STUDY RULES
FOR THE THIRD STUDY CYCLE

2014
Pursuant to Article 48, paragraph 1 of the Law on Higher Education („Official Gazette of Sarajevo Canton“; issue No. 42/13 – Revised Version), upon the approval of IUS Board of Trustees, the Senate of the International University of Sarajevo on its regular session held in Sarajevo on August 25th, 2014 brought the following

STUDY RULES
FOR THE THIRD STUDY CYCLE

I GENERAL PROVISIONS

Article 1

The Study Rules for the Third Study Cycle at the International University of Sarajevo (hereinafter: the Rules) specify the organization and delivery of the third cycle studies, in particular: enrollment in the third study cycle, procedures for carrying out examinations and research, procedure of registration, examination and defense of the doctoral dissertation, the procedure of graduation ceremony and conferment of the degree of Doctor of Philosophy (Ph.D.), as well as any other matters significant for the realization of studies for acquiring the scientific / artistic title of Doctor of Philosophy (Ph.D.) at the International University of Sarajevo.

Article 2

Any study program which entitles its graduate to a PhD degree is considered to be the third study cycle, in accordance with the Law, these Rules and the Book of Rules on Using Academic Titles and Acquiring Scientific and Professional Titles at Higher Institutions in Sarajevo Canton.

Article 3

The third study cycle courses are delivered in accordance with study rules based on the European Credit Transfer System (ECTS) and the Law, through scientific-research / artistic-research activities and study courses.

II ENROLLMENT IN THE THIRD STUDY CYCLE

Article 4

1) Enrollment in the Third Study Cycle is conducted on the basis of a public announcement published by the International University of Sarajevo (hereinafter IUS), upon the decision by the IUS Senate.

2) Faculty Councils propose student quota based upon the proposal of program coordinators in coordination with the IUS Graduate Council by the March of each year.

3) By the end of April of each year, Senate decision on proposed quotas is sent to the Ministry of Education, Science and Youth of the Sarajevo Canton (hereinafter Ministry) for the final approval.

4) After receiving approval for the quotas from the Ministry, public announcement for enrolment is published in media and at IUS web site.
Article 5

1) Candidates who have completed the second cycle study program, or master study program prior to introduction of the Bologna three-cycle-study system in the scientific/artistic field which is relevant to study program degree, are eligible to enroll.

2) Foreign citizens are eligible to enroll in the Third Study Cycle under the same conditions as citizens of Bosnia and Herzegovina, in accordance with the Law.

3) Further conditions and criteria for enrollment of candidates are determined by the IUS Senate, upon proposals by the relevant Faculty Council.

Article 6

1) To be eligible to enroll in the third study cycle, candidates should have an excellent command of English language, both written and spoken. Candidates prove their English language proficiency:

   a) with a certain number of points accrued in the international English language proficiency examinations (TOEFL, IELTS), with the minimum score:

      - TOEFL Paper-based (minimum 500),
      - IBT Internet-Based TOEFL (minimum 70),
      - IELTS Academic (minimum 6.0)

   Students achieving a required pass mark from any of these exams may apply to the ELS Administration with the Original Score Sheet. The validity period for these scores is as stated on the Score Sheet.

   b) Students holding a high school BA/MA diploma from native English speaking countries,

   c) Holding proof of having completed one academic year at an English medium university,

   d) The following high-school diploma holders:

      AICE diploma: Cambridge Advanced International Certificate of Education
      IB diploma: International Baccalaureate

   e) Students who are native English speakers,

   f) Students who successfully passed the Proficiency Exam which is organized at the University prior to the commencement of each academic year.

2) Students who hold FCE certificate with a minimum grade B2 can directly sit for ELS Proficiency exam.

Article 7

1) Guest students are exempted from obligations in Article 6, upon a decision of the relevant Faculty Council.

