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Student Handbook

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Dear students,

by choosing AAB College, you have made the right decision!

By joining our academic community, you have been involved in the projects of the development and improvement of this community.

At AAB College, the whole academic staff strives to bring the higher education process as close to you as possible and to offer you a secure future based on the knowledge and skills acquired.

Based on the experiences of the past years, the publication of this guide for students aims to facilitate the approach and provide more complete information on the forms and rules of study.

This brochure will acquaint you with the basic principles of the Bologna Process, provide you with information regarding assessment forms and exams as well as the conditions for passing to the next academic year and many other issues which are relevant to your status as a student of AAB College.

The contents of this guide will also provide you with information on student services but also of student organizations and clubs that are at your disposal and are there to help you solve problems that may arise during your studies.

Our goal is to provide you with the necessary information, to acquaint you with the places where accurate information can be obtained, as well as to inform you about your rights and obligations during your studies.

Therefore, study, learn and get educated in order to change the world in the best possible way!

We are confident that with your youth, energy, dedication and responsible attitude, you will contribute to the development of our academic community by studying.

AAB College





Bologna Process

The Bologna Process is the name of the higher education reform in Europe that aims to promote the mobility of students and professors by creating the so-called European Higher Education Area.

With the Bologna Process, the teaching philosophy is based on the needs and requirements of the students, and the student is considered an active partner in designing and delivering the study programs. Student-centred learning is a concept widely applied in all European countries which have embraced the principles of the Bologna Process.

The Bologna Process officially began with the signing of the Bologna Declaration, a joint declaration of the European Ministers of Education, in Bologna on 19th of June 1999. The Declaration was signed by 29 countries, referring to the reform of the higher education system in Europe, which became known as the “Bologna Process”.

This process is based on a series of documents and declarations, starting with the Magna Charta Universitatum (18 September 1988) which sets out the basic principles of the establishment, founding and operation of universities, followed by: Lisbon Convention (1997), Sorbonne Declaration (1998), the Bologna Declaration (1999), the Salamanca Convention (2001), the Communication Release of Prague (2002), of Berlin (2003), of Bergen (2005) and of London (2007), and the conferences of Leuven (2009), of Budapest and of Vienna (2010).

Kosovo's higher education system has been implementing the criteria and standards of the Bologna Process for years, although the country is not a member of this process yet.

Principles of the Bologna Declaration

A system of titles (easy to comprehend and compare)

Studies under the Bologna Process are based on two main study cycles:

- a. Basic studies (undergraduate, or first cycle), and
- b. Postgraduate studies (second cycle).

Entering the second cycle means the successful completion of the first cycle of studies (Bachelor), which lasts at least three years. The title given after the first cycle is important for the European labour market as an appropriate level of qualification. The second cycle secures you the title of Master.

Mobility

Mobility refers to the freedom of students to choose the institution where they will attend classes, temporarily or permanently. Mobility also applies to academic and scientific staff. Some advantages of mobility include more employment opportunities, development of scientific research, exchange and improvement of the teaching staff, the gain of new experiences, uniting people, etc.

ECTS (European Credit Transfer System)

The European Credit Transfer System is a unique system that makes it easier to identify and compare different educational programs at universities and other higher education institutions in European countries.

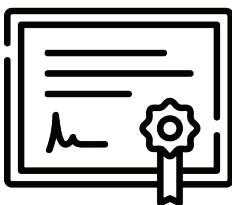
ECTS credits represent numerical values from 1 to 60. They are given to courses and provide information on student workload, necessary for successful mastery.

Recognition of qualifications

The recognition of qualifications enables students to use their qualifications in another education system or in another country, without losing the full value of those qualifications.

There are two basic types of qualifications recognition:

- a) academic recognition of the qualification - when a student wishes to transfer to another institution of higher education, and
- b) professional recognition of the qualification - enables the graduate student to use his / her title in the labour market using the Diploma Supplement.



The diploma supplement is a document issued to the student free of charge, together with the diploma of completed studies, which aims to increase international "transparency" and facilitate the procedures of academic and professional recognition of programs and titles.

Joint diplomas (titles)

Joint diplomas are implemented through joint study programs as a means of promoting academic mobility and cooperation between higher education institutions.



Quality assurance

Quality assurance means conducting regular assessments by AAB in order to identify potential deficiencies and make appropriate interventions to improve the quality of the learning process.

Students are involved in quality assurance processes by completing questionnaires for academic staff and administrative services, which are conducted twice within the academic year. Every student also has the right to engage in AAB policy-making and decision-making at the faculty or institutional level. Students are key contributors to the review / completion and improvement processes of the AAB curriculum or institutional processes.

Quality assurance processes are carried out by the Quality Assurance Office, together with the quality coordinator at the faculty level.

Lifelong learning

The Bologna process supports lifelong learning through the development of formal and non-formal education, creating more flexible ways of teaching and learning, e.g. combining study with work.

Employability

Employability is defined as the ability to find a job, maintain a job, and move within the job market. This has been one of the main goals of the Bologna Process from the beginning. Titles obtained in each cycle of higher education are important for the labour market.

Social dimension

Social dimension means equal opportunities in higher education in terms of access, participation and successful completion of studies, study and living conditions, guidance and counselling, financial support and student participation in decision-making in higher education.

Studies according to study cycles

First cycle studies, or undergraduate studies, are based on the European Credit Transfer System (ECTS) and last a minimum of three and a maximum of four years of study, while being assessed with a minimum of 180 and 240 ECTS credits. Exceptions are the studies integrated into the Dentistry program, which last 6 years and are evaluated with 360 ECTS.

The second cycle of studies lasts for 1 or 2 years of study, and is evaluated with a minimum of 60 and 120 ECTS credits.

The academic year is divided in two semesters (winter and summer), each of which consist of 15 teaching weeks. In addition to teaching, continuous assessment of knowledge is organized. Teachers are obliged to give students independent assignments during the semester and to assist students through consultations in preparing for knowledge assessment tests.



