



**UNIVERSITY OF PRISHTINA  
“HASAN PRISHTINA”**

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Protocol [No.:2/748](#)

Date: [01.10.2019](#)

Pursuant to the competences defined by article 173, paragraph 8, and article 180 in the Statute of the University of Prishtina, in accordance with the dispositions of the Law for Higher Education No. 04/L-037, Labour Law No. 03/L-212, Administrative Instruction No. 371 of the date 19.10.2017 for regulating the vacancy procedures in the public sector and Administrative Instruction No. 01/2018 on the principles for recognising international peer-reviewed platforms and journals, the Senate of the University of Prishtina during the meeting of the date 09.07.2019, approved:

**REGULATION**

**ON THE SELECTION PROCEDURES RELATED TO THE APPOINTMENT, RE-APPOINTMENT, AND PROMOTION OF THE ACADEMIC STAFF AT THE FACULTY OF ARTS OF THE UNIVERSITY OF PRISHTINA “HASAN PRISHTINA”**

**Article 1**

**Purpose**

1. This Regulation aims at regulating and assigning selection procedures related to the appointment, re-appointment, and promotion of the academic staff, the calls for full professors, associated professors, assistant-professors, assistants, lecturers, and accompanists in the Faculty of Arts.
2. Issues that have not been explicitly regulated by the Statute of the University of Prishtina (UP) related to the evaluation procedures for the appointment, re-appointment, and promotion of the academic staff, are regulated in the following provisions of this Regulation.

**Article 2**

**Academic staff**

In accordance with article 171, paragraph 2 of the Statute, the academic staff of the University consists of: Regular professors; Associated professors; Assistant-professors; Assistants; Lecturers and Accompanists (Faculty of Arts).

**Article 3**  
**Academic titles**

1. Academic degrees, respectively equivalent, for the academic staff of the Faculty of Arts in the appointment for academic calls are as follows:
  - 1.1. For the appointment in the call for Full professor, Associated professor or Assistant-professor, the degree PhD in the specific field is needed.
  - 1.2. With exception from paragraph 1.1. of this article for artistic courses in the appointment for Full professor, Associated professor or Assistant-professor, in absence of a PhD, a Magister/MA degree is needed.
  - 1.3. For the appointment in the call for Assistant at the University, a Magister/MA degree in Arts is needed.
  - 1.4. For the Academic call Lecturer, the general dispositions of the Statute of the University of Prishtina are applied.
  - 1.5. For the appointment in the call for Accompanist, the general dispositions of the Statute of the University of Prishtina are applied.

**Article 4**  
**Criteria for appointment in the academic call**

1. The evaluation procedures for appointment in the academic call are based on the criteria which result from the following activities:
  - (1) Educational activity – Appendix I
  - (2) Research and professional activity – Appendix II
  - (3) Artistic activity – Appendix III
  - (4) Service activity – Appendix IV
2. The vacancy is defined either for theoretical courses or for the artistic courses. The criteria are not collective.
3. For the appointment of candidates in the specific call, the minimum fulfillment of the criteria defined in the Statute of the UP and in the relevant appendix of this regulation is required.
4. Appendices I, II, III, and IV are integral parts of this Regulation.

**Article 5**  
**Appointment in the call for Full Professor**

1. In accordance with article 175 of the Statute of the University of Prishtina, for the title of the Full Professor at the Faculty of Arts, the candidate must have the following qualifications:
  - 1.1. To have the title Doctorate of the relevant field or an equivalent to it (according to Article 3, Paragraph 1 of this regulation);
  - 1.2. To demonstrate a high level of academic competence and artistic experience in the courses, which is proved with:

- 1.2.1. For the theoretical courses, a significant number of monographs<sup>1</sup>, textbooks<sup>2</sup>, publications in international scientific/artistic journals with at least 5 main papers published in international scientific/artistic journals, as a first author or correspondent.
  - 1.2.2. Except from point 1.2.1. for artistic courses, a significant number of monographs<sup>3</sup>, textbooks<sup>4</sup>, recognized international artistic activities with at least 5 main personal internationally realized activities.
  - 1.2.3. Long-term experience in basic and applicable research projects<sup>5</sup>;
  - 1.2.4. High educational and pedagogical skills through reasonable practice;
  - 1.2.5. Academic leadership skills;
  - 1.2.6. Provide guidance during Master and Doctoral theses.
2. The candidate can be considered a first author or correspondent of the papers published in scientific research journals according to point 1.2.1 of this article only if the criteria specified in paragraph A of Appendix II of this regulation are fulfilled.
  3. The candidate can be considered an author of the artistic activities according to point 1.2.2, of this article only if the criteria specified in paragraph A of Appendix III of this regulation are fulfilled.

## **Article 6**

### **Appointment for the call Associated Professor**

1. In accordance with article 176 of the Statute of the University of Prishtina, for the title Associated Professor, the candidate must have the following qualifications:
  - 1.1. To have the title Doctorate of the relevant field or an equivalent to it;
  - 1.2. For the theoretical courses, a significant number of monographs, textbooks, publications in international scientific/artistic journals with at least 3 main papers published in international scientific/artistic journals, as a first author or correspondent.
  - 1.3. Except from point 1.2.1. for artistic courses, a significant number of monographs, textbooks, recognized international artistic activities with at least 3 main personal internationally realized activities are needed.
  - 1.4. Show teaching skills;
  - 1.5. Demonstrate commitment, knowledge, and mastery in the course of the specific field.
2. The candidate can be considered a first author or correspondent of the papers published in scientific research journals according to point 1.2 of this article only if the criteria specified in paragraph A of Appendix II of this regulation are fulfilled.

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<sup>1</sup> At least one monography.

<sup>2</sup> At least one textbook (as author, coauthor or translator).

<sup>3</sup> At least one monography.

<sup>4</sup> At least one textbook (as author, coauthor or translator).

<sup>5</sup> Partaker in at least one project.

3. The candidate can be considered an author of the artistic activities according to point 1.3, of this article only if the criteria specified in paragraph A of Appendix III of this regulation are fulfilled.

