodesy; the Faculty of Economics; the Faculty of Electrical Engineering; the Faculty of Mechanical Engineering; the Faculty of Medicine; the Faculty of Agriculture; the Faculty of Law; the Faculty of Natural Sciences and Mathematics; the Faculty of Mining; the Faculty of Technology; the Faculty of Political Science; the Faculty of Physical Education and Sports; the Faculty of Security Sciences; the Faculty of Philology; the Faculty of Philosophy; the Faculty of Forestry (hereinafter: the Faculties/Academy); and the Institute for Genetic Resources (hereinafter: the Institute).
- (3) The names and types of study programmes, including short programmes, offered by the

University shall be specified in the statutes of the respective Faculties and the Academy.

Article 3

- (1) The University is autonomous in conducting its activities.
- (2) The University has autonomy in teaching, scientific research, and artistic work within the scope of the granted operating licence.
- (3) In accordance with the Law, the University has the right to:
 - 1) Freedom of research, artistic creation, and knowledge transmission;
 - 2) Elect its academic, governing, and administrative bodies;
 - 3) Organise its structures and activities according to its own rules, in compliance with the Law;
 - 4) Employ academic and other staff in accordance with the Law on Higher Education and the regulations governing employment;
 - 5) Develop, approve and implement degree programmes, scientific research projects and art projects, and establish rules of study;
 - 6) Confer titles upon academic and other staff, in accordance with its legal authority;
 - 7) Independently conduct academic, research, and artistic cooperation and activities with other institutions of higher education and other legal and natural persons in the Republic of Srpska (hereinafter: the Republic), Bosnia and Herzegovina, and abroad;
 - 8) Elect its governing bodies in accordance with this Statute and other regulations;
 - 9) Maintain financial independence in accordance with the Law;
 - 10) Manage its property in accordance with the Law;
 - 11) Manage its intellectual property in knowledge transfer processes.

Article 4

- (1) The physical space of the University is inviolable.
- (2) Police officers may enter the University premises without the permission of the authorised body of the University, based on a court warrant.
- (3) Notwithstanding Paragraph (2) of this Article, police officers may enter the University premises without the permission of the University's authorised body and without a court warrant when necessary to arrest an offender or to protect people and property.

Article 5

- (1) The name of the University is: the University of Banja Luka.
- (2) The Founder of the University is the National Assembly of the Republic of Srpska.
- (3) The Founder's responsibilities, rights, and obligations towards the University are defined by the Law on Higher Education (hereinafter: the Law) and applicable regulations.
- (4) The University was founded on 7 November 1975.
- (5) The University is headquartered in Banja Luka, University Campus, Bulevar vojvode Petra Bojovića 1A.

Article 6

- (1) The University has the status of a legal entity and is liable for its obligations with all its property in legal transactions.
- (2) The Founder is subsidiarily responsible for the University's obligations.
- (3) The University's property may not be expropriated or mortgaged without the approval of both the Steering Board of the University and the Founder.

Article 7

- (1) The University has an emblem, a dry seal, a stamp, a rubber stamp, and a flag.
- (2) The University also has academic regalia.
- (3) The University's regalia include the Rector's chain and robe, the Vice-Rector's robe, the Dean's chain and robe, the Vice-Dean's robe, and the robe of the Institute Director.
- (4) The appearance, content, and usage of the emblem, regalia, and flag of the University are defined in a special act adopted by the University Senate.
- (5) The Faculties, the Academy, and the Institute may have their own emblems and insignia, which must be used and presented alongside the University insignia.

Article 8

- (1) The University stamp is round in shape, with a diameter of 35 mm (for the large stamp) and 25 mm (for the small stamp). It contains the emblem of the University and the text 'Универзитет у Бањој Луци' written in Cyrillic script, as well as the English text 'University of Banja Luka'.
- (2) The dry seal of the University is identical in shape to the stamp described in the previous paragraph of this Article and is used exclusively to verify degrees issued by the University.
- (3) The University also has a rubber stamp for incoming and outgoing post. It is rectangular and includes text, with space for the protocol number and date.
- (4) The Faculties, the Academy and the Institute use the University stamp and rubber stamp that also contain their names. Other University entities may only use them with the approval from the Steering Board.
- (5) The Rector adopts a special act defining the number, manner of use, and procedures for using the University stamp and rubber stamp.

Article 9

- (1) University Members have the right and obligation to use the name, emblem and flag of the University in their activities and to incorporate them into their own insignia, either in full or in part.
- (2) In all other cases, the use of the name, emblem and flag of the University is subject to approval by the University Steering Board.

Article 10

- (1) The University may present the following awards and prizes:
 - The University Scroll of Honour Award;
 - The University Certificate of Merit;
 - The Nikola Tesla Gold Badge;
 - Monetary and material prizes.
- (2) The University may confer these honours and awards upon distinguished scholars, staff members, students of the University, the Faculties, the Academy, its institutes, as well as other natural and legal persons, in recognition of their contributions to the promotion and development of the University.
- (3) Detailed provisions governing the awarding of the University Scroll of Honour Award, Certificates of Merit, the Nikola Tesla Gold Badge and other University honours and prizes, including the inscriptions, shall be defined in a special act adopted by the University Senate.

Article 11

The University Day is on 7 November.

Article 12

- (1) The official languages of the University are those of the Serbian, Bosniak and Croatian peoples, with equal use of both Cyrillic and Latin scripts.
- (2) The teaching faculty hold lectures, seminars and other forms of instruction in one of the official languages of the Republic, according to their preference.
- (3) Students may sit for examinations in one of the official languages of the Republic, according to their preference.
- (4) As stipulated by the Law, classes at the University or their segments may be organised and conducted in a foreign language.

II. ACTIVITIES OF THE UNIVERSITY

Article 13

- (1) Higher education is the University's primary activity.
- (2) Within the field of higher education, the University provides education and carries out teaching, scientific research, artistic work, consultancy, and publishing activities. It may also engage in other activities aimed at monetising the results of scientific research and artistic work, provided that these do not compromise the quality of teaching.
- (3) The University carries out its activities either directly or through its Members.
- (4) The University ensures equal conditions for all, without any direct or indirect discrimination on the grounds of sex, race, sexual orientation, disability, marital status, skin colour, language, religious affiliation, political or other views, national, ethnic or social background, affiliation with any national community, property, status obtained at birth, age, or any other status, position or circumstance.

Article 14

- (1) Activities of the University include:
 - 1) 85.42 – Tertiary education;
 - 2) 85.59 – Other education n.e.c.;
 - 3) 85.60 – Educational support activities;
 - 4) 01.10 – Growing of non-perennial crops;
 - 5) 01.11 – Growing of cereals (except rice), leguminous crops and oil seeds;
 - 6) 01.21 – Growing of grapes;
 - 7) 01.22 – Growing of tropical and subtropical fruits;
 - 8) 01.23 – Growing of citrus fruits;
 - 9) 01.24 – Growing of pome fruits and stone fruits;
 - 10) 01.25 – Growing of other tree and bush fruits and nuts;
 - 11) 01.26 – Growing of oleaginous fruits;
 - 12) 01.27 – Growing of beverage crops;
 - 13) 01.62 – Support activities for animal production;
 - 14) 02.40 – Support services to forestry;
 - 15) 18.13 – Pre-press and pre-media services;
 - 16) 18.14 – Binding and related services;
 - 17) 18.20 – Reproduction of recorded media;
 - 18) 25.73 – Manufacture of tools;
 - 19) 26.11 – Manufacture of electronic components;
 - 20) 26.12 – Manufacture of loaded electronic boards;
 - 21) 26.20 – Manufacture of computers and peripheral equipment;
 - 22) 26.30 – Manufacture of communication equipment;

- 23) 26.40 – Manufacture of consumer electronics;
- 24) 26.51 – Manufacture of instruments and appliances for measuring, testing and navigation;
- 25) 26.52 – Manufacture of watches and clocks;
- 26) 26.70 – Manufacture of optical instruments and photographic equipment;
- 27) 27.40 – Manufacture of electric lighting equipment;
- 28) 27.90 – Manufacture of other electrical equipment;
- 29) 28.29 – Manufacture of other general-purpose machinery n.e.c.;
- 30) 28.41 – Manufacture of metal forming machinery;
- 31) 28.49 – Manufacture of other machine tools;
- 32) 28.99 – Manufacture of other special-purpose machinery n.e.c.;
- 33) 29.31 – Manufacture of electrical and electronic equipment for motor vehicles;
- 34) 33.13 – Repair of electronic and optical equipment;
- 35) 33.14 – Repair of electrical equipment;
- 36) 33.20 – Installation of industrial machinery and equipment;
- 37) 43.21 – Electrical installation;
- 38) 46.51 – Wholesale of computers, computer peripheral equipment and software;
- 39) 46.52 – Wholesale of electronic and telecommunications equipment and parts;
- 40) 46.62 – Wholesale of machine tools;
- 41) 46.69 – Wholesale of other machinery and equipment;
- 42) 46.90 – Non-specialised wholesale trade;
- 43) 47.41 – Retail sale of computers, peripheral units and software in specialised stores;
- 44) 47.61 – Retail sale of books in specialised stores;
- 45) 47.62 – Retail sale of newspapers and stationery in specialised stores;
- 46) 47.64 – Retail sale of sporting equipment in specialised stores;
- 47) 55.90 – Other accommodation;
- 48) 56.29 – Other food service activities;
- 49) 56.30 – Beverage serving activities;
- 50) 58.11 – Book publishing;
- 51) 58.13 – Publishing of newspapers;
- 52) 58.14 – Publishing of journals and periodicals;
- 53) 58.19 – Other publishing activities;
- 54) 59.11 – Motion picture, video and television programme production activities;
- 55) 59.12 – Motion picture, video and television programme post-production activities;
- 56) 59.20 – Sound recording and music publishing activities;
- 57) 60.10 – Radio broadcasting;
- 58) 60.20 – Television programming and broadcasting activities;
- 59) 61.20 – Wireless telecommunications activities;
- 60) 62.01 – Computer programming activities;
- 61) 62.02 – Computer consultancy activities;
- 62) 62.03 – Computer facilities management activities;
- 63) 62.09 – Other information technology and computers service activities;
- 64) 63.11 – Data processing, hosting and related activities;
- 65) 63.12 – Web portals;
- 66) 68.20 – Renting and operating of own or leased real estate;
- 67) 69.20 – Accounting, bookkeeping and auditing activities; tax consultancy;
- 68) 70.21 – Public relations and communication activities;
- 69) 70.22 – Business and other management consultancy activities;
- 70) 71.11 – Architectural activities;
- 71) 71.12 – Engineering activities and related technical consultancy;

- 72) 71.20 – Technical testing and analysis;
- 73) 72.11 – Research and experimental development on biotechnology;
- 74) 72.19 – Other research and experimental development on natural sciences and engineering;
- 75) 72.20 – Research and experimental development on social sciences and humanities;
- 76) 73.11 – Advertising agencies;
- 77) 73.12 – Media representation;
- 78) 73.20 – Market research and public opinion polling;
- 79) 74.20 – Photographic activities;
- 80) 74.30 – Translation and interpretation activities;
- 81) 75.00 – Veterinary activities;
- 82) 77.40 – Leasing of intellectual property and similar products, except copyrighted works;
- 83) 80.20 – Security systems service activities;
- 84) 82.19 – Photocopying, document preparation and other specialised office support activities;
- 85) 82.30 – Organisation of conventions and trade shows;
- 86) 86.21 – General medical practice activities;
- 87) 86.22 – Specialist medical practice activities;
- 88) 86.23 – Dental practice activities;
- 89) 86.90 – Other human health activities;
- 90) 90.01 – Performing arts;
- 91) 90.02 – Support activities to performing arts;
- 92) 90.03 – Artistic creation;
- 93) 91.01 – Library and archives activities;
- 94) 91.04 – Botanical and zoological gardens and nature reserves activities;
- 95) 93.11 – Operation of sports facilities;
- 96) 93.19 – Other sports activities;
- 97) 93.29 – Other amusement and recreation activities;
- 98) 94.11 – Activities of business and employers membership organisations;
- 99) 94.12 – Activities of professional membership organisations;
- 100) 94.99 – Activities of other membership organisations n.e.c.;
- 101) 95.11 – Repair of computers and peripheral equipment;
- 102) 01.12 – Growing of rice;
- 103) 01.14 – Growing of sugar cane;
- 104) 01.15 – Growing of tobacco;
- 105) 01.16 – Growing of fibre crops;
- 106) 01.29 – Growing of other perennial crops;
- 107) 01.41 – Farming of dairy cattle;
- 108) 01.42 – Farming of other cattle and buffaloes;
- 109) 01.43 – Raising of horses, donkeys, mules and hinnies;
- 110) 01.44 – Raising of camels and llamas;
- 111) 01.45 – Raising of sheep and goats;
- 112) 01.46 – Raising of swine/pigs;
- 113) 01.47 – Raising of poultry;
- 114) 01.49 – Raising of other animals;
- 115) 01.70 – Hunting, trapping and related service activities;
- 116) 01.13 – Growing of vegetables, melons, watermelons, roots and tubers;
- 117) 01.19 – Growing of other perennial crops;
- 118) 01.28 – Growing of spices, aromatic, drug and pharmaceutical crops;

- 119) 01.30 – Plant propagation and growing of decorative plants;
- 120) 02.10 – Silviculture and other forestry activities;
- 121) 02.20 – Logging;
- 122) 02.30 – Gathering of wild growing non-wood products;
- 123) 03.11 – Marine fishing;
- 124) 03.12 – Freshwater fishing;
- 125) 03.21 – Marine aquaculture;
- 126) 03.22 – Freshwater aquaculture;
- 127) 10.32 – Manufacture of fruit and vegetable juice;
- 128) 10.39 – Other processing and preserving of fruit and vegetables;
- 129) 11.01 – Distilling, rectifying and blending of spirits;
- 130) 11.02 – Manufacture of wine from grape;
- 131) 11.03 – Manufacture of drinks and other fruit wines;
- 132) 11.04 – Manufacture of other non-distilled fermented beverages;
- 133) 11.05 – Manufacture of beer;
- 134) 16.10 – Sawmilling and planing of wood;
- 135) 18.12 – Other printing;
- 136) 20.53 – Manufacture of essential oils;
- 137) 46.21 – Wholesale of grain, unmanufactured tobacco, seeds and animal feeds;
- 138) 46.22 – Wholesale of flowers and plants;
- 139) 46.23 – Wholesale of live animals;
- 140) 46.24 – Wholesale of hides, skins and leathers;
- 141) 46.22 – Wholesale of flowers and plants;
- 142) 46.21 – Wholesale of grain, unmanufactured tobacco, seeds and animal feeds;
- 143) 46.31 – Wholesale of fruit and vegetables;
- 144) 47.76 – Retail sale of flowers, plants, seeds, etc.;
- 145) 74.90 – Other professional, scientific and technical activities n.e.c.;
- 146) 74.10 – Specialised design activities;
- 147) 81.30 – Landscape service activities;
- 148) 93.12 – Activities of sport clubs;
- 149) 93.13 – Fitness facilities;
- 150) 95.11 – Repair of computers and peripheral equipment;
- 151) 21.10 – Manufacture of basic pharmaceutical products.