The general engagement of students consists of:

- classes (lectures, listening and / or practical exercises, practice, seminar papers, etc.),
- independent work (tests, colloquia, final exams),
- Final work (if foreseen in the study program),
- Student volunteer work in the local community and other types of student engagement.

Attendance at all types of classes is mandatory, as evidenced through the electronic system through the student ID card. Class attendance carries 10% of the student's final grade.

The student enrolls in the next year of studies based on ECTS credits achieved from the previous year of studies.

In first cycle studies at the end of the studies, in addition to the foreseen exams, the diploma thesis may also be expected.



Exam terms

The study regulation of AAB College provides these following regular exam terms:

- January term, which starts no later than ten (10) days after the winter semester and lasts up to thirty (30) days;
- June term, which starts no later than ten (10) days after the summer semester and lasts up to thirty (30) days;
- September term, which starts on September 1st of the respective year and lasts up to thirty (30) days;

Depending on the circumstances presented and the specifics of the study programs, the Rector may decide to organize two additional deadlines, as irregular deadlines.

These two irregular deadlines include the:

- April deadline, which lasts a maximum of 15 days;
- November deadline, which lasts a maximum of 15 days;

During irregular deadlines, the student cannot take an exam in more than two (2) subjects.

Ongoing assessment and exams

At AAB College, the student's success in mastering a certain subject is constantly monitored and evaluated throughout the semester and is expressed in points (percentage).

With the fulfilment of the obligations before the exam such as tests, colloquia, and assignments, as well as with the participation (attendance) and the activity in lectures and exercises, and with the final exam, the student can achieve a maximum of 100 points.

Therefore, the final grade for a certain subject is formed based on the sum of the points achieved in the activities during the lessons, the pre-examination checks and the final exam.

Pre-tests can be done in written, oral, or practical form.

The final test is implemented in written form, but can also be of oral or practical form, or in certain cases with a combination of the mentioned forms.

Written test or practical assessment of knowledge cannot be completed in less than one, or longer than three teaching hours. Within a day, the student can be assessed in only one subject.

The student's success in the exam or any other assessments is assessed with grades as follows:

- 10 (A) - (excellent, from 91 to 100 points);
- 9 (B) - (very good, with some errors, from 81 to 90 points);
- 8 (C) - (well, with some noticeable errors, from 71 to 80 points);
- 7 (D) - (satisfactory, with significant errors, from 61 to 70 points);
- 6 (E) - (sufficient, fulfilment of minimum criteria, from 51 to 60 points);
- 5 (F, FX) - (non-fulfilment of minimum criteria, below 51 points).



The results of the final exam, according to the Regulation of Studies of AAB College, must be communicated no later than 7 days from the date of the exam. Communication of exam results is done through the electronic system individually, maintaining the confidentiality of the result of each student.

Consultations for the exam results are organized no later than 72 hours (3 days) from the official communication of the results on the electronic platform.

The rejection of the grade is carried out through the electronic system after the date of the consultations until the day of the exam report closing.

The student's right to complain – students who are dissatisfied with the professor's evaluation, can file a written complaint to the Dean of the Faculty for the review of the evaluation within 3 (three) days from the communication of the grade and after consultation with the course professor. The Dean, based on the validity of the student's complaint and in consultation with the Quality Coordinator of the Faculty, makes a decision regarding the students' complaints.

Enrolling in the following year of studies

The student can enroll in the following year of studies even if he/she has not finished all the exams of the previous year.

The progress of studies in AAB College is provided by the Regulation of studies, while the criteria for enrollment in the following year are as follows:

- the student gains the right to enroll in the second year if from the first year he/she has accrued over 30 ECTS;
- the student gains the right to enroll in the third year if he/she has completed all obligations from the first year and has accrued a minimum of 30 ECTS from the second year;
- the student gains the right to enroll in the fourth year if he/she has completed all obligations from the first and second year and has accrued a minimum of 30 ECTS from the third year.

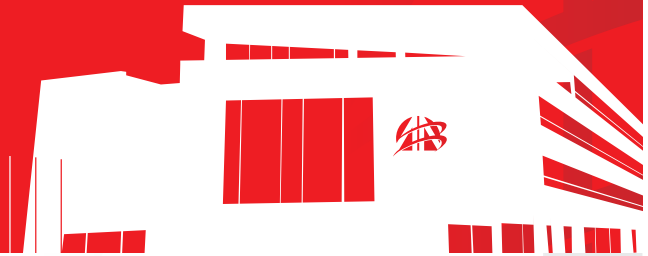


30 ECTS

Student status

Upon enrollment in AAB College, candidates are, by default, placed in regular studies.

Regular studies refer to the direct and regular participation in the learning process, including attending lectures, exercises, completing tasks on time and the workload (ECTS) according to the fund of hours defined by the curriculum.



Transfer of studies

Transfer of studies means the registration of new students on the basis of the European Credit Transfer System (ECTS). All students from the Republic of Kosovo and abroad who have studied in a higher education institution licensed and accredited by the competent body have the right to transfer.

The deadline for the transfer of studies is twice a year, before the beginning of the semesters, while the transfer is allowed at least in the second semester and at the latest in the penultimate semester.

Transfer of studies is allowed only in those cases when the programs have similarities between them at least 70%.

The Office responsible for the transfer of studies is the Office for the Transfer of Studies.

Student rights and obligations

The rights and obligations of the student at AAB College are provided in the Regulation of studies. According to this regulation, students admitted and enrolled in AAB College have the following rights:

- to participate in lectures, seminars and other activities organized in accordance with the study curriculum;
- to express their free opinion and engage in debates within and outside the learning process;

- to use library facilities, internet and other services for students;
- to be represented in decision-making and policy-making of the institution;
- to participate in internal quality assessment processes;
- to be informed correctly and in a timely manner about issues of interest to their studies;
- to participate in the elections for the positions of students in the bodies of the institution;
- to be part of student organizations and organize free and independent elections;
- to file a complaint on academic issues related to the lecture, assessment as well as administrative and technical issues, as well as to be treated fairly and without discrimination in case of any complaint and/ or procedure initiated against him/her;
- to be protected from any form of discrimination as defined in the Statute and relevant law in force;
- to be provided with grade certificates, proof of student status, graduation certificate and other necessary documents for the student;
- to be provided with a diploma and diploma supplement with regular completion of studies.