2) Students who have not passed any of the above mentioned English language assessments, and who have not been exempt according to provisions set in the previous paragraph, may
attend the preparatory English language classes at ELS and sit for the English language examination (Proficiency exam) after completion of the ELS course.

**Article 8**

1) The following documents should be submitted to Student’s Affairs Officer for second and third cycle of study (hereinafter: Graduate Student’s Affairs Officer) before the announced deadline:

   **B&H Citizens**
   - CV;
   - Originals and certified copies of Master diploma(s), and diploma supplement or transcript(s);
   - Copy of bachelor diploma and transcript;
   - Decision on recognition of diploma if obtained outside of B&H, or proof that recognition procedure has been initiated;
   - CIPS residency certificate;
   - Citizenship certificate;
   - Birth certificate;
   - Medical report (not older than 6 months);
   - IUS Application Form (download from www.ius.edu.ba);
   - Two passport size pictures;
   - TOEFL or IELTS results (if taken);
   - Two letters of recommendation; and
   - Letter of purpose: Interest in scientific / artistic research field must be clearly specified.

   **International Students**
   - CV;
   - Originals of Master diploma(s) and diploma supplements or transcript(s), with official translation to Bosnian or English with Apostle or equivalent authentication;
   - Copy of bachelor diploma and transcript;
   - Decision on recognition of diploma if obtained outside of B&H, or proof that recognition procedure has been initiated;
   - Passport copy;
   - Police clearance record (officially translated to English or Bosnian language);
   - Medical report (not older than 6 months);
   - IUS Application Form (download from www.ius.edu.ba);
   - Four passport size pictures;
   - TOEFL or IELTS results (if taken);
   - Two letters of recommendation; and
   - Letter of purpose: Interest in scientific / artistic research field must be clearly specified.

2) Graduate Student’s Affairs Officer is responsible for the completeness of documents in the application.

3) Graduate Student’s Affairs Officer prepares a file for each applicant which contains copies of:
a) Master diploma(s) and diploma supplement or transcript(s);
b) Bachelor diploma and transcript;
c) IUS Application Form;
d) TOEFL or IELTS results;
e) CV,

and sends them to the relevant Faculty Dean offices. Upon the completion of the admission process, Graduate Student’s Affairs Officer files the original documentation of the accepted candidates at the Student Affairs Office.

Article 9

1) By the day of announcement for enrollment at latest, Faculty Dean appoints admission committees for each of the study programs.

2) Admission committees are required to review applications of all candidates, and may invite applicants for an interview. Admission committees submit their reports on admitted candidates to the relevant Faculty Dean and to the Student Affairs Office which compiles all the reports and announces the preliminary list of admitted candidates two days after the application deadline.

3) The report has to include two categories of candidates:
   a) Admitted candidates. If the committee decides that a candidate needs a preparatory program, a list of undergraduate and/or graduate courses and a schedule for the registering and passing these courses is specified;
   b) Rejected candidates.

Article 10

1) Preliminary lists of admitted candidates are publically announced on the IUS notice board and IUS web site.

2) If a preparatory program is required, remark to that fact will be noted on the preliminary list of admitted candidates.

3) Candidates who believe that the ranking procedure has not been conducted properly can lodge an appeal to the relevant Faculty Dean office.

4) In case of previous item, Faculty Dean may ask relevant admission committee to write official report with explanation of criteria used for particular rejection.

5) Decision on the appeal is delivered to the appellant and is also published on IUS notice board.

Article 11

1) Candidates who had been eligible to enroll, but failed to complete the enrollment procedure by the due date, lose the eligibility to enroll and relevant Faculty Councils may announce a supplementary list of acceptance to fill quotas.

2) Students sign the Study Contract with the IUS which specifies their mutual rights and obligations in accordance with the Book of Rules on establishment of the necessary
elements of the Study Contract at IUS. These contracts include the proposed preparatory programs for candidates.

