



**UNIVERSITETI I PRISHTINES**  
**"HASAN PRISHTINA"**  
**UNIVERSITY OF PRISHTINA**

Rr. Xhorxh Bush, Nderresa e Rektoratit, 10 000 Prishtinë, R. e Kosovës  
Tel. +381 38 244 183 • E-mail: rektorati@uni-pr.edu • www.uni-pr.edu

No. Prot : \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

The Senate of the University of Prishtina, in the meeting held on 19. 11. 2020, approved:

**REGULATION**

*For amendments to regulation no. 2/922, dt. 24.10.2019, for master studies  
at the University of Prishtina*

**Article 1**

Paragraph 2.2 of Article 2 of the brackets deleted.

**Article 2**

Article 3, paragraphs 4 and 5 are joined in one paragraph (4) and has the following content:

4. Candidates who have completed their basic studies abroad, whose diplomas have been recognized (equivalent - calculated) by the Ministry of Education, Science and Technology, have the right to apply for master studies, in accordance with the law and regulations in power.

Paragraph 6 of Article 3 is replaced by ordinal number 5 with the same content.

**Article 3**

Paragraph 2.2 of Article 12 of the brackets deleted.

**Article 4**

Article 16, paragraphs 1 and 3 are reworded with the following content.

1. For the success achieved in the exam, including the evaluation of the diploma thesis, the student is evaluated with a grade of 10 (excellent) to 5 (insufficient) in the programs, in which the evaluation of the diploma thesis with a grade is foreseen.
3. The commission for protection of the master's thesis makes the evaluation immediately after the public defense of the master. The evaluation of the protection of the master's thesis can be:
  - Defended it with excellent success, very good, good (with a rating of 100-80 possible points = "very good"; 79-65 possible points = "good", 64-50 points possible = "sufficient"; 49 and less possible points = "impassable") or did not defend. The Commission, upon defense, completes Form F4.

### **Article 5**

Article 19 is reworded in 4 paragraphs with the following content.

1. The department, within 30 days, reviews the student's request for the evaluation of the draft proposal of the master's thesis, submitted through the FI.
2. The head of the department, based on the review of the draft proposal of the master thesis realized at the department level, prepares the letter for the faculty council, through which he proposes the approval of the draft proposal of the master thesis and the appointment of the commission for evaluation of the master thesis.
3. If after the review, the department proposes the completion and / or correction, the project proposal is returned to the candidate for completion and correction.
4. In case of rejection of the project proposal by the department, the request processing process ends.

### **Article 6**

Article 21 is reworded in 6 paragraphs with the following content:

1. The faculty council reviews the proposal of the department for the approval of the draft proposal of the master thesis as well as the proposal for the appointment of the members of the commission for the evaluation of the thesis.
2. The faculty council can approve the proposal of the department or return it to the department for reconsideration.
3. At least three months after the date of the decision of the faculty council for the approval of draft proposal of the master thesis, the candidate, after completing the thesis and after the approval of the mentor, can submit a request for evaluation of the manuscript of the diploma thesis, according to form F2.
4. The registered request, together with three soft copies of the diploma thesis, is submitted to the service.
5. The printing of the master's thesis should be done on both sides of the A4 sheet. The paper should be written using the Times New Roman font, size 12. The spacing between the lines should be 1.5 throughout the document.
6. After receiving the request and copies of the topic, the commission prepares the evaluation report of the manuscript of the master thesis, according to the form F3.

### **Article 7**

Article 22 is reworded in 7 paragraphs with the following content:

1. In the next meeting of the department, the commission presents the report for evaluation of the manuscript of the diploma thesis.
2. After the review, the department may refuse, request completion or approve the report.
3. In case the department approves the report of the commission, it proposes to the faculty council also the commission for public protection.

4. The defense committee can also have a mentor (as a member and not as a committee chairman) and a reserve member can be nominated.
5. The members of the commission can be from the academic staff with the call of the professor from UP and outside UP (except for the chairman, who is a professor in regular working relationship in the respective program and in the respective field).
6. The head of the department prepares the letter for advice regarding the approval of the evaluation report and the proposal of the defense commission.
7. In case the department proposes additions and changes in the report of the commission, then the dynamics of the change is determined by the department.