Student obligations

Students are required to:

- be informed and follow the regulations approved by the institution;
- respect the free opinion of other students;
- respect academic and non-academic staff;
- perform their obligations set out in the curriculum, including lectures, assessment and practical work;
- behave well inside and outside the premises of the institution so as not to discredit the institution;
- not damage the inventory of the institution.



Student services

For each faculty in its three branches, Prishtina, Ferizaj and Gjakova, AAB College has created the Student Service, which is available to them every working day from 07:30-19:00.

The Student Service performs the following administrative services:

- maintains the register and file of bachelor and master students;
- issues certificates and student status verification certificates;
- registers semesters/academic years;
- prepares teaching schedules, colloquia and exams;
- organizes consultations with professors,
- presents exams for students;
- notifies students about various academic and administrative issues upon request;
- prepares statistical reports on the needs of the institution;
- accepts students' petitions and complaints to the College authorities;
- follows the decisions of the dean's office, the rectory or other bodies related to the student's petitions or complaints;

- records the presentations of the dissertations of master studies and forwards the decisions of the commissions to the students;
- organizes public defences of graduation dissertations for students, etc.

Scholarships

AAB offers a range of scholarships and financial support for students, which aim to stimulate as well as reward good student performance, and to support social category groups.

According to Article 120 of the Statute of AAB College, university scholarship means any financial assistant or exemption from the payment of the respective semesters. Scholarships are earned by students who meet the formal criteria and which are determined by the AAB Steering Council.



AAB College's scholarships and financial support are as follows:

- Scholarships for each academic year for all students who have grades 5 and 4 during high school.
- Scholarships and financial aid for each academic year for students who require social assistance.
- Scholarships and other financial assistance for each academic year for students from war victims' families and for students with disabilities.
- 30% Scholarship for each academic year for students with disabilities.
- Financial aid for each academic year for students who are family members.
- Scholarships and financial facilities for students residing outside Kosovo: Presevo Valley, Ulcinj, etc.

In addition to the standard categories, AAB constantly introduces scholarship programs that aim to enable distinguished students to enroll in university studies.

Likewise, through cooperation agreements with the municipalities of the Republic of Kosovo, AAB enables that each academic year, 2 students selected from each municipality in Kosovo can study at AAB with a 100% scholarship.

Information Technology Services - Electronic Student System e-Student

Information technology and digitalization of services play a key role in shaping AAB College in one of the best institutions of higher education in the country and beyond.

Through a wide range of tools, services and resources provided by the department of information technology, students are offered numerous opportunities to use modern technology.

Identification card (ID card)

Each AAB student who at the time of registration is provided with an Identification Card, in which, through RFID code, the personal data of the student is summarized, such as:

Name and surname, birthday, file number, study program, academic year.

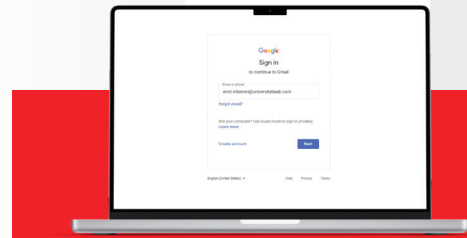
In addition to identification, this card also records lectures electronically through card readers placed on the premises of AAB College.



Official e-mail

Email is a mechanism for formal communication between the university and students. Each student at the moment of registration will have a personal account in the university domain, according to the principle name.surname@universitetiaab.com

Students are grouped into relevant study program mails through which they receive notices and information relevant to their studies. Students are required to check their email constantly so as to stay up to date with official communication.



Electronic student e-service platform (e-student)

AAB College is the first institution in the country that has started with the application of electronic recording in lectures. This has influenced the majority of administrative and academic processes to be digitized, enabling time saving and maximum efficiency in services.

An electronic platform (e-service) has been created for students and academic staff, divided into two parts: e-Student for students and e-Professor for academic staff.

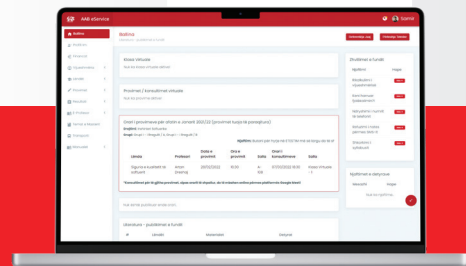


E-student account

Each student at the time of enrollment, in addition to the ID card and the official email, is also provided with an e-Student account.

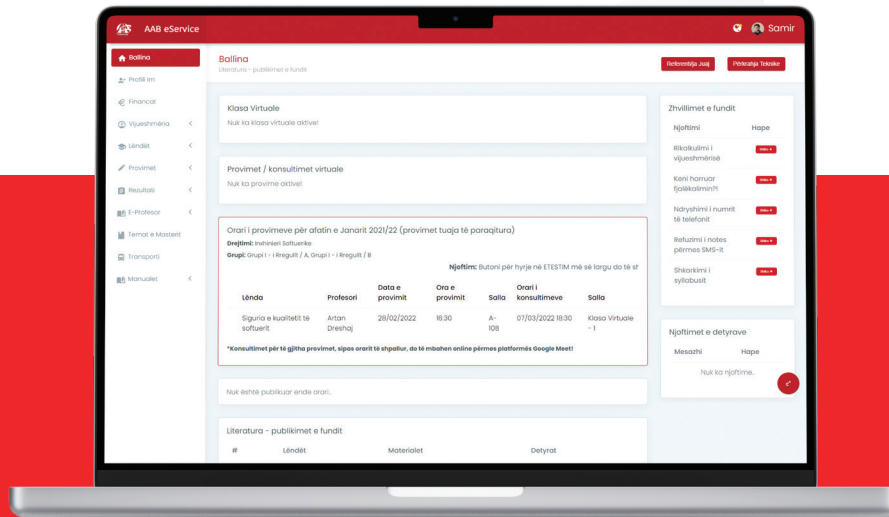
This account is valid until the moment of graduation of the student, and it is used to store the data of the progress of the student during their studies. The service is available 24/7 and access to it can be achieved from any environment with internet connection.

