

## INFORMATION SHEET

ON THE SCHOLARSHIPS GRANTED BY THE COORDINATION BODY OF THE GOVERNMENT OF  
THE REPUBLIC OF SERBIA FOR THE MUNICIPALITIES OF PRESEVO, BUJANOVAC AND  
MEDVEDJA

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Dear students to be and the parents,

The Coordination Body shall, in 2013, grant scholarships to young persons that wish to do their studies at the University of Novi Sad.

The information sheet contains the information on the Coordination Body's open competition for scholarships to future students. If you have any queries and are of the view that the replies to them aren't contained in the information sheet, you may write to us at [office@kt.gov.rs](mailto:office@kt.gov.rs) or come to our offices in Bujanovac or Presevo.

The address of the Coordination Body's Office in Bujanovac is: The municipality of Bujanovac's building, 115, Karadjordja Petrovica Str.

The address of the Coordination Body's Office in Presevo is: 12, Save Kovacevica Str.

## 1. The requirements for applying for the scholarship

The Coordination Body is going to grant scholarships, in 2013, to young persons that wish to study at one of the faculties of the University of Novi Sad. All interested persons **must** have residence in the municipalities of Presevo and Bujanovac. The scholarships are awarded for enrolment in the basic academic study courses.

All persons that meet the following criteria may apply for the scholarship:

- They are up to 22 years old
- They have residence in the territory of the municipalities of Bujanovac or Presevo
- They aren't students of any other faculty in the territory of the Republic of Serbia (including the provinces)
- They had **excellent or very good marks** during a four years' long secondary school education and they didn't repeat any secondary school years
- They can speak Serbian

When applying for the scholarship, all interested persons are obliged to submit the following:

- The application containing the candidate's address, landline telephone number, cell telephone number and active e-mail address (
- Curriculum Vitae
- The cover letter consisting of three parts: the first part of the cover letter should provide a clear explanation of the reason why the candidate applying for the scholarship decided to enroll in a specific faculty's department. The applicant should write in the second part of the cover letter about how he/she plans to apply the acquired knowledge in the municipality in which he/she lives, while he/she should describe in the third part of the cover letter the way in which the acquired knowledge could contribute to the entire local community and to development of the municipalities of Bujanovac or Presevo. The cover letter should be written in Times New Roman Font, in Font Size 12, using the single spacing, and it should be at least one page long. Those who aren't in the position to type the cover letter at home may do so at the Coordination Body's Office in Presevo or Bujanovac.
- Certificate of citizenship (the original or a certified copy thereof, which is less than six months old)

- Birth certificate (the original or a certified copy thereof, which is less than six months old)
- Certificate of residence (the original or a certified copy thereof ) or a certified copy of an ID card containing the requested information on residence or the printed residence data placed in the new ID card
- A copy of certificate for each of the four years of secondary school education, or for the first three years of secondary school education and for the first term of the fourth secondary school year (for those who are still at secondary school)
- Evidence of the results achieved in competitions (for those who took part in competitions in any school subject during a four-years' long education)

The application, along with the accompanying documentation, should be submitted to the Coordination Body's Offices in Bujanovac and Presevo, in the period from **February 21 to March 11, 2013** (by 4.30 pm at the latest), from 8.30 am to 4.30 pm on working days. The application and the accompanying documentation should be placed in a sealed envelope with a note: **FOR THE OPEN COMPETITION FOR STUDENT SCHOLARSHIPS, NOT TO BE OPENED BEFORE EXPIRY OF THE APPLICATION DEADLINE**

**The applications received after the application deadline shan't be taken into consideration.**

The addresses of the Coordination Body's Offices to which the documentation should be submitted are as following:

- The Coordination Body's Office in Bujanovac, the municipality of Bujanovac's building, 115, Karadjordja Petrovica Str.
- The Coordination Body's Office in Presevo, 12, Save Kovacevica Str.

## 2. Selection of candidates

The selection of candidates shall be done in two phases. In the first phase, the selection board, the members of which are appointed pursuant to a decision of the Coordination Body's Office Director, shall go through all timely and complete applications. Incomplete and untimely applications shall not be taken into consideration. In addition to the formal requirements that a candidate must meet (which are set out on pages 3 and 4 hereof), the selection board shall go over the candidates' cover letters and CVs, and shall, thereafter, make a list of the candidates that will be interviewed. The list of candidates that will be interviewed by the selection board shall be posted on the Coordination Body's website ([www.kt.gov.rs](http://www.kt.gov.rs)), on the notice boards of the municipalities of Bujanovac and Presevo and in the local Coordination Body's Offices.