### **Article 7**

#### **Appointment for the call Assistant Professor**

1. In accordance with article 177 of the Statute of the University of Prishtina, for the title Assistant Professor, the candidate must have the following qualifications:
  - 1.1. To have the title Doctorate of the relevant field or an equivalent to it;
  - 1.2. For the theoretical courses, a significant number of monographs, textbooks, publications in international scientific/artistic journals with at least 1 main paper published in international scientific/artistic journals, as a first author or correspondent.
  - 1.3. Except from point 1.2.1. for artistic courses, a significant number of monographs, textbooks, recognized international artistic activities with at least 1 main personal internationally realized activity.
  - 1.4. Show teaching skills<sup>6</sup>;
  - 1.5. To have at least three years of work experience in the teaching process in Higher Education.
  - 1.6. The candidate who is elected for the first time should not be older than 50 years<sup>7</sup>.
2. According to point 1.4., work experience is considered the experience that the candidate has reached in the teaching process as chosen or involved in teaching at least six (6) semesters in one of the Higher Education Institutions.
3. The candidate can be considered a first author or correspondent of the papers published in scientific research journals according to point 1.2 of this article only if the criteria specified in paragraph A of Appendix II of this regulation are fulfilled.
4. The candidate can be considered an author of the artistic activities according to point 1.3, of this article only if the criteria specified in paragraph A of Appendix III of this regulation are fulfilled.

### **Article 8**

#### **Appointment for the call Assistant of the University**

1. In accordance with article 178 of the Statute of the University of Prishtina, for the title Assistant of the University, the candidate must have the following qualifications:
  - 1.1. To have successfully completed his/her Master studies in the specific field;

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<sup>6</sup> It is proven with a reference letter from the previous employer or a teacher from the field with a higher title from the specific institution.

<sup>7</sup> "Not older than 50 years" is considered the period until the candidate turns 50 years old.

- 1.2. To not be older than 30 years<sup>8</sup> when he/she is appointed for the first time. With the exception, the candidate can be elected University Assistant until the age 40 if he/she has the title Doctor in the specific field;
- 1.3. To be enrolled in Doctorate studies in the University in case or reappointment (theoretical courses);
- 1.4. To have a GPA not lower than 8, in both Bachelor and Master studies.

### **Article 9**

#### **Appointment for the call Lecturer and Accompanist**

1. For the title Lecturer of foreign languages, the candidate must fulfill the following criteria:
  - 1.1. To have successfully completed his/her Master studies in the chosen language<sup>9</sup>;
  - 1.2. To have excellent communication skills in the chosen language;
  - 1.3. To have a GPA not lower than 8, in both Bachelor and Master studies.
2. Lecturers in all other Faculties, except for the native Faculty, have all the rights and obligations for holding lectures<sup>10</sup>.
3. For the title Accompanist, the candidate must fulfill the following criteria:
  - 3.1. To completed successfully his/her Master studies in the Piano program;
  - 3.2. To have a GPA not lower than 8, in both Bachelor and Master studies.

### **Article 10**

#### **Duration of appointments and restrictions**

1. All the appointments for titles and the employment duration are done in accordance with the respective dispositions of the Statute of the University of Prishtina.
2. The promotion is not an automatic process, but competitive and meritorious for all the positions.
3. Members of the academic staff who do not have a regular primary employment contract with the UP cannot participate in the promotion procedure for academic callings for the period that they do not possess the status of a regular primary employment contract with the UP, specifically until they present evidence that they resigned from the regular contract with another institution.
4. In the category of academic staff according to Article 3 is included the personnel who had a regular employment contract at the UP and in the meanwhile has been appointed or selected in public functions or have established a regular employment contract with another institution.

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<sup>8</sup> "Not older than 30 years" is considered the period until the candidate turns 30 years old.

<sup>9</sup> Advantage will be given to native speakers of the language.

<sup>10</sup> Lectures and exercises.

5. Appointments and titles for professors are done based on this order: Assistant Professor, Associated Professor, and Full Professor. The passing of the title or earlier appointment is not allowed.
6. The age criteria defined in articles 177 and 178 of the Statute are valid for the candidates who apply for establishing a regular employment contract and will be taken into consideration until the date of application for the vacancy. If a candidate has been involved at the University of Prishtina in the capacity of an external associate or as a freelancer before the age defined by article 177 and 178 of the Statute, this does not imply that the age criteria provided in the Statute is not applicable for that candidate in the moment of establishing a regular employment contract.
7. According to the Labour Law in power, the contract for a regular employment term for a specific period which is renewed in a clear or self-evident manner for an employment period of more than 10 years, is considered a contract for an indefinite period of time.
8. The University of Prishtina does not allow recruiting/involving candidates within one of the basic organizational structures (desk, branch, department, or program) if within the same structures close family members have a regular employment contract or are involved (spousal relationship, parent-child, brother-sister, sister-brother, brother-brother, and vice-versa).
9. Foreign citizens and people without citizenship in the Republic of Kosovo, establish an employment term according to the Labour Law, under the conditions and criteria defined with a special law for employing foreign citizens and according to international conventions.

### **Article 11** **Vacancy procedures**

1. The elective procedure for appointment, reappointment or promotion is done in a transparent way and with the public announcement of the vacancy for the relevant position.
2. The vacancy for appointment, reappointment, and promotion is announced with the decision of the Senate after the approval of the proposals from the Faculties.
3. The Faculties cannot request the announcement of the positions in the vacancy regarding the personnel who has less than 12 months left until retirement, except for the cases when the accreditation of the relevant program is at risk.
4. Staff members who have a regular employment contract according to paragraph 3 of this article do not have the right to apply for the vacancy since for them, with the decision of the Rector, the contract is extended for the remaining period until retirement.
5. For the staff chosen for the positions according to paragraph 3 of this article, the work contract is provided after the retirement of the relevant regular staff in those positions.

6. The Faculties should base their proposals on actual needs, the sufficient number of teaching hours fund for a working place in order to be selected for the call for professor, assistant, lecturer or accompanist.
7. Proposals for new positions with a complete norm will be taken into consideration if the Faculty proves that there exists a fund of teaching hours within an academic year:
  - 7.1. For the position of the professor, at least 50% of the provided teaching hours should be lectures for mandatory courses, whereas the rest should be lecture hours for optional courses. The complete norm is calculated within an academic year;
  - 7.2. For the position of the assistant and accompanist, at least 50% of the teaching hours foreseen for a complete norm should be exercises from mandatory courses, whereas the rest should be exercise hours for optional courses. The complete norm is calculated within an academic year.
8. The Rector, with grounded reasoning, can propose to the Senate the announcement of the vacancy for filling in certain workplaces for the academic staff, even if that vacancy was not provided in the proposal of the Faculty.
9. The vacancy should contain the reference to the relevant laws of the Statute of the University of Prishtina and this Regulation.
10. The vacancy should be announced on the University website. The duration of the vacancy is fifteen days (15) calendar days.
11. The employer in the public sector is obliged to send a copy of the public vacancy to the Employment Agency of the Republic of Kosovo (MLSW).
12. The applicant should send the necessary documents in a printed and electronic form.
13. The printed and scanned documents on CD should be submitted at the Faculty of Arts, whereas the electronic version on the official email address of the University of Prishtina ([punesimi.akademik@uni-pr.edu](mailto:punesimi.akademik@uni-pr.edu)).

