

**Regulation
for
Bachelor level studies
of
Academy “Evolucion”**

Prishtinë

2018

Pursuant to Statute of Academy “Evolucion” hereinafter: „AE“) the Board of Directors (hereinafter: „BoD“) of the Academy “Evolucion” on its session held in Prishtina on 20.12.2018 adopted the following:

REGULATION FOR BACHELOR LEVEL STUDIES OF THE ACADEMY “EVOLUCION”

General provisions

Article 1

This Regulation specifies the organization and delivery of the Bachelor level studies at the Academy “Evolucion” (hereinafter: **Academy**), evaluation of students’ work, duration of studies, procedures of preparing and defending final graduation thesis, issuing and granting of diplomas, and regulating other matters significant for the organization of the Bachelor level studies at the Academy “Evolucion” in accordance with the Law and the Statute of the Academy.

Article 2

Bachelor level studies at the Academy are organized in accordance with the Law on Higher Education of the Republic of Kosovo and on the study rules based on the European Credit Transfer System (ECTS).

Language of lectures delivery

Article 3

Lectures of the Bachelor level studies at the Academy are delivered in Albanian language.

Study programs

Article 4

- 1) Study program represents the curriculum which covers one or more scientific or artistic areas, whose delivery is performed in teaching process leads to one of the three academic levels in accordance with the Bologna Declaration.
- 2) The final decision on adopting the study program rests with the BoD of the Academy.

Article 5

A study program comprises of a number of compulsory and elective study courses defined in general terms, whose successful completion gives required knowledge and skills necessary for granting diploma for the relevant level and the type of study.

Article 6

- 1) Study programs are divided into study years and semesters.
- 2) In accordance with the ECTS, a study program consists of 60 ECTS study credits for one study year, and 30 ECTS study credits for one semester.
- 3) The number of study credits for a particular subject is determined by taking into account the following: a number of teaching hours (lectures, practical work, seminars); time which student needs to spend on individual tasks; time required for preparation for assessments and examinations; and the time which academic staff need to spend in assisting students to acquire required knowledge.
- 4) One ECTS study credit represents 25 hours of the total student's workload in all forms of work for a particular course.
- 5) Study cycles and programs leading to acquiring an academic title and a professional qualification offered by the Academy are flexible so that they ensure students' mobility in appropriate study stages by awarding ECTS study credits and/or qualifications, depending on the work results achieved by the student.

Article 7

A study program comprises:

- a. Name and the goals of the study program;
- b. Enrollment criteria for the study program;
- c. Curriculum and syllabus;
- d. Mode of selecting courses from other study programs;
- e. Credit value of each course and the final paper/project, expressed in ECTS study credits;
- f. Pre-requisite courses in the program;
- g. Conditions for enrollment in the following semester, or the study year, and the conditions for completion of the studies;
- h. Professional and academic title to be awarded at the completion of studies;
- i. Student learning outcomes;
- j. Conditions for transfers from other study programs within the same or related study fields;
- k. The type of study and method of delivery of the program;
- l. Qualifications of relevant staff;
- m. Resources needed for implementation;
- n. Relevance of the (existing) resources;
- o. Other issues significant for performance of study program.

Organization of studies

Article 8

- 1) The Academy and the respective departments organize and run Bachelor level of study in their respective area.
- 2) Study year is organized in two semesters (Fall and Spring) each consisting of 16 weeks (15 weeks of continuous activity plus seven working days for final exams).
- 3) Calendar of organization and realization of teaching within a study year, which also includes final examination, makeup examination and additional examination times, is

determined and announced by the BoD of the Academy no later than 60 days prior to the beginning of Fall Semester of the academic year.

Duration of studies

Article 9

- 1) Bachelor level study cycle lasts for three years and it is worth 180 ECTS study credits.
- 2) Within the teaching process, a 40-hour week is stipulated, where the student's maximum involvement in the direct teaching is determined by the syllabus.

Article 10

The total student's involvement consists of: attendance to classes (lectures, practical work, practical experience, seminars, and others), individual work (tests, preliminary examinations, final examinations), work on the final graduation paper/project, voluntary work in the local community, and other forms of the student's engagement.