Following the interview with the candidates, the selection board shall select the candidates – potential scholarship holders, based on the following:

- School marks
- Communication skills shown during the interview

On the occasion of making the list of candidates, the scholarship-granting board shall take into consideration the National Employment Office's data on deficient occupations in Bujanovac and Presevo. The faculty or the faculty's department chosen by a candidate shall also have an impact on the board's decision.

The Coordination Body grants scholarships to the up to 22 years of age young from all ethnic communities in the territory of the municipalities of Bujanovac and Presevo.

The Coordination Body's Office will try to organize, within the available funds in the budget, a course in the Serbian language for selected candidates whose native language is not Serbian. The classes will be held in Bujanovac and Presevo over the weekends, in the period from the beginning of March until the end of June 2013. All those who register for attending the course in Serbian are obliged to pass a test.

The selected candidates are **obliged to take the entrance examination at the chosen faculty** of the University of Novi Sad.

Following the passing of qualifying (entrance) examinations at the faculties, the scholarship-granting board shall reach a final decision on scholarships. All candidates are under an obligation to submit to the Coordination Body's board the following:

- The proof of the completed course in Serbian, along with the proof of and the mark for the final exam in Serbian (this applies to the candidates whose mother tongue isn't Serbian and who attended the course in Serbian).
- The student report card or the certificate of enrollment in the first year of the basic studies at the chosen faculty.

Based on the above-mentioned documents, the Coordination Body's scholarship-granting board shall make the final rank-list of scholarship holders. The Coordination Body's Office shall conclude with scholarship holders the agreements on granting scholarships in the 2013/2014 school year.

The Coordination Body shall provide scholarships to the students that meet all the requirements set in the open competition. The scholarships shall be provided for the period from October 2013 to June 2014. The scholarship amounts to 45.000,00 RSD per month and it is provided to cover the students' costs of housing, meals, transportation, as well as other students' living costs, as well as those of purchasing textbooks and other items necessary for studying. The net amount of scholarship shall be paid in the scholarship holder's account in nine monthly installments. The rights and obligations shall be governed in detail by an agreement that the student is to conclude with the Coordination Body's Office. The Coordination Body's Office reserves the right to terminate the scholarship agreement in case the student fails to fulfill the obligations from the agreement or if he/she fails to attend the classes, certify a semester or pass the first-year exams, which is necessary for enrolling in the second year of studying. The Coordination Body's Office reserves the right to ask the student to return the funds, along with the interest on arrears, should he/she fail to study regularly.

The Coordination Body shall continue to provide scholarships to the selected students in 2014 provided that:

- The funds for student scholarships are approved in the 2014 budget
- The selected student regularly attends classes at the faculty

### 3. Entrance examination:

Every faculty of the University of Novi Sad posted, on its website, detailed information on:

- The study programs
- The manner of applying (the documentation that should be submitted, the amount of compensation to be paid, the deadline for submitting applications)

- Enrollment in the faculty (the documents that should be submitted, the amount of enrollment fee, the enrolment deadline)
- Books for preparing oneself for the entrance examination

Internet presentations of the faculties:

- 3.1 The Faculty of Philosophy: [www.ff.uns.ac.rs](http://www.ff.uns.ac.rs)
- 3.2 The Faculty of Agriculture: <http://polj.uns.ac.rs>
- 3.3 The Faculty of Engineering: [www.ftn.uns.ac.rs](http://www.ftn.uns.ac.rs)
- 3.4 The Faculty of Economics: [www.ef.uns.ac.rs](http://www.ef.uns.ac.rs)
- 3.5 The Faculty of Science and Mathematics: [www.pmf.uns.ac.rs](http://www.pmf.uns.ac.rs)
- 3.6 The Faculty of Technology: [www.tf.uns.ac.rs](http://www.tf.uns.ac.rs)
- 3.7 The Faculty of Civil Engineering in Subotica: [www.qf.uns.ac.rs](http://www.qf.uns.ac.rs)
- 3.8 The Faculty of Law: [www.pf.uns.ac.rs](http://www.pf.uns.ac.rs)
- 3.9 The Faculty of Medicine: [www.medical.uns.ac.rs/](http://www.medical.uns.ac.rs/)
- 3.10 The Faculty of Sports and Physical Education: <http://www.fsfvns.rs/>
- 3.11 The Art Academy: <http://www.akademija.uns.ac.rs/>