

Pursuant to Article 58 of the Statute of the University of Belgrade - Faculty of Forestry No. 01-1/36 of March 14, 2019, and at the proposal of the Commission for Master's degree academic studies of the study program Forestry, the Teaching-Scientific Council of the Faculty, at a session held on _____, adopts the following:

RULEBOOK
ON ENROLLMENT CONDITIONS AND CANDIDATE CRITERIA FOR
ENROLLMENT IN THE MASTER'S DEGREE ACADEMIC STUDIES OF THE
STUDY PROGRAM "FORESTRY AND NATURAL RESOURCES MANAGEMENT"

Article 1

This Rulebook regulates the conditions for enrollment in the master's degree academic studies of the study program "Forestry and Natural Resources Management" at the University of Belgrade – Faculty of Forestry, i.e. provides detailed criteria for the ranking of candidates on the ranking list for enrollment in the master's degree academic studies of this study program.

Article 2

The study program is unique and lasts four terms (120 ECTS credits). The enrollment quota is 10 self-financing students.

Article 3

A person from Serbia or abroad, who has completed undergraduate academic studies at an accredited higher education institution with a duration of at least six semesters and who has acquired at least 180 ECTS credits, may enroll in the master's degree academic studies of the study program "Forestry and Natural Resources Management".

Article 4

The necessary documents for the enrollment of candidates are:

-a diploma and diploma supplement in the mother tongue used at the higher education institution that issued the documents, as well as the translation of the those documents into English by a certified court interpreter;

- a decision on the recognition of a foreign higher education document by the University of Belgrade or confirmation that the procedure for document recognition for the purpose of continuing education has begun;
- a CV of the candidate in English;
- a motivation letter of the candidate in English;
- evidence of additional results, if such results exist, in the mother tongue of the organization that issued the document, as well as a translation of those documents into English by a certified court interpreter;
- a proof of English language competence. If the candidate has the nationality of the country in which English is the mother tongue or official language, this proof is not required;
- a statement authorizing the Faculty of Forestry and the University of Belgrade to inspect, obtain and process personal data for the purposes of the competition process for enrollment and study, stating that personal data can be entered into an electronic database, that they can be used for the purpose of generating the necessary statistical data, submitting the requested data to the Ministry of Education, Science and Technological Development, and that they will not be available to unauthorized persons.

Article 5

The diploma and the diploma supplement are considered valid higher education documents if they are issued by an accredited higher education institution for an accredited study program.

Before enrollment, the candidate is obliged to initiate the procedure of recognition of the diploma of undergraduate academic studies in accordance with the "Rulebook on the evaluation of foreign study programs and recognition of foreign higher education institutions for the purpose of continuing education" of the University of Belgrade.

The procedure is initiated at the University of Belgrade, which forwards the candidate's documentation to the head of the master's academic studies of the study program Forestry, who gives an opinion on the validity of the diploma and whether the candidate meets the conditions of the competition. If it is subsequently determined that the document on the completed previous degree of study has deficiencies, the procedure of annulment of the candidate's enrollment is carried out.

Article 6

Additionally achieved results are considered to be:

- published scientific papers (in journals and proceedings);
- participation in scientific projects;
- published professional papers and artistic works;
- prizes and awards;
- additional scientific and professional training (participation in courses, seminars, summer schools, etc.);
- work experience.

Article 7

As a proof of knowledge of the English language, it is necessary that the candidate has a Cambridge Advanced Certificate in English (CAE) / IELTS (International English Language Testing System) certificate, a compatible diploma or secondary education in English.

Article 8

The order of candidates for enrollment is determined by:

- the diploma of undergraduate studies (a maximum of 20 points, of which a maximum of 10 points for the general result and 10 points for the compatibility of the study program with the program "Forestry and Natural Resources Management");
- the motivation letter (maximum 40 points);
- additionally achieved significant results (maximum 40 points).

The candidate can achieve a maximum of 100 points in the ranking process.

Article 9

Additionally achieved results are scored as follows:

- scientific papers published in journals from the SCI list number x 2 points;
- scientific papers published in journals of national importance or at scientific conferences number x 1 point;
- participation in scientific projectsnumber x 1 point;
- professional papersnumber x 0.5 points;
- awards or recognitions number x 1 point;
- additional scientific or professional training number x 1 point;
- work experience in the forestry professionnumber of years x 1 point;
- work experience outside the forestry professionnumber of years x 0.5 points;

The total number of points achieved in this category cannot exceed 40.

Article 10

The competition for student enrollment is conducted by a commission consisting of five members from the rank of teachers and associates accredited for this study program.

The commission is appointed by the Teaching - Scientific Council for a period of 3 years.

The President of the Commission is the head of the master's degree academic studies of the study program Forestry. The other four members of the commission are the heads of master's degree academic studies in the study programs Landscape Architecture, Wood Technologies, Ecological Engineering in the Protection of Soil and Water Resources, as well as the Vice-Dean for Science and International Cooperation.

The commission conducts the entire procedure of ranking the candidates, gives an opinion on objections to the ranking list, and compiles and publishes the final ranking list of candidates.

Article 11

This Rulebook enters into force on the eighth day from the day of its adoption, i.e. publication on the website of the Faculty.

President of the Teaching-Scientific Council

Prof. Dr. Ratko Ristić