In addition to providing the web services, such as webmail and e-Student, AAB College continuously keeps the students informed via mobile phone student notification. Students are therefore constantly encouraged to update the data in order to be in touch with the College.



Opportunities and services provided through the e-Student platform:

- data on lecture attendance
- data on the student's financial statement
- selection of elective courses
- registration of exams
- results of exams and tests
- digital grade certificate
- syllabi of courses
- assignment of tasks and projects
- consultations with professors
- downloading lecture materials
- communication with the administrative staff
- access to online lectures through google meet, etc.





CAREER CENTER



Career Center

The Career Center aims to help current and graduate students to prepare for the first steps of their career development, applying professional methods and techniques in the development of personal knowledge, skills, abilities and potentials.

The Career Center offers numerous opportunities for the professional development of students by organizing workshops, seminars, webinars, round tables, conferences, talks, in order for students to better understand the labour market and master the skills that are necessary for organizing and planning their professional career.

One of the priorities of the Career Center is to maintain contact with graduate students in order to provide information about employment, events, workshops, and seminars which are organized by AAB College.

The Career Center takes care to bring the experiences of graduate students who are involved in the job market and have shown good performance to current students as success stories that affect the motivation of new students.

Through collaboration with industry partners, the Career Center ensures that students and graduates are provided with ongoing announcements of vacancies, internships and various forms of recruitment.

Other activities in which the Career Center is engaged also include the organization of lectures, trainings, and seminars, such as:

- how to write a CV
- how to write a cover letter
- how to prepare for a successful job interview, and
- how to prepare the necessary documents to apply for your desired job.

AAB College's Student Union

The interests of the students of AAB College are represented through the Student Union, an independent student organization. The functioning of this student organization is guaranteed by the Statute of AAB College.





The Student Union is a student representation organization, without legal subjectivity, which represents the interests of students, through its bodies.

The Student Union has full and exclusive competencies in terms of general interest, while respecting the standards set out in the Statute of AAB College, such as:

- Utilization of spaces provided by AAB College;
- Promotion, protection and extension of students' rights;
- Handling student complaints and requests;
- Organizing cultural, sports, and other leisure activities;

The organizational structure of the Student Union is as follows:

- Student Parliament
- The Directorate
- President of the Student Union
- President of the Faculty Student Union
- Committees
- Student Union members

The Student Parliament is the highest student representative body. The members of the Student Parliament, as an independent body, are elected by the votes of the students of AAB College, in the student elections which are held every two years. Candidates for the Student Parliament can be students from any of the faculties of the campuses of AAB College (Prishtina, Ferizaj, and Gjakova).

Study Programs





Faculty of Public Administration



Public Administration

Bachelor in Public Administration (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Public Administration BA Program is to provide students with academic knowledge and research skills through the latest forms of teaching so that they can become specialists in the field of public administration and contribute to the development of the field by providing problem-solving strategies and developing operations which enable the improvement of public administration in the region and beyond.



Political Science and Diplomacy

Bachelor in Public Administration (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the BA program Public Administration / Political Science and Diplomacy is to provide students with academic knowledge and scientific research skills through the latest forms of teaching so that they can become specialists in the field of public administration and contribute to field developments through the provision of problem solutions and the development of operations which serve the purpose of improving public administration in the region and beyond.



Public Administration and Diplomacy

Master in Public Administration and Diplomacy (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The mission of the MA program Public Administration and Diplomacy focuses on the three main areas of teaching, research and the third mission, service to the community and institutions, ensuring that it develops future leaders in the field of administration and diplomacy for vocational training and creating an effective administration for the sustainable development of democracy. The mission of the MA Public Administration program is to develop future leaders in the field of administration and diplomacy for vocational training and the creation of an effective administration for the sustainable development of democracy.





Faculty of Architecture



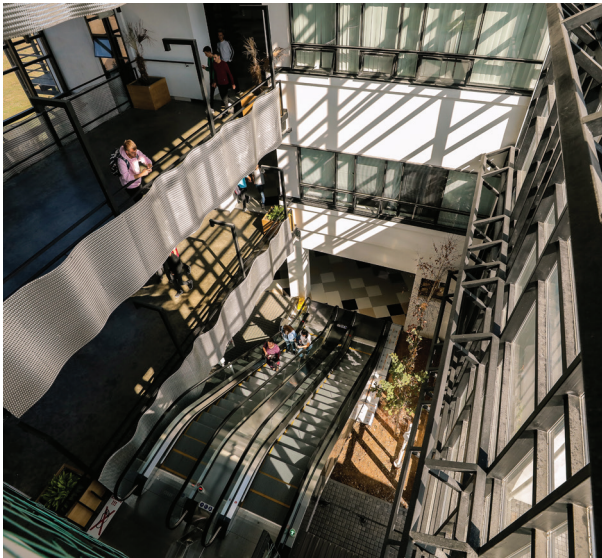
Architecture

Bachelor in Architecture (BSc)

Duration: 3 years / 6 semesters

ECTS: 180

The BA program of Architecture stimulates the artistic and creative side of its students in a proper relationship with technology and the recognition of architectural constructions as inevitable elements which are intertwined with each other. This means that architecture, which results in a form of artistic statement, has as its purpose, the realization of contemporary ideas while appreciating what exists and the environment as a composition.