#### **Article 8**

Article 23 is reworded in 4 paragraphs with the following content:

1. The letter of the head of the department, together with the evaluation report of the manuscript of the master thesis, is forwarded to the faculty council.
2. A short abstract of the paper stays on the website or bulletin boards for students, at least, 5 days before the council meeting.
3. Interested parties may have access to the work in its entirety if they submit a written request to the secretary or the person in charge of administration.
4. Eventual remarks regarding the work can be addressed to the faculty administration.

#### **Article 9**

Article 24 is reworded into 7 paragraphs with the following content:

1. The faculty council, in its next meeting, takes a decision to approve the evaluation report and appoints the commission for public protection.
2. During the discussion, the council takes into account any remarks regarding the work, accepted by the parties.
3. If during the debate in the faculty council a decision is made for a partial change of the report, then the time dynamics is determined by the council.
4. The Commission for Defense has the obligation to organize public defense, at least, 7 days before the date when it takes the decisions of the council.
5. The commission is obliged to fill in the form F4 for protection of the work.
6. The candidate, taking into account the last suggestions of the commission, approves the diploma thesis and prints it in 5 copies with strong covers and according to the standard of diploma thesis, defined at the faculty level.
7. The diploma thesis, after being printed, must be recorded and submitted student service.

#### **Article 10**

Article 30, paragraph 1, is reworded with the following content:

1. The candidate may be challenged and deprived of a master's degree if it is determined that the master's thesis is plagiarism, fabrication or forgery.

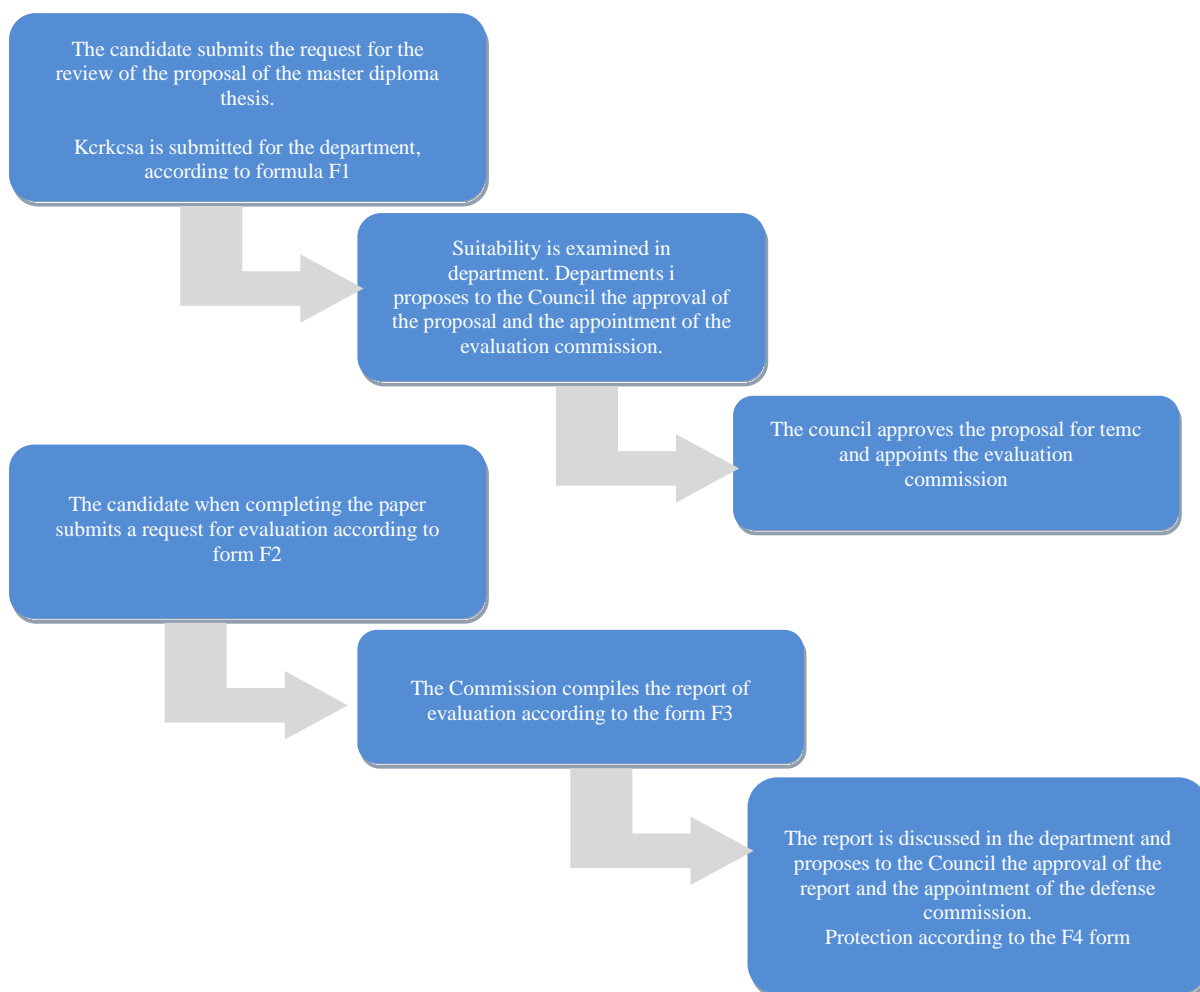
The other paragraphs of Article 30 remain unchanged.