Enrollment by transfer

**Article 12**

1) Students in the Third Study Cycle at IUS who want to transfer from one study program to another, or students in the third study cycle at another higher education institutions, are eligible to transfer to an appropriate level of a study program in the third study cycle at IUS, having lodged all the necessary documentation prior to the beginning of the semester and after completing procedure defined in the Law and general acts of IUS.

2) Students who have passed examinations at another higher education institution or another study program at IUS can transfer passed exams in accordance to the IUS regulations.

3) Students who transfer to IUS from another university must satisfy the same English language requirements as all other students who are enrolling at IUS, set in Articles 6 and 7 of this Rulebook.

**III ORGANIZATION OF THE THIRD STUDY CYCLE**

**Article 13**

IUS and its faculties organize and implement third cycle studies in accordance to the study program curricula which are adopted in accordance to the law and IUS regulations.

**Article 14**

1) During the semester students sit for examinations and complete all other assignments (projects, seminar papers), and at the end of the semester they are required to sit for the final examination and/or complete the final project to obtain a mark in the relevant subject.

2) The course holder gives the final mark to the students.

3) The final mark may be based on on the mid-term examination(s), quizzes, assignments, final examination, and/or assessment of the final project, and on the attendance.

4) The students are entitled to have the makeup examination should they not sit for the final examination, or should they fail to achieve the total pass mark (overall grade) in the final examination.

**Article 15**

1) For each course, the course holders assign one of the below listed letter or numerical marks as a final, total mark, at the end of the semester. The IUS grading system is as follows:


<table>
<thead>
<tr>
<th>ECTS grades</th>
<th>Points assigned to grades</th>
<th>Numerical grades by Law on Higher Education of BiH</th>
<th>Harmonization Points scale</th>
<th>Letter grade in use at IUS</th>
<th>Points in use at IUS</th>
<th>Weight coefficient in use at IUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>95-100</td>
<td>10</td>
<td>95-100</td>
<td>A</td>
<td>96-100</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>85-94</td>
<td>9</td>
<td>91-94</td>
<td>A-</td>
<td>88-95</td>
<td>3.7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>88-90</td>
<td>B+</td>
<td>88-91</td>
<td>3.3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>85-87</td>
<td>B</td>
<td>84-87</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>75-84</td>
<td>8</td>
<td>81-84</td>
<td>B-</td>
<td>80-83</td>
<td>2.7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>78-80</td>
<td>C+</td>
<td>76-79</td>
<td>2.3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>75-77</td>
<td>C</td>
<td>72-75</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>65-74</td>
<td>7</td>
<td>70-74</td>
<td>C-</td>
<td>68-71</td>
<td>1.7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>65-69</td>
<td>D+</td>
<td>64-67</td>
<td>1.3</td>
</tr>
<tr>
<td>E</td>
<td>55-64</td>
<td>6</td>
<td>55-64</td>
<td>D</td>
<td>60-63</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>Less than 55</td>
<td>5</td>
<td>Less than 55</td>
<td>F</td>
<td>Less than 59</td>
<td>0.0</td>
</tr>
</tbody>
</table>

2) Letter marks in use at the IUS:

**I** – Incomplete - is assigned to students who, due to justifiable reasons, failed to complete a required component which is assessed within the subject. The student who gets this letter mark must complete the pending components in the prescribed timeframe and by the commencement of the next semester, at latest; otherwise, the letter mark “I” shall be automatically changed to the negative mark, or “F” (Failed) for credit courses and “U” for non-credit courses.

**S** – Satisfactory - is assigned to students who passed the examinations which do not accrue credit points, or whose written assignment/report has been accepted.

**U** – Unsatisfactory - is assigned to students who failed to pass the subjects which do not accrue credit points, or his written assignment/report have been rejected.

**NA** – Non-attendance - signifies that the student has not met the criteria of attendance to the course in the relevant subject.