Curriculum and syllabus

Article 11

- 1) Bachelor level of study at the Academy is carried out in accordance with the curriculum and syllabus which are approved by the BoD.
- 2) The departments are required to fully accomplish adopted and approved curriculum and syllabus.
- 3) A curriculum stipulates the courses and total number of hours required for lectures, practical work and other necessary forms of teaching process.
- 4) A syllabus determines the content of the course, methods of lecture delivery, examinations and other forms of assessment of student's acquisition of knowledge, recommended textbooks, handbooks, and other recommended reference materials needed for acquisition of knowledge and used for carrying out examinations and evaluations for particular subject, name, code, status (mandatory, elective), level (I, II, or III cycles), short description of the course, prerequisite courses (for attending and taking exam), examination schedule,

assessment criteria, year of study and semester, names of (possible) teachers and assistants for the course, ECTS value and anticipated student workload (per student involvement type), tabular presentation of progression scheme (through study program), and goals and learning outcomes.

Study courses

Article 12

- 1) Study courses at the Bachelor level study cycle can be: general/academy courses, program/department courses and elective courses.
- 2) Program and general courses are compulsory, whereas the electives are compulsory only for the students who opted for them.
- 3) Electives are introduced in the syllabus and recommended to students as an opportunity to extend the student's professional knowledge, education and general culture.
- 4) The Academy may determine that some of the program courses be general courses which provide general professional grounds to students studying in a complementary scientific or artistic field.
- 5) Lecture delivery of general courses may be organized at the Academy level, which organizes such teaching activities in co-operation with the relevant department of the Academy for the respective subject.
- 6) Lectures and examinations in particular course may be performed at another department which holds that course, as regulated by the BoD, or by another general act of the Academy.

Procedure in determining and adopting the course curriculum and syllabus

Article 13

The curriculum and syllabus for Bachelor level studies courses are adopted by the BoD upon the proposal by the Academic Council.

Curriculum of the study cycles

Article 14

The department which organizes the studies is required to announce the curriculum on the Academy web page.

Application of the curriculum and syllabus

Article 15

Application of the curricula and syllabi is monitored by the Academic Council, or another competent professional body of the Academy, which also gives proposals for their amendments.

Amendments to the curriculum and syllabus

Article 16

Amendments to the curriculum and syllabus are performed following the same procedure as for their adoption, as stipulated by this Rules, and cannot be applied retroactively in terms of imposing the new requirements to the students for study years which they had successfully completed.

Organization of the study year

Article 17

- 1) Study year is organized in two semesters: Fall and Spring.
- 2) Classes in the Fall semester start on the third Monday in October and last for 16 weeks (15 weeks of continuous activities and seven working days for the final exam).
- 3) Additional classes and makeup exams after the Fall semester last for a maximum of four weeks.
- 4) Verification of the Fall semester and the enrollment in the Spring semester last up to two weeks.

- 5) Classes in the Spring semester start on the first of Monday in March and last for 16 weeks (15 weeks of continuous activities and seven working days for the final exam).
- 6) Final exams can be organized in the last week of classes, or the first week after finishing school.
- 7) Additional classes and makeup exams after the Spring semester last for a maximum of four weeks.
- 8) Winter holiday lasts for maximum of 4 weeks.
- 9) Verification of the Spring semester and the enrollment in the Fall semester last for up to two weeks.
- 10) Academic Calendar of organization and realization of the curriculum for the study year is determined and announced by the BoD of the Academy 60 days prior to the beginning of the classes, at latest.

Organization of teaching

Article 18

- 1) Teaching activities are organized and performed according to the established teaching schedule.
- 2) The Academy and the departments are required to announce the teaching schedule referred to in Clause 1 of this Article, no later than ten days prior to the beginning of the teaching activities on the web page and notice board of the Academy and its department.
- 3) The teaching schedule contains: the name of the curriculum, the study year, the name of the course, the time (day, hour) of classes, the place of performing teaching activities (room, laboratory), names of the academic staff who are engaged in performing the activities, final examination date and other instructions about the classes.
- 4) The teacher in charge of the course is required to inform the students about the syllabus in the first week of classes.

