

Pursuant to the decision of the Director of the Office of the Coordination Body of the Government of the Republic of Serbia for the Municipalities of Presevo, Bujanovac and Medvedja 100 Number: 67-00-00043/2014-01 of May 8, 2014, the Coordination Body's Office announces the following

## OPEN COMPETITION

### For awarding student scholarships for enrolment in the study courses held at the University of Novi Sad

In accordance with its set priorities and in view of its support to the improved quality of education in the area of the municipalities of Presevo, Bujanovac and Medvedja, the Coordination Body's Office announces an open competition for granting student scholarships to young people that have residence in the territory of the municipalities of Presevo and Bujanovac.

The granting of scholarships is aimed at providing conditions for further education and professional development by ensuring financial support regarding the cost of the basic academic studies. The said costs primarily refer to the housing costs (private accommodation or accommodation at the student dormitory), the costs of food, transportation, purchase of textbooks and other study-related costs.

### I REQUIREMENTS OF THE OPEN COMPETITION

Entitled to apply for the open competition are students of the final year of secondary school and other persons that are up to 22 years old, those that completed secondary school and that meet the following requirements of the competition:

- That they have the citizenship of the Republic of Serbia;
- That they had either excellent or very good marks at secondary school and didn't repeat any secondary school years;
- That they can speak Serbian;
- That they aren't enrolled in any faculties;
- That they haven't exercised the right to scholarship at any other open competition.

In order for a candidate to be selected for receiving scholarship, in addition to fulfilling the formal requirements, he/she must pass **the qualifying exam** (entrance exam) for enrolling in the first year of the basic studies at some of the faculties of the University of Novi Sad.

### II NECESSARY DOCUMENTS

- Application;
- Curriculum Vitae or CV;
- Certificate of citizenship of the Republic of Serbia (the original or a copy thereof certified at the municipality or court of law) that isn't more than 6 months old;
- Birth certificate (the original or a copy thereof certified at the municipality or court of law) that is less than 6 months old;
- Certificate of residence in the territory of the municipalities of Presevo or Bujanovac and Medvedja, which is issued by the Ministry of Interior's municipal body or a certified copy of an ID card, which

includes the requested information on residence, provided the student has it, or printed information on residence that is submitted with the new ID card;

- Certified copy of the certificate of secondary school completion (for all four years of secondary school, or for the first three years of secondary school or the first semester of the fourth year of secondary school for those who are still attending secondary school);.
- Cover letter that includes the reasons for opting for enrollment in a particular faculty, plans to apply the acquired knowledge and skills after graduation and the expected professional contribution to the local community.
- Evidence of the results achieved in various competitions, provided the candidate has them.

### **III GRANTING OF SCHOLARSHIPS**

The process of awarding student scholarships begins by adopting a Decision of the Director of the Coordination Body's Office on announcing the competition and setting up the selection Commission. The selection procedure for awarding student scholarships is conducted in two phases.

1) In the first stage of the selection process, upon the expiry of the deadline for applications for the competition, the Commission established by the Decision of the Director shall draw up a list of candidates who meet the formal requirements of the competition and who will be invited to the interview.

2) In the second stage of the selection procedure, the Commission shall conduct interviews with all the candidates who meet the formal requirements. During the interview, the Commission will assess the communication skills and motivation of the candidates to study at the faculties of the University of Novi Sad.

The Commission assesses the candidates' motivation by the grades ranging from 1 to 3, in the following manner:

Grade 3 - Highly expressed motivation

Grade 2 - Moderately expressed motivation

Grade 1 - Lack of clear motivation

The Commission assesses the candidates' communication skills by the grades ranging from 1 to 3, in the following way:

Grade 3 - Expressed communication skills

Grade 2 - Moderately expressed communication skills

Grade 1 - Unexpressed communication skills

Each member of the selection Commission shall individually assess each candidate according to both the criteria. The grades of all the members of the selection Commission for each of the criteria shall be added together and the mean score shall be calculated. The sum of the average grades for each criterion shall

give the total number of points for each candidate. Upon scoring the candidates on both the criteria, the selection Commission shall draw up a list of candidates, which shall then be published.

If two or more candidates have the same number of points, priority shall be given to the candidate who has achieved better success in the previous years of schooling. If the number of points is the same even then, then priority shall be given to the candidate who has a higher average of grades during the previous schooling.

The Interview with the candidates shall take place in late May, upon the expiry of the deadline for submission of applications, while the applicants shall be subsequently notified of the exact time and date of the interview.

The final decision on the award of scholarships shall be made by the Director of the Coordination Body, after the passing of the qualifying examination for admission to the first year of study and only for those candidates who have passed the entrance exam at the faculties of the University of Novi Sad.

#### **IV AMOUNT AND PAYMENT OF SCHOLARSHIP**

The net amount of the approved scholarship of **45, 000.00 dinars** shall be paid for the current year of study in nine monthly installments as of October 2014.

Scholarships shall be paid in the bank accounts of the beneficiaries of the scholarship.

The payment of the approved scholarship shall be suspended in the event that a candidate spends it improperly, that the candidate doesn't fulfill the requirement to enroll in the next semester or fails to meet the requirement for enrollment in the next year of study and if the candidate abandons studying.

The rights and obligations of the scholarship beneficiaries are defined by the agreement on granting scholarships, which the candidates, upon the final decision on the award of scholarships, shall sign with the Coordination Body's Office.

#### **V DEADLINE FOR APPLICATION AND SUBMISSION OF DOCUMENTS**

**The deadline for submitting applications is 11 days and it starts running on the first day after the announcement of the competition in the "Politika" daily, which covers of the whole territory of the Republic of Serbia.**

The candidates from the municipality of Bujanovac are to submit their applications for the scholarship competition, along with the attached documents, by registered mail or personally to the Coordination Body's Office in Bujanovac (the building of the municipality of Bujanovac, 115, Karadjordja Petrovica St), while the candidates from the municipality of Presevo are to submit them to the Coordination Body's Office in Presevo (12, Save Kovacevica St) and the candidates from the municipality of Medvedja to the service center of the local administration in the municipality of Medvedja (48, Jablanicka St) , in a sealed envelope marked: THE COMPETITION FOR STUDENT SCHOLARSHIPS, DO NOT OPEN UNTIL THE APPLICATION DEADLINE.

The body receiving the application shall place the admission stamp on it, as well as the date when the application was received.

Late applications shan't be taken into consideration, while incomplete and incorrect applications will be rejected.

The ranking list of candidates shall be made by the selection Committee, upon the completion of scoring.

All applicants have the right to file a complaint within 8 days from the date of publication of the list of candidates, upon the completion of the interview.

The final decision on the award of scholarships shall be made by the Director of the Coordination Body's Office, after the passing of the entrance examination for admission to the first year of study at the faculties of the University of Novi Sad, for the candidates who have met the formal and legal requirements of the competition.