

## **INFORMATION FOR MEI STUDENTS REGARDING REGISTERING EXAMS AND MASTER THESIS IN JANUARY EXAMINATION TERM, ACADEMIC YEAR 2019/2020**

I Registering of exams for Master in European Integration for January examination term will be conducted from **3 to 7 December, 2019**.

January examination term will last from 8 to 25 January, 2020.

### **IMPORTANT NOTES:**

- **ALL STUDENTS shall register exams by the students` e-account.** Students who have not created their personal e-account yet are asked to make it in accordance with the instructions available at the Faculty webpage: [www.ius.bg.ac.rs/info](http://www.ius.bg.ac.rs/info) (Students` info/master academic studies/Important information - obligatory creation of the order for electronic evidence of students).
- Students enrolled for the first time in 2019/2020 academic year do not pay first two registrations of exams.
- Students who re-enrolled in the 2019/2020 academic year do not pay the first registration of exams.

Payment for registration of exams:

- citizens of the Republic of Serbia and the Republic of Srpska - 6.000,00 RSD per exam,

- Foreign students - 100 Euro (in RSD) per exam.

- Students enrolled in 2018/2019 academic year pay the mentioned amount for each exam registration.
- Students who re-enrolled in 2018/2019 academic year for the sake of extension of the deadline for completing the studies in 2018/2019 year, do pay the mentioned amount for each exam registration.
- Students enrolled in 2017/2018 academic year, to whom an extension of the deadline for completing studies in 2019/2020 academic year is allowed, do pay the mentioned amount for each exam registration.

Payment is to be conducted to the Faculty of Law bank account **840-1439666-55**

- in the frame called "*broj modela*" (model number) students are supposed to write **97**,

- in the frame called "*poziv na broj*" (referential number) students shall write the unique controlling number, which is available for each student at his/her own e-account.

There must be enough money at the student`s account for the exam registration.

We are emphasizing that payments, depending on the time of its realization, can be late even up to 4 days (payment done on Thursday afternoon will be available at the Faculty account on Monday).

Students, who have not paid the fee installments in accordance with the installments` payment schedule, will not be able to register exams.

**II** Information for students of master academic study program Master in European Integration regarding the terms for **registering the master thesis** in the January of 2019/2020 academic year:

Registering of master thesis will be conducted from 3 to 10 December, 2019.

The filled form related to master thesis, which is also signed by the chosen mentor (*form to be taken on the end of this information*), shall be submitted to the Office for Master and Doctoral Studies or can be dropped into the box proposed for exams registration, which has been placed in front of the Amphitheater V.

- Students of Master in European Integration, who have enrolled for the first time in 2019/2020 academic year, do not pay for registering and defending their master thesis only if they do submit the thesis registration in the current academic year, including a final registering term in September II.
- All other students pay for registering and defending their master thesis the following sum:
  - citizens of the Republic of Serbia and the Republic of Srpska - 15.000,00 dinars,
  - Foreign students - 150 Euro (in RSD).

Payment shall be conducted on the bank account of the Faculty of Law **840-1439666-55**, and in the frame „позив на број“ students shall write the code **540 and index number**.

Belgrade, December 3, 2019

OFFICE FOR MASTER AND DOCTORAL STUDIES