Interior Design

Bachelor in Interior Design (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Interior Design Study program is to train candidates in conceiving and articulating ideas and providing complex solutions in design through the individual's own creative process.



Architecture

Master in Architecture (MSc)

Duration: 2 years / 4 semesters

ECTS: 120

The MA program of Architecture is a continuation of preliminary studies at the Bachelor level which are mainly based on the artistic and creative side of architecture in a proper relationship with the knowledge of the technological side, which results in the creation of urban spaces and contexts in which art and technology intertwine. To practice the profession of an architect requires the ability to understand the meaning / significance of the material, space, form, proportions, and wholeness. Among other things, knowledge of the function, construction, technology, materials and location conditions is required. The core purpose and focus of the MA Program in Architecture is on architectural design, the urban / spatial context, as well as preserving tradition and architectural heritage.





Faculty of Arts

Graphic Design and Visual Arts

Bachelor in Graphic Design and Visual Arts (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The BA program of Graphic Design and Visual Arts aims to provide a framework for the development of students' full potential, to facilitate their own research and creative expression (design or problem solving) within the contemporary field of graphic design. Stimulating the analytical and creative approach through the application of advanced research methodologies, as well as providing the opportunity for development and awareness to research and promote original solutions, in accordance with the practice of visual communication, are an integral part of the curriculum.



Fashion Design

Bachelor in Fashion Design (BA)

Duration: 3 years / 6 semesters

ECTS: 180

This program of study aims to equip the student with the proper theories, and professional production tools to face the current markets that are being radically transformed and redesigned. On the one hand, the program prepares traditional fashion professionals such as stylists, textile makers, and accessory designers operating in professional companies and studios, and designers capable of working in the field of fashion and the screen (sales retail, publishing industry, show business). On the other hand, the program is focused on providing design, marketing and communication tools that will lead to the development of business ideas in new markets through the use of new media.



Painting and Visual Arts

Bachelor in Painting and Visual Arts (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Painting and Visual Arts study program is to provide effective teaching, research and high-quality painting practice along with the latest contemporary trends that promote critical thinking, as well as ongoing discussions that serve students to enhance their dialogue and articulation which gives them better access to the visual arts market.



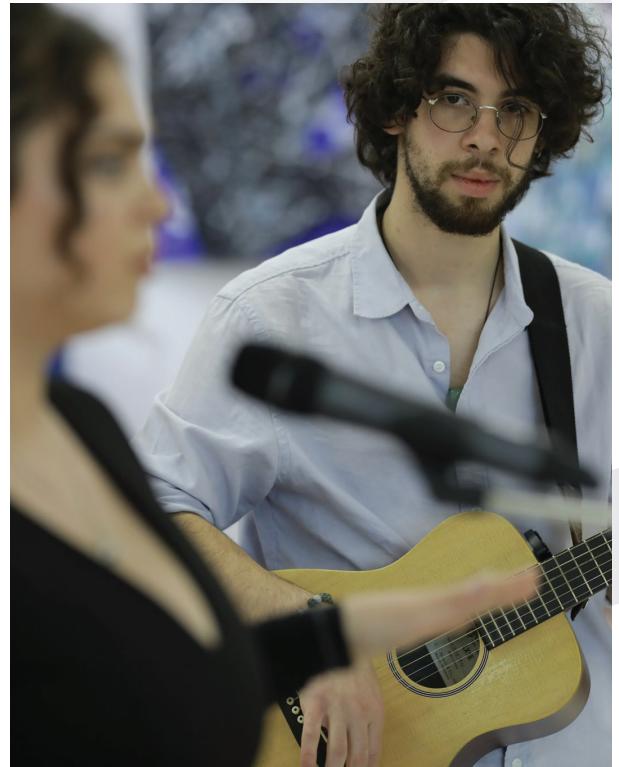
Musicology

Bachelor in Musicology (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Musicology program is to educate, develop, and inspire students to reach their full artistic musical and cultural potential as well as to create, offer, and expand positive life-changing experiences through music for all.



Choreography

Bachelor in Choreography (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The program aims to promote broad and articulated knowledge; a range of methodological, technical and cultural skills that will enable students to become acquainted with the art of dance and its impact on social cohesion. This educational path aims to prepare a new communicator, capable of understanding and managing the complexity of design: students will interact with a team of professionals coherently along a path that goes from the creation of the process to its implementation, both in the traditional media and in the new media.



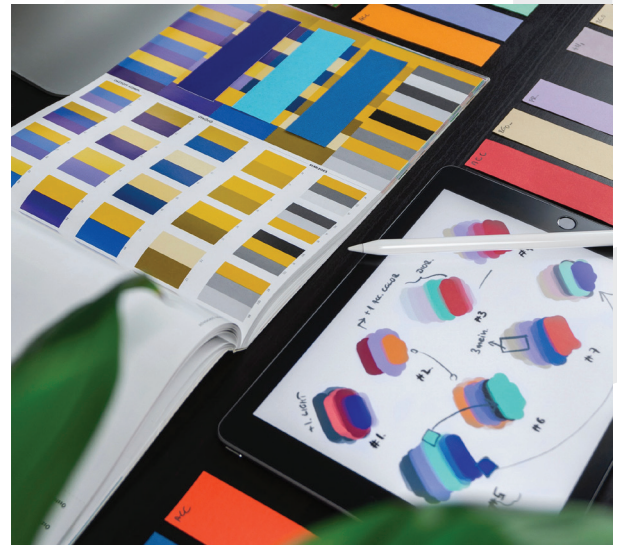
Graphic Design

Master in Graphic Design (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The MA program of Graphic Design aims to provide a framework for developing the full potential of student design, and to facilitate self-research and creative expression (design or problem solving) within the broad contemporary field of graphic design. Students will take a critical position in relation to existing theories and generate new connections in the contemporary field of graphic design while challenging the traditional boundaries of design.