## **Article 12**

### **Evaluation commissions**

1. The Faculty is obliged to appoint an evaluation commission for every position announced in the vacancy.
2. Within (10)<sup>11</sup> days after the announcement of the vacancy, the Dean of the Faculty calls the meeting of the Faculty Council which decides on the establishment of the evaluation committee and the appeals commission consisting of 3 or 5 members.

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<sup>11</sup> All deadlines in this regulation imply the calendar days unless it is specified differently

3. Member of the appeals commission cannot be the steering structures of the Faculty and relevant Departments as well as members of the evaluation commissions.
4. Members of the evaluation commissions cannot be the managing structures in Faculty and University level.
5. The evaluation commission is appointed by the Faculty Council with the proposal of the desk, branch, department, or program. With exception when the proposal is impossible to be made by the desk, branch, department, or program, the Evaluation Commission or the member of the Commission is appointed directly by the Faculty Council.
6. The participation of the academic staff in evaluation commissions is a work obligation and as such, it is obliged to be implemented, except for the cases where a conflict of interest is identified or the refusal is justified due to the health condition which is proof with a medical report.
7. Evaluation commissions are highly credible professional, academic and ethic bodies, which consist of three (3) members.
8. The evaluation commission should have at least two (2) members from the field close with the courses for which the vacancy is announced.
9. Members of the evaluation commission should have a higher academic call or at least the same with the position for which the candidate has applied.
10. The member of the evaluation commission with the highest academic call is automatically chosen chairman of the commission. In cases when more than one member of the commission has the highest academic call, respectively when all the members of the commission have the same call with the position for which the candidate has applied, the chairman will be the oldest member or the member appointed with the consensus.
11. In absence of the sufficient number of professors as in points 6 and 7 of this article, in the composition of the evaluation commission can be appointed professors of other departments. However, in this case, the chairman of the commission should be among the professors of the department for which the applications are being evaluated.
12. Members of the evaluation commission can be also from other universities within and outside the country. In this case, at least one (1) member of the commission should be internal – from the University of Prishtina. In cases when the evaluation commission has two (2) external members, the internal commission automatically is the chairman of the commission.
13. In absence of members with a regular employment contract as in paragraphs 6, 7 and 9, members of the evaluation commission can also be retired people who have the necessary academic calls in the relevant field and who have not passed the age of 70, with exception for emeritus professors who have a contract to teach even after this age.



14. In the case of based justifications, a member of the commission can declare within five (5) days after the establishment of the evaluation commission his/her withdrawal from the commission. In this situation, the Dean of the Faculty within seven (7) days call the meeting of the Faculty Council and in the case of the approval of the resignation, it requires from the council the completion, respectively the formation, of another evaluation commission.
15. The Faculty Administration should offer all the submitted documents to the evaluation commission.
16. The chairman of the evaluation commission is obliged to call the other members of the commission and draft the evaluation report.
17. The evaluation commission is obliged within fifteen (15) days after the closing of the vacancy to submit the evaluation report for the candidates who have applied for the relevant position.
18. The respective Faculty Council has the right to change the composition of the evaluation commission, respectively to establish a new commission if it is ascertained that the commission has not respected the foreseen deadlines in this regulation with regards to the evaluation report.
19. After changing the composition of the evaluation commission, the Faculty Council provides a ten (10) extra day deadline for the commission to draft a report for the appointed candidates in the vacancy.
20. The evaluation commission is obliged to respect during its work the dispositions of the Law for Higher Education, the Statute of the University of Prishtina, this Regulation, the criteria of the Vacancy and other legal and bylaw acts in power.
21. If the Evaluation commission deems it necessary, it can invite for an interview the candidates who are chosen for the first time at the University of Prishtina.
22. The evaluation commission is obliged to give priority to candidates who fulfill the necessary criteria and who based on the general evaluation of their scientific/artistic, professional and academic activity are better than the rest of the candidates. The commission should justify the made recommendation in the course of this paragraph.
23. In the report of the evaluation commission the proposal for the appointment, the reappointment or promotion of the candidates for the number required in the vacancy should be clearly stated and distinguished from the proposal for the candidates who have not been selected.
24. The evaluation commission is obliged to write a report also for the candidates who fulfill the minimum criteria but who have not been proposed for appointment. For the candidates who do not fulfill the minimal criteria, it suffices to mention the criteria which have not been fulfilled.

25. After drafting and signing the report by three (3) of the members, the chairman of the commission is obliged to send the report to the Council of the respective Faculty.
26. If any of the members of the evaluation commission disagrees with the proposal for the appointment or the promotion of a candidate, that member is obliged to present a “separate proposal” for the Council of the respective Faculty. The evaluations in the report are made in accordance with the criteria and the requirements provided in the Statute and detailed in this Regulation. In such cases, the Faculty Council discusses both proposals and submits in the Rectorate the proposal approved by the Council, including the information for the distinct opinions, but it cannot approve both proposals for the same position.
27. In the report of the Faculty Council, the proposal for the appointment, reappointment or promotion of the candidates in the number required in the vacancy should be clearly stated.
28. The members of the evaluation commission hold a legal, disciplinary and ethical responsibility for the authenticity of the information stated in the evaluation report and for the made recommendations they will be sanctioned according to the ethical code and other legal dispositions if the same is clearly in conflict with the Statute of the UP and this Regulation.

