

Call for Applications to enrol in academic year 2023/2024

University of Belgrade – Faculty of Pharmacy

issues the Call for Applications to enroll students in the academic year 2023/24
for Specialist Academic Studies

Candidates applying for the Call shall decide on the following study programmes:

- Pharmaceutical Management and Marketing (60 ECTS)
- Pharmaceutical Health Care (90 ECTS)
- Cosmetology (60 ECTS)

The planned admission in 2023/2024 is as following:

- Pharmaceutical Management and Marketing: 2 candidates
- Pharmaceutical Health Care: 4 candidates
- Cosmetology: 1 candidate

Candidates applying for the Call should meet the following requirement:

- completed general and master academic studies or integrated academic studies with minimum 300 ECTS

Candidates who apply for Specialist Academic Studies should fulfill the general requirements in accordance with the University of Belgrade as well as the requirements regulated by the Rulebook on Specialist Academic Studies at the Faculty of Pharmacy. Foreign students are enrolled according to the general requirements of the Call for Applications issued by the University of Belgrade.

Additional requirements on ranking:

- average mark achieved
- study duration
- average mark achieved in the subjects relevant for the study programme
- experience gained on relevant research projects and professional engagements

Candidates are granted the right to enroll the Specialist Academic Studies in **Pharmaceutical Management and Marketing** if they completed the integrated academic studies or equivalent at the Faculty of Pharmacy with or without professional experience as well as candidates with high professional degree in health or other social, technical or natural science profiles with two years of experience in the pharmaceutical discipline.

Candidates are granted the right to enroll the Specialist Academic Studies in **Cosmetology** if they completed the integrated academic studies or equivalent at the Faculty of Pharmacy, Faculty of Medicine, Faculty of Chemistry and Faculty of Technology and Metallurgy. Candidates who did not complete the integrated academic studies or equivalent at the Faculty of Pharmacy must pass differential exams.

Candidates are granted the right to enroll the Specialist Academic Studies in **Pharmaceutical Health Care** if they completed the integrated academic studies or equivalent at the Faculty of Pharmacy.

Prior to application a candidate must submit following documents:

1. certificate that confirms the knowledge of English language,
2. application form (available at the Faculty Students Office),
3. original birth certificate, translated by certified court interpreter
4. certificate on residence permitted – Ministry of Interior in Belgrade, Division for Foreigners, address: 35 Savska, Belgrade
5. when applying, applicants – foreign nationals shall submit the certificate confirming that they have health insurance – Division for Foreign Insurance, Nemanjina 30, Belgrade.

Candidates who completed previous education abroad may respond to the Call for Applications if his/her acquired foreign high education documents are recognised in accordance with the Law and the relevant General Act of the University. If the recognition process has not been completed, such candidates will enclose the certificate confirming that the procedure is in progress to their application. Applicant being a foreign citizen when applying to the Call should submit the decision on the recognition of the foreign public document. Foreign citizens are required to pay the scholarship.

For candidates who have completed the previous level of the study abroad, it is necessary to submit the decision of the Rector on the recognition of foreign public higher education documents when enrolling. Applicants holding foreign higher education papers may apply for the enrollment in specialist academic studies with a decision on the recognition of a foreign higher education diploma for the continuation of studies at the University, and with the possession of a certificate of the initiated recognition procedure for the continuation of studies at the University; Persons who possess a foreign higher education document must start the recognition process for the purposes of continuing their education no later than October 9, 2023. years. Foreign documents submitted after this deadline, allow applying for enrollment only in the following school year.

All candidates who completed the previous levels of education not later than October 14, 2023 have the right to enroll in doctoral academic studies in the school academic year 2023/2024.

The Faculty is obliged to check the submitted higher education documents and if it is found that the document has not been issued in accordance with the applicable regulations, the candidate has no right to enroll.

If it is subsequently established that the document on the completion of the previous degree of studies has deficiencies, the procedure for cancelling the registration will be conducted, in accordance with the Law.

Applicants who have a foreign higher education diploma must submit a certificate confirming that the recognition procedure at the University is in process.

Candidates granted the right to be enrolled but failing to do so within the defined time period shall lose such right, and the next ranking candidate from the list will be enrolled instead.

When applying under the Call for Applications, the candidates have to present original documents, and photocopies of the following documents which have to be enclosed to the application form (available at the Faculty Students Office):

- **copy of the Diploma and Diploma Supplement on previously completed degree of education (in case he/she has no Diploma Supplement also the certificate on examinations passed)**
- **proof of payment of the fee in the amount of 3,000.00 for the purpose of application, paid to the Faculty account 840-1127666-05, code 189,**
- **A statement authorizing the Faculty and the University that the personal data provided by the candidate can be entered into an electronic database, and that the data can be used for the purpose of generating the necessary statistics, submitting the requested data to the Ministry of Education, Science and Technological Development without personal data, and will not be available to unauthorized persons,**

In addition, a brief CV is to be enclosed to these documents. Documents are to be delivered in person, to the Faculty Students Office, in the period between 1st September 2023 – 18th October 2023 at 9 a.m. to 2 p.m. The applicants may get information on the general requirements under the University of Belgrade (Call for Applications) on the University of Belgrade webpage.

DEADLINES AND PROCEDURE OF SUBMITTING APPEAL

The preliminary ranking list will be announced on October 23rd 2023 at 12 a.m. Applicant may submit an appeal to competent Commission of the Faculty on the regularity of the procedure established by the Competition as well as the ranking placement on the ranking list on October 23rd 2023 between 12,30p.m.-2,30p.m.

Communication of the decision of the Commission based on the appeal will be on October 23rd 2023 at 3 p.m.

Submitting appeal to the Dean of the Faculty in the second degree procedure on the decision of the Commission will be on October 24th 2023 between 11a.m.-13p.m.

Communication of the decision of Dean will be on October 24th 2023 at 14 p.m.

Final ranking list will be announced on the site of the Faculty of Pharmacy on October 24th 2023 at 15 p.m.

Enrollment of received candidates will be done at the 27th October 2023. between 9 a.m. – 2,30 p.m.

All the changes will be published on the Faculty's website in a timely manner.

For more information, interested applicants may contact the Section for Teaching and Student Issues at the telephone numbers + 381 11 3951 362 and or visit the Faculty website: www.pharmacy.bg.ac.rs