**W** – Withdrawal - signifies that the student has withdrawn from the relevant subject.

**IV TERMINATION OF STUDENT'S STATUS**

**Article 16**

The student’s status is terminated in the following circumstances:

a) Completion of studies;
b) Withdrawal from IUS;
c) Expulsion from IUS in the procedure and under conditions stipulated by law or another appropriate IUS general act;
d) When the student fails to complete the studies in the timeframe stipulated by law, the Statute, these Rules, or IUS general act;
e) In any other circumstances stipulated by law, the Statute, these Rules, or other IUS general act.

V THE THIRD STUDY CYCLE PROGRAM

Scope and content

Article 17

1) The scope and content of the doctoral program is to enable students to carry out an independent research, express their own views in respect of scientific/artistic achievement, and take all necessary steps to synthesize new scientific/artistic findings.

2) Doctoral dissertation must fulfill at least one of the following conditions:
   a) Demonstrate a new approach in the research area;
   b) Use a new scientific/artistic methodology/approach;
   c) Find new results and/or outputs by applying new or existing methods;
   d) Apply an existing method onto a new research area.

Summary of conditions for satisfactory completion of studies

Article 18

1) The third study cycle lasts for three academic years (six semesters), and the workload of the study is valued at 180 ECTS study points.

2) The third study cycle consists of the subjects who carry maximum of 60 ECTS, a qualifying examination, the doctoral dissertation proposal, three follow-up assessments of the dissertation and the defense of the dissertation.

3) The doctoral dissertation cannot accrue less than 120 ECTS.

Summary of the conditions may preferably be as listed in the table below

<table>
<thead>
<tr>
<th>GRADUATE STUDIES (PhD)</th>
<th>ECTS Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 500 or higher courses (at least 24 ECTS credits must be taken from 600 level courses)</td>
<td>48</td>
</tr>
<tr>
<td>Scientific Activity</td>
<td>12</td>
</tr>
<tr>
<td>Thesis: A doctoral degree dissertation is mandatory</td>
<td>120</td>
</tr>
<tr>
<td>TOTAL</td>
<td>180</td>
</tr>
</tbody>
</table>
4) Students who do not finish their third cycle studies within three years, can continue to study for additional two semesters without paying additional tuition fees to the IUS.

5) Students who do not finish third cycle studies during the three years and additional two semesters, can study at IUS until they lose their student status in one of the ways prescribed in this or other IUS regulations, provided that they pay tuition fees in accordance to their study contract and Foundation decision on tuition fees.

6) In justifiable circumstances, the timeframes determined by this Rules can be extended and the Faculty Council makes a decision thereof.

7) Should that candidate fail to complete all the requirements in the timeframe determined in this Rules, the procedure to obtain the scientific/artistic title of Doctor of Philosophy (Ph.D.) may be terminated by the Senate’s decision upon Faculty Council’s proposal, in which case the student forfeits the student status.

Scientific Activities

Article 19

1) The scientific levels of scientific activities are regulated in the curriculums of each program. Scientific activity may be a journal article published in a peer review journal, or paper at a conference approved by the Faculty Council with full article published in the conference proceedings.

2) 12 ECTS credits may be given to an indexed journal paper, 6 ECTS credits may be given to conference paper published full text in the proceedings of the conference approved by the Faculty Council.

3) Awarding of appropriate number of ECTS credits for completed scientific activity to the students is based on the Form IUS - PhD12 signed by mentor and program coordinator stating that scientific activity has been completed in accordance to the study program curriculum and the number of ECTS credits which are awarded to the student, accompanied with the copy of the article as it is published in the peer reviewed journal or conference proceedings.

4) Student does not have to register work on the scientific activity in advance and the ECTS credits are awarded in the semester in which the scientific activity is completed.

5) By the approval of the mentor, scientific activities may also be completed during dissertation phase of the studies.