### **Article 13**

#### **The procedure after the submission of the report by the Evaluation Commission**

1. The Faculty Council after the submission of the report by the evaluation commission is obliged to discuss in the following meeting, not later than seven (7) days, the report and to ascertain the completion of the acts related to the report of the evaluation commission.
2. The respective Faculty Council, after holding the meeting and ascertaining the state of the evaluation reports, within three (3) days forwards the completed evaluation reports in an electronic format to the office for academic affairs of the University.
3. The office for academic affairs of the University is obliged within seven (7) days after the receipt of the evaluation reports from the Councils of the Faculty to draft a bulletin and publish it on the University website.
4. The bulletins should stay published on the University website up to fifteen (15) days from the publication day.
5. If the office for academic affairs ascertains that one of the reports submitted from the Faculty Council is incomplete, it has to seek from the Vice-rector for teaching to oblige the respective Faculty to complete the documents before publication on the bulletin.
6. During the publication phase of the reports by the evaluation commissions in the bulletins, the dissatisfied candidates have the right to file a complaint at the Council of the respective Faculty.

7. The eventual complaints of the candidates should be submitted at the administration of the respective Faculty.
8. The Faculty Council is obliged after the deadline of the Bulletins, within ten (10) days, to evaluate the reports of the evaluation commissions and decide for the approval or rejection of those reports.
9. During the review of the reports, the Faculty Council is obliged to review the also the report of the complaints commission with regards to the complaints filed by the candidates during the Bulletin publication phase and provide written responses on the complaints.
10. The Faculty Council is obliged, after the processing and approval or rejection of the reports of the evaluation commissions, to submit within three (3) days the respective decision and other details regarding the processing of the complaints to the office for academic affairs of the University.
11. If the office for academic affairs ascertains that there has been an issue with the material submitted to the respective Faculties, it is obliged to inform the Vice-rector for teaching and the Vice-dean for teaching who will seek from the Dean of the respective Faculty to complete the case.

#### **Article 14**

##### **The review of the proposal of the Faculty Council in the Senate**

1. According to Article 28, paragraph 1.16 of the Statute of the UP, the Rector establishes an Advisory Committee regarding the regularity of the procedure and the proposals of the Faculty for the appointed candidates in the Vacancy.
2. Within thirty (30) days after the reception of the proposals by the Faculty Council, the office for academic issues prepares for the Senate the statements with the respective proposals, including the proposal of the Rector regarding the proposals of the Faculty Council.
3. The decision of the Senate related to the proposals of the Councils of the Faculties is taken twenty (20) days the latest after the preparation of the statements by the office for academic development.
4. If the Senate decides to reject the proposals of the Faculty Council, the respective case is sent within three (3) days for review in the Faculty Council.
5. The Faculty Council is obliged within seven (7) days after the reception of the decision of the Senate to review the cases for revaluation and submit the respective decision within three (3) days to the office for academic affairs of the University.
6. If the Faculty Council, even after the review brings the same proposal, the Senate not later than twenty (20) days after its reception makes a final decision.

7. The Senate preserves the right in every moment to withdraw the right for the recognition of publications in suspicious scientific/artistic journals.

### **Article 15**

#### **The decision, the complaint period and duration of the vacancy**

1. The voting procedure in the Senate for the proposals of the Faculty Council related to the appointment and promotion of academic staff members is done according to the Senate Work Regulation.
2. The member of the academic staff who has a positive evaluation from previous instances, but does not win the necessary votes for promotion by members of the Senate, remains with the same call.
3. Against the decision of the Senate within fifteen (15) days upon the reception of the announcement of the decision, a complaint can be filed at the Appeals and Complaints Commission which serves as a first and last instance for complaint at the UP.
4. The vacancy for appointment, reappointment or promotion of the academic staff, should be concluded with respective decisions of the UP Senate for all the advertised vacancies in a period of 175 days after the announcement day.
5. In special cases before the arrival of the proposal in the Senate with the request of the Rector, the deadline of the entire procedure can be extended up to 30 days maximum.
6. If the vacancy is not fully or partially realized within the set deadline as in paragraph 4 of this article, then the not filled positions will be reopened in the following vacancy with the request of the Faculty.
7. The work contract for the academic staff selected for the first time at the University of Prishtina according to the decision of the Senate will be signed only if for the respective case within the legal term no complaint in the field, respectively in case of a complaint until the final decision by the Labour Inspectorate.

### **Article 16**

#### **Transitional provisions**

1. Articles which are published after June 1<sup>st</sup>, 2020, will be taken into consideration only if they are published in internationally indexed international journals in platforms:
  - a) Web of Science: Core Collection (<http://mjl.clarivate.com/>)
  - b) Scopus (Elsevier) (<https://www.scopus.com>).
2. For appointments and promotions of the academic staff from January 1<sup>st</sup> 2023, only articles published in international journals (internationally indexed) as in article 175, 176 and 177 of

the Statute of the UP which is specified in appendix II, paragraph A.2.1, intend 1 and 2, respectively:

- a) Web of Science: Core Collection (<http://mjl.clarivate.com/>)
  - b) Scopus (Elsevier) (<https://www.scopus.com>).
3. Paragraph 1 of this article will not be applied for reappointments in academic calls gained before the entry into power of this regulation.

### **Article 17** **Final provisions**

1. The entry into power of the clear text of this regulation abolishes the Regulation of the Senate No. 990 of the date 19.04.2019 for the equivalence of grades and selection procedures related to the appointment, reappointment, and promotion of the academic staff in the Faculty of Arts of the University of Prishtina “Hasan Prishtina”.
2. This regulation enters into power on its adoption day.

Chairman of the Senate of the University of Prishtina



Prof. Dr. Marjan Dema

Rector of the UP

## Appendix I

### EDUCATIONAL ACTIVITY FORM (TEACHING)

**Table 1.1** Teaching activities, focusing on the relevant experience

Name & level of the course according to the period it is reviewed	Year & Semester it is lectured	Approximate number of students	Number of teaching hours per semester	Teaching method (e.g. lectures, group work, tutoring, practical work observation, online, lab work)

**Table 1.2** Quality of teaching<sup>12</sup>

Activity	Activity evaluation
Evaluation of the teacher by the students etc. (positive/negative)	

<sup>12</sup> Starts to be implemented from the moment of providing the merit system of student evaluation.