- (2) The University is authorised to engage in foreign trade and provide services related to foreign trade within the scope of its registered activities.

Article 15

- (1) The activities of the University and its Members are public.
- (2) The University and its Members periodically inform the public about their activities in an appropriate manner.
- (3) Adherence to the principle of publicity must not conflict with the interests of the University.

III. ORGANISATION OF THE UNIVERSITY

Article 16

- (1) The University is organised in a way to allow for the integration of multiple Members, ensuring that its operations are carried out fully and in an integral manner.
- (2) The Members mentioned in Paragraph (1) of this Article do not have the status of legal

entities and engage in legal transactions under both the name of the University and their own name.

1. University Member rights and obligations in legal transactions

Article 17

- (1) The authority of University Members in legal transactions with third parties is confined to the University's registered activities.
- (2) University Members manage and may use the financial resources they generate, which are recorded under their respective codes as University expenditure units, in accordance with the Law, secondary legislation, the financial plans of the Members and the financial plan of the University. The Steering Board and the Rector may use the resources referred to in Paragraph (2) of this Article upon approval from the Faculty/Academy Dean or the Institute Director.
- (3) Each University Member must adopt its own Statute, which must be aligned with the Law and this Statute.
- (4) The statutes of University Members are adopted by each Member's respective Academic Council, Artistic-Academic Council or Scientific Committee, following approval by the Senate and the Steering Board, in accordance with their respective competences.

Article 18

- (1) The Dean (the Director) represents and acts of behalf of their respective University Member in legal transactions, within the scope of authority stipulated by the Law, the Statute of the University and the Statute of the Member.
- (2) The Dean (the Director) referred to in Paragraph (1) of this Article is accountable under the Law for all actions or procedures that result in the violation of the Law, the general acts of the University, or other regulations of the University Member they represent and on whose behalf they act.

2. University Member organisation and structure

Article 19

- (1) A Faculty is a University Member that develops teaching and scientific research as a basis for its activities.
- (2) The Academy of Arts is a University Member that develops teaching, artistic creation, and scientific research as a basis for its activities in culture and arts.
- (3) The Institute is a University Member that conducts scientific research as a basis for its activities.

Article 20

- (1) A health institution dully recognised as a hospital or a similar entity under a special law may be granted the title of 'University', provided it meets all the necessary pedagogical, scientific, and professional criteria for conducting university-level teaching and scientific research.
- (2) Upon a proposal from a Faculty, the Senate may grant the status of teaching base to a health or another institution that meets all the necessary pedagogical, scientific, and professional criteria for university-level teaching and scientific research.
- (3) The relationship between a teaching bases and a Faculty or the University shall be further

defined by a contract of academic and business collaboration.

Article 21

- (1) The University may establish new Members to ensure the higher education system operates fully and in an integrated manner, in accordance with the Law and the University's development strategy.
- (2) A University Member may include organisational subunits such as centres, agencies, departments, scientific research institutes, laboratories, libraries, institutes or other traditional forms of cultural diplomacy, and similar entities.
- (3) The University may establish research institutes, innovation centres, centres of excellence, technology transfer centres, art centres or institutes, business and technology incubators, science and technology parks, as well as other organisational units for conducting innovative activities and monetising research results, in accordance with the Law.

Article 22

- (1) The Rector's Office and the University administration handle administrative and operational tasks within the scope of activities of the University and its bodies.
- (2) The number, structure, and names of administration offices at the University are defined in the Rulebook on Internal Organisation and Job Classification.

IV. GOVERNING BODIES OF THE UNIVERSITY

Article 23

- (1) The Steering Board is the body responsible for governing the work of the University.
- (2) The Senate is the highest academic authority of the University.
- (3) The Rector is responsible for administering the University.

1. The Steering Board

Article 24

The Steering Board has the following responsibilities:

- 1) Appraising the University Statute;
- 2) Adopting the Rulebook on Internal Organisation and Job Classification, subject to approval from the Ministry of Scientific and Technological Development, Higher Education and Information Society (hereinafter: the Ministry), and as proposed by the Rector;
- 3) Preparing and adopting financial and development plans;
- 4) Adopting the annual operations plan of the University and its Members, based on a proposal from the University Senate;
- 5) Approving the University's financial plan and annual financial operations report;
- 6) Evaluating University Members' financial plans and financial operations reports;
- 7) Proposing to the Ministry tuition fees for full-time first- and second-cycle students who are repeating a year, but were previously fully Government-funded;
- 8) Setting tuition and enrolment fees for self-funded, part-time, and international students across all three study cycles;
- 9) Setting enrolment fees for full-time first- and second-cycle students who will be fully Government-funded, as well as for students who are repeating a year, but were previously fully Government-funded;
- 10) Guiding, overseeing and evaluating the Rector's work regarding financial operations;

- 11) Proposing to the Senate the Rector's dismissal;
- 12) Approving expenditures exceeding the amounts specified in the University Statute;
- 13) Making second-instance decisions on employee appeals against the Rector's decisions regarding employment matters;
- 14) Submitting to the Ministry reports on the University's operations at least once a year;
- 15) Approving the establishment and dissolution of University Members, as proposed by the Senate;
- 16) Approving University Members' statutes, in accordance with its competencies;
- 17) Passing general regulations governing material and financial operations, as well as labour and labour relations, in line with the Law and the University Statute;
- 18) Adopting the University List of Expenses, based on proposals from the Rector and the Faculties/Academy;
- 19) Making decisions regarding relations with other national and international higher education institutions;
- 20) Formulating and adopting the development and investment policy for the University, the Faculties/Academy and the Institute, upon proposals from the Senate and the Rector;
- 21) Granting prior approval to the Rector and the Deans/Institute Director for individual expenditures exceeding BAM 20,000;
- 22) Following policies that protect the standard of living of the staff and students of the University;
- 23) Performing other tasks as stipulated by the Law, the Statute, and the general regulations of the University.

Article 25

- (1) The Steering Board is a body that governs the University and is responsible for its operations.
- (2) The Steering Board consists of eleven (11) members, including:
 - 1) 4 (four) representatives from the University's academic staff;
 - 2) 1 (one) representative from the University's administrative staff;
 - 3) 1 (one) student representative;
 - 4) 2 (two) representatives from the business community;
 - 5) 3 (three) representatives appointed by the Government of the Republic of Srpska (hereinafter: the Government).
- (3) Following a public call, the Senate elects and appoints representatives from the University's permanently employed academic and administrative staff. Each scientific field studied at the University is ensured a maximum of one representative, in accordance with the Law.
- (4) The Senate appoints student and business community representatives to the Steering Board, based on proposals from the student representative body, the Chamber of Commerce and Industry of the Republic of Srpska, and the Union of Employers of the Republic of Srpska.
- (5) Only full-time students first registered for their current year of study are eligible to serve as student representatives on the Steering Board.
- (6) The student representative is elected by the Students' Parliament by secret ballot.
- (7) Members of the Steering Board representing the Founder may not be University employees or contracted by the University.
- (8) Members of the Steering Board representing the business community may not serve on the bodies of enterprises that have commercial dealings with the University.
- (9) Members of the Steering Board may not serve on other governing bodies of the

University or any other higher education institutions.

Article 26

- (1) The University Senate issues a public call for nominations for members of the Steering Board.
- (2) The public call for nominations is published in a daily newspaper distributed throughout the Republic of Srpska and on the University website.
- (3) The application deadline is ten days from the date the public call is published in the daily newspaper.
- (4) An Election Committee is appointed by the Senate to review the received applications, shortlist the candidates who meet the appointment criteria and submit the candidate list to the Senate for review and election.

Article 27

- (1) Members of the Steering Board from among the academic and administrative staff are elected by the Senate members by secret ballot.
- (2) Candidates from the academic and administrative staff who receive the majority of votes from the Senate members with the right to vote on the matter are appointed to the Steering Board.

Article 28

- (1) A public call for members of the Steering Board from the academic and administrative staff specifies both general and special criteria for applicants.
- (2) The general criteria mentioned in Paragraph (1) of this Article include:
 - 1) Candidates for the Steering Board from the academic and administrative staff must be citizens of the Republic of Srpska/Bosnia and Herzegovina;
 - 2) Candidates must not have been dismissed from public service or an institution within the Republic in the last three years prior to the launch of the public call;
 - 3) No criminal proceedings should be pending against the candidate for an offense that would disqualify them from holding a position on the Steering Board;
 - 4) Candidates must not face any restrictions under Article IX, Paragraph 1 of the Constitution of Bosnia and Herzegovina.
- (3) The special criteria for the election of members of the Steering Board from among the academic staff are as follows:
 - 1) The applicant must hold a senior or junior university teaching title;
 - 2) The applicant must be an employee of the University at the time the public call is announced.
- (4) Applicants from the academic and administrative staff competing as prospective representatives on the Steering Board must submit, along with their application, a brief curriculum vitae and other documents specified in the public call.

Article 29

- (1) Members of the Steering Board, except for the student representative, are appointed for a term of four years, with the possibility of one re-election.
- (2) The student representative is appointed for a term of one year.
- (3) The Rector, Vice-Rectors, Financial Director, Secretary General, Deans, Institute Director and other employees whose positions may give rise to a conflict of interest, as defined by special regulations, may not serve on the Steering Board.

Article 30

- (1) The reasons for the early termination of a Steering Board member's term may include:
 - 1) A personal request;
 - 2) Dismissal from membership;
 - 3) Termination of employment or any other status that formed the basis for election and appointment;
 - 4) Election to a position that disqualifies them from serving on the Steering Board;
 - 5) Judgement of conviction for a criminal offence.
- (2) The termination of a Steering Board member's term is acknowledged by the Steering Board.
- (3) A Steering Board member may be dismissed in the event of:
 - 1) Conduct that may harm the reputation of the University;
 - 2) Incapacity to perform their duties as a Steering Board member for an extended period (at least three months) due to illness or other reasons;
 - 3) Incapacity to perform their duties demonstrated in any other manner.
- (4) The provisions regarding the election and appointment of Steering Board members shall also apply to the dismissal procedure.

Article 31

- (1) The Chair of the Steering Board is elected by secret ballot from among the academic staff, by a majority vote of all Steering Board members. The Vice-Chair is elected from among members of the Board appointed by the Founder.
- (2) The Secretary General of the University also serves as the secretary of the Steering Board.

Article 32

- (1) The Steering Board makes decisions by a majority vote of all its members.
- (2) The procedure for convening and chairing meetings, decision-making, and other matters related to the meetings and functioning of the Steering Board are governed by its Rules of Procedure.

Article 33

- (1) Members of the Steering Board are entitled to remuneration for their service on the Steering Board.
- (2) The amount of remuneration for serving on the Steering Board is set by the Steering Board, as proposed by the Rector.

2. The University Senate

Article 34

- (1) The responsibilities of the University Senate include:
 - 1) Making decisions regarding teaching, scientific research, artistic work, and professional activities conducted at the University;
 - 2) Adopting the University Statute, as appraised by the Steering Board and following the Ministry's approval;
 - 3) Approving University Member statutes;
 - 4) Passing general regulations in accordance with the Law and the University Statute;
 - 5) Adopting short study programmes, first-, second-, and third-cycle degree programmes, integrated degree programmes and lifelong learning study programmes, based on

- proposals from the Academic Council or the Artistic-Academic Council of the respective University Member;
- 6) Electing and dismissing the Rector;
 - 7) Appointing and dismissing the Vice-Rectors, upon the Rector's proposal;
 - 8) Appointing members to the Steering Board from among the academic and administrative staff;
 - 9) Appointing student and business community representatives as members of the Steering Board;
 - 10) Appointing Scientific Field Committees for distinct scientific fields, as proposed by University Member Councils;
 - 11) Approving public calls for admission to senior and junior academic titles, in accordance with the Rulebook on Internal Organisation and Job Classification;
 - 12) Electing academic staff, as proposed by University Member Councils and based on opinions from respective Scientific Field Committees;
 - 13) Approving the report of a Degree Committee prior to admitting a candidate to a doctoral degree and title;
 - 14) Awarding the honorary titles of Professor Emeritus and Visiting Professor, as proposed by the Academic (or the Artistic-Academic) Council of a University Member;
 - 15) Awarding honorary doctorates, as proposed by the Academic (or the Artistic-Academic) Council of a University Member, or the Rector;
 - 16) Proposing to the Ministry the number of students to be admitted to the first year of first- and second-cycle studies at the University, whose tuition fees will be fully Government-funded;
 - 17) Proposing to the Ministry the number of self-funded, part-time, and international students to be admitted to the first year of all three study cycles;
 - 18) Adopting the First-, Second-, and Third-Cycle Rules of Study;
 - 19) Proposing agreements with other national and international higher education institutions, based on proposals from Councils of the Faculties, the Academy of Arts, the Institute and other interested parties;
 - 20) Proposing to the Steering Board the annual programme of activities of the University and its Members, based on proposals from the Rector and University Members' Academic (Artistic-Academic) Councils;
 - 21) Approving the lists of authorised teaching and examining senior and junior faculty, as proposed by University Members' Academic (Artistic-Academic) Councils;
 - 22) Adopting the University Self-Evaluation Report;
 - 23) Formulating and submitting proposals to the Steering Board to establish or dissolve Faculties or other University Members;
 - 24) Performing other tasks in accordance with the Law and the University Statute.
- (2) The student representative serving on the Senate may vote on the issues defined in Paragraph (1), Items 1), 2), 3), 4), 5), 6), 9), 16), 17), 18), 19), 20) and 22) of this Article.