The syllabus

Article 19

- 1) The teacher in charge of the academic course is required to inform the students about the goals, the content and methods of delivering lectures for the relevant course, as well as about the methods and criteria for monitoring, assessing and evaluating students' work and achievements.
- 2) Assessment tasks scheduled for individual student's work (seminar papers, projects, presentations, homework, and other forms of realization of student's obligations) must be evenly distributed throughout the semester.
- 3) The total workload in tasks referred to in Clause 2 of this Article must be in accordance with the total course workload, as per ECTS rules.
- 4) The course teacher is obliged to assist students during course delivery, completion of their individual tasks, and preparation to accept scientific-educational content for the exams, by organizing and maintaining regular, and if necessary at the request of students, additional office hours.
- 5) The dates for office hours during the week must be in line with teaching schedule so that it can accommodate the duties of academic staff, as well as the students' needs. Office hours can be arranged in the teacher's office, or in the classroom, or by using e-mail and other forms of electronic communication, provided that at least 5 hours a week are planned for the office hours.
- 6) In general, changing the syllabus during the semester is not allowed.
- 7) In case of any necessary changes in the timetable and syllabus, the course teacher is obliged to notify the students in a public and transparent way at least 24 hours prior to the change.
- 8) The course teacher is responsible for carrying out all forms of teaching activities – lectures, exercises, seminars, practical work, as well as for monitoring students' activities and assessing their knowledge, in accordance with the obligations set out in the curriculum.

Organization of examinations, practical and professional training work for particular teaching activities

Article 20

- 1) In general, examination of the students must be held at the Academy location.
- 2) Examinations in art courses may be carried out outside of the Academy location, in case that the examination is carried out in form of a public manifestation such as exhibition, a performance, or as other forms of presentation of artistic work
- 3) Practical and professional training work may be organized and carried out as an integral part of teaching at the Academy premises, at the place of their realization, or at the department's location.

Obligations of the academic staff

Article 21

- 1) Academic staff is obliged to fully implement adopted curriculum and syllabus for the course for which they are elected or hired with their personal presence and commitment.
- 2) Exceptionally, for justified reasons, the selected academic staff, in the implementation of the academic curriculum and syllabus referred to in Clause 1 of this Article, can be substituted by another appropriate academic staff member proposed by the course teacher or the Head of the Department, upon prior written approval of the Head of the Department, with the prior consent of the Academic Council.
- 3) The number of hours in a weekly workload to be implemented in a manner and under the conditions referred to in Clause 2 of this Article cannot exceed 30% of the total number of hours scheduled for the course during the academic year.

Students' assessment grading system

Article 22

Student's final achievements, based on all stipulated assessment criteria, are evaluated and marked comparable to the ECTS marking scale, as follows:

- a) 10 (A) – exceptional achievement, without errors, or with minimal errors, 95 – 100 points;
- b) 9 (B) – above average achievement, with a few errors, 85 – 94 points;

- c) 8 (C) – average achievement, with noticeable errors, 75 – 84 points;
- d) 7 (D) – generally good achievement, with significant imperfections, 65 – 74 points;
- e) 6 (E) – meets minimal criteria for achievement, 55 – 64 points;
- f) 5 (F, FX) – does not meet minimal criteria, less than 55 points.

Modes of assessment of students' performance

Article 23

- 1) Modes of student assessments may be: written, oral, or practical.
- 2) In general, assessments are in written form and conducted by a test or as a written assignment.
- 3) The results of the written exam must be released within five days from the date of the examination with the notification to the student in regards to the time when they can inspect their work.
- 4) All forms of assessments are public.
- 5) Exams in art courses may be held in front of a panel.
- 6) Students' written exam papers are kept until the end of the academic year.
- 7) The Academy is obliged to organize and establish terms of the exams so that students can have only one exam on the same day.
- 8) The Academic Council will with separate written decision determine all forms of assessments, as well as the structure of the grading score for each course.
- 9) Established elements of grading of particular activities, and stipulated forms of assessments, must be conducted as one entity.

Examination procedure and grading

Article 24

- 1) Students' work is graded continuously during the semester and during one academic year.

- 2) Students receive credits for each form of activity and assessment during the semester as well as on their final exam, when the final grade is determined.
- 3) Final exam accounts for maximum 50 percent of the final grade.
- 4) If a student during the semester earns enough points to meet the criteria for a passing grade, then the student is not required to take the final exam.
- 5) The final examination as well as other teaching activities can be conducted only during the regular working hours determined within a working week in the time period from 8 a.m. to 8 p.m.

Final examinations

Article 25

- 1) Academy organizes final exams as well as make up exams.
- 2) Final exams, in accordance with the syllabus and curriculum, are conducted during the last week of teaching, or the week later.
- 3) Students who do not pass the final exam can take the exam again at the end of the semester, or the end of academic year.
- 4) If it is necessary, the academic staff will organize consultations and additional teaching classes between the final and makeup exam to assist students in preparation for the makeup exam.
- 5) Make up exams are organized within the period of four weeks from the completion of final exams in Spring and Fall semester for the students who did not take the final exam or who failed to get passing grade for the course.
- 6) Additional exam is organized during the last week of August and first two weeks of September for the students who are not satisfied with the grade achieved on the final exam or make up exam. Grade achieved on additional exam will be used for calculating overall grade for the course.

