



R U L E S

ON ACADEMIC FAILURE

AT THE INTERNATIONAL UNIVERSITY OF

SARAJEVO

According to Article 61, Paragraph 1, Clause k) of the Law on Higher Education (“Official Gazette of Sarajevo Canton”, Number: 36/22), and Article 121 of the Statute of the International University of Sarajevo, Number: IUS-SENAT-11-1720/23 from June 19th, 2023, the Senate of the International University of Sarajevo, on its 172nd meeting held on February 06th, 2024, adopted the following

R U L E S
ON ACADEMIC FAILURE
AT INTERNATIONAL UNIVERSITY OF SARAJEVO
(REVISED TEXT)

Article 1
(Regulation)

These Rules define and regulate criteria and procedure in the case of academic failure based on student’s not passing expected course load (within last two consecutive semesters), or ELS study requirements, which can lead to the expulsion and loss of the student’s status.

I STUDENT'S OBLIGATIONS

Article 2
(Expected success)

The Student is expected to have successfully completed his/her studies at the first cycle of higher education (Bachelor) by acquiring a minimum of 240 ECTS in four years (eight semesters) at a rate of 30 ECTS per semester.

In special circumstances (which may include any physical, mental or psychological infirmities or dormant status), this period can be extended to a maximum of 16 (sixteen) semesters.

Article 3
(Academic success rate)

The Student is required to pass a minimum of 50% of the total course load in one academic year (two consecutive registered semesters).

II MEASURES TO BE TAKEN IN CASE OF THE STUDENTS' FAILURE TO FULFILL OBLIGATIONS

Article 4
(Academic Warning)

If the student does not fulfill the obligation to pass a minimum of 50% of the total course load in one academic year (two semesters), he/she will be given a warning to improve the success rate within the next two semesters.

Article 5
(Academic Probation)

If the student does not fulfill the obligation to pass a minimum of 50% of the total course load in the previously given deadline, then he/she will be given a final measure of Academic Probation which will last next one academic year.

Within this measure, the student's parents / legal guardians / adoptive parents will be informed about the measure imposed.

Article 6
(Loss of student's status and expulsion)

If the student, even after the previously imposed measure of Academic probation, fails to fulfill the obligation to pass a minimum of 50% of the expected course load, then the respective dean will bring the decision on loss of the students status (expulsion from the University) where the student will be given a period of 10 days for appeal on the imposed Decision.

If appealed, then a rector's consent will be compulsory for the purpose of final resolution by the respective Faculty Council.

III COMMITTEE IN CHARGE

Article 7
(Committee in charge)

The Committee for annual monitoring of student's success consisting of **Vice-Rector, SAO Manager and representative from each faculty (hereinafter: the Committee)** is hereby established as a permanent body at the University with the main purpose of continued monitoring of the fulfillment of obligations arising from these Rules.

Article 8
(Committees' Responsibility)

The Committee is responsible to review the individual transcript of each student at the end of two consecutive semesters and to analyze and report to the rector and the respective dean whether there are students who failed to pass a minimum of 50% of the total course load.

When the Committee finds such cases, then it will submit a full statistical report to the respective dean along with a guided proposal and recommendations.

IV ENGLISH LANGUAGE SCHOOL (ELS) STUDY REQUIREMENT

Article 9 (Attendance and Academic Failure)

Students who absence-fail twice (not necessarily in two consecutive sessions) in one academic year are expelled from the university.

Students who fail three times at one level are expelled from the English Language School. Consequently, they are no longer permitted to attend classes/exams at ELS. However, they may become eligible to enroll in faculty courses, provided they submit a valid IELTS or TOEFL exam result, as outlined in the IUS ELS rulebook.

Article 10 (Length of the Education at ELS)

ELS students are expected to attend classes regularly and complete their studies in one academic year (2 semesters).

Students who are not able to complete their program in 2 semesters are allowed to attend ELS classes for one more academic year. This means that students have a maximum of 4 semesters in total to complete their studies at ELS.

Students who can't provide the proof of English proficiency through the internal (ELS Proficiency Exam) or external assessment (IELTS/TOEFL) within 4 semesters are not allowed to attend classes at ELS any longer.

Those students who have spent 4 semesters at ELS but could not complete B2 Level are obliged to achieve one of the following to start their faculty programs:

- a) **ELS Proficiency Exam:** Students are allowed to sit for this exam a maximum of 3 times in the following academic year. These exams are held in September, January and June. An examination fee must be paid prior to each exam.
- b) **External assessment certificates:** Students may submit a valid IELTS or TOEFL exam result (as defined in the ELS rulebook) to be exempt from the ELS Proficiency Exam.