6) At IUS each graduate program sets standards with some specifics related to the program (for example at FENS it may be natural to ask for one SCI journal paper and several papers in peer reviewed journals. At FBA and FASS, SCI may be replaced by SSCI. For artistic fields, some of the papers may substituted by exhibitions).

7) At the end of each semester, Post Graduate Workshops may be organized by Faculties. The date of the Workshops must be announced in Academic Calendar of the university. Study programs also plan continuous activities as weekly seminars in which second and third cycle students at least once in semester are presenting their scientific achievements.

Article 20

1) Study programs in the third study cycle are divided into academic years and semesters.
2) In accordance with the European Credit Transfer System, ECTS study workload carries 30 ECTS credit points per semester or 60 ECTS credit points per academic year.

3) The number of study credit points for a particular subject is determined according to the total student workload (theoretical and/or practical classes, exercises, seminars, etc.), the length of time the student is required to spend on independent assignments (homework, projects, seminar papers, etc.), and the time required for studying while preparing for assessments and tests which are marked (tests, final examinations, etc.).

4) During the entire studies students are required to register student activities performed in each semester.

**Article 21**

1) The student is entitled to spend a certain period of time during the studies (a semester, or a study year) at other higher education institution in the country or abroad, through international student exchange programs, based on bilateral agreements concluded between IUS and other institution.

2) Manners of implementation of the students' mobility are stipulated by a separate general act of the IUS.

**Selection and appointment of an advisor**

**Article 22**

1) Upon the enrollment, the student is assigned an academic advisor to assist him/her in preparing towards the doctoral dissertation.

2) Third cycle students register courses upon the approval of the advisor.

3) Each graduate study program defines a set of core courses from which students must select certain number of ECTS.

4) The rest - free electives - may be taken from other programs as defined in each study program curriculum.

**Selection and appointment of a mentor**

**Article 23**

1) By the end of first year, third cycle student chooses a mentor for his/her dissertation from the body of the full time IUS teachers (assistant professors, associate professors and full professors) with PhD, for scientific areas. Student fills the mentor form, with the consent of the mentor, and submits it to the program coordinator.

2) Program coordinator brings the student's proposal to the Faculty Council for approval.

3) For doctoral dissertation in artistic field two mentors may be appointed: a mentor for artistic project and a mentor for doctoral part of doctoral dissertation. Mentor for artistic project is a full time IUS teacher in artistic-teaching title and mentor for doctoral part of dissertation is set according to the criteria from paragraph 1 of this Article.

4) If the subject of the dissertation requires more than one mentor, then a co-mentor can be appointed, and the decision thereof is made by the Faculty Council upon proposal by the Program Coordinator.
5) Decision on appointment of the mentor, co-mentor, as well as decision on change of the mentor, is brought by the Faculty Council upon proposal of a student with consent of proposed mentor.

6) Mentor shares the responsibility of all the ethical issues related to the thesis. If the experimental work is related to the human or animals IUS Ethical Committee should give approval.

**A qualifying doctoral examination**

**Article 24**

1) Qualifying doctoral examination (hereinafter: qualification exam) is the test aimed to measure whether the third cycle student is "mature, and qualified" enough for a work on dissertation after he/she finished courses at the graduate level. The qualification exam may have two parts: written and/or oral.

2) Topics of the written exam questions can be specified by each program in its curriculum, or be chosen from topics covered by graduate courses taken by the candidate.

3) Oral exam digs further into topics not answered properly in the written exam, and checks consciousness for future research prospects of a candidate.

4) Passing grade from a qualification exam is 55% as in any other exam.

5) Qualification exam is administered by examining committee appointed by the Senate.

6) After completing all course obligations, except required scientific activities, which can be finished during the work on dissertation, third cycle student, with the approval of the mentor, appeals to the program coordinator for the appointment of an examining committee for the qualification exam.

7) Examining committee consists of three members, all of whom are appointed to the rank of assistant professor or higher academic rank, and where the mentor is chairman of the committee.