Sitting for the exam before the examination committee upon the student's request

Article 26

- 1) Student who is not satisfied with his/her achieved grade at the exam, can file within 24 hours from the grade announcement written appeal to retake the exam in front of the committee.
- 2) The appeal referred to in Clause 1 of this Article to retake the exam has to include reasoning for it.
- 3) Head of Department will appoint a chair and two members of the committee within 24 hours from the receipt of the appeal if he/she finds that the student's appeal referred to in Clause 1 of this Article has merits.
- 4) The course teacher, with whose evaluation the student had not been satisfied, cannot be the chair of the committee, whereas one committee member must be from another subject area, but from the same or relevant teaching field.
- 5) The Head of Department sets the examination date within 3 days after receiving the well reasoned appeal from the student.
- 6) In the case of appeal from Clause 1. of this Article, the student will not retake the written exam or a part of the written exam, instead the committee will reassess the existing exam and reassign the grade. The student must retake the oral exam or a part of the oral exam before the committee.
- 7) Other verified activities and academic performance achieved by the student during the teaching activities will also be reevaluated by the committee.
- 8) In processing the student's appeal to the grade for the practical component of the examination which cannot be rescheduled, the committee, appointed by the Head of Department, and composed of teachers from the relevant field, will reassess the grade made by the teacher who graded the exam in the first instance, on the basis of an audio/video recording or other forms of documented evidence and will then make the final decision.
- 9) For courses referred to in Clause 8 of this Article, the Academy or the department is required to ensure video/audio recording or another relevant form of documenting the assessments.

10) The decision by the committee is made by a majority of votes, and an appeal to the decision can be submitted to the Head of Department, within 24 hours from the date of the committee's decision notification.

11) The student can request to take for the exam before the examination committee only on two occasions during one academic year.

Verification of the semester and the study year

Article 27

1) The number of ECTS credits the student has achieved is recorded during the verification of the semester.

2) Fall semester is verified (and enrollment into Spring semester is done) after the completion of the teaching activities in the Fall semester, before the beginning of the Spring semester the latest.

3) Spring semester is verified (and enrollment into Fall semester is done) after the end of examination period in Spring semester, and no later than the beginning of the next semester.

Transition to the next study year

Article 28

Students enroll in the next study year based on the ECTS credits accrued in the previous study year.

Article 29

1) Students can transfer a maximum of 6 ECTS study credits within the first study cycle to the next academic year, or one pending course, if that course carries more than 6 ECTS study credits, under the condition that that course is not a prerequisite for another course in the next academic year.

2) Students who are repeating the academic year are obligated to attend the classes in those courses that they did not pass.

3) Head of Department can allow the student who is repeating the study year within the same cycle of study to attend classes and to take exams in courses from the following study year under condition that the maximum student workload does not exceed 30 ECTS study credits per semester.

Pre-requisites

Article 30

A study program can specify courses which students have to pass (accrue study credits) in order to be allowed to take examinations in other courses determined by the study program.

Repeating the same study year

Article 31

1) Students who do not achieve ECTS study credits from some courses are required to register again for those course(s) if they belong to the group of compulsory courses. If those courses are from the group of elective courses, students can register again for the same courses, or they can select another elective course to accrue the required number of ECTS study credits.

2) Students referred to in Clause 1 of this Article must attend the lectures from repeating courses, with the organization of lectures specified by the Senate in accordance with the available teaching resources of the Academy.

Dormant student status

Article 32

1) Students' rights and obligations may remain dormant for a maximum of one academic year.

2) Student's rights and obligations remain dormant:
- during the student's maternity leave;

- during an illness due to which the student could not attend the classes or sit for the examinations (which has to be proven with the certificate from the relevant medical institution);
- to carry out an approved professional training work in the country or abroad;
- for other justifiable reasons reviewed for each case separately

3) An application to have the student's rights and obligations dormant is filed prior to the beginning of the academic year.

4) In exceptional cases, application can be filed during the study year.

5) Head of Department decides on the application for dormant status after the prior approval by the Finance department.

6) When the reasons which were the basis for the application for the dormant status expire, the student shall continue the study in accordance with the current study program.

Transfer from the study program

Article 33

1) The Academy students, as well as students from other universities/institutions, may be allowed to transfer from one to another study program, under conditions and criteria set out in the regulations adopted by BoD of the Academy.