Article 35

- (1) The University Senate consists of the Rector, the Vice-Rectors, the Faculty Deans, the Director of the Scientific Research Institute, and student representatives, whose number shall not be smaller than 15% of the total Senate members, elected from among full-time students across all study cycles, who must have registered for their current year of study for the first time.
- (2) The Students' Parliament elects student representatives to the Senate from all three study cycles according to a procedure defined in a special act adopted by this body.

- (3) Members of the Senate are elected for a term of four years, or in the case of Deans, until the expiration of their appointment as Deans, except for student representatives, whose term lasts one year, with the possibility of re-election.
- (4) The Rector and Vice-Rectors remain members of the Senate for the duration of their mandates.
- (5) Members of the Senate receive remuneration for their work, paid from the income generated by the University, as set by the Steering Board, upon the Rector's proposal and in accordance with the financial plan.

Article 36

Senate members are dismissed from duty as stipulated by Article 30 of this Statute.

Article 37

The Senate makes decisions by a majority vote of all Senate members who have the right to vote on a specific matter.

Article 38

- (1) The Senate is chaired by the Rector.
- (2) In the Rector's absence, the Senate is chaired by one of the Vice-Rectors, as appointed by the Rector.
- (3) In addition to members of the Senate, other individuals may attend sessions of the Senate, as invited and approved by the Senate Chair. These individuals have no voting rights.

Article 39

- (1) The Senate establishes Scientific Field Committees to serve as advisory bodies and adopts an act specifying their number, structure, authority, and working procedures.
- (2) Full professors must constitute at least half of the total members of Scientific Field Committees.
- (3) The Senate may form committees or other working bodies to provide opinions or proposals on specific matters within its scope of work.

Article 40

The procedure for convening and chairing sessions, decision-making, and other matters related to the sessions and functioning of the Senate are governed by the Rules of Procedure adopted by the Senate.

3. The Rector, the Vice-Rectors, the Financial Director, and the Secretary General

3.1 The Rector

Article 41

- (1) The Rector acts on behalf of and represents the University.
- (2) The Rector is responsible for ensuring the legal compliance and operational efficiency of the University's operations.
- (3) In addition to duties defined by regulations governing the public service system, the Rector:
 - 1) Acts on behalf of and represents the University;
 - 2) Organises and governs the work of the University, ensuring its legal compliance;
 - 3) Adopts regulations in accordance with the Law and the University Statute;

- 4) Proposes Vice-Rectors to the University Senate;
 - 5) Appoints and dismisses the Deans (Directors) of University Members, based on proposals from their respective Academic Council, Artistic-Academic Council or Scientific Field Committee;
 - 6) Proposes general acts in accordance with the Law and the University Statute;
 - 7) Submits reports on the University's financial operations to the Steering Board;
 - 8) Ensures the implementation of the financial plan of the University;
 - 9) Approves expenditures not exceeding BAM 20,000;
 - 10) Grants prior approval to the Faculty Deans and the Institute Director for expenditures higher than BAM 6,000 but not exceeding BAM 20,000;
 - 11) Proposes performance optimisation measures to the University bodies;
 - 12) Proposes measures to the Steering Board to ensure the efficiency and legal compliance of the University's activities;
 - 13) Proposes University operational and development plans to the Steering Board;
 - 14) Proposes the Rulebook on Internal Organisation and Job Classification to the Steering Board, following input from University Members;
 - 15) Implements the decisions of the Steering Board and other University bodies;
 - 16) Makes decisions on the rights, obligations, and responsibilities of employees arising from their employment status;
 - 17) Puts forward proposals to the Senate for awarding honorary doctorates;
 - 18) Participates in the work of the Rectors' Conference of the Republic of Srpska (hereinafter: the Rectors' Conference) and the Rectors' Conference of Bosnia and Herzegovina;
 - 19) Submits proposals to the Steering Board concerning education and the University's mission, taking into account recommendations and opinions of the Senate;
 - 20) Prepares annual and other financial plans and reports, based on proposals from the Faculty Deans/Institute Director, for review by the Steering Board;
 - 21) Handles other matters defined by the Law, this Statute and other regulations, as well as any other matters that do not fall within the responsibility of other University bodies.
- (4) The Rector has the authority to suspend the execution of decisions made by Faculty Deans/Institute Director when such decisions conflict with the Law or this Statute.
 - (5) A complaint may be filed with the University Steering Board against the Rector's decisions as referred to in Paragraph (4) of this Article.
 - (6) The decision of the Steering Board on an appeal is final, after which an administrative dispute may be initiated before a court with jurisdiction over the matter.
 - (7) The Rector may delegate part of his or her academic responsibilities to the Deans of the Faculties/Academy.
 - (8) The Rector may delegate part of his or her administrative responsibilities to the Secretary General and the Financial Director.

Article 42

- (1) The Rector is elected and dismissed by the Senate following a public call, in accordance with the Law.
- (2) Only a full professor employed full-time at the University may be elected as Rector.
- (3) Notwithstanding Paragraph (2) of this Article, a full professor teaching a branch or branches of clinical medicine and dentistry, who is employed part-time at the University but holds a full-time employment contract with a health institution that serves as a teaching base for the University, may be elected Rector, under the condition they enter full-time employment at the University before assuming the position of Rector.
- (4) The election procedure for a new Rector begins with the Senate's decision to announce a

public call at least 90 days before the expiration of the Rector's mandate, and with the appointment of a three-member Election Committee to carry out the tasks defined in the Senate's decision.

- (5) The Senate announces the public call for the election of the new Rector.
- (6) The Senate defines the election procedure, which is implemented by the Election Committee, which is appointed by the Senate.
- (7) The candidate who receives more than half of the votes from all Senate members by secret ballot is elected as Rector.
- (8) If no candidate wins the required majority vote from the total number of Senate members, a re-vote will be held to choose between the two candidates who received the most votes.
- (9) If, after the re-vote, no candidate wins the required majority, the entire election process is repeated.
- (10) If a new Rector is not elected before the expiration of the term of the Rector in office, the Senate appoints a person to perform the duties of Rector until the election is concluded, for a period which may not exceed six months from the expiration of the current Rector's term of office.

Article 43

- (1) The Rector is elected for a term of four years, with the possibility of re-election for one additional term.
- (2) The Rector attends meetings of the Steering Board, but does not have voting rights.
- (3) The Rector may not concurrently hold the position of Dean or Director of a University Member, nor any other managerial position at the University.
- (4) The Rector is accountable to the Senate for academic matters, and to the Steering Board for financial operations.

Article 44

- (1) The Rector may establish a Collegium to consider and take a stance on matters within the scope of the work of the University.
- (2) The Collegium shall include the Rector, Vice-Rectors, Financial Director, Secretary General, and the president of the Students' Parliament of the University. If needed, the Steering Board Chair, the Faculty Deans, and the Institute Director may also be included.

Article 45

- (1) The Rector's term in office ends:
 - 1) Upon expiration of the term;
 - 2) Upon resignation;
 - 3) Upon meeting the conditions for retirement;
 - 4) If they are elected to another position that is incompatible with the role of Rector;
 - 5) In the event of a final conviction resulting in mandatory imprisonment.
- (2) The Senate may dismiss the Rector from office before the expiration of the term in the following cases:
 - 1) Actions by the Rector that may harm the reputation of the University;
 - 2) The Rector's incapacity to perform duties for an extended period (at least three months) due to illness or other reasons;
 - 3) Other demonstration of incapacity to perform the duties of Rector.
- (3) If the Rector's appointment ends or they are dismissed from office before the expiration of the term, the Senate shall appoint a person to perform the duties of Rector until a new Rector is appointed, in accordance with the provisions of the Law and the University

Statute.

- (4) The Senate's decision to elect or dismiss the Rector is final, after which an administrative dispute may be initiated before a court with jurisdiction over the matter.

3.2 The Vice-Rectors

Article 46

- (1) Vice-Rectors are proposed by the Rector and elected by secret ballot from among senior teaching faculty holding the academic or artistic-academic titles of full or associate professor and employed full-time at the University.
- (2) Notwithstanding Paragraph (1) of this Article, a full professor or an associate professor teaching a branch or branches of clinical medicine and dentistry, who is employed part-time at the University but holds a full-time employment contract with a health institution that serves as the University's teaching base, may be elected Vice-Rector, under the condition they enter full-time employment at the University before assuming the position of Vice-Rector.
- (3) The candidate who receives the majority of votes from the Senate members with voting rights on this matter is elected Vice-Rector.
- (4) A Vice-Rector is elected for a term of four years, with the possibility of re-election for one additional term.
- (5) A Vice-Rector's term in office expires with the expiration of the Rector's mandate.
- (6) The number and responsibilities of Vice-Rectors are defined in the Rulebook on Internal Organisation and Job Classification.
- (7) A Vice-Rector performs tasks as outlined in the Rulebook on Internal Organisation and Job Classification, as well as any other duties assigned by the Rector or other University bodies.
- (8) A Vice-Rector may not concurrently hold a managerial position within any University Member or any other managerial position at the University.
- (9) A Vice-Rector's term in office ends in the following cases:
 - 1) Upon expiration of the term;
 - 2) Upon resignation;
 - 3) Upon meeting the conditions for retirement;
 - 4) If they are elected to another position that is incompatible with the role of Vice-Rector;
 - 5) In the event of a final conviction resulting in mandatory imprisonment.
- (10) Upon the Rector's proposal, the Senate may dismiss a Vice-Rector before the expiration of their term in the event of:
 - 1) Actions by the Vice-Rector that may harm the reputation of the University;
 - 2) The Vice-Rector's incapacity to perform duties for an extended period (at least three months) due to illness or other reasons;
 - 3) Other demonstration of incapacity to perform the duties of Vice-Rector.
- (11) In the case of termination or dismissal from office before the Vice-Rector's term expires, the Senate shall appoint a person, as proposed by the Rector, to perform the duties of Vice-Rector until a new Vice-Rector is appointed in accordance with the provisions of the Law and the University Statute.

3.3 The Financial Director

Article 47

- (1) The University has a Financial Director.
- (2) The Steering Board elects the Financial Director following a public call and as proposed

- by the Rector.
- (3) The Rulebook on Internal Organisation and Job Classification specifies the general and special requirements for the election of the Financial Director.
 - (4) The Financial Director performs tasks and duties outlined by the Law and general regulations of the University. In particular, the Financial Director:
 - 1) Proposes general acts related to the financial operations of the University;
 - 2) Presents and proposes plans for funding and development of the University to the Rector;
 - 3) Prepares annual reports on the operations of the University;
 - 4) Directs and oversees the work of the administrative staff handling University and University Member finances;
 - 5) Manages investment expenditures in line with decisions and guidelines from the Steering Board;
 - 6) Implements decisions from University governing bodies in accordance with the Law and this Statute.
 - (5) The Financial Director submits a report on their work to the Rector at least once a year.
 - (6) The Financial Director is elected for a four-year term, with the possibility of re-election.
 - (7) The Financial Director is accountable for their work to the Steering Board and the Rector.

Article 48

- (1) The Financial Director's term in office ends in the following cases:
 - 1) Upon expiration of the mandate;
 - 2) Upon resignation;
 - 3) Upon meeting the conditions for retirement;
 - 4) If they are elected to another position incompatible with the duties of Financial Director;
 - 5) In the event of a final conviction resulting in mandatory imprisonment.
- (2) The Financial Director may be dismissed before the end of their term in the event of:
 - 1) Actions by the Financial Director that may harm the reputation of the University;
 - 2) Incapacity to perform the duties of Financial Director for an extended period (at least three months) due to illness or other reasons;
 - 3) Other demonstration of incapacity to perform the duties of Financial Director.
- (3) If the Financial Director is dismissed before their term expires, the Rector shall appoint an acting Financial Director to perform these duties until a new appointment is made in accordance with the provisions of the Law and the University Statute.

3.4 The Secretary General

Article 49

- (1) The University Secretary General is elected by the University's Steering Board following a public call and as proposed by the Rector.
- (2) The Rulebook on Internal Organisation and Job Classification specifies the general and special requirements for the election of the Secretary General.
- (3) The Secretary General is elected for a four-year term, with the possibility of re-election.
- (4) The Secretary General heads the University Secretariat and coordinates the work of the administrative staff of the Faculties, the Academy and the Institute.
- (5) The Secretary General's authority, duties, and responsibilities are further defined by the Rulebook on Internal Organisation Job Classification.
- (6) The Secretary General is accountable for their work to the Rector, the Senate, and the Steering Board.

Article 50

- (1) The Secretary General's term in office ends in the following cases:
 - 1) Upon expiration of the mandate;
 - 2) Upon resignation;
 - 3) Upon meeting the conditions for retirement;
 - 4) If they are elected to another position incompatible with the duties of Secretary General;
 - 5) In the event of a final conviction resulting in mandatory imprisonment.
- (2) The Secretary General may be dismissed before their term expires in the event of:
 - 1) Actions by the Secretary General that may harm the reputation of the University;
 - 2) Incapacity to perform the duties of Secretary General for an extended period (at least three months) due to illness or other reasons;
 - 3) Other demonstration of incapacity to perform the duties of Secretary General.
- (3) If the Secretary General is dismissed before the end of their term, the Rector shall appoint an acting Secretary General to perform these duties until a new appointment is made in accordance with the provisions of the Law and the University Statute.

V. THE FACULTIES, THE ACADEMY, INSTITUTES, AND THEIR GOVERNING BODIES

1. The Faculties and the Academy

Article 51

The University Faculties and the Academy conduct teaching, scientific research and/or artistic work in one or more academic, scientific or artistic fields.