**Table 1.3** Mentoring

Name of the candidate	Degree/ Level of studies	Registration date/ approval of the topic	In process	Completion date

**Table 1.4** Awards and teacher training

Award/ Training	Date/ Period	Short description

***Remark: For the activities related to table 1.4 the candidate with a regular employment contract at the UP should provide evidence that they have successfully attended at least 2 teacher training (with exception to the first vacancy after the approval of this regulation the application proofs can be accepted as well).***

## Appendix II

### RESEARCH, SCIENTIFIC AND PROFESSIONAL ACTIVITY FORM

#### A. First author, correspondent author and other works published in international journals according to articles 175, 176 and 177 of the Statute of the UP

In accordance with the Statute of the UP, the article published in an international scientific journal can be used for the purpose of appointment, reappointment, and promotion by the first author and correspondent author of the article.

A.1. For the correspondent author of the article published in an international scientific journal, the following restrictions are applied:

- a) A correspondent author is considered the author who is identified as such in the published work;
- b) If in the published work more than one correspondent author has been identified, as a correspondent author is considered the first author identified as such;
- c) If in the published work there are only two authors and the correspondent author has not been specified, the second author is considered a correspondent author.

A.2 Based on the Statute of the UP and other legal acts in power, the works published in international scientific journals during the evaluation of the candidates who applied for the vacancy are valid only in the field of the candidate, in journals indexed on respective academic bases and categorized as follows:

A.2.1. Works published in journals which are indexed on the following academic bases are equally valued with 1:

1. Web of Science (<http://mjl.clarivate.com/>)
2. Scopus (Elsevier) (<https://www.scopus.com>)
3. EBSCOhost (<http://www.ebscohost.com/academic>)
4. WorldCat (<http://www.worldcat.org>)
5. Directory of Open Access Journals (<http://www.doaj.org>)

A.2.2. Works published in journals which are indexed on the following academic bases are equally valued with 0.85:

1. WorldWideScience (<http://www.worldscience.org>)
2. Microsoft Academic Search (<http://academic.research.microsoft.com>)
3. BASE (Bielefeld Academic Search Engine) (<http://www.base-search.net>)



A.2.3. Works published in journals which are indexed on the following academic bases are equally valued with 0.70:

1. Scimago Journal & Country Rank (<http://www.scimagojr.com>)
2. PubMed (<http://www.ncbi.nlm.nih.gov/pubmed>)
3. ERIH PLUS (<https://dbh.nsd.uib.no/publiseringkanaler/erihplus>)
4. HeinOnline (<https://heinonline.org>)
5. CrossRef (<http://www.crossref.org>)
6. Central and Eastern European Online Library (<https://www.ceeol.org>)
7. Hrvatska znanstvena bibliografija (<https://bib.irb.hr/>)
8. ULAKBIM – National Academic Network and Information Center (<http://cabim.ulakbim.gov.tr/tr-dizin/tr-dizinde-dizinlenen-dergi-listesi>)
9. CAB Direct (<https://www.cabdirect.org/cabdirect/>)
10. zbMATH (<https://zbmath.org>)
11. IEEE Xplore Digital Library (<https://www.ieee.org/index.html>)
12. DBLP – Computer Science Bibliography (<http://dblp.uni-trier.de/>)
13. ProQuest (<http://www.proquest.com/libraries/academic/databases>)
14. Open akademik Journals Index (<http://oaji.net/>)
15. JSTOR (<https://www.jstor.org/>)
16. ERIC – Education Research Information Center (<http://eric.ed.gov/>)

A.2.4. Works published in the following journals are equally valued with 0.55:

1. South-East European Journal of Ophthalmology (<http://www.seeos.eu/>)
2. Studime (<http://www.ashak.org/?cid=1,31>)
3. Studime albanologjike (<https://fhf.edu.al/?s=studimet+albanologjike>)
4. The Journal of International Turkish Language & Literature Research (<http://dedekorkutdergisi.com/OncekiSayilar.aspx>)
5. Cahiers d'histoire Culturelle (<https://www.entreveues.org/revues/cahiers-dhistoire-culturelle/>)
6. Medien & Zeit (<http://medienundzeit.at/>)
7. Kuwait Journal of Science (<https://journalskuwait.org/>)

8. South-East European Journal of Earth Observation and Geomatics (<https://ejournals.lib.auth.gr/seejeog/index>)
9. International Journal of Contemporary Architecture – The New ARCH (<http://the-new-arch.net/>)
10. Gjurmime Albanologjike (<http://www.instituti.albanologjik.com/index.aspx?SID=19&LID=2&AID=1175&Ctype=1&ACatID=15>)
11. Music Theory Spectrum (Oxford Academy) UK (<https://academic.oup.com/mts/pages/About>)
12. Grove Music Online Dictionary (Oxford Music Online) UK (<http://www.oxfordmusiconline.com/>)
13. The Musicologist (International Journal of Music Studies) TURKEY (<http://musicologistjournal.com>)
14. Acta Musicologica (International Musicological Society) SWISS (<https://www.acta-musicologica.net>)
15. The World of Music (Journal of Musicology of Georg August University – Gottingen) GERMANY (<http://www.journal-the-world-of-music.com>)

A.3. Works published in journals 3, 4 and 5 of subparagraph A.2.1 as well as the journals in subparagraph A.2.2, A.2.3 and A.2.4 will not be taken into consideration during the evaluation of the candidates if the respective journals are involved in the list of suspicious<sup>13</sup> journals or publishers, respectively in the original list of Beall regarding suspicious journals and publishers:

(<https://web.archive.org/web/20170111172309/https://scholarlyoa.com/individual-journals/>;  
<https://web.archive.org/web/20170111172306/https://scholarlyoa.com/publishes/>)

A.4. As works published in international scientific journals are considered the works published outside Kosovo and outside neighboring countries of Kosovo, except for the case when the candidate is from the field of Albanian studies for whom the works published in journals in Kosovo and Albania with an international newsroom are also valid.

A.3. In case of doubt, the Senate has the right through special decisions to evaluate the credibility of the specific journals/ publishers. Such a decision affects the evaluation of the candidate for appointment, reappointment or promotion.

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<sup>13</sup> Suspicious journals are considered the journals which do not publish the right professional peer review process, do not have a true ISSN, do not have a website or have a suspicious one, the legal or physical publisher does not have an address or a contact number, declares a fake contact number, presents a fake international indexing, the publisher is fake in terms of management and the journal pallet that it publishes.

