

Pursuant to Article 61 of the Law on Higher Education (Official Gazette of RS, no. 76/05), Article 3 of the Law on Fiscal Cash Registers (Official Gazette of RS, no. 135/04)

REGULATIONS

on the criteria for determining the amount of tuition fees and services

I - General Provisions

Article 1.

The Regulation defines the criteria for determining the amount of tuition fees and the services provided to students and the third parties, which are recorded through the cash register by issuing fiscal documents.

II – Tuition

Article 2.

College acquires funds from tuition fees on the basis of the decision on the amount of tuition fees for students who are self-financing their undergraduate studies and the tuition fees for students at specialist vocational studies.

Article 3.

The decision on the amount of tuition fees shall be made prior to the announcement of the competition for admission to the program for all study programs.

Tuition fees include fees for regular services that the College provides to students in realization of the study program.

Regular services covered by the tuition fees are:

1. lectures,
2. exercises,
3. practical classes,
4. professional practice.

Article 4.

Tuition fees are determined by the cost of studies for one academic year or for the acquisition of 60 ECTS credits, so that the amount to be paid per ECTS credit is obtained when the tuition fee is divided by 60.

Student tuition is calculated according to the total number of ECTS credits from the courses that are chosen for one academic year.

Article 5.

Students who do not pass the exam for a compulsory course until the beginning of the next academic year, enroll the same course again, and if they do not pass the exam in an elective course they may repeat the same course or opt for another course.

Student tuition fee is calculated according to the total number of ECTS credits from the courses that are chosen for the next academic year, for the courses that the student enrolled again, or the courses for the next academic year.

Article 6.

If the students of the third year of basic professional studies and the students of specialist professional studies, do not pass all the exams planned by the study program until the beginning of

the next academic year, their tuition is calculated according to the number of ECTS credits for re-enrolled courses.

III – Services

Article 7.

In addition to the regular services covered by the tuition fee, the college provides other services to students and to the third parties for which the fee is paid.

a) basic services in vocational studies

1. exam application,
2. fees for exams,
3. postponing exams within the examination period,
4. the examination in front of the Commission is paid even by the budget students,
5. late verification of the semester
6. recognition of exams at other higher education institutions,
7. Issuing of certificates on the passed exams,
8. Moving to another degree program
9. Issuing of documents on the written order,
10. Issue of a index duplicate,
11. issuing of Diploma and Diploma Supplement,
12. Renewal of registration - by the old program,
13. issuing Diploma on higher education,
14. Preparatory classes for the entrance examination,
15. Entrance Examination,
16. Withdrawal from the college,
17. Checking the authenticity of the issued diplomas.

b) the specialist vocational studies:

1. exam application,
2. Seminar, project task etc.
3. The application of specialist paper,
4. Assessment of specialist paper,
5. Defense of specialist paper,
6. Diploma,
7. Extension of the deadline for writing the specialist paper.

Article 8.

The decision on the amount of tuition fees and the atonement for the provision of services is brought by the Council on the proposal of the College consortium.

Article 9.

For services provided the College shall make records through the cash register, of each individual circulation regardless of the method of payment, issuing a fiscal document - fiscal receipt or fiscal accounts in accordance with the Law on fiscal cash registers.

Article 10.

This Regulation shall enter into force upon its issuance, the eighth day of publication on the website and on the notice board of the college.