Article 52

- (1) The internal organisation and job classification at the University and its Members are defined by the Rulebook on Internal Organisation and Job Classification, which is proposed by the Rector and adopted by the Steering Board, with the prior consent of the authorised Government Ministry.
- (2) Before drafting the document mentioned in Paragraph (1) of this Article, the Rector must obtain opinions from University Member Councils and the University's Coordination Council.

Article 53

The Faculties and the Academy are responsible for:

- 1) Scientific research and artistic work;
- 2) Teaching, examination, and assessment of students;
- 3) Formulating and submitting proposals to the Senate on matters related to study programmes, short study programmes, and courses they offer across all three study cycles;
- 4) Proposing the awarding of academic titles to faculty members;
- 5) Issuing official documents;
- 6) Managing property in accordance with the Law;
- 7) Proposing activities aimed at improving their internal organisation;
- 8) Proposing the establishment of legal entities whose activities bridge higher education, science, art, and practice;

- 9) Administering study programmes and overseeing the preparation and defence of thesis projects across all three study cycles;
- 10) Carrying out professional projects in their respective fields of expertise;
- 11) Ensuring legal and purposeful expenditure of funds generated in accordance with the Law;
- 12) Promoting their work and development;
- 13) Carrying out other activities within their scope of competence, as approved by the Senate or the Steering Board, provided they meet the necessary requirements.

Article 54

- (1) The governing bodies of the Faculties and the Academy include:
 - 1) The Faculties' respective Academic Councils and the Academy's Artistic-Academic Council;
 - 2) The Faculty/Academy Dean.
- (2) The Faculties and the Academy may include provisions in their statutes allowing for the establishment of professional bodies to consider specific issues of relevance.

Article 55

- (1) Within their scope of competence, University Member Councils:
 - 1) Adopt the Statute of their respective University Member, after obtaining an opinion from the Steering Board and as approved by the Senate;
 - 2) Adopt general acts that govern the work of their respective University Member, upon a proposal from the Dean;
 - 3) Formulate and submit opinions and proposals to the Senate on academic, scientific, artistic, and professional matters, in accordance with this Statute;
 - 4) Present, to be approved by the Senate, draft and final lists of senior and junior teaching faculty to deliver courses at their respective University Member;
 - 5) Propose to the Senate first-, second-, and third-cycle degree programmes, as well as modifications to the structure, content, and teaching methods of degree programmes;
 - 6) Propose to the Senate individuals to be awarded honorary doctorates or the titles of Professor Emeritus or Visiting Professor;
 - 7) Propose to the Rector the appointment and dismissal of the Dean;
 - 8) Submit proposals to the Rector regarding their teaching faculty's employment status;
 - 9) Provide an opinion to the Rector on the draft Rulebook on Internal Organisation and Job Classification, particularly regarding the segment relevant to their respective University member;
 - 10) Appoint Vice-Deans, as proposed by the Dean;
 - 11) Propose to the Senate and the Steering Board a development programme for their respective University Member;
 - 12) Propose to the Senate the announcement of public calls to admit staff to senior and junior academic titles;
 - 13) Establish Election Committees to prepare reports on admission to academic and artistic-academic titles and to draft proposals for candidate admission;
 - 14) Propose to the Senate members to be appointed to Scientific Field Committees;
 - 15) Review and adopt self-evaluation reports for degree programmes;
 - 16) Appoint committees to oversee the preparation of first- and second-cycle theses and third-cycle doctoral dissertations;
 - 17) Adopt the Faculty/Academy Rulebook for the Use of Faculty (Academy) Income;
 - 18) Approve student transfers from other higher education institutions, in accordance with the Law;

- 19) Monitor the work of students studying at their respective Faculty or the Academy;
 - 20) Establish, within the Faculty or the Academy, study programme councils for respective scientific fields, and specify their composition and scope of work in accordance with the Statute;
 - 21) Propose to the Senate the number of students to be admitted to the Faculty or the Academy, along with the admission procedure;
 - 22) Appoint a Committee to recognise time periods spent during foreign exchanges and arbitrate complaints regarding the Committee's decisions;
 - 23) Approve the conclusion of cooperation agreements between the Faculty or the Academy and other faculties, academies, departments, institutes, institutions, or organisations, both at home and abroad;
 - 24) Carry out other duties in accordance with this Statute and other general acts of the University and the Faculty or the Academy.
- (2) The student members of the Councils may vote on matters specified in Paragraph (1), Items 1), 5), 7), 11), 15), 17), 21), 22), and 23) of this Article.

Article 56

- (1) The Faculty/Academy Councils include full-time senior and junior teaching faculty permanently employed at the University, as well as students of that University Member, of whom at least 15% must be full-time students.
- (2) The teaching faculty may serve on the Council of only one University Member.
- (3) Notwithstanding Paragraph (1) of this Article, the Council may include academic staff holding senior and junior academic titles teaching in study programmes related to health and health protection, who are employed part-time at the University, but have full-time employment contracts with a health institution that serves as a teaching base for the University.
- (4) University Members elect students to their respective Councils following a procedure defined in a general act adopted by the Senate and the Faculty/Academy Statute.
- (5) If the Council of a Faculty or the Academy has more than 60 academic staff employed full-time at the University, it will include representatives from all study programmes, with the total number of members, including student representatives, not exceeding 60.
- (6) The Council composition (number) and the member election procedure are further defined in the Faculty/Academy Statute.
- (7) The Faculty/Academy Council makes decisions within its competence by a majority vote of the Council members with the right to vote on the matter in question.

Article 57

The procedures for convening and chairing Council sessions, decision-making, and other matters related to the conduct of sessions and the work of University Member Councils are governed by the Rules of Procedure adopted by the Councils.

Article 58

- (1) A Dean serves as the governing body that manages a Faculty or the Academy.
- (2) The Rector appoints and dismisses Deans, as proposed by their respective Faculty/Academy Councils, from among their senior teaching staff holding the academic titles (or the artistic-academic titles) of full or associate professor, who are employed full-time at the University and serve on the Council of their respective University Member.
- (3) Notwithstanding Paragraph (2) of this Article, a senior faculty member holding the academic titles of associate or full professor and teaching a branch or branches of clinical

medicine and dentistry, who is employed part-time at the University, but has a full-time employment contract with a health institution that serves as a teaching base for the University, may be appointed Dean, provided they enter full-time employment at the University following their election as Dean.

Article 59

- (1) The election procedure for Deans begins with an election initiative from the Faculty/Academy Council, no later than 90 days before the expiration of the Dean's mandate.
- (2) The Faculty/Academy Council appoints an Election Committee, which receives candidate applications and conducts the election procedure.
- (3) The candidate proposed as the new Dean must be a full-time University employee and must receive more than half of the votes from the total number of members of the Faculty/Academy Council by secret ballot.
- (4) If multiple candidates compete for the position of Dean and none receives a majority of the votes from the total number of Council members, the two candidates with the highest number of votes remain on the list and the vote is repeated.
- (5) If no candidate receives the required majority after the re-vote, the entire election procedure is repeated.
- (6) After the Faculty/Academy Council adopts the proposal that a candidate be appointed Dean and submits it to the Rector, the Rector may return the proposal to the Council if not deemed in accordance with the Law, with the recommendation that the proposal be reviewed.
- (7) If the election is not completed before the expiration of the Dean's mandate, the Rector shall appoint a person to perform the duties of Dean of the Faculty/Academy until a new Dean is elected, for a period not to exceed 6 months.
- (8) The Rector's decision to appoint or dismiss a Dean is final, after which an administrative dispute may be initiated before a court with jurisdiction over the matter.

Article 60

Deans are appointed for a four-year term, with the possibility of one re-election.

Article 61

- (1) The Dean represents the Faculty/Academy, is responsible for ensuring its legal compliance, and holds rights and obligations in accordance with the Law, this Statute, and the Statute of their respective Faculty/Academy. The Dean is authorised to:
 - 1) Organise and manage the work of the Faculty/Academy;
 - 2) Ensure the implementation of the decisions and conclusions made by the governing bodies of the University and the Faculties/Academy;
 - 3) Ensure the Faculty/Academy funds are expended efficiently, economically and purposefully;
 - 4) Approve individual expenditures from the Faculty/Academy funds amounting to BAM 6,000, in accordance with the financial plan of the Faculty/Academy and applicable laws and regulations;
 - 5) Approve individual expenditures from the Faculty/Academy funds between BAM 6,000 and 20,000, following the Rector's approval, in accordance with the financial plan of the Faculty/Academy and applicable laws and regulations;
 - 6) Submit the Faculty's/Academy's financial plan and financial operations report to the Steering Board at least once per year;

- 7) Convene and chair the sessions of the Faculty/Academy Council;
 - 8) Review students' requests and respond to them as authorised;
 - 9) Approve the termination of student status;
 - 10) Organise and implement the teaching process and artistic work at the Faculty/Academy;
 - 11) Adopt specific legal acts, as outlined by the University Statute, the Statute of the Faculty/Academy, and other general regulations;
 - 12) Develop and realise cooperation with organisations and institutions within the scope of operations as defined by the University Statute and the Faculty/Academy Statute;
 - 13) Enter into agreements with counterparts at other universities, both domestically and abroad, with the prior consent of the Faculty/Academy Council, and manage and approve all necessary documents related to scientific research projects, both at home and abroad;
 - 14) Decide on the rights, obligations, and responsibilities of University employees assigned to the Faculty/Academy, as authorised by the Rector;
 - 15) Propose candidates for Vice-Deans to the Faculty/Academy Council;
 - 16) Carry out other duties defined by the Law, this Statute, the Statute of the Faculty/Academy, and other general regulations, or as authorised by the Steering Board or the Rector.
- (2) The Dean are accountable for their work to the Council of their respective Faculty or the Academy, as well as to the University governing bodies.

Article 62

- (1) A Dean's term of office ends in the following cases:
- 1) Upon expiration of the mandate;
 - 2) Upon resignation;
 - 3) Upon meeting the conditions for retirement;
 - 4) If they are elected to another position incompatible with the role of Dean;
 - 5) In the event of a final conviction resulting in mandatory imprisonment.

Article 63

- (1) Upon a proposal from the Faculty/Academy Council, the Rector may dismiss a Dean before the expiration of their term in the following cases:
- 1) Actions by the Dean that may harm the reputation of the Faculty/Academy;
 - 2) Incapacity to perform their duties as Dean for an extended period (at least three months) due to illness or other reasons;
 - 3) Other demonstration of incapacity to perform the duties of Dean.
- (2) In the cases specified in Paragraph (1) of this Article, the Rector shall appoint an acting Dean until a new Dean is appointed in accordance with the provisions of the Law and the University Statute.

Article 64

- (1) The Faculties and the Academy of Arts have Vice-Deans.
- (2) Vice-Deans are appointed from among the faculty holding a professor title, whether academic or artistic-academic, who are employed full-time at the University and serve on their respective Faculty/Academy Council.
- (3) The responsibilities of a Vice-Dean include:
 - 1) Assisting the Dean with the organisation and implementation of teaching, research, international cooperation, and other activities of the Faculty/Academy;

- 2) Substituting for the Dean at the Dean's request;
 - 3) Drawing up lesson and examination timetables;
 - 4) Overseeing the organisation and delivery of lessons and the conduct of examinations;
 - 5) Preparing and participating in carrying out scientific research and international cooperation.
- (4) Vice-Deans are accountable for their work to the Dean, the Faculty/Academy Council and the relevant University Vice-Rector.
 - (5) The number of Vice-Deans and their duties are defined by the Rulebook on Internal Organisation and Job Classification.
 - (6) Vice-Deans are appointed and dismissed by the Faculty/Academy Council by secret ballot, as proposed by the Dean.
 - (7) A Vice-Dean's term of office lasts until the expiration of the Dean's term of office.
 - (8) The term of a Vice-Dean expires, or they may be dismissed from duty, in the instances defined in Articles 62 and 63 of this Statute.

Article 65

The Dean may establish committees or other temporary or permanent working bodies to provide opinions and proposals regarding specific issues within their scope of competence, in accordance with the Faculty/Academy Statute.

2. Institutes

Article 66

- (1) An Institute is a University Member that conducts scientific research and related activities.
- (2) The internal organisation and job classification of Institutes are defined by the Rules referred to in Article 53 of this Statute.
- (3) The Steering Board approves the establishment, division, merger, and dissolution of Institutes, as proposed by the Senate.
- (4) The work of Scientific Research Institutes is partially Government-funded. They are also funded from income generated through the implementation of scientific research programmes and projects, as well as other sources.

Article 67

Institutes have Scientific Councils (hereinafter: Institute Council) as their specialised governing bodies, in accordance with the relevant law and the applicable provisions, *mutatis mutandis*, of this Statute concerning Faculty/Academy Councils.

Article 68

- (1) Institutes are managed by Directors.
- (2) Institute Directors are appointed by the Rector as proposed by the respective Institute Council.
- (3) Institute Directors are elected from among individuals holding research titles (research fellows, senior research fellows, research advisors) or academic titles (assistant professors, associate professors, full professors) who are employed full-time at the University. The term of office of Institute Directors is four years, with the possibility of one re-election.
- (4) The provisions of this Statute that apply to Faculty/Academy Deans also apply to the procedure, term duration and expiration, and dismissal of Institute Directors.
- (5) Institute Directors report to their respective Institute Council and the University governing bodies.

- (6) The Institute Director:
- 1) Organises and manages the work of the Institute;
 - 2) Approves the use of the Institute funds, in accordance with the financial plan approved by the Steering Board;
 - 3) Submits financial plans and reports on the financial operations of the Institute to the Steering Board;
 - 4) Ensures the Institute's funds are expended efficiently, economically and purposefully;
 - 5) Acts on behalf of and represents the Institute in accordance with the Law and this Statute;
 - 6) Implements the decisions of the Institute Council and the University governing bodies;
 - 7) Adopts regulations in accordance with this Statute and other general acts of the University;
 - 8) Chairs the meetings of the Institute Council;
 - 9) Proposes the organisational structure of the Institute to the Rector;
 - 10) Enters into contracts with counterparts at other universities, both domestically and abroad, with prior approval from the Institute Council, and manages and endorses all necessary documents related to scientific research projects, both at home and abroad;
 - 11) Approves the participation of students in professional and research projects;
 - 12) Decides on the number of students to be admitted to professional practice programmes at the Institute;
 - 13) Performs other duties outlined by this Statute and other general acts, as well as those authorised by the University Steering Board or the Rector.