**Table II.1** Publications in international journals which fulfill the criteria as in paragraphs A1 to A5

No	Authors (as ordered in the article)	Title of the article	Journal	Volume, no., pages, year	Identification link <sup>14</sup>

**Remark:** For the call *Regular professor* the candidate should have at least 5 articles; for the call *Associated professor* at least 3 articles; for the call *Assistant Professor* at least 1 article from this category

**B. Publications in academic or scientific journals, either international or local which have not been included in table II.1** (in the capacity of the first author or co-author)

**Table II.2** Publications in international academic or scientific journals

No	Authors (as ordered in the article)	Title of the article	Journal	Volume, no., pages, year

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<sup>14</sup> The evaluation commission is obliged to write the link through which the indexation of the article is proved, namely of the journal on the appointed academic base, respectively the link of the article in the relevant journal of the subparagraph A.2.4

**Table II.3** Publications in local academic or scientific journals

No	Authors (as ordered in the article)	Title of the article	Journal	Volume, no., pages, year

**C. Publications of monographs, books, book chapters, handouts, translations in the candidate's field** (in the capacity of the first author or co-author)

**Table II.4** The publications of monographs, books, book chapters, handouts, translations etc. in foreign languages

No	Authors (as ordered in the article)	Publication title	Publication type	Publishing house, place, year

**Table II.5** The publications of monographs, books, book chapters, handouts, translations etc. in the Albanian language

No	Authors (as ordered in the paper)	Publication title	Publication type	Publishing house, place, year


**D. Publications from congresses, conferences, symposiums, seminars, workshops** (in the capacity of the first author or co-author)

**Table II.6** Publications from congresses, conferences, symposiums, seminars, workshops on the international level (outside the country)

No	Authors (as ordered in the paper)	Title of the paper	Conference, symposium	Volume, no., pages, year

**Table II.7** Publications from local congresses, conferences, symposiums, seminars, workshops

No	Authors (as ordered in the paper)	Title of the paper	Conference, symposium	Volume, no., pages, year

**E. Other scientific research activities**

**Table II.8** Lectures, oral presentations in conferences, symposiums, scientific workshops and in universities (as visiting lecturer) from the candidate’s field

No	Authors (as ordered in the Lecture/Presentation)	Title of the presentation	Type of lecture (Conference, Symposium, Workshop, University)	Year, Place

**Table II.9** Editor/ Reviewer in academic or scientific journals

No	Contribution (editor/ reviewer)	Original author of the paper	Title of the reviewed paper	Journal which is edited or the review is written for	Place, year

**Table II.10** Other scientific and professional contributions

No	Authors (ordered as in the scientific contribution)	Type of scientific contribution	Year, place

**F. Contribution in basic and applicable research projects**

**Table II.11** Proved participation in basic and applicable research programs or projects

No	Research project/ program	Time period	Institution/ place	Position in the program, project/ Contribution

**G. License on the international or local level**

*Table II.12* Official licenses on the international and local level

No	Authors (as ordered in the official license)	License title	Institution/ Place, Officialization year	Pages

## Appendix III

### ARTISTIC ACTIVITY FORM

#### A. Author of artistic activities according to articles 5, 6 and 7 of this regulation

1. In accordance with this regulation, international artistic activity can be used for the purpose of appointment, reappointment, and promotion by the author of the activity.

A.1. Based on the Statute of the UP and other acts in power, as valid international artistic activities during the evaluation of the candidates who applied for the vacancy are considered the activities realized in the field of the candidate, in art and culture institutions which are indexed on the respective international artistic and cultural bases categorized as follows:

1. Artsy (<https://www.artsy.net>);
2. Web of Art (<https://webofart.net>);
3. SOLC Orchestra and Opera Links ([www.orchestralibrary.com](http://www.orchestralibrary.com));
4. Opera Base (<https://www.operabase.com>);
5. Ranker (<https://www.ranker.com>);
6. FestivalFocus (<https://www.festivalfocus.org>).

A.2. In case of doubt, the Senate has the right through special decisions to evaluate the credibility of the specific journals/ publishers. Such a decision affects the evaluation of the candidate for appointment, reappointment or promotion.

2. For the appointment of professors in the calls for teaching artistic courses, the artistic activity is relevant and equal to the artistic activity which is proved to rely upon the documents regarding the artistic activity in the respective field.

3. Candidates who apply to receive the specific call for teaching artistic courses, depending on the call they apply for, should prove their artistic activity as follows:

#### **3.1. Regular professor** (paragraph 1.2.2, Article 5 of this regulation)

For this call the candidate should accumulate at least 50 points from the artistic activities under a and b:

- a) At least 5 artistic activities of the international level presented in proved cultural/ artistic institutions outside the country.
- b) Have creations, presentations, interpretations or publicly known works and to have contributed to the development of art and culture on the local level.
- c) Be an organizer (chairman, selector, curator, jury member, participant) in an artistic event that aims the artistic growth of artists from his/ her field.
- d) Have earned recognition or important international award for the pedagogical or artistic work



**3.2. Associated professor** (paragraph 1.3, Article 6 of this regulation)

For this call the candidate should accumulate at least 30 points from the artistic activities under a and b:

- a) At least 3 artistic activities of the international level presented in proved cultural/ artistic institutions outside the country.
- b) Have creations, presentations, interpretations or publicly known works and to have contributed to the development of art and culture on the local level.
- c) Be an organizer (chairman, selector, curator, jury member, participant) in an artistic event that aims the artistic growth of artists from his/ her field.
- d) Have earned recognition or important international award for the pedagogical or artistic work

**3.3. Assistant professor** (paragraph 1.3, Article 7 of this regulation)

For this call the candidate should accumulate at least 15 points from the artistic activities under a and b:

- a) At least 1 artistic activity of the international level presented in proved cultural/ artistic institutions outside the country.
  - b) Have creations, presentations, interpretations or publicly known works and to have contributed to the development of art and culture on the local level.
  - c) Be an organizer (chairman, selector, curator, jury member, participant) in an artistic event that aims the artistic growth of artists from his/ her field.
  - d) Have earned recognition or important international award for the pedagogical or artistic work
- The evaluation for the fulfillment of the criteria regarding artistic activities for candidates who apply for artistic courses is done through respective points.