8) Program coordinator proposes members of the examining committee and submits the proposal to the Faculty Council.

9) Faculty Council reviews program coordinator’s proposal and proposes members of the examining committee to the Senate.

10) Senate appoints examining committee.

11) Within one month from the appointment by the Senate, examining committee sets the examination date and venue for the qualifying examination.

12) Within three days from the examination date, mentor notifies the student about the result of the qualifying examination.

13) If student fails to pass the qualifying examination, then he/she may re-sit the examination after expiry of a six-month period.

14) The written exam documents and questions of the oral exam are delivered to the Student Affairs Office.
Committee for supervision of preparation of dissertation

Article 25

1) Upon successfully passing the qualification exam, third cycle student is assigned a Committee for supervision of preparation of dissertation (hereinafter: the Committee for supervision). Faculty Council proposes members of the Committee for supervision in the first meeting following the qualification exam and sends the proposal to the IUS Senate for final approval.

2) The Committee for supervision consists of three members, all of whom are appointed at IUS to the rank of assistant professor or higher academic rank with one of them being student's mentor.

3) If doctoral dissertation is in artistic filed and second mentor is appointed to the student, Committee for supervision will include both mentors plus one more member fulfilling conditions set in previous paragraph.

PhD Thesis proposal

Article 26

1) After passing the qualification exam, mentor gives the student enough time to prepare a thesis proposal. Proposal contains the aim, methodology and possible contributions to the science, alongside with a complete literature survey.

2) Upon the appeal of the student, with approval of the mentor, Committee for supervision sets the time for the dissertation proposal defense.

3) The student is required to submit a written report on the dissertation proposal 15 days before its defense.

4) Following the student’s presentation, the Committee for supervision makes its decision with simple majority that dissertation proposal is either;
   a) Acceptable, or
   b) Acceptable with amendments, or
   c) Not acceptable.

5) The student whose dissertation proposal has been rejected has the right to request appointment of a new mentor and to choose the new subject of the dissertation. In such case, a new Committee for supervision can be nominated.

6) The student who wishes to continue co-operation with the same mentor is required to defend his/her dissertation proposal within a month after the new proposal has been made, whilst the student who has changed his/her mentor has a three-month deadline to defend the proposal again.

7) The student whose dissertation proposal is rejected for the second time forfeits his/her student status.
Assessment of the progress in preparing dissertation

Article 27

1) The student, whose report has been accepted by the Committee for supervision, is required to report to the Committee for supervision twice a year, once in the report period January-June, and once in the report period July-December for the purpose of assessing the work on the dissertation.

2) The student submits the written report to the Committee for supervision members at least ten days prior to the date schedule for assessment of the dissertation.

3) The report must contain the summary of work completed by that point and the plan of work for the next period. The Committee for supervision gives a mark for the work: “S” (satisfactory) or “U” (unsatisfactory).

4) Third cycle students are required to present at least three satisfactory progress reports before their final dissertation defense.

5) If a progress report is found unsatisfactory by the Committee, candidate is asked to submit another progress report in a month time.

6) If this second progress report is still unsatisfactory, candidate submits the progress report in the next regular report period.

7) If on two consecutive regular report periods the student obtains mark “U”, he/she forfeits student status.

Committee for defense of dissertation and the procedure of defense of dissertation

Article 28

1) The student whose progress reports obtained mark “S” by the Committee for supervision three times has the right to apply for defense of dissertation. With the consent of the mentor, student submits his/her request for defense of dissertation to the Program Coordinator. The Program Coordinator forwards a copy of the dissertation together with the references of the Committee for supervision to the Faculty Council.

2) Faculty Council nominates Committee for defense of the dissertation (hereinafter: the Committee for defense) which consists of three or five members. Mentor is the member of the Committee for defense. At least one of the members of the Committee for defense should be an academician from another university; other members will be from the same or similar scientific / artistic fields.