Faculty of Economics

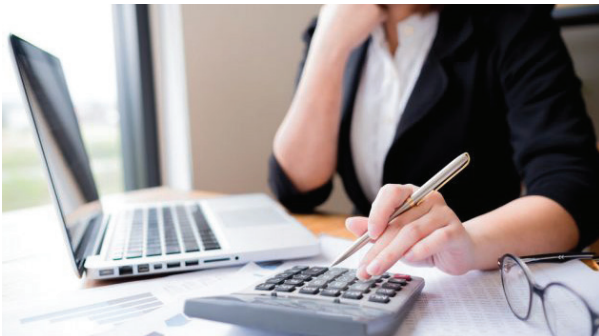
Banking, Finance, and Accounting

Bachelor in Banking, Finance, and Accounting (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The Banking, Finance and Accounting (BSc) program aims to develop students' skills and abilities to understand theoretical aspects and apply them in practice by doing problem solving in banks and organizations. In this context the program also aims to develop the communication skills and business knowledge needed in a complex global financial world. Students will gain knowledge about the global, social and ethical environment within which the profession of banking, finance and accounting operates in order to develop their professional skills for the labour market in the country, region and beyond.



Marketing and Business Administration

Bachelor in Marketing and Business Administration (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the study program is to develop students' analytical and strategic skills, promoting concepts derived from the field of marketing and business. This program enables students to reflect on creativity and efficiency and to challenge themselves with the global business environment. The Marketing and Business (BA) study program is a program which aims to develop students' knowledge regarding the main concepts of marketing, market and business management, which are adaptable and applicable elements of broad and local economies, through the latest scientific literature, lectures and the most modern practices.



Management and Informatics

Bachelor in Management and Informatics (BSc)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the study program is to develop students' analytical, innovative and strategic skills, by promoting the most modern concepts in the field of management and informatics and by molding them into principled and smart leaders who create and promote positive change at various levels of society. This program enables students to reflect on creativity and efficiency and to challenge themselves in the global business environment. The BSc study program in Management and Informatics is a program which aims to develop students' knowledge on the main concepts of management, business, and technology through the latest scientific literature, lectures, modern practices, as well as the most efficient and practical applications.



Banking and Finance

Master in Banking and Finance (MSc)

Duration: 2 years / 4 semesters

ECTS: 120

The study program MSc Banking and Finance is a program which aims to provide students with in-depth analytical skills and knowledge of modern scientific theories in the field of banking and finance. The program aims to prepare students for a successful career with academic-scientific competencies for the labour market at the national and international level through innovative, creative methods, as well as the latest approaches to teaching and research.



Marketing and Business Management

Master in Marketing and Business Management (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The Marketing and Business Management (MA) program aims to bring students as close to the job market as possible, in order to provide them with direct employment. The mission of the study program is to develop analytical, strategic, research and creative skills by promoting concepts derived from the field of marketing. This program enables students to reflect efficiently on creativity and to challenge themselves in the global business environment.



Management

Master in Management (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The goal of this study program is to develop the analytical and strategic skills of students, promoting concepts derived from the field of management. This program enables students to reflect on creativity and efficiency and to challenge themselves in the global business environment.

Accounting and Auditing

Master in Accounting and Auditing (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The Master's Program in Accounting and Auditing aims to establish students' advanced theoretical and professional knowledge in accounting and auditing, which helps them gain independent scientific research skills, and become competitive in the local, regional and international labour market, while contributing to corporations and the business community through the design of problem-solving strategies and decision-making.



Faculty of English Language

English Language and Literature

Bachelor in English Language and Literature (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the BA program of English Language and Literature is to provide students with in-depth academic knowledge, research skills and key competencies in English language studies through contemporary teaching methods and hands-on learning experiences that enable them to contribute to society by utilizing these skills in the labour market and their further education.

English Language and Literature

Master in English Language and Literature (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The mission of this MA study program is to equip students with specialized academic knowledge, advanced research skills and integrated professional competencies in English language studies through the application of autonomous learning approaches that enable them to contribute to society by utilizing these skills in the labour market and their further education.





Faculty of Law



Law

Bachelor in Law (LLB)

Duration: 4 years / 8 semesters

ECTS: 240

Bachelor studies in Law prepare students with the necessary competencies in the field of law and political careers, because the academic knowledge gained creates a solid basis for professional preparation and enables students to understand how the executive branch and the practice of parliamentarianism in Kosovo works. After completing this program, students will be prepared to act at both an academic and professional level, in the field of general legal issues such as administrative - constitutional, civil law, criminal law, international law, finance.



Criminology

Bachelor in Criminology (LLB)

Duration: 4 years / 8 semesters

ECTS: 240

Bachelor studies in Criminology prepare students with the necessary competencies in the field of law and political careers, because the academic knowledge gained creates a solid basis for professional preparation and enables students to understand how the executive branch and the practice of parliamentarianism in Kosovo works. After completing this program, students will be prepared to act at both an academic and professional level, in the field of general legal issues such as administrative - constitutional, civil law, criminal law, international law, finance.



Civil Law

Master in Civil Law (LLM)

Duration: 1 year / 2 semesters

ECTS: 60

The mission of this program is to provide advanced theoretical and practical knowledge in civil law, as well as a high level of mastery of skills in scientific research by presenting professional opinions on numerous legal dilemmas which directly contribute to solutions in practice. Students in this program will be informed, and equipped with the latest achievements in civil law, and will have the opportunity to demonstrate their skills and knowledge in the research segment through seminar work, research projects, practical work and writing and drafting the Master's thesis.



Criminal Law

Master in Criminal Law (LLM)

Duration: 1 year / 2 semesters

ECTS: 60

The mission and purpose of this program is to provide advanced theoretical and practical knowledge in the field of criminal law as well as a high level of mastery of empirical and theoretical-scientific research skills. Students in this program are informed about the latest achievements in the criminal field and have the opportunity to demonstrate skills, knowledge and other creative skills in the research segment through seminar work, research projects, practical work and writing and drafting a Master's thesis.