## Definitions of artistic activity

### Visual Arts

1. Artistic activities of artists realized in public activities through graphic, pictures, sculptures, animation, and other media, figurative technology, restoration and preservation, video art, photography, animated films, authored multimedia projects, performances, conceptual works, installations, different artistic formations in the scope of figurative art, personal and group exhibitions, work of arts as permanent part of global museums and art galleries collections, works of arts realized in public spaces, public vacancies.
2. Artistic realizations of professors which are their authored works in the artistic relation and which have a public character as a project carrier (in realizing individual or student group projects).

### Applied Arts

1. Artistic activities realized in public activities in the field of design, visual communication, typography, photography, illustrations, multimedia digital media, product design, interactive design, industrial design, personal and group exhibitions, work of arts as permanent part of global museums and art galleries collections, works of art done for public spaces.
2. Artistic realizations of professors which are their authored works in the artistic relation and which have a public character as a project carrier (in realizing individual or student group projects).

TYPE OF ARTISTIC ACTIVITY
1. Personal exhibition in institutional galleries
2. Collective exhibition in institutional galleries
3. Works of art as a permanent part of museums and galleries
4. Design (logo, illustration, animation, product design, interactive design, advertising design, industrial design etc.)
5. Leader, curator, selectionist, jury member, board member, participant in artistic events and institutions
6. Different artistic formations in the scope of figurative art (artistic symposiums, workshops, presentations, lectures in relevant institutions, etc.)
7. Artistic activities valued with prizes, awards, recognitions, etc.

## Musical Arts

1. The artistic activity presented in public through musical interpretation, composition (interpreted or in parts), participation in concerts or theatres, recordings in radio, television and publishing houses, interpretations of authored works in concerts or theatres, authored musical publications;
2. The artistic activity of professors which are created as copyright works during the artistic teaching, which have a public character whether as a soloist, member of chamber formations or as part in a great joint project (public music promotions, joint shows in the students ensembles, the direction, conduction and realization of students ensembles and similar);
3. The artistic activity realized in public, in the field of pedagogy and musical art methodology which with its value fulfills the criteria and preconditions for the pedagogical-artistic activity.

**COMPOSER** – (for the first appointment in the call for professor, candidates should be graduates of the relevant fields – the program of composing in both BA and Magister/MA level for the courses: Composing, Orchestrating, Arrangement, Harmony, Polyphony, Musical Forms, Instrument Recognition, Reading Partitures, Solfège, and similar courses).

TYPE OF ACTIVITY/ ARTISTIC WORK
1. Vocal-instrumental work interpreted or in partitures
2. Symphonic work or concert interpreted or in partitures
3. Orchestral chamber work interpreted or in partitures
4. Coral work with instrumental accompaniment interpreted or in partitures
5. Chamber work (quartet, quintet, etc.) interpreted or in partitures
6. Coral work “a capella” interpreted or in partitures
7. Soloist or duo work interpreted or in partitures
8. Orchestration, transcription or harmonization interpreted or in partitures
9. Leader, selectionist, jury member, board member, participant in artistic events and institutions
10. Different artistic formations in the scope of musical art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, applied music etc.)
11. Artistic activities valued with prizes, awards, recognitions etc.

The maximum number of scores means realizations with state institutions or orchestras outside the country and in concert halls.

Realizations with city orchestras, educational institutions, NGOs, festivals or ad-hock organizations, are valued with 50% of the maximal number from specified categories.

**CONDUCTOR** – (for the first appointment in the call for the professor, candidates should be graduates of the relevant fields – the conductor program in both BA and Magister/MA level for the courses: Conducting, Choir, Orchestrating, Reading Partitures, Solfège and similar courses).

TYPE OF ARTISTIC ACTIVITY
1. Conduction or registration (recording) of the vocal-instrumental work
2. Conduction or registration (recording) of the symphony
3. Conduction or registration (recording) of the concert
4. Conduction or registration (recording) of the orchestral chamber work
5. Conduction or registration (recording) of the soloist arias or smaller instrumental parts (points per one work)
6. Conduction or registration (recording) of the coral work (with instrumental accompaniment) (points per one work)
7. Conduction or registration (recording) of the coral work (a capella)
8. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
9. Different artistic formations in the scope of musical art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)

Maximum number of scores means realizations with state institutions or orchestras outside the country and in concert halls.

Realisations with city orchestras, educational institutions, NGOs, festivals or ad hock organizations, are valued with 50% of the maximal number from specified categories.

**PERFORMER-INSTRUMENTALIST** – (for the first appointment in the call for professor, candidates should be graduates of the relevant fields – the instrumental program in both BA and Magister/MA level for the courses: main instrument, instrument methodology, chamber music, a vista, reading orchestral part and similar courses (for the piano program are needed also: repeated chords, piano duo and similar).

### **Instrumentalists**

TYPE OF ARTISTIC ACTIVITY (WORK)
1. Recital – public concert performance
2. Concert with orchestra – public concert performance
3. Chamber music (duo, trio, quartet, quintet) public concert performance (one work)
4. Accompanist in public concert performances (one work)
5. Leader, selectionist, jury member, board member, participant in artistic events and institutions
6. Different artistic formations in the scope of musical art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
7. Artistic activities valued with prizes, awards, recognitions, etc.

The maximum number of scores means realizations with state institutions or orchestras outside the country and in concert halls.

Realizations with city orchestras, educational institutions, NGOs, festivals or ad-hock organizations, are valued with 50% of the maximal number from specified categories.

**PERFORMER – SOLOIST SINGING** (for the first appointment in the call for a professor, candidates should be graduates of the relevant fields – the soloist singing program in both BA and Magister/MA level for the courses: soloist singing, vocal technique, chamber music, and similar courses).

TYPE OF ARTISTIC ACTIVITY (WORK)
1. Opera – main role – public theatrical performance or concert
2. Opera – secondary role – public theatrical performance or concert
3. Recital – public theatrical performance or concert
4. Soloist in a vocal-instrumental work
5. Chamber interpretation (trio, quartet, etc.) – public concert performance (one work)
6. Soloist or duo (duet) interpretation in a public concert performance (one work)
7. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
8. Different artistic formations in the scope of musical art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
9. Artistic activities valued with prizes, awards, recognitions, etc.

## Dramatic Arts

### a. Theatre Art

1. The artistic activity realized with public artistic activity in Acting, Stage movement and Stage games, theatrical direction, the direction of musical and stage forms, radiophonic direction, puppet theatre, dramatic texts, staged dramaturgy, light design, audio, scenography, costume design, production.
2. The artistic activity of professors which arises as a copyrighted work during artistic teaching, which has a public character (public exams in acting, direction, movement and stage games, and diction).
3. The artistic activity realized with the public artistic activity, in the appointment procedure, in the field of pedagogy and theatrical art methodology, which fulfills the artistic criteria and preconditions for artistic pedagogy.