Article 69

The provisions of this Statute that apply to the Faculties and the Academy also apply, *mutatis mutandis*, to other matters relevant to the work of the Institutes.

Article 70

- (1) The Faculties/Academy may establish Research Institutes as their subunits with the aim of advancing their own research activities.
- (2) The organisation, operation, administration/management, and other matters important to the functioning of Research Institutes belonging to University Members shall be defined by the Statute of the respective Member.
- (3) The work of Research Institutes is funded from income generated through the implementation of research programmes and projects, as well as other sources, in accordance with the Law.

3. Joint Units

Article 71

- (1) Other organisational units may be established by the University (hereinafter: Joint Units) to facilitate an integrated implementation of the University's activities.
- (2) The number, scope, and administration/management of Joint Units, as well as other issues relevant to the functioning of the University, are defined by the Rulebook on Internal Organisation and Job Classification.

VI. ORGANISATION AND DELIVERY OF UNIVERSITY STUDIES

1. General matters

Article 72

- (1) The University organises academic and professional studies across all three study cycles, in accordance with the Law.
- (2) Studies conclude with the acquisition of specific qualifications outlined by the general regulations governing each individual study cycle and based on learning outcomes and acquired ECTS credits, in line with the qualification framework of the European Higher Education Area (EHEA) and other internationally recognised higher education degrees.
- (3) A short study programme may be organised as part of a first-cycle degree programme if it provides the knowledge, skills, and competencies necessary for a specific field of work, profession, students' personal development or continuing studies towards the completion of the first cycle.
- (4) The University issues a Certificate of Completion for short study programmes referred to in Paragraph (3) of this Article, which lists the relevant competencies earned.

Article 73

The University organises and delivers studies based on licensed and accredited study programmes, and in accordance with rules of study aligned with the European Credit Transfer System (ECTS).

Article 74

- (1) The ECTS credits awarded for a course of study represent a quantitative measure of the total amount of work and activities a student needs to complete in order to successfully finish the course and meet the expected learning outcomes.
- (2) One ECTS credit corresponds to students' activities requiring between 25 and 30 hours of study time.

2. Admission

Article 75

The University issues a public call for admission and guarantees equal access to its programmes across all three study cycles, in accordance with the Statute and other general acts of the University and the Faculties/Academy.

Article 76

- (1) The main requirement for admission to first-cycle studies is the completion of four years of secondary education in the Republic of Srpska and Bosnia and Herzegovina, or an equivalent level of education received abroad.
- (2) Individuals who completed their secondary education abroad must submit their diploma for recognition to the authorised institution, in accordance with the relevant regulations.
- (3) Notwithstanding Paragraph (2) of this Article, individuals who completed secondary education in the Republic of Serbia are exempt from the diploma recognition requirement.

Article 77

- (1) Admission is competitive and based on candidates' previous academic performance (secondary school; first- and/or second-cycle degrees) and entrance exam results, according to standardised general criteria and procedures set out in the Rulebook adopted by the Senate, with input from the Councils of the Faculties/Academy.
- (2) Each Faculty/Academy will further specify the admission criteria for their degree programmes in their statutes, in line with their specific requirements.

Article 78

- (1) The University Senate issues the admission call, based on proposals from the Councils of the Faculties/Academy.
- (2) The Government determines the number of students eligible for full government funding in the first year of first- and second-cycle studies, based on a proposal from the Senate.
- (3) The Government also sets the number of self-funded, part-time, and international students to be admitted to the first year of all three study cycles, as proposed by the Senate.
- (4) The admission call is published in a public newspaper and on the University's website.

Article 79

Higher education at the University may be pursued through full-time or part-time study.

3. First-cycle studies

Article 80

- (1) To obtain a first-cycle qualification, students must complete a degree programme totalling 180 or 240 ECTS credits, corresponding to three or four years (six to eight semesters) of full-time or part-time study.
- (2) Notwithstanding Paragraph (1) of this Article, there are integrated programmes that combine both first- and second-cycle studies, requiring a minimum of 300 ECTS credits. In fields such as medicine and dentistry, integrated studies require a minimum of 360 ECTS credits.
- (3) The maximum duration of study for first-cycle programmes is defined by the Rules of Study and the Learning Agreement.

4. Second-cycle studies

Article 81

- (1) To earn a second-cycle qualification following the first cycle, students must complete a degree programme totalling 60 or 120 ECTS credits, corresponding to one or two years (two to four semesters) of full-time or part-time study.
- (2) For one to complete a second-cycle programme, the total number of ECTS credits earned from both the first and second cycles must be 300, equivalent to five years of full-time study.
- (3) The maximum duration of study for second-cycle programmes is specified by the Rules of Study and the Learning Agreement.

5. Third-cycle studies

Article 82

- (1) After completing a second-cycle programme, students may enrol on third-cycle studies, in

accordance with the requirements outlined in the general regulations of the University, except for students of medicine, dentistry, pharmacy and veterinary medicine.

- (2) The right to enrol and the manner of study for third-cycle programmes for students of medicine, dentistry, pharmacy, and veterinary medicine are defined in a separate act adopted by the University Senate.
- (3) Candidates who successfully complete three years of study and research are awarded the third-cycle degree.
- (4) Students admitted to third-cycle study programmes are considered doctoral candidates.

Article 83

Students complete a third-cycle study programme by defending a doctoral dissertation, thereby earning a doctoral degree and title in their respective scientific or artistic field.

Article 84

- (1) The supervision and assessment of students working on their doctoral dissertation are defined by a Rulebook adopted by the Senate.
- (2) The Rulebook ensures the transparency of the process and specifies the allocation of ECTS credits for study and research as two distinct components.

Article 85

- (1) The Senate approves the research/dissertation proposals submitted by doctoral students.
- (2) The Council of the Faculty or Institute where the research will primarily take place submits a request to the Senate to approve the doctoral research/dissertation proposal.

Article 86

- (1) If an authorised body of the University determines that a professional, scientific or artistic work has been plagiarised, that work, along with any awards, titles or degrees obtained based on it, shall be considered null and void.
- (2) As determined by the Senate, a person who has received a scientific or professional title may have their degree and title revoked in cases of plagiarism, falsely claiming authorship of another person's work, copyright infringement or any other unethical practices in the preparation of relevant written works.
- (3) The revocation of a title or degree obtained through dishonest means, as described in the previous paragraph, is decided by the Senate, which adopts a special act after consulting the relevant Faculty/Academy Council.

6. Part-time studies

Article 87

- (1) In general, part-time studies are equivalent to full-time studies in terms of teaching methods and exam structure (transfer of ECTS credits and learning outcomes), with the exception that lectures, seminars, and other activities are adjusted to suit the specific needs of part-time students.
- (2) All teaching and learning activities for part-time students are scheduled outside of regular working hours (e.g., in the afternoons, on Saturdays or during holidays).
- (3) University Members may offer licensed first- and second-cycle degree programmes on a part-time basis.

- (4) The University Senate approves the organisation of part-time first- and second-cycle studies based on proposals from the Academic Councils of the Faculties (or the Artistic-Academic Council of the Academy).
- (5) Examinations (end-of-course assessment) for part-time students are held during the designated exam periods as outlined in this Statute, according to a timetable announced at the beginning of the semester.
- (6) The Faculties/Academy establish their semester timetables for all teaching and learning activities within the academic calendar and provide students with this information before the semester begins.
- (7) The Academic Councils of the Faculties (or the Artistic-Academic Council of the Academy) propose to the Senate the number of students to be admitted to the first year of part-time studies, along with the corresponding tuition fees.
- (8) The conditions for reduced tuition fees or fee exemptions available to full-time students do not apply to part-time students.
- (9) Prospective part-time students must meet the admissions criteria defined by the Law on Higher Education, the University Statute, and the Statute of the respective Faculty/Academy.
- (10) Students are allowed to change their status once during their studies (from full-time to part-time, or vice versa).
- (11) Full-time students may transfer to part-time study programmes in accordance with the Law, the Statute, and the relevant regulations.
- (12) A part-time student may be granted full-time status under the following conditions:
 - a) The student has passed all exams required by the curriculum by the end of the academic year in which they are enrolled;
 - b) The student has not retaken any academic year since their initial enrolment.
- (13) Prospective part-time students are admitted through a public call issued by the University. They must take an entrance exam based on the same criteria as those for full-time students.
- (14) The teaching process is organised into semesters and academic years, as outlined in the requirements of the study programme.
- (15) Part-time students can earn between 0 and 100 points in final (end-of-course) exams.
- (16) The Academic Councils of the Faculties (the Artistic-Academic Council of the Academy) specify the number of contact hours for part-time students, which must be at least 30% of the total number of lessons per semester across all forms of teaching and learning (lectures, seminars, fieldwork, office hours, etc.).
- (17) Student attendance is recorded for all forms of teaching and learning.
- (18) The academic calendar specifies the semester timetable for all forms of teaching and learning, which the Faculty/Academy communicates to students before the term begins.
- (19) The Faculties/Academy maintain the required records (registers, student files, student record booklets, etc.) for part-time students, clearly marked as part-time studies.

7. Multidisciplinary (interdisciplinary) studies

Article 88

- (1) Multidisciplinary (interdisciplinary) programmes are offered by one or more institutions of higher education.
- (2) The Senate adopts a general regulation that defines the organisation of programmes referred to in Paragraph (1) of this Article.

8. Joint studies

Article 89

- (1) Joint studies refer to degree programmes that are collaboratively offered and delivered by the University in partnership with one or more accredited national or international higher education institutions.
- (2) The University may establish a joint degree programme with another accredited higher education institution, either national or international, based on a shared curriculum and a general regulation adopted by the University Senate.
- (3) The design, implementation, and completion of joint studies, as well as the awarding of a joint degree, are governed by an agreement or contract between the University and the participating institution(s) of higher education, in line with the provisions of the Law and the general act of the University.

9. Combined studies

Article 90

- (1) Two or more University Members may collaborate to offer study programmes that span all three cycles (combined degree programmes).
- (2) The organisation and delivery of combined degree programmes are governed by a special act approved by the Senate, based on a proposal from the Members organising and delivering the programme.

10. Distance learning

Article 91

- (1) Certain forms of teaching may be conducted through distance learning, using appropriate technological and electronic tools, provided the Faculty/Academy meets the necessary requirements. However, examinations must be held at the Faculty/Academy premises (headquarters), as specified in the operating licence.
- (2) The necessary conditions, methods, and procedures for delivering distance learning, as well as other relevant details, are outlined in the Statute of the Faculty/Academy offering this type of instruction, as specified in Paragraph (1) of this Article.

11. Lifelong learning

Article 92

- (1) The University may offer lifelong learning programmes using innovative teaching and learning methods and tools (such as new technologies, correspondence schools, etc.), making use of University facilities and equipment within the regular daily and weekly timetable.
- (2) Lifelong learning programmes may be offered by University Members through their continuous education centres.
- (3) The organisation and operation of the centres referred to in Paragraph (2) of this Article are outlined in the Rulebook on Internal Organisation and Job Classification.
- (4) Certificates of Completion of lifelong learning programmes are issued by the centres referred to in Paragraph (2) of this Article.

Article 93

The aim of lifelong learning programmes is to provide supplementary knowledge, and the certificates awarded upon completion cannot replace the degree programmes offered by the University.

Article 94

The assessment system for lifelong learning programmes is organised around ECTS credits and learning outcomes.

Article 95

Statutes of the Faculties/Academy will further define the instruction, criteria, standards, and procedures for lifelong learning programmes.

12. Teaching, scientific research, and artistic work

Article 96

Teaching, scientific research, and artistic work are all considered equally important aspects of the University's activities.

Article 97

Scientific research and artistic work are conducted by the University's academic and research staff either independently or within the University's scientific research and artistic entities (units and subunits).

Article 98

First-, second-, and third-cycle students, as well as researchers not employed at the University, may participate in research and artistic work conducted at the University.

Article 99

Scientific research activities encompass fundamental, applied, and developmental research.

Article 100

Artistic activities include art research, professional artistic research and artistic creation.

13. Publishing activities

Article 101

- (1) As part of its registered activities, the University, in collaboration with the Faculties/Academy, is authorised to publish textbooks, monographs, journals, and other scientific, professional, and artistic publications.
- (2) The University's publishing activities are governed by a special University act, adopted by the Senate following consultations with the Councils of the Faculties/Academy and the Institute.

14. Practical sessions and placements

Article 102

- (1) Practical sessions and placements are designed to help students acquire the knowledge, skills, and competencies deliverable as part of the teaching and learning process in laboratories at one or more University Members, their teaching facilities, research, and experimental centres, public institutions or the private sector.
- (2) A general act of the Faculty/Academy further defines the organisation of practical sessions and placements.

15. Study programmes and curricula

Article 103

The University specifies the content and structure of all study programmes, rules of study, and examination and marking procedures in a general act, which is available to students and other interested parties.

Article 104

- (1) Study programmes consist of compulsory, elective, and optional courses, each with a defined content structure. The goal of these programmes is to equip students with the knowledge, skills, and competencies required to earn degrees at specific levels and types of study.
- (2) Study programmes are approved by the Senate based on proposals from the Councils of the Faculties/Academy.
- (3) Each study programme specifies the procedures for preparing the final paper, the ECTS credits awarded, and the process for its preparation and defence.
- (4) The mandatory components of a study programme are defined by the Law.
- (5) The scope and workload of a study programme for one academic year are expressed as the sum of the ECTS credits awarded.
- (6) Each course within a study programme is assigned a specific ECTS weight.
- (7) ECTS credits may be transferred between different study programmes offered by the University, in accordance with criteria established by the Senate, based on proposals from the Faculty/Academy Councils.
- (8) The scope and workload of a study programme for one semester is equivalent to 30 ECTS credits.
- (9) The total ECTS value per semester (30) or academic year (60) reflects the overall student workload, which includes attending classes, mid-term tests, final exams, independent study, preparing final papers, practical work, and volunteering. This workload is equivalent to a 40-hour workweek, distributed across the academic year.

