

Pursuant to Article 19, Section 1, Clause 10, and Article 28, Section 1 of the University of Split Statute, the University of Split Senate, at its session held on October 18, 2007, and following the Rector's proposal, adopted the following

**UNIVERSITY OF SPLIT REGULATIONS
ON ACADEMIC RECOGNITION OF FOREIGN HIGHER EDUCATION
QUALIFICATIONS AND STUDY PERIODS**

Article 1

- (1) The University of Split Regulations on Academic Recognition of Foreign Higher Education Qualifications and Study Periods further specify and regulate issues related to the process of recognition of foreign higher education qualifications and study periods at the University of Split (hereinafter: the University).

Article 2

- (1) Under these regulations, *academic recognition* refers to recognition of a foreign higher education qualification solely for the purpose of continuing education at the University.
- (2) Under these regulations, *recognition of study periods* refers to recognition of study periods spent at a foreign higher education institution solely for the purpose of continuing education at the University.

Article 3

- (1) The *Academic Recognition of Foreign Higher Education Qualifications Office* (hereinafter: the Office) is the central authority for academic recognition of foreign higher education qualifications and study periods at the University.
- (2) The Office consists of the Head of the Office, vice-rector for education and relevant administrative and technical services of the rector's office.
- (3) The Head of the Office is appointed by the University's Senate for a two-year mandate which begins on the day of the appointment.

Article 4

- (1) Application for academic recognition of foreign higher education qualifications (hereinafter: the Application) should be submitted to the Office.
- (2) The Application shall be submitted on a prescribed form which is a constituent part of these Regulations, and should also contain documents stipulated by Article 4, Section 1 of the Recognition of Foreign Education Qualifications Act (Official Gazette 158/03, 198/03, 138/06; hereinafter: the Act).
- (3) The Office shall, within 15 days from the date of receipt of a proper and complete Application, deliver the said Application to the University constituent at which the client wishes to continue studying.
- (4) The University constituent shall evaluate the foreign higher education qualification as defined in Article 2, Section 1, Clause 9 of the Act.

- (5) The University constituent's Council shall, within 60 days from the date of receipt of the Application from the Office, issue a final decision on the Application which shall be delivered to the client.
- (6) The essential part of the text of the decision from Section 5 must contain a provision saying that the qualification shall be automatically recognised if in terms of competences (knowledge and skills) it meets the requirements for enrolling in a specific study programme or in a part of the specific study programme.
- (7) No appeal is admitted against the decision from Section 5, but it is possible to institute an administrative dispute at the Administrative Court of the Republic of Croatia within 30 days from the receipt of the decision.
- (8) In the event of any issues which might occur in the course of the evaluation process mentioned in the Article 4 (the issue of accreditation of the higher education institution etc.), the University constituent's competent authorities can refer to the Office which is authorised to ask for an opinion from the Council for evaluation of foreign higher education qualifications of the Agency for Science and Higher Education.
- (9) The entire case documentation shall be kept at the constituent, while the Office shall keep the filled-in form mentioned in the Section 3 and decision mentioned in the Section 5, of which the constituent needs to inform the Office.

Article 5

- (1) Application for recognition of study periods, i.e. of ECTS credits is submitted directly to the University constituents, which fully implement the procedure for recognition of study periods up to the final decision of the constituent's Council, in accordance with the general acts of the constituents.

Article 6

- (1) The constituents are obliged to pass, within 60 days from the day of publishing of these Regulations, all general acts which will regulate and further specify all issues related to academic recognition of foreign higher education qualifications and study periods (the authorities, the procedure, etc.), in accordance with the Law and these Regulations.

Article 7

- (1) Upon these Regulations becoming effective, the general acts of the University and its constituents related to the recognition of equivalence of foreign degrees and similar shall no longer be effective.

Article 8

- (1) These Regulations shall become effective on the eighth day of their publishing on the University's bulletin board.

RECTOR

Ivan Pavić, PhD

These Regulations were published on the bulletin board of the University on October 29, 2007, and became effective on November 06, 2007.

HEAD SECRETARY

Josip Alajbeg, LL.B.