Constitutional and Administrative Law

Master in Constitutional and Administrative Law (LLM)

Duration: 1 year / 2 semesters

ECTS: 60

The mission of the Master's program Constitutional and Administrative Law is to encourage innovation within the program as well as to support scientific research, in order to assist students in developing and advancing the knowledge, skills and abilities necessary to become a lawyer specializing in the field of constitutional and administrative law. Likewise, this program aims to help students to correctly interpret the Constitution and other legal acts, correctly applying the constitutional provisions and laws during the exercise of public functions, administrative activity or the leadership of constitutional justice institutions such as and other public bodies in the administrative field.





Faculty of Physical Education and Sports



Physical Education and Sports

Bachelor in Physical Education and Sports (BA)

Duration: 4 years / 8 semesters

ECTS: 240

The mission of the Bachelor Program in Physical Culture and Sports is to develop qualified staff who will lead the transformation processes in the service of meeting the needs of the population for physical education, professional sports development, and preservation and improvement of health through regular physical activity. Staff who will be able to offer creative solutions and innovative projects which include various social and professional partners in order to adapt to the needs of different categories based on the authentic findings of applied research.



Physical Education and Sports

Master in Physical Education and Sports (MA)

Duration: 1 year / 2 semesters

ECTS: 60

The mission of the Master's Program in Physical Education and Sports is to develop qualified staff to meet the needs of the population for services of physical education, professional sports development, and preservation and improvement of health through conducting research and finding strategies for continuous improvement of processes that relate to the field of Physical Culture and Sports. This program helps students to acquire knowledge, skills and competencies that enable them to think reflexively and to face the current challenges facing modern society as a result of lack of sufficient physical activity.



Fitness and Nutrition

Master in Fitness and Nutrition (MA)

Duration: 1 year / 2 semesters

ECTS: 60

The Master's program of Fitness and Nutrition aims to prepare students to pursue a career in the field of fitness, well-being and nutrition according to the highest standards of customer service and professional ethics. The program prepares students to create long-term plans for improving the client's training level through physical activity, diet and nutrition and provide guidance at every step until the objectives are achieved. This will prove to potential employers well-trained staff to serve individuals of all health levels and provide preparation to deal with a range of health-related issues.







Faculty of Mass Communication



Mass Communication - Journalism

Bachelor in Mass Communication - Journalism (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Mass Communication - Journalism program is to prepare professional journalists and public relations experts, acting as a successful and productive centre of academic, research and professional excellence in media and communications, which contributes to the continuous improvement of a democratic society.



Mass Communication - Production

Bachelor in Mass Communication - Production (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Production program is to act as a successful and productive centre of academic, research and professional excellence in media and communications, to prepare media operators and public communication experts, as well as to contribute to the continuous improvement of a democratic society.



Mass Communication and Journalism

Master in Mass Communication and Journalism (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The mission of the Master's program of Mass Communication and Journalism is to prepare specialized professionals for the media market, as well as institutions and organizations in Kosovo and beyond, with specific knowledge and skills to succeed as professionals and critical thinkers, as well as to become productive citizens in society through mediated and networked democratic scientific research.



Production

Master in Production (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The Master's program of Arts in Production is designed for a unique media education, which provides advanced development and training of students. The mission of this program aims to help students towards a global perspective by providing specific knowledge in the field of Production which enables them to take on challenging responsibilities and to be able to deal with the art of production, creativity and its management.





Faculty of Computer Science



Computer Science

Bachelor in Computer Science (BSc)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the BSc Computer Science study program is to provide quality undergraduate education in computer science in order to prepare graduates to be competitive in the labour market nationally and beyond and to contribute to economic, social and scientific development. Our graduates will also promote excellence in teaching, research, creative endeavours and public service.



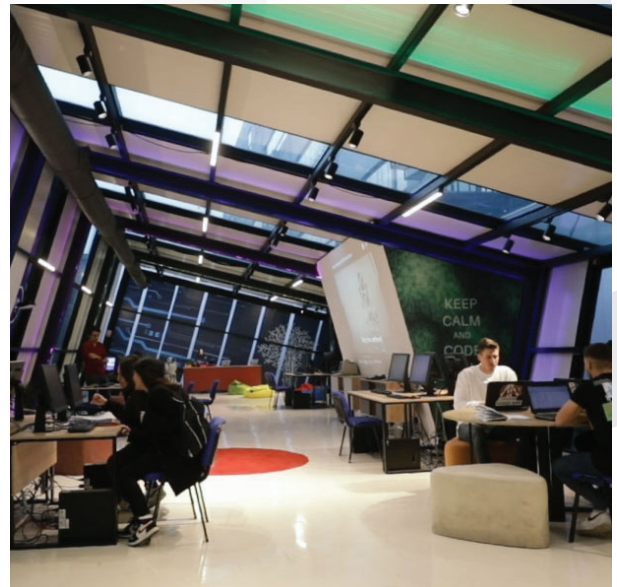
Cyber Security

Professional Bachelor in Cyber Security (BA Professional)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Professional BA study program in Cyber Security is to provide a high-quality program that focuses on the integration of scientific theories and practical training, through which cyber security professionals will be trained in academic and industrial settings and will gain the expertise to lead, design and develop projects in various areas of cyber security.



Programming

**Professional Bachelor in Programming
(BA Professional)**

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Professional BA in Programming is to contribute to the development of professional staff with the latest knowledge and practices in the field of programming, who serve the labour market and society not only in the country but also in the international arena through the development of software products and providing quality solutions in software development.



Computer Science

Master in Computer Science (MSc)

Duration: 2 years / 4 semesters

ECTS: 120

The mission of the Master's program of Computer Science is to develop independent critical thinkers who can provide leadership in the computer science industry and at the academic level. The program also aims to prepare students for professional development as long-term researchers who will contribute to economic growth, the advancement of ICT in industry, in both public and private sectors, and education and health.