Article 105

- (1) Modifications to study programmes and changes to forms and methods of teaching are made according to the study programme approval procedure.
- (2) Any modifications made to study programmes that the University is licensed to offer – intended to align them with work organisation and advances in science and art, while complying with applicable accreditation standards – shall not be considered as leading to new study programmes.
- (3) Modifications and additions to a study programme, as described in Paragraph (2) of this

Article, may not involve changes to the educational field the programme belongs to, its name or the title awarded upon completion.

- (4) The University must notify the Ministry of any modifications or additions to study programmes within 60 days of their approval.

Article 106

The curriculum outlines the scope of studies, the courses and their content, their distribution across semesters and academic years, and the number of contact hours for each form of teaching.

16. General rules of study

Article 107

- (1) Teaching at the University is organised and delivered over an academic year, which typically begins on 1 October and lasts for 12 calendar months.
- (2) The academic year is divided into two semesters – the winter semester and the summer semester – each lasting 15 weeks.
- (3) The timetable of academic events and tasks in each semester is set by a special decision of the Senate.

Article 108

- (1) Upon completing a course, students are required to sit for a final exam, as defined by the curriculum, the study programme, and the regulations governing the marking system.
- (2) Students' progress in mastering the content of a course is continuously monitored and evaluated according to the guidelines set out in the study programme.
- (3) All examinations are conducted in public, with at least three persons present.
- (4) The following marks are used to assess students' performance in examinations: 10 – exceptional, 9 – excellent, 8 – very good, 7 – good, 6 – satisfactory, and 5 – unsatisfactory.
- (5) A mark of 5 is not recorded in Student Record Booklets.
- (6) The University may also adopt a different, non-numerical marking system for certain forms of teaching.
- (7) Examinations are held at the University/Member headquarters, or at locations outside the headquarters, as specified in the operating licence.
- (8) In accordance with the study programme and the Statute, the University may organise exams outside its headquarters only if required by the nature of the course.
- (9) Professors are required to inform students of their examination results immediately, or no later than 7 days after a written examination.
- (10) In the event of an emergency situation or state of emergency declared in the Republic or in a part thereof (hereinafter: an emergency situation or state of emergency), as well as in other justified cases, examinations shall be organised and conducted in accordance with instructions issued by the Minister and approved by the Government.
- (11) If there are concerns regarding the impartiality or objectivity of a course lecturer, such as when the lecturer is married to a student or is related to a student either directly or collaterally to the fourth degree of kinship, the Dean shall issue a written decision appointing a three-member committee or another professor teaching the same course to conduct the examination in these exceptional cases.
- (12) The Dean approves examinations to be held outside the headquarters on a case-by-case basis, subject to further specification by the Statute of the respective Faculty or the

Academy.

- (13) Students with disabilities have the right to a mentor tailored to their needs and to sit for exams in a manner adapted to their abilities. They are also entitled to equitable participation in all University processes involving students.

Article 109

- (1) The examination periods are as follows: January–February, April, June–July, September, and October.
- (2) Examinations are held twice during the January–February, June–July, and September examination periods.
- (3) Examinations are held once during the April and October examination periods. Examinations in the October period must be completed by the end of the first week of October at the latest.
- (4) Notwithstanding Paragraphs (2) and (3) of this Article, the Senate may approve additional examination sessions within the periods specified in Paragraph (1) of this Article upon a justified request from the Students’ Parliament.
- (5) Students are entitled to sit for exams twice during the examination periods listed in Paragraph (2) of this Article.
- (6) A minimum of 10 days must elapse before an exam is held for the second time within an examination period.
- (7) Statutes of the Faculties/Academy shall define the procedures for monitoring class attendance and sitting for exams for courses that students normally take in their subsequent study year, as well as for maintaining relevant records.

Article 110

- (1) After failing an exam three times, a student may request an examination by an Examination Committee.
- (2) The appointment of an Examination Committee, the procedures for taking exams and for addressing complaints about exam results, and other related matters are further defined by the Faculty/Academy Statute.
- (3) If a student is dissatisfied with the results of an exam, they may file a complaint with the Faculty/Academy Dean within 48 hours of the results being announced publicly. If the deadline for filing a complaint falls on a non-working day, it will be extended to the next working day.
- (4) Students may appeal the Dean’s decision to the Faculty/Academy Council, whose decision is final.
- (5) The Dean is responsible for reviewing these complaints. If a complaint is deemed valid, the Dean must appoint a three-member Examination Committee within 48 hours to re-examine the complainant.
- (6) The professor who originally examined the complainant and whose assessment led to the complaint may not serve as the chair of the Examination Committee.
- (7) Further criteria and procedures for repeating an examination shall be outlined in the Faculty/Academy statutes.
- (8) A student who fails an exam conducted by an Examination Committee, as outlined in Paragraph (5) of this Article, must retake the course.
- (9) A course lecturer may request that a student be examined by an Examination Committee, as further specified by the Faculty/Academy Statute.
- (10) A student dissatisfied with a mark awarded may request its cancellation.
- (11) The procedure for mark cancellation and exam repetition is further defined in the

Faculty/Academy Statutes.

Article 111

- (1) Students' performance is continuously monitored and assessed throughout the semester, in accordance with the rules of study.
- (2) Students are assessed by earning credits for all forms of activity and knowledge evaluation during the semester (compulsory in-class activities), as well as in the final exam.
- (3) Course lecturers must inform students at the beginning of the course about the methods of class organisation, student monitoring, and assessment, the nature and content of the final exam, ECTS credit distribution, and how the final mark will be calculated.
- (4) The structure of pre-examination requirements will be outlined in the rules of study.
- (5) An oral examination is a mandatory component of student assessment.

Article 112

A students may transfer to a programmes within the same or related field of study, following a recommendation from the Faculty/Academy Council and in accordance with the rules adopted by the Senate.

Article 113

Student volunteering, its evaluation, and other related matters are detailed in the Student Volunteering Evaluation Rulebook.

Article 114

Student exchange visits, along with the recognition of credits, marks, and other outcomes achieved during the exchange, are administered and governed by a Rulebook adopted by the Senate, with prior approval from the Faculty/Academy Councils.

VII. STUDENTS AND RULES OF STUDY

Article 115

Student status is granted upon admission to the University and the signing of the Learning Agreement, in accordance with the procedures and requirements outlined in this Statute and the Faculty/Academy Statute.

Article 116

- (1) The Learning Agreement outlines the student's rights, obligations, and responsibilities, the conditions of study, and the rights and obligations of the University and the respective Faculty/Academy toward the student, as well as other matters specified in this Statute, and other acts of the University and the relevant Faculty/Academy.
- (2) The Rector of the University may authorise the Deans of the Faculties/Academy to conclude Learning Agreements with students.
- (3) Upon enrolment at the University, a student is issued a student ID (Student Record Booklet).

Article 117

- (1) A student may earn a maximum of 60 ECTS credits per year of study, including any credits from the previous year that were not earned.

- (2) Students who earn at least 45 ECTS credits during the academic year in which they are enrolled meet the requirements to register for the following year of study.
- (3) If a student does not meet the requirements to enrol on the next year, they must retake the year. In this case, they may attend lessons and sit for exams from the next year of study, up to the number of ECTS credits they earned in the previous year.
- (4) When registering to retake a course, students must pay a compensatory fee, which is adopted by the Steering Board, as proposed by the Senate.
- (5) Based on proposals from the Faculty/Academy Councils, the University Senate adopts rules of study, the courses, and other requirements that must be met before a student may enrol on individual courses in their current year or semester, as well as conditions to enrol on the following year of study.

Article 118

- (1) Upon meeting all the requirements outlined in the curriculum, a student is awarded a degree following the completion of their studies.
- (2) Along with the degree, a diploma supplement is issued, detailing the skills, competencies, and knowledge acquired by the degree holder.

Article 119

- (1) In addition to the rights defined by the Law, upon admission to the University, students have the right to:
 - 1) Be informed about their rights and obligations at the start of each academic year;
 - 2) Attend lessons in accordance with the curriculum and timetable;
 - 3) Express their views on the quality of teaching and the performance of academic staff without facing any consequences;
 - 4) Actively participate in the quality assurance system for curricula, the teaching process, and conditions of study;
 - 5) Sit for examinations in accordance with predefined criteria and examination periods;
 - 6) Transfer and have recognised the ECTS credits, marks, and other results achieved while on exchange at another higher education institution, based on multilateral or bilateral agreements, exchange programmes, and other forms of international cooperation;
 - 7) Freely explore and test the knowledge acquired, propose new ideas, and offer opinions without the risk of losing student status or other privileges;
 - 8) Enjoy freedom of speech, organisation, and assembly, in accordance with the Law;
 - 9) Be respected and appreciated by University staff and fellow students;
 - 10) Not be discriminated against on any grounds, including sex, race, sexual orientation, physical disability, marital status, skin colour, language, religion, political or other beliefs, national, ethnic or social origin, affiliation with a national community, property, status acquired at birth, age, or any other status, position or circumstance;
 - 11) Fair and impartial proceedings for the resolution of disciplinary issues concerning students;
 - 12) Exercise other rights in accordance with the Law, this Statute, the Faculty/Academy statutes, and other relevant laws governing students' rights.
- (2) The University establishes the necessary conditions for the exercise of the rights outlined in Paragraph (1), Item (6) of this Article, in accordance with the 2015 ECTS Users' Guide.

Article 120

- (1) A student may request a leave of absence in accordance with the Law, this Statute, and the Statute of their respective Faculty/Academy.
- (2) A leave of absence may be granted to a student upon personal request in the following cases:
 - 1) Serious illness;
 - 2) An internship or placement lasting at least three months but no longer than one year;
 - 3) High-risk pregnancy;
 - 4) Childcare for a child under the age of one;
 - 5) Holding a managerial or administrative position in a student representative body for a maximum of one term;
 - 6) Other cases identified and defined in the related general University act.

Article 121

- (1) In addition to obligations stipulated by the Law, students are required to:
 - 1) Dedicate themselves to their studies, fulfil their responsibilities diligently and actively engage in academic activities;
 - 2) Actively participate in the work of the University and Faculty/Academy bodies where they serve as appointed student representatives;
 - 3) Represent the University and their Faculty/Academy with dignity, both in activities within and outside the institution;
 - 4) Show respect for the academic and administrative staff of the University, as well as fellow students, adhere to the University's rules of conduct and ethical code, protect University and Faculty/Academy property, and take responsibility for any damage caused;
 - 5) Cover the costs of their studies in accordance with the Law, this Statute, their Learning Agreement, and applicable regulations.

Article 122

- (1) Students are guaranteed the opportunity for exchange and the recognition of ECTS credits, marks, and other academic outcomes achieved at another university, both domestically and abroad, in accordance with the Law, this Statute, and general acts of the University and/or their respective Faculty/Academy.
- (2) Students may spend up to 12 months during each study cycle at another university, either at home or abroad, through international student exchange programmes, based on bilateral university agreements and other forms of international cooperation.
- (3) Academic and administrative matters related to student exchange will be defined by a separate act of the Senate.

Article 123

- (1) Students may receive special honours, awards, and grants for exceptional academic performance and exemplary representation of the University and/or their respective Faculty or Academy.
- (2) The procedure and criteria for awarding the honours and prizes referred to in the previous paragraph of this Article will be further defined in a special act of the Senate.

Article 124

- (1) The Law outlines the procedure and conditions for the termination of student status.
- (2) The decision to terminate a student's status is made by the Dean.

- (3) A complaint against the decision referred to in Paragraph (1) of this Article may be filed with the relevant Faculty/Academy Council, whose decision is final.
- (4) A student may challenge the final decision of the Faculty/Academy Council in an authorised court.
- (5) The Students' Parliament may address the Faculty/Academy Council if there are concerns about irregularities in any proceedings that led to the decision referred to in Paragraph (2) of this Article.

Article 125

- (1) Upon termination of full-time student status, a student may be granted part-time student status, provided that the University or the relevant Faculty/Academy has the necessary space and staff capacity to organise part-time studies.
- (2) The decision to reinstate student status will also define the student's obligations upon resuming studies.
- (3) The Dean has the authority to reinstate student status.

Article 126

- (1) Students are held accountable for violating their responsibilities.
- (2) Disciplinary measures may be imposed for both minor and serious violations of student responsibilities.
- (3) A student facing disciplinary action has the right to address the Disciplinary Committee appointed by the relevant Faculty/Academy Council.
- (4) Following disciplinary proceedings, the Disciplinary Committee proposes a disciplinary measure, which is approved by the Dean's decision.
- (5) The student(s) concerned may file a complaint against the imposed disciplinary measure with the relevant Faculty/Academy Council, whose decision is final.
- (6) The Senate establishes rules to govern disciplinary proceedings, disciplinary accountability and the process following the filing of a complaint.

Article 127

The University, its Faculties, and the Academy act in accordance with the Law on General Administrative Procedure in matters related to student rights and obligations.

VIII. STUDENTS WITH DISABILITIES

Article 128

- (1) Persons with special needs have the right to matriculate, meet their student obligations, engage in other student activities and participate equally in all educational processes, with their specific needs taken into account.
- (2) University Members must, with the support of the University, adapt teaching and examination conditions to the abilities and needs of students with disabilities.

Article 129

Individuals granted disabled student status may be permitted to pursue their degree programme, receive instruction, and be assessed under special conditions, as defined in the special act adopted by the University Senate.

IX. STUDENT ORGANISATIONS

Article 130

- (1) The Students' Parliament is a student representative body that advocates for students and represents their interests.
- (2) The election procedure and the number of members of the Students' Parliament are defined in a special act of the Senate.
- (3) Students eligible for election to the Students' Parliament are full-time students from all three study cycles, first registered for the academic year in which they are competing for Parliament membership.
- (4) Students eligible for election to the Council of their respective Faculty/Academy may come from all three study cycles, provided they are registered for the academic year in which the election of University student representatives takes place.
- (5) Students with voting rights are those enrolled on first-, second- or third-cycle studies in the academic year in which elections are held for members of the Students' Parliament and student representatives to the Faculty/Academy Council.
- (6) Members of the Students' Parliament are elected for a term of one year.
- (7) The work procedures and the name of the student representative body are specified in an act adopted by the Students' Parliament.
- (8) The general and special acts of the Students' Parliament must not conflict with the Law or this Statute.
- (9) An agreement between the University and the Students' Parliament shall define the procedure for allocating premises and ensuring other necessary conditions for the work of the Students' Parliament.