Article 11 (Validity of Assessment Proof)

The validity of an ELS Proficiency Exam result for enrolment at IUS is two years. Proficiency exam results received before that are not considered valid for registration.

The validity of external assessment proof (IELTS/TOEFL) is defined by the external assessment body.

Article 12
(Maximum number of attempts at ELS Proficiency Exam)

The ELS Proficiency exam can be taken a maximum of three times.

Students who complete B2 Level can take any three ELS Proficiency Exams including the one at the end of the first B2 level attended.

Students who haven't completed B2 Level can only take the ELS Proficiency Exams in September, January, and June.

Students who couldn't pass the ELS Proficiency exam in these 3 attempts must submit an external assessment proof (IELTS/TOEFL) of English Proficiency.

At his discretion the Rector in consultation with ELS director may decide on specific exceptions related to ELS.

V TRANSITIONAL AND FINAL PROVISIONS

Article 13
(Integral part)

These Rules form an integral part of the Study Rules for the first cycle study at IUS.

Article 14
(Entry in force)

These Rules enter into force upon its adoption.

On the day these Rules became effective, the Rules on academic failure at the International University of Sarajevo, No. IUS-SENAT-11-2608/2023 is no longer in force.

R E C T O R

Prof. Dr. Ahmet YILDIRIM

Enclosed:

Templates of letters for Academic Warning & Academic Probation

Delivered to:

- 1 x Vice Rectors Office*
- 1 x Student Affairs Office*
- 1 x QA Office*
- 1 x IRO Office*
- 1 x Academic staff*
- 1 x ELS*
- 1 x Faculty Secretaries*
- 1 x IUS web page (Regulations)*
- 1 x a/a*

REF. No. : xxxxxxxx/23

Date : xxxx.02.2023

Subject : **Academic Warning**

Student's Name:

Student ID:

Full degree program name:

Dear.....,

In accordance with the Study Rules on the First Study Cycle of the International University of Sarajevo, Section Article and the Rules on Academic Failure at IUS, no.Article....., a student is expected to have successfully completed their studies at the first cycle of higher education (Bachelor) by acquiring 240 ECTS in 8 (eight) semesters. In particular, the student is required to pass a minimum of 50% of the total course load in one academic year (two consecutive registered semesters).

After carefully reviewing your academic performance to date, the International University of Sarajevo regretfully warns you that you will be placed in Academic Probation as of if you do not improve your academic performance as stated below:

- **50%** of the courses taken over the Spring 2020 semester must be a pass
- No N/A
- No withdrawal from a registered course
- No dormant status

*You have achievedECTS insemesters. Thus, failure to achieve a pass at minimum **50%** of your course load (which must be at least **xxx** ECTS) in the will result in your being placed in Academic Probation at the International University of Sarajevo at the end of that semester.*

This will hold true each consecutive semester until the end of your study period at IUS. As a result of the Academic Probation period, you may stand to be in a position of expulsion at that stage.

It is our sincere hope that you will take this warning with the seriousness it is intended and improve your academic performance.

Sincerely,

[Name and title]

Deliver to:

1x Student

1x Rectorate

1x Student Affairs

1x Archive

REF. No. : xxxxxx/23

Date : xxxx.02.2023

Subject : **Academic Probation**

Student's Name :

Student ID :

Full degree program name :

Dear.....,

In accordance with the Statute of the International University of Sarajevo, Section Article, and and the Rules on Academic Failure at IUS, Article.....dated/number on the timeframe for successful completion of studies at the International University of Sarajevo, a student is expected to have successfully completed their studies at the first cycle of higher education (Bachelor) by acquiring 240 ECTS in 8 (eight) semesters.

After carefully reviewing your academic performance to date, the International University of Sarajevo regretfully informs you that you have been placed in Academic Probation as of for failing to meet the expected standards in terms of the regular time frame of studies.

You have achievedECTS insemesters. Thus, failure to achieve a pass at minimum 50% of your course load (which must be at least xxx ECTS) in the Spring 2020 semester will result in your expulsion from the International University of Sarajevo at the end of that semester. This will hold true each consecutive semester until the end of your study period at IUS.

Sincerely,

[Name and title]

Deliver to:

1x Student

1x Rectorate

1x Student Affairs

1x Archive

