

*Student assessment and their progress during the studies*

This is regulated based on Statute of University of Prishtina

Article 104 to Article 118

### **Article 111**

1. Examinations for Bachelor and Master studies shall be held during the examination sessions.
2. Examination sessions shall include winter session (January), spring (June), and fall (September) session. Exact period for each session shall be determined by the general calendar of studies, which shall be approved by the Senate and shall be made public. Details regarding the commencement and conclusion of each session shall be determined by the councils of academic units.
3. The schedule of the examination sessions that comprise daily schedules, shall be announced at the beginning of the academic year.
4. The schedules shall be designed in a manner that a student shall not have more than one examination per day.
5. Examination schedules, after having been made public, shall be binding for both examiner and student.

### **Article 112**

Examinations in doctoral studies may be delivered throughout the academic year based upon the individual agreement between examiner and student.

### **Article 113**

1. The period of registration for an examination shall commence not earlier than 6 weeks before the conclusion and not later than 8 days before the commencement of the examination session.
2. Examination schedule shall have to be published no later than three days prior to the date of examination.
3. In all cases when the student misses an examination or withdraws from it, the examination shall be considered failed (graded 5).
4. Upon his/her request, a student may be allowed by the Dean of the academic unit to sit an early examination in case he/she is taking part in an international exchange study program, or is conducting practical study abroad during the prescribed period of examination.

### **Article 114**

1. A student shall have the right to lodge a complaint in writing against the received grade to the Dean of the academic unit. The complaint shall have to be submitted within two working days after the announcement of results.
2. The complaint may be made for the following reasons:
  - 2.1. For a written examination – a complaint shall be lodged against the grade received in a written examination;
  - 2.2. For an oral examination – a complaint shall be lodged against the grade received in an oral examination.
  - 2.3. For a combined written and oral examination:

- 2.3.1. A complaint shall be lodged against the received grade prior to sitting for the oral examination;
  - 2.3.2. A complaint lodged against the grade received in the oral examination shall imply that the grade received in the written exam is accepted.
3. Upon receiving a complaint in due time, the Dean of an academic unit shall establish an examination commission one working day after the receipt of the complaint by appointing three members, excluding the examiner against whose grades the student has complained.
4. In the case of oral examination repeated, the re-examination by the commission shall take place the next working day after the appointment of the commission.
5. In the case of a complaint against the grade of a written examination, the written examination shall be reviewed the next working day after the appointment of the commission.
6. There is no appeal against the evaluation of the commission.
7. The tests relating to students' evaluation shall be kept for minimum one (1) year.

#### **Article 115**

1. A student shall have the right to retake the examination in a course that he failed.
2. As a rule, a student shall have the right to retake a failed examination maximum three times.
3. Upon a complaint, based on a strong justification, a student may be allowed by the Dean of the academic unit to sit the exam for the fourth time. The examination shall then be held by a commission of three members appointed by the Dean of the academic unit.
4. In case of re-enrollment of the same study year, the number of previously failed examinations shall not be taken into consideration.
5. In case a student has again failed an examination for 4 times during the reenrolled year, he/she shall lose full-time student status for this type of study.
6. A student may regain the student status in case he/she applies in a new study program. The decision relating to regaining the student status shall determine the examinations and other elements that are recognized, as well as the obligations of the student in the new study program.

#### **Article 116**

1. After the completion of the last regular semester of Bachelor and Master studies, the student shall be granted a period of 12 months for completing examinations (graduating period).
2. A student may make a request once to the Dean of an academic unit for extension of graduating period for another 12 months period.

**Article 117**  
**Bachelor and Master diploma thesis**

1. The Bachelor study programs shall be concluded with Bachelor diploma thesis, or a commission examination in accordance with the study program.
2. Bachelor diploma thesis shall be elaborated individually by the student, proving that the theoretical skills gained during the studies can be successfully utilized for solving a practical problem in a specific scientific field.
3. Bachelor thesis can be jointly elaborated by two or three students (research group) in which case the contribution of each candidate shall have to be indicated clearly.
4. The decision regarding the application for elaboration of Bachelor thesis by two or three students shall be taken by the council of the academic unit.
5. The procedure for application, elaboration, defense, and grading of the Bachelor thesis shall be determined by the council of the academic unit.

**Article 118**

1. Master study programs shall be concluded with a Master thesis in accordance with study programs.
2. The Master thesis shall be elaborated individually by the student, demonstrating that the theoretical skills gained during the studies can be applied successfully in solving complex research problems in specific scientific fields.
3. Master thesis can be jointly elaborated by two or three students (research group), in which case the contribution of each student shall have to be clearly indicated.
4. Application for elaboration of a Master thesis by two or three students shall have to be decided by the council of the academic unit.
5. The procedure for application, elaboration, defense, and grading of a Master thesis shall be determined by the council of the academic unit.

**Article 119**  
**Doctoral studies**

1. Doctoral studies shall be proposed by academic units in relevant fields of studies and shall be approved by the Senate.
2. Doctoral studies may be established and realized solely in those scientific fields in which the responsible institution has a signed contract for permanent employment with minimum half the overall number of instructors, and if in those fields of study they can respond to teaching and mentoring requirements in amount of two thirds of the needs.
3. The institution responsible for organizing Doctoral studies shall have internationally recognized achievements in scientific research, respectively in artistic work.
4. In order to ensure quality as well as promote mobility of Doctoral studies students and instructors, Doctoral studies shall be open to all forms of cooperation with similar institutions at home and abroad.