2) Request for change of the study program can be filed 15 days prior to beginning of lectures, or with the Head of Department's approval after the start of the lectures.

3) With the application regarding transfer from the study program student must provide evidence on the student status and on the achieved results in the study program from which the transfer is requested.

4) The student files the application to the Head of Department not later than the beginning of the semester.

5) The Head of Department makes decision in response to the student's application, in accordance with the transfer regulation from Paragraph 1 of this Article.

Article 34

With the courses transferred, the grade student achieved is also transferred, as well as the number of achieved credits in accordance with the ECTS rules.

Students' mobility

Article 35

1) Students are entitled to spend a certain period of time (a semester or a study year) during their studies at another higher education institution in the country or abroad, through international programs for student exchange, or on the basis of bilateral agreements between institutions or based on its own arrangement, provided that all conditions set in Academy regulations are met.

2) In accordance with the studying contract which the student concludes with the university/academy/institution, the accrued number of study credits is recognized if they are included in program's curriculum.

Article 36

Students' mobility between institutions/academies/universities does not imply the issue of a diploma by the university/institution at which the student studies, unless the agreement between the universities/institutions stipulates the issue of a joint diploma.

Article 37

1) With the application to study at another higher education institution student submits following original documents:

- application form for registering students to attend another higher education institution;
- studying contract for study at another higher education institution or students statement;
- a transcript of grades;
- information package (Student Information Brochure),
- and other required documents prescribed by the Academy.

2) The Academy is required to keep records on the students' mobility through the Students Affair Office.

Final graduation paper/project

Article 38

The Bachelor level study program requires completion of the final graduation paper/project.

Selection of the thesis topic

Article 39

- 1) The topic of the final graduation paper/project must be from the area of the study program.
- 2) The topic of the final graduation paper/project chooses the student in coordination with the mentor.
- 3) Decision on the student's application for the change of the topic for the final graduation paper/project brings mentor.

Presentation/defense of the final graduation paper/project

Article 40

- 1) Student presents his/her final graduation paper/project in front of the three member committee appointed by the Head of department. One member of the committee is the student's mentor.
- 2) In case student does not satisfy in presenting his/her final graduation paper/project, he/she is entitled to have one more opportunity to present the thesis, or to request to have a change of the approved thesis topic.
- 3) The final graduation paper/project and its presentation within the Bachelor level study cycle are graded with one grade from the scale from 10 (A) to 5 (F, FX). The final grade is decided by a majority of votes of the examination panel members.
- 4) Presentation of the final graduation thesis is public.

Academic title, scientific and professional qualification

Article 41

Having completed the first study cycle studies, the student is entitled to be awarded a relevant academic title; specifically, scientific and professional qualification, as defined in study program and in accordance with the Law and by-laws, and is entitled to other rights pursuant to particular legislation.

Completion of the Bachelor level study cycle

Article 42

It is considered that the first study cycle has been successfully completed when student passes all courses and successfully defends the final graduation paper/project.

Issue of diploma

Article 43

- 1) The Academy is authorized to organize Bachelor level study cycles and to issue Diplomas for which it has been licensed and accredited.
- 2) Having completed the Bachelor level study cycle, the student is issued Diploma confirming that the student completed the Bachelor level study cycle and with that met the requirements to be awarded a relevant academic title and professional and scientific qualification.
- 3) With the diploma for the Bachelor level study cycle, Diploma Supplement is also issued to the student.
- 4) The Diploma issued by the Academy represents a public document.
- 5) Until the Diploma is issued, the student is issued a Graduation Certificate as a public document confirming that the student fulfilled all the requirements to obtain the title pertaining to the completion of the Bachelor level study cycle.
- 6) The Graduation Certificate is issued within seven days from the date of completion of the Bachelor level study cycle and is valid until the document referred to in Clauses 2 and 3 of this Article is issued.

7) Conditions, manners and procedures for the issue, or revoking or cancellation of the diploma after completion of the study cycle are determined by the Law and the Statute, and other Academy regulations.

The content and layout of the Diploma

Article 44

- 1) The Diploma and the Diploma Supplement must contain the main information about completed Bachelor level study cycle, the awarded professional or academic title, and the achieved success during the studies.
- 2) The Diploma Certificate and the Diploma Supplement are issued in Albanian and in English language.

Other documents

Article 45

- 1) Upon the student's request, other documents are issued confirming the student's status, as well as other information about which official records are kept.
- 2) The Students' Affairs Office keeps records on issued documents.