Faculty of Social Sciences



Child care and welfare

Bachelor in Child Care and Welfare (BA)

Duration: 4 years / 8 semesters

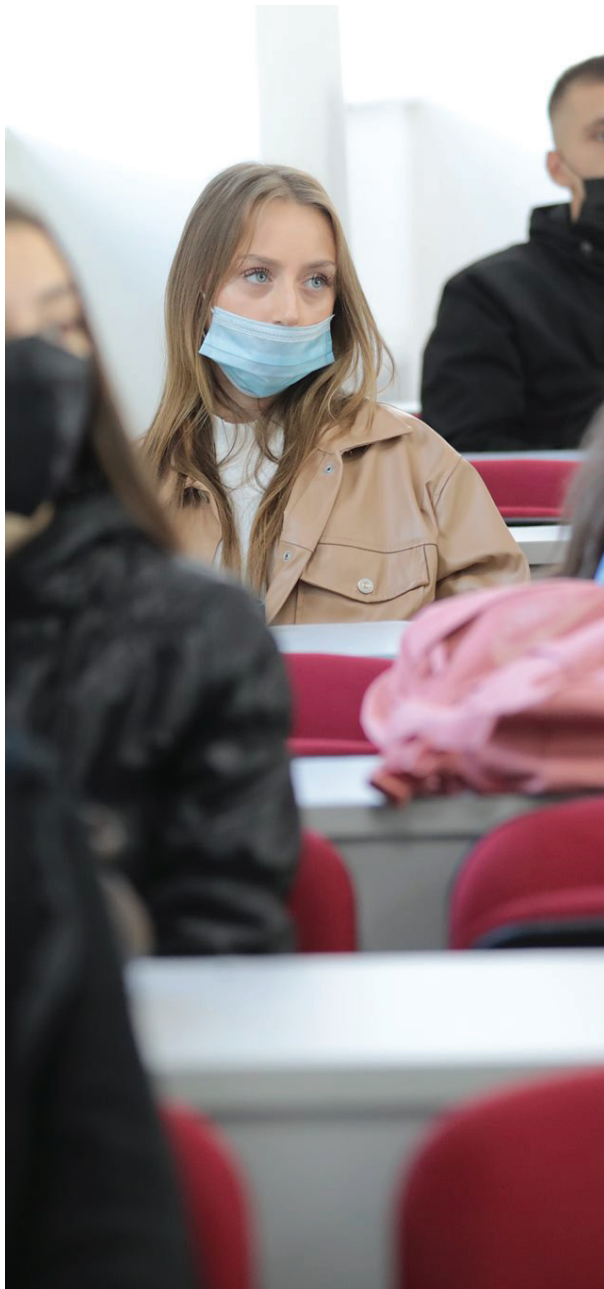
ECTS: 240

The mission of the Child Care and Welfare program is to "encourage innovation within the program as well as support research, in order to assist students in developing the knowledge, skills and competencies needed to become effective and caring educators in a society that is evolving". The mission combines theory with practice in contemporary conditions for a more efficient and professional preparation of students for the labour market at the national and international level.





Faculty of Psychology



Psychology

Bachelor in Psychology (BA)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the BA program of Psychology is to equip students with the knowledge, skills and competencies through advanced teaching methodologies and research methodologies in the field of psychology. The study program provides excellent opportunities for students to acquire critical and analytical thinking, communication skills, cognitive skills and ethical behaviour and to apply this knowledge to different types of their careers and thus help improve community well-being.



Organizational and Social Psychology

Master in Organizational and Social Psychology (MA)

Duration: 2 years / 4 semesters

ECTS: 120

The study program Organizational and Social Psychology MA, is designed to meet the demands of the labour market in modern times and as such, this program aims to provide graduates with the most useful knowledge through qualitative and applied studies for the success of the organizations and companies where they will potentially find employment and also provide them with professional competencies to research and advance the factors influencing the well-being of employees and the success of the company.



Mental Health

Master in Mental Health (MSc)

Duration: 2 years / 4 semesters

ECTS: 120

The mission of the Master's program of Mental Health is to equip students with high academic and research knowledge, and to prepare them to apply their lessons of clinical psychology professionally, and to help them become competent researchers who provide counselling and therapeutic services to people in need.







Faculty of Nursing

Nursing

Bachelor in Nursing (BSc)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the BA program of Nursing is to help students, through professional teaching and research methods, become competent nurses at the local and international level, and to prepare them into becoming leaders and researchers in health care, and who can positively change the approach around promoting the health and well-being of all individuals, groups, and communities.



Health Management

Master in Health Management (MSc)

Duration: 2 years / 4 semesters

ECTS: 120

The mission of the Master's program of Science in Health Management is to prepare competitive professionals for the management of health institutions in Kosovo and beyond, with advanced knowledge and skills to be competent in leadership, make decisions based on scientific evidence, and to contribute to a democratic society through the provision of sustainable, qualitative, and accessible health service to the population.





Faculty of Radiology



Radiology Technician

Bachelor in Radiology Technician (BSc)

Duration: 3 years / 6 semesters

ECTS: 180

The mission of the Bachelor program of Radiology Technician is to educate and prepare students for a career as a diagnostic radiology technician, to synthesize clinical and didactic experiences in imaging, and to build excellence in practice and further development in the future.





Faculty of Dentistry



Dentistry

Dr.Dent of Dentistry (Dr.dent)

Duration: 6 years / 12 semesters

ECTS: 360

The mission of this study program is to provide students with basic knowledge about dental and oral health, namely the acquisition of knowledge on the social aspects of dental and oral diseases and the acquisition of knowledge on the basic principles of epidemiology for dental-oral diseases. During their studies, students will be introduced to the social approach for the prevention of dental-oral diseases and strategic development in public health planning, and will also become familiarized with the principles of promoting and educating others for oral health.



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