3) The Committee for defense is appointed by the IUS Senate.

4) Committee for defense sets the time, date and place of the dissertation defense and forwards it to the relevant faculty's Dean Office to be publicly announced on Faculty Board and IUS website. Dissertation defense is public, open to all students, academic staff and guests.
Article 29

1) The Committee for defense elects its chairperson.

2) The time for defense is at most 60 minutes. After the defense, audience may ask questions. After this session, Committee for defense has closed door meeting and with simple majority decides whether the dissertation is
   a. Acceptable, or
   b. Acceptable with minor corrections, or
   c. Acceptable with major corrections, or
   d. Rejected.

3) The candidate whose dissertation is found acceptable with minor corrections is given two weeks to make these corrections. The candidate whose dissertation is found acceptable with major corrections is given three months to make these corrections. At the expiry of these periods, the dissertation defense procedure is repeated.

4) If the dissertation is rejected the candidate has the right to re-apply with a new dissertation within one year from the date when the first dissertation has been rejected.

5) If the defense is found acceptable, Committee for defense prepares an evaluation report and forwards it to the relevant Faculty Dean. A copy of the report is kept in students file in the Student Affairs Office.

6) Students whose dissertation/thesis has been rejected on two occasion forfeits the student status.

7) The doctoral dissertation is submitted in ten copies (at least five as hard copies, and five in electronic format), of which three copies (two as hard copies, and one in electronic format) are for the National and University Library of Bosnia and Herzegovina, and three copies (two as hard copies, and one in electronic format) are for the IUS Library.

8) Should the doctoral dissertation be in the arts in form of music note, sound, video, or digital recording, then it is submitted in the format it has been made, in the number of copies stipulated in the preceding paragraph.

VII DOCUMENTS AND STUDY RECORDS

Article 30

1) The student who has passed all the examinations stipulated for the enrolled study program of the third study cycle, defended the dissertation, and fulfilled all other obligations stipulated by the Statute of IUS and these Rules, is entitled to be awarded the appropriate degree and diploma of the completed third study cycle of the study program.

2) The Diploma is obligatorily accompanied by the Diploma Supplement which provides more information about the level, nature, content, system and study rules, as well as results achieved during the course of studies.

Article 31

1) Until the Diploma is officially awarded, a Certificate on completion of the third study cycle is issued.
2) The Senate sets the date of the graduation ceremony officially announcing the completion of the third study cycle.

**VIII TRANSITIONAL AND FINAL PROVISIONS**

**Article 32**

In any other matters related to the organization of studies, methods of teaching, student rights and obligations during the studies, which are not regulated by these Rules, the rules of the Statute of IUS and the First Study Cycle Study Rules shall apply.

**Article 33**

The Book of Rules enters into force on the date they are adopted, and shall apply from the start of 2014/2015 academic year.

On the day this Rules enter into force, the previous Study Rules (No IUS-SENAT-11-804/11) are no longer valid.

**Article 34**

These Study Rules are done in Bosnian and English language. In case of any discrepancies between the two official versions of Study Rules, Bosnian version will prevail.

**Article 35**

Forms which are used to facilitate proper implementation of procedures set in this Rules are given in the addendum to this Rules and they constitute its integral part.

**CHAIRMAN OF THE SENATE**

*Prof. Dr. Yücel OĞURLU*

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Approved by:

**THE PRESIDENT OF BOARD OF TRUSTEES**

*Prof. Dr. Hasan Zuhuri SARIKAYA*
CONFIRMATION ON ANNOUNCEMENT OF THE RULES

A copy of these Rules was posted on the notice board at the International University of Sarajevo on _____ 2014 at _______ o’clock;

A copy of these Rules was published by posting it on the International University of Sarajevo website on _____ 2014 at _______ o’clock.

CHAIRMAN OF THE SENATE

Prof. Dr. Yücel OĞURLU