X. THE UNIVERSITY'S ACADEMIC AND ADMINISTRATIVE STAFF

1. Definitions

Article 131

- (1) The University's academic staff consists of persons engaged in teaching, scientific-artistic work, and research.
- (2) Academic staff includes senior faculty members (professors), junior faculty members, and researchers.
- (3) Researchers are individuals holding scientific research titles, appointed in accordance with the Law on Scientific Research Activities and Technological Development, as well as the Rulebook that defines the procedure and requirements for conferring academic titles at the University.
- (4) The University's administrative staff consists of individuals responsible for various non-academic administrative and technical duties.

2. Employee rights and obligations

Article 132

- (1) General regulations governing labour relations and the Law apply to matters concerning the rights, obligations, and responsibilities of employees of the University.
- (2) The Rector is responsible for approving specific rights, obligations, and responsibilities of University employees, based on proposals from authorised bodies.
- (3) The Rector enters into employment contracts with all University employees.
- (4) In accordance with the provisions of this Statute, the Steering Board adopts general acts

that govern labour relations, procedures for determining disciplinary and material accountability of employees, the awarding of prizes and honours to outstanding employees, performance standards and criteria for awarding honours and prizes to academic and administrative staff, as well as other general acts necessary for the University's operation.

- (5) The general regulations mentioned in Paragraph (4) of this Article must comply with laws and regulations governing specific areas of labour relations and may not conflict with the provisions of this Statute.

Article 133

- (1) The University's academic staff enjoys full freedom of organisation and assembly, in accordance with the legislation governing this area.
- (2) The right of the academic staff to free thought and expression may only be limited by the Law.
- (3) It is prohibited to discriminate against academic staff on any grounds, including sex, race, sexual orientation, marital status, skin colour, language, religion, political or other views, national, ethnic or social origin, affiliation with any national community, property, birth or any other status.
- (4) Senior faculty members (professors) meet their obligations related to education, academic work (teaching), artistic, and professional activities within a workweek as outlined in the teaching and research plan.
- (5) Junior faculty members hold seminars and practical sessions, organise mid-term tests, monitor student progress, carry out other activities defined by the curriculum, meet obligations related to second- and third-cycle studies, and conduct research within a workweek.
- (6) In addition to the duties specified in Paragraphs (4) and (5) of this Article, senior and junior faculty members may, as directed by the employer, undertake additional tasks to ensure the completion of their full workweek, in accordance with regulations specifying remuneration standards and norms.
- (7) Academic staff employed at the University and assigned to the University Members offering study programmes in the fields of medicine and health may enter into part-time employment with a health institution serving as a teaching base for the respective University Member.
- (8) Teaching faculty members are required to regularly update their academic profiles and research paper repositories, and to accurately state their affiliation with the University when publishing research papers or participating in traditional and electronic media, in accordance with the special act adopted by the Senate.

Article 134

- (1) University Members must ensure their academic staff fulfil their obligations.
- (2) Both senior and junior faculty members are required to maintain records of their lessons, verified by the signatures of attending students, as well as their own.
- (3) Copies of student attendance sheets for the current and previous academic years must be kept in the archives of the relevant University Member.

Article 135

The procedures for ensuring that academic staff meet their obligations under extraordinary circumstances shall be stipulated by a decision of the Senate.

3. The Professional Ethics Code

Article 136

- (1) University employees and students must adhere to ethical principles and the principles of scientific truth, demonstrating critical thinking and respect for the goals and principles of higher education in their work, activities, and conduct at the University.
- (2) The Senate adopts a Professional Ethics Code, which outlines the moral principles and principles of professional ethics for teaching, artistic work and scientific research, with the aim of protecting professional dignity, promoting moral values, and raising awareness of the shared responsibility of all members of the academic community at the University.
- (3) The manner and procedures for determining responsibility for violation of ethical principles and the corresponding measures are defined by the Professional Ethics Code adopted by the Senate.

4. Academic titles and the requirements for their conferral

Article 137

- (1) The University Senate awards senior and junior academic titles, which may be academic or artistic-academic.
- (2) The University's senior academic and artistic-academic titles include:
 - 1) Full Professor;
 - 2) Associate Professor;
 - 3) Assistant Professor.
- (3) The University's junior faculty titles include:
 - 1) Teaching Assistant;
 - 2) Art Teaching Assistant;
 - 3) Senior Teaching Assistant;
 - 4) Senior Art Teaching Assistant;
 - 5) Lector.

Article 138

- (1) The minimum requirements for the conferral of senior and junior academic and artistic-academic titles are outlined by the Law and the relevant regulations.
- (2) The University Senate adopts a general act that specifies the procedure and requirements for the conferral of senior and junior academic and artistic-academic titles.
- (3) The general act mentioned in Paragraph (2) of this Article also outlines the procedures and requirements for the promotion of individuals previously awarded a scientific and research title to senior and junior academic and artistic-academic titles.

Article 139

Temporary or permanent employment contracts are concluded with elected individuals, in accordance with the provisions of the public call (for employment, part-time engagement, or conferral of an academic title without employment), either on a full-time or part-time basis. The contracts include the provision requiring the electees to be re-elected to the same title or promoted to a higher title, as outlined in the annual Schedule of Conferral of University Academic Titles, with the exception of tenured professors.

Article 140

- (1) The election period for the University's academic staff is defined by the Law.
- (2) Upon personal request, the election period for faculty members on maternity leave or extended sick leave (lasting longer than six months) may be extended for the duration of the sick or maternity leave.

Article 141

- (1) Admission or promotion to an academic title may be suspended for the period during which the title holder serves as Vice-Rector or a public official, upon a prior request submitted to the University Rector and with granted permission.
- (2) If an individual holding an academic title resigns from their position at the University, but chooses to renew employment while still holding the title, they need not be re-admitted to the same title, but merely re-enter into the employment contract. However, they must be re-admitted to the same title or promoted to a higher title before the expiration of their election period, in accordance with the Law.

Article 142

- (1) The Senate elects academic staff through a public call.
- (2) Public calls for the election of academic staff are announced in accordance with the annual Schedule of Conferral of University Academic Titles, no earlier than eight months and no later than six months before the expiration of the member's previous election period.
- (3) Public calls, announced by the University Senate based on proposals from the Faculty/Academy Councils, are published in a public newspaper and on the University website.
- (4) Public calls are issued for specific scientific and artistic fields.
- (5) The Senate adopts a list of specific scientific and artistic fields, as proposed by the Faculty/Academy Councils.
- (6) Faculty/Academy Councils appoint Election Committees to review applications and prepare election reports.
- (7) Election Committees referred to in Paragraph (6) of this Article consist of at least three professors from the relevant scientific or artistic field, with at least one professor from the candidate's (electee's) specific scientific or artistic field.
- (8) Election Committees must include at least one member employed at another institution of higher education.
- (9) The titles of Election Committee members, who may not be related to the candidate (electee), must be equal or senior to the title the candidate is being conferred.
- (10) Election and Degree Committee members may not be the spouse or a direct or collateral blood relative to the first degree of the electee (master/doctoral student).
- (11) Based on the Committee's report, the Faculty/Academy Council proposes to the Senate that the candidate be awarded the title in question.
- (12) The Faculty/Academy Council provides an opinion on the Committee's proposal.
- (13) If a candidate for a title is married to a member of the Academic Council of the relevant Faculty (or the Artistic-Academic Council of the Academy), or is a direct or collateral blood relative to the first degree, the Council votes on the proposal by secret ballot.
- (14) The Senate approves the election by public vote, based on the proposal from the Faculty/Academy Council and the opinion of the Scientific Committee of the candidate's respective scientific field.
- (15) The Senate must approve or deny the conferral of the title within six months of the

announcement of the public call.

- (16) Exceptionally, if the election procedure is not concluded within six months due to objective reasons, the University Senate must make a final decision within two months after the expiration of the original deadline.
- (17) If a candidate proposed for a title is the spouse or a direct or collateral blood relative to the first degree of a member of the Senate, that member will be excluded from the vote.
- (18) The exclusion procedure shall be defined in the Senate Rules of Procedure.
- (19) The Rector concludes an employment contract with the electee in accordance with the terms and conditions of the public call. The Dean of the Faculty/Academy (or the Director of the Institute) is responsible for ensuring the implementation of the contract.
- (20) A candidate dissatisfied with the decision may submit a request to the Senate to review the decision referred to in Paragraph (14) of this Article within 15 days after receiving the Senate's decision.
- (21) The judgement of the Senate on the review request is final, after which an administrative dispute may be initiated before a court with jurisdiction over the matter.

Article 143

- (1) The failure of a faculty member to be re-elected to the same academic title or promoted to a higher title will result in the termination of that member's employment.
- (2) Individuals referred to in Paragraph (1) of this Article are not entitled to severance pay, in accordance with the provisions governing labour relations.
- (3) Faculty members whose election period has expired may continue to participate in the educational process as authorised professors and assistants (lectors) for no longer than two months after the expiration of their election period.

5. Hiring faculty from other Bosnian-Herzegovinian and foreign universities

Article 144

In accordance with a general regulation, the University may hire senior and junior teaching faculty from other universities in Bosnia and Herzegovina or abroad, provided they hold the necessary academic title that qualifies them to teach in the relevant scientific or artistic field.

6. Hiring distinguished scientists, experts, and artists

Article 145

- (1) A distinguished scientist, expert or artist may teach a part of a course at the University, as approved by the Senate and based on a proposal, with a justification, from the relevant Faculty/Academy Council or the Rector.
- (2) The terms, conditions, procedure, and manner of hiring individuals as specified in Paragraph (1) of this Article shall be regulated by the Statute of the respective Faculty/Academy.

7. Hiring visiting professors

Article 146

- (1) As proposed by a Faculty or Academy Council, the University Senate may confer the title of 'Visiting Professor' on professors from other universities in Bosnia and Herzegovina

- or abroad.
- (2) Visiting professors must hold the academic rank of full professor.
 - (3) The Rector concludes contracts with individuals awarded the title of Visiting Professor.

8. Hiring external associates

Article 147

- (1) Individuals employed by legal entities that have agreements of cooperation with the University may be hired to teach a part of practical sessions, either at the University (on-campus) or outside the University (off-campus) (instruction in parts of a programme or specific segments of professional or artistic work, training in specialised knowledge and skills, with exercises).
- (2) A service contract is concluded with individuals specified in Paragraph (1) of this Article.
- (3) The terms and conditions for hiring external associates will be further defined by statutes of the University Members.

9. Engaging student assistants

Article 148

- (1) A full-time student with an average mark of 8.0 or higher throughout their studies may be engaged as a student assistant to help with the organisation and delivery of a course.
- (2) Student assistants, as referred to in Paragraph (1) of this Article, are appointed by the Council of their home Faculty/Academy, where they will also be engaged.
- (3) The terms and conditions for engaging and appointing student assistants will be further defined by statutes of the University Members.

10. Sabbatical leave

Article 149

- (1) Senior faculty members who hold the academic title of assistant professor, associate professor or full professor and who have been employed at the University for at least 5 (five) years are entitled to one year of sabbatical leave, subject to approval by the Senate, upon a proposal from their respective Faculty/Academy Council.
- (2) Sabbatical leave may be granted to individuals in Paragraph (1) of this Article, provided there is evidence that the teaching process will proceed uninterrupted during the leave and that the requested leave will be in the interest of the University and the Faculty/Academy.
- (3) The procedure and requirements for granting sabbatical leave will be defined by a general act adopted by the University Senate.

11. Paid leave

Article 150

- (1) Upon personal request and following a proposal from the Council of a University Member, professors and junior faculty members may be granted paid leave by the Senate for a period of one academic year for the purpose of scientific, artistic or professional work or development.
- (2) Paid leave may be granted to individuals in Paragraph (1) of this Article, provided there is evidence that the teaching process will proceed uninterrupted during the leave and that the requested leave will be in the interest of the University, i.e. the Faculty or the Academy.

- (3) The faculty member must submit a request and a detailed explanation to their home Faculty/Academy Council, which makes a recommendation and submits it to the Senate for review and approval.

12. Unpaid leave

Article 151

- (1) Upon personal request and following a proposal from the Council of a University Member, professors and junior faculty members may be granted unpaid leave by the Senate for a maximum duration of four years for development purposes.
- (2) Unpaid leave may be granted to individuals in Paragraph (1) of this Article, provided there is evidence that the teaching process will proceed uninterrupted during the leave.
- (3) The faculty member must submit a request and a detailed explanation to their home Faculty/Academy Council, which makes a recommendation and submits it to the Senate for review and approval.

13. Hiring of University faculty by other higher education institutions

Article 152

- (1) Professors and junior faculty members employed at the University may enter into part-time contracts or other forms of engagement with other institutions of higher education, in accordance with applicable regulations, provided that the Faculty/Academy Dean recommends the engagement and it is approved by the Rector.
- (2) The procedure and requirements for granting approval in situations as outlined in Paragraph (1) of this Article are defined by general acts adopted by the Steering Board of the University.

14. Faculty retirement and hiring retired faculty

Article 153

- (1) The employment of a professor at the University terminates at the end of the academic year in which they turn 68.
- (2) Notwithstanding Paragraph (1) of this Article, full professors may be hired to teach for up to one year upon a proposal from the University Senate, if no suitable candidate has been selected through a public call. This engagement may be extended, following the same procedure, until the end of the academic year in which the professor turns 70.
- (3) A person who has retired in accordance with the regulations of the Federation of Bosnia and Herzegovina, the Brčko District of Bosnia and Herzegovina or another country is not eligible to teach at the University.
- (4) Retired full professors, as described in Paragraphs (1) and (2) of this Article, may serve on Master and Doctoral Degree Committees until they reach the age of 75.