Student ID

Article 46

The Academy can issue a student identification card to students as a proof that a particular person is a student at the Academy, which entitles the holder to:

- have access to all the facilities where study programs and other programs are conducted;
- use the library, computer classrooms, unless other specific rules require that the student is registered in another manner;
- have access to other facilities used by the Academy, etc.

Acquiring and terminating the student status

Article 47

- 1) Student status is acquired by enrolling into a relevant study program at the Academy.
- 2) The admission and enrollment into the first year of a study program is done based on the final results of an open competition.
- 3) All citizens of republic of Kosovo who have completed their four-year high school education are entitled to take part in this open competition.
- 4) Foreign citizens who have completed adequate high school education are also entitled to take part in this open competition, according to law, conventions and international agreements and contracts which require republic of Kosovo to act in accordance with the manner and the conditions referred to in the Law.
- 5) The student status is ends in the following circumstances:
 - a) when the study program is completed;
 - b) if the student withdraws from the Academy;
 - c) if the student is expelled from the Academy according to the procedure and under conditions determined by law, the Statute or other corresponding acts and regulations of the Academy;
 - d) if the student does not complete the study program by the deadline determined by law, the Statute or other general acts of the Academy;
 - e) in any other specific cases determined by law, the Statute or other general acts of the Academy.
- 6) The individual who loses the student status referred to in Clause 5 of this Article can acquire the student status again if:
 - a. Academy has technical and personnel capabilities to enable execution regular student's duties;
 - b. Student take exams in accordance to the curriculum valid at the time student status is acquired again;
 - c. Student has no outstanding balance towards the Academy.
- 7) Decision on regaining of the student status brings the Head of Department.

Students' rights and obligations and students' standard of living

Article 48

1) Students have the right and obligation to study in accordance with adopted and approved study rules, curricula and syllabi, and to be examined and assessed in accordance with rules which are transparent, just and accessible to all students.

2) Students have the right to:

- a) attend all forms of teaching activities;
- b) have a good quality teaching process which complies with the adopted and approved curricula and syllabi;
- c) have timely and accurate information about all the matters relevant to the study;
- d) have equal rights in terms of studies and treatment at the Academy, as well as to all the benefits arising from the student status;
- e) be different and to be protected from discrimination;
- f) have access to health care in accordance with law;
- g) use the library and other services provided to students at the Academy which are in accordance with the higher education institution acts;
- h) have consultations with and assistance provided by the academic staff in relation to acquiring the knowledge, and in preparing the final paper/project in particular;
- i) have freedom of thought and expression of personal views related to the content of teaching during the realization of the teaching;
- j) evaluate work of the academic staff;
- k) have their study credits recognized and transferred between universities/institutions for the purpose of ensuring students' mobility;
- l) participate in the procedure of election for the students' representative body and other bodies established by the Statute of the Academy;
- m) participate in work of the students' organizations;
- n) participate in work and decision making within the Academy bodies, in accordance with the Statute;
- o) have protection of their rights, should their rights be violated, in the manner stipulated by law or by general acts of the Academy;
- p) have other rights specified by the Statute and other general acts of the Academy.

3) Students have the obligation to:

- a) adhere to all the study rules as stipulated by the Academy;
- b) meet the study and other requirements assigned to students;
- c) respect the rights of academic and non-academic staff, as well as rights of other students at the Academy;
- d) regularly complete their study obligations and participate in academic activities;
- e) obey the house rules and the code of ethics of the Academy.

Students' disciplinary accountability

Article 49

Procedure of the students' disciplinary accountability; light and severe breaches of the students' obligations; disciplinary bodies and procedures to determine students' responsibility are regulated with Regulation on the Students' Disciplinary Accountability.

Student organizations

Article 50

1) Students of the Academy may organize in representative body to represents the students' interests of the higher education institution and which contributes in realization of their educational, learning, scientific, cultural, academic and other socially useful students' needs, which are based on democratic principles and are in accordance with law.

2) Specific regulation on Students' Organizations at the Academy specifies the following matters: establishment and manner of work of students' representative bodies; associations of students' representative bodies; their rights, obligations and responsibilities; issues of the students' standard of living; and any other matters relevant for activities of the students' representative body.

Amendments and additions to the Regulation

Article 51

1) Amendments and additions to the Regulation are performed in the same procedure and in the manner stipulated for their adoption.

2) Amendments and additions to the Regulation are valid only under condition that the Board of Directors of the Academy approved them.

Article 52

This Regulation enters into force on 20.12.2018.

Chairman of the BoD

Besnik Shatri