### b. Film arts (film tape, electronic and television-medial)

1. Artistic activity realized with the public artistic activity in direction, shooting, (with electronic film tape), film photos, montage, dramaturgy and scenario, costume design, production and authorship in multimedia and video art projects.

2. The artistic activity of professors arises as a copyrighted work during artistic teaching which has a public character (main author, carrier of the authorship in realizing individual or student group projects).

**Acting** – (for the first call – the Acting program in both levels BA and Magister/MA for the courses: Acting, Theatre Acting, Film Acting, Acting in front of the camera, Diction, Stage movement, Stage plays, Mask acting, production, and similar courses).

For the theoretical and secondary courses in dramatic arts, candidates who have different approximate directions can be taken into consideration (BA and MA/MR).

<u>TYPE OF ARTISTIC ACTIVITY</u>
1. Main role (National theatre)
2. Main role (Professional theatre) (city theatre, independent theatre)
3. Secondary role (National theatre)
4. Secondary role (Professional theatre) (city theatre, independent theatre)
5. Main role (Artistic film)
6. Secondary role (Artistic film)
7. Episodic role (Artistic film)
8. Main role (Short artistic film)
9. Secondary role (Short artistic film)
10. Episodic role (Short artistic film)
11. Main role (TV series – seasons)
12. Secondary role (TV series – seasons)
13. Roles presented outside the country with Artistic film
14. Roles presented outside the country with Theatre
15. Different artistic formations in the scope of Film-theatre art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
16. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
7. Artistic activities valued with prizes, awards, recognitions, etc.

**Theatre direction** (for the first appointment in the call of professor, candidates should have graduated from the respective program – the program in Theatre direction in both levels BA and MA/ Magister for the courses: Theatre direction, and other similar ones).

For the theoretical and secondary courses in dramatic arts, candidates who have different approximate directions can be taken into consideration (BA and MA/ Magister).

<u>TYPE OF ARTISTIC ACTIVITY</u>
1. Direction in the National theatre
2. Direction in professional theatres, city theatre, independent theatre
3. Direction and original authorship
4. Performances presented outside the country with the National theatre
5. Performances presented outside the country with the city theatre, independent theatre

6. Different artistic formations in the scope of Film-theatre art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
7. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
8. Artistic activities valued with prizes, awards, recognitions, etc.

**Film and Television direction** (for the first appointment in the call of professor, candidates should have graduated from the respective program – the program in Film and Television direction in both levels BA and MA/Magister for the courses: film direction, television direction, documentaries direction, production, and other similar courses).

For the theoretical and secondary courses in dramatic arts, candidates who have different approximate directions can be taken into consideration (BA and MA/ Magister).

TYPE OF ARTISTIC ACTIVITY
1. Direction in long Artistic Film
2. Direction in middle Artistic Film
3. Direction in short Artistic Film
4. Direction in Television Film
5. Direction in Television series (seasons)
6. Assistant direction in artistic film (all categories)
7. Direction in documentary films
8. Artistic movie presented outside the country
9. Different artistic formations in the scope of Film-theatre art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
10. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
11. Artistic activities valued with prizes, awards, recognitions, etc.

Courses: production is evaluated with 80%, namely montage and camera with 60% of the points for film and television direction, depending on the type of the above-mentioned activity.

**Dramaturgy** – (for the first appointment in the call of professor, candidates should have graduated from the respective program – the program in Dramaturgy in both levels BA and MA/ Magister for the courses: dramaturgy, film/TV script, radio plays, choreodrama, libretto, production, and other similar courses).

For the theoretical and secondary courses in dramatic arts, candidates who have different approximate directions can be taken into consideration (BA and MA/ Magister).

TYPE OF ARTISTIC ACTIVITY
1. Written and staged drama (National)
2. Written and staged drama (city theatre, independent theatre)
3. Screenwriter (Long artistic film)
4. Screenwriter (Short artistic film)
5. Screenwriter (Television film)

6. Screenwriter (Documentary film)
7. Published drama
8. Screenwriter (Television series – seasons)
9. Radio plays
10. Dramatization
11. Libretti
12. Choreodrama
13. Performances presented outside the country with the National theatre
14. Performances presented outside the country with the city theatre, independent theatre
15. Artistic film presented outside the country (scenario)
16. Different artistic formations in the scope of Film-theatre art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
17. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
18. Artistic activities valued with prizes, awards, recognitions, etc.

**Stage and costume design** – (for the first appointment in the call of professor, candidates should have graduated from the respective program – the program in stage and costume design (scenography) in both levels BA and MA/ Magister for the courses: scene design, costume design, and other similar courses).

For the theoretical and secondary courses in dramatic arts, candidates who have different approximate directions can be taken into consideration (BA and MA/ Magister).

<b>TYPE OF ARTISTIC ACTIVITY</b>
1. Scenography or costume design (National theatre)
2. Scenography or costume design (Professional city theatre – independent theatre)
3. Scenography or costume design (Long artistic film)
4. Scenography or costume design (Short artistic film)
5. Scenography or costume design (Television film)
6. Scenography or costume design (Documentary film)
7. Scenographer, costume designer (Television series – seasons)
8. Performances presented outside the country with the National theatre
9. Performances presented outside the country with the City theatre
10. Artistic film presented outside the country
11. Different artistic formations in the scope of Film-theatre art (artistic symposiums, master classes, workshops, presentations, lectures in relevant institutions, etc.)
12. Leader, selectionist, jury member, board member, a participant in artistic events and institutions
13. Artistic activities valued with prizes, awards, recognitions, etc.



## Appendix IV

### SERVICE ACTIVITY FORM

This appendix includes the activities in service of the University, Faculty and the Community through specific service, respectively the participation in committees/ academic commissions, academic and professional teams.

**Table III.1** University-related service

Service, namely position in the committee/commission/team	Duration	Short description of the service

**Table III.2** Faculty related service

Service, namely position in the committee/commission/team	Duration	Short description of the service

**Table III.1** Community related service

Service, namely position in the committee/commission/team	Duration	Short description of the service