15. Foreign language and skills instructors

Article 154

- (1) Foreign language courses at non-philological departments/faculties and skills courses may also be taught by foreign language or skills instructors with first- or second-cycle degrees, whose average mark in both first- and second-cycle studies was 8.0 or higher (or who hold an equivalent qualification), or by those with pre-Bologna MA research degrees in a

relevant field, whose average mark in both undergraduate and postgraduate studies was 8.0 or higher (or who hold an equivalent qualification), and who have published at least two professional or research papers.

- (2) Foreign language and skills instructors are elected through the procedure governing the election of senior and junior teaching faculty.
- (3) Foreign language and skills instructors are elected for a term of 5 (five) years, with the possibility of re-election.

16. Honorary degrees and awards

16.1 Honorary doctorates

Article 155

- (1) The University may confer an honorary doctorate upon distinguished scientists, cultural figures and other public figures from both the country and abroad, in recognition of their exceptional contributions to teaching, science, research, art, and other kinds of work and creation.
- (2) The Senate approves the conferral of an honorary doctorate based on a proposal from the Council(s) of one or several Faculties/Academy or the Rector.
- (3) The Rector conducts the official ceremony for the conferral of honorary doctorates.

16.2 Professores Emeriti

Article 156

- (1) Based on a proposal from the Academic Council of a Faculty or the Artistic-Academic Council of the Academy, the University Senate may confer the title of Professor Emeritus upon a retired full professor, in recognition of their exceptional contribution to science or art, their international reputation, and their role in mentoring young academics and recruiting new faculty in their respective field, whether scientific or artistic.
- (2) A Professor Emeritus may:
 - 1) Participate in teaching second- and third-cycle courses;
 - 2) Participate in research projects;
 - 3) Serve on Election Committees (title conferral committees); and
 - 4) Serve on Master and Doctoral Degree Committees.
- (3) A Professor Emeritus may not be appointed as a professor authorised to assess students.
- (4) The procedure and requirements for conferring the title and rights upon individuals defined in Paragraph (1) of this Article are specified in a general University act.
- (5) Professores Emeriti may exercise the rights and obligations outlined in Paragraph (2) of this Article, as specified in the service contract concluded with the University, until they turn 75.

16.3 University honours and awards

Article 157

The University may award Scrolls of Honour, Certificates of Merit, and monetary or other prizes to distinguished professors and other employees for their long service and significant contributions to its promotion and development. These awards may also be given to individuals or organisations in recognition of their support for and promotion of the University's work. The terms and conditions for these awards and prizes are defined by special acts adopted by the Senate.

17. Administrative staff

Article 158

- (1) The number and composition of the University administrative staff, as well as the procedures, terms, and conditions for its employment, are outlined in the Rulebook on Internal Organisation and Job Classification.
- (2) When employing administrative staff, the University shall ensure equitable representation and distribution of members from the constituent nations and other groups.

XI. LABOUR RELATIONS

Article 159

General legislation governing employment and labour relations shall apply to the rights, obligations, and responsibilities of academic staff and other University employees, unless otherwise specified by the Law and this Statute.

Article 160

- (1) After receiving a recommendation from the Faculty/Academy Dean or Institute Director, the Rector will determine whether a request from a faculty member for part-time engagement at another institution is reasonable or unreasonable, and will either grant or reject the request. This includes evaluating potential conflicts of interest, in accordance with the Law.
- (2) If a professor or junior faculty member is appointed to a public office, decisions will be made in accordance with the applicable legislation governing that specific area.

XII. QUALITY ASSURANCE OF STUDY PROGRAMMES, TEACHING, and WORK CONDITIONS

Article 161

The quality assurance system is an integral part of the University's overall management system.

Article 162

All University employees and students, who exercise their rights and fulfil their obligations in the area of quality – either through direct engagement or through representation in steering, advisory, professional, and operational bodies – are agents of the quality assurance system.

Article 163

- (1) Institutional responsibility for quality assurance and enhancement lies with the Senate and the Rector.
- (2) The Academic Council (or the Artistic-Academic Council/Scientific Committee) and the Dean/Director are responsible for assuring and enhancing quality within their respective Faculty/Academy/Institute.

Article 164

- (1) The quality assurance system includes the following advisory, expert, and operational bodies:
 - 1) The Quality Assurance and Enhancement Committee; and
 - 2) The Quality Assurance and Enhancement Board.
- (2) The Quality Assurance and Enhancement Committee serves as an advisory, expert, and operational body for the Senate and the Rector.
- (3) The Quality Assurance and Enhancement Board serves as an advisory, expert, and operational body for the Academic Councils, the Artistic-Academic Council, the Scientific Committees, and the Deans/Director of the University Members.
- (4) The organisation and functions of the Quality Assurance and Enhancement Committee and Board are defined by the University's general regulations.

Article 165

- (1) The following documents govern the quality assurance system:
 - 1) The Law on Quality Assurance in Higher Education;
 - 2) The Quality Policy;
 - 3) The Quality Assurance Strategy;
 - 4) The Quality Monitoring and Enhancement Procedures;
 - 5) The Rules of Organisation and Operation of the Quality Assurance and Enhancement Committee;
 - 6) The Rules of Organisation and Operation of the Quality Assurance and Enhancement Board;
 - 7) Other documents specified in the Quality Monitoring and Enhancement Procedures.

XIII. The University's commitment to the public

Article 166

- (1) The work of the University is public.
- (2) The University has the obligation to inform the public about its activities in a timely and truthful manner.
- (3) The University, along with its Faculties, Academy, and Institute, shall inform the public through mass media, verbal communication (statements), regular and special publications, as well as announcements on noticeboards and websites.

XIV. RECORDS AND OFFICIAL DOCUMENTS

1. Registers and records

Article 167

- (1) The records kept by the University through its Members include registers and data on:
 - 1) first-cycle students;
 - 2) second-cycle students;
 - 3) third-cycle students;
 - 4) examinations;
 - 5) end-of-year student performance;
 - 6) degrees awarded;
 - 7) student register;
 - 8) student register directory;
 - 9) student files;

- 10) official documents issued;
 - 11) higher education qualifications obtained abroad recognised locally;
 - 12) previously obtained titles recognised as equivalent to new titles;
 - 13) completed exchange recognition procedures;
 - 14) early graduates;
 - 15) students awarded University honours;
 - 16) students penalised for violation of student obligations;
 - 17) individuals awarded bachelor, master, and doctoral degrees;
 - 18) permanent and temporary employees;
 - 19) elections to titles;
 - 20) property, commercial contracts, and financial operations of University Members;
 - 21) scientific research projects, publishing projects, etc.;
 - 22) University libraries;
 - 23) all other data specified by the University Steering Board; and
 - 24) other records specified by the Statute and general acts of the University.
- (2) The record-keeping procedures shall be defined by a general University act.
 - (3) Student registers and records on awarded degrees are kept permanently.
 - (4) Personal and confidential data in the records are protected in accordance with the Law and the adopted procedures.

2. Official documents

Article 168

- (1) The University issues the following official documents:
 - 1) Bachelor degrees;
 - 2) Master and doctoral degrees (i.e. academic Master degrees and scientific Doctor degrees);
 - 3) Diploma supplements;
 - 4) Student IDs (student record booklets);
 - 5) Certificates of withdrawal;
 - 6) Degree certificates;
 - 7) Transcripts of records;
 - 8) Academic performance certificates;
 - 9) Professional development certificates;
 - 10) Degree equivalency statements;
 - 11) Recognition of foreign degree statements;
 - 12) Recognition of exchange statements;
 - 13) Certificates of completion of lifelong learning programmes;
 - 14) Certificates of completion of short study programmes and competencies acquired.
- (2) The University issues official documents in one of the official languages of the Republic, in either Cyrillic or Latin script, as requested by the student.
- (3) For courses taught in a foreign language, the University issues bilingual official documents, in one of the official languages of the Republic, in either Cyrillic or Latin script, as requested by the student, and in the language and script in which the courses were taught.
- (4) Upon request, the University must issue a student's degree and diploma supplement in English.

XV. RECOGNITION OF FOREIGN HIGHER EDUCATION QUALIFICATIONS FOR CONTINUING EDUCATION AT THE UNIVERSITY AND

EQUIVALENCE OF PREVIOUSLY EARNED DEGREES

Article 169

- (1) The University is authorised to recognise higher education documents and qualifications earned outside Bosnia and Herzegovina, both for continuing studies at the same level and for enrolling on higher-level programmes.
- (2) The recognition procedure does not apply in the following cases:
 - 1) Official documents obtained in the former Socialist Federal Republic of Yugoslavia before 6 April 1992;
 - 2) Official documents and degrees listed in Articles 4 and 5 of the Agreement on Mutual Recognition of Education Documents and Regulation of Matters Related to School and University Student Status (*The Official Gazette of the Republic of Srpska*, Issue No. 79/05), awarded by accredited higher education institutions in the Republic of Serbia.
- (3) Official documents specified in Paragraph (2) of this Article shall have the same legal effect as those issued in the Republic of Srpska.

Article 170

Individuals who earned degrees from the University under previous legislation or curricula (before the introduction of ECTS) may request that the Faculty or Academy that awarded the degree issue, through a special procedure, a document of equivalence of the previously earned title with the corresponding new title, in accordance with the Law.

Article 171

The Senate shall adopt a special act to further regulate the procedure and requirements for the recognition of foreign higher education qualifications and the equivalence of previously earned degrees.

XVI. UNIVERSITY FUNDING

Article 172

- (1) The funding for the higher education activities at the University is received from the following sources:
 - 1) The Republic budget;
 - 2) University profits;
 - 3) Local administrations budgets;
 - 4) Grants;
 - 5) Other sources.
- (2) The funds outlined in Paragraph (1) of this Article belong to the University and the Member that generated them and shall be used in accordance with the Law, this Statute, secondary legislation and the adopted financial plan.
- (3) The University may only be funded from sources that do not compromise its autonomy.
- (2) In accordance with relevant University acts, the Rector, the Deans/Director of University Members, and the Steering Board are responsible for the expenditure and use of University funds, in line with the financial plan and regulations governing higher education and financial operations.
- (3) The University, the Faculties, and the Academy may generate income through:
 - 1) Implementation of scientific research and artistic programmes;

- 2) International and national projects;
- 3) Provision of professional education and development;
- 4) Student tuition and other student fees;
- 5) Income from publishing and IT activities;
- 6) Income from copyrights and patents;
- 7) Income from managing University property (land and real estate), both owned by the University and allotted for its use;
- 8) Income from legal transactions resulting from the University's involvement or membership in business enterprises;
- 9) Bequest and endowments;
- 10) Other income generated through the provision of services and professional and artistic activities under special contracts.

Article 173

- (1) The financial plan of the University, the Faculties, the Academy, and the Institute outlines the funds required to support their activities and ensure the proper conduct of their primary operations.
- (2) The Rector, the Financial Director, the Deans of the Faculties and the Academy, and the Director of the Institute are responsible for preparing the financial plans, as well as the annual and other financial reports, which are subject to review and approval by the Steering Board.
- (3) The Deans of the Faculties/Academy and the Institute Director are responsible for planning, managing, and expending the funds allocated to and belonging to their respective institutions. They prepare financial plans and reports on financial operation, which are submitted to the University Steering Board for approval.

Article 174

The Faculties, the Academy, the Institute, and other organisational units of the University maintain separate internal financial records in accordance with the Law and this Statute.

Article 175

Funds generated by the University are allocated to its Members in accordance with relevant University regulations and may fully and independently be expended by them.

Article 176

- (1) The acquisition, use, and distribution/allocation of income generated by the University are governed by a special Rulebook.
- (2) This Rulebook, as outlined in the previous paragraph, is adopted by the Steering Board based on proposals from the University Members.
- (3) The income generated by the University may be used in accordance with the Rulebook referred to in Paragraph (2) of this Article.

XVII. INTERIM AND FINAL PROVISIONS

Article 177

- (1) The mandates of the current bodies of the University, the Faculties, the Academy, and the Institute shall continue until their expiration as stipulated by the Law.
- (2) The terms of office of members of the Steering Board, elected under the regulations in

effect prior to the enactment of the Law on Higher Education (*The Official Gazette of the Republic of Srpska*, Issue No. 67/20), shall expire no later than three months from the date of the enactment of this Statute.

- (3) Faculty/Academy Deans who hold the academic title of assistant professor may remain in office for a period of no more than two years from the enactment of the Law on Higher Education (*The Official Gazette of the Republic of Srpska*, Issue No. 67/20).
- (4) Student representatives serving on University bodies, including those of the Faculties or the Academy, shall remain in office until their mandate expires, in accordance with the Law.

Article 178

- (1) In accordance with the provisions of the Law on Universities, students enrolled on postgraduate studies lasting five or six years may complete their studies under the original curriculum, requirements, and rules of study by the end of the 2021/2022 academic year at the latest.
- (2) Candidates whose doctoral research/dissertation proposals were approved in accordance with the provisions of the Law on Universities shall defend their dissertations within five years.
- (3) If candidates referred to in Paragraph (2) of this Article fail to defend their doctoral dissertations within the specified period, the deadline may be extended by up to one year.

Article 179

- (1) The University Members shall adopt their own statutes no later than three months from the date of the enactment of this Statute.
- (2) The Senate and the Steering Board shall approve the statutes referred to in Paragraph (1) of this Article, in accordance with their respective authorities.

Article 180

On the date this Statute comes into effect, the following regulations will become null and void: the Statute of the University of Banja Luka, No. 02/04-3.927-15/12; Amendments and Supplements to the Statute of the University of Banja Luka, No. 02/04-3.189-2/17, dated 23 February 2017; Amendments and Supplements to the Statute of the University of Banja Luka, No. 02/04-3.2536-2/18, dated 27 September 2018; Amendments and Supplements to the Statute of the University of Banja Luka, No. 02/074-3.3376-3/19, dated 26 December 2019.

Article 181

This Statute shall enter into force eight days after its publication on the University website.

**SENATE CHAIR
R E C T O R**

Ref.: 02/04-3.1395-1/22

Prof. Radoslav Gajanin, PhD