### Article 11

This regulation for amending regulation no. 2/922, dt. 24.10.2019, for scientific master studies at the University of Prishtina enters into force from the day of approval by the Senate of the University of Prishtina and is an integral part of the basic regulation no. 2/922, dt. 24.10.2019.

### Article 12

Part of the basic Regulation will be amended forms F1, F2, F3 and F4, as well as the appendix which explains the procedures according to forms F1-F4, as follows:  
Appendix: F1-F4 Forms and Procedures according to F1-F4 Forms.



Regulations are sent to::

1. UP Archive,
2. Management and secretary of UP,
3. Deans and secretaries of faculties,
4. Secretaries of academic units, and
5. Office of Academic Affairs.

Chairman of the Senate

\_\_\_\_\_  
Prof. Dr. Naser Sahiti, rector

**Forms - F1**



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No. Prot : \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**The faculty:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Programs:** \_\_\_\_\_

**REQUEST**

Department of \_\_\_\_\_

**Subject: Request for the evaluation of the project proposal of the master's thesis**

According to the Regulation for master studies, ask the department to examine my proposal for the thesis that the master's, with the title:

\_\_\_\_\_  
\_\_\_\_\_

For the master thesis I consulted with prof.

\_\_\_\_\_

/ Name and surname and signature /

Attach to the request::

1. Grade certificate;
2. Certification of student status;
3. Project proposal;

By: \_\_\_\_\_, Prishtine

Full name and surname:

Tel: \_\_\_\_\_

\_\_\_\_\_

E-mail-i: \_\_\_\_\_

Student signature:

\_\_\_\_\_

**Forms - F1**

**EVALUATION REPORT ON THE PROJECT PROPOSAL**

THE FACULTY	
Departments / Programs	
Project proposal	
Candidate	
Evaluation of the project proposal	
P.S. The number of pages is increased as needed. Place, date and signatures come at the end.	

**Forms- F2**



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No. Prot : \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Faculty:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Program:** \_\_\_\_\_

**REQUEST**

Department of \_\_\_\_\_

**Subject: Establishment of the Commission for the evaluation of the manuscript of the master's thesis**

Pursuant to the Regulation for master studies, I request from the Department to form the commission for the evaluation of the manuscript of the master thesis, with the title:

\_\_\_\_\_  
\_\_\_\_\_

Mentors: Prof. \_\_\_\_\_  
/ Name surname and signature/

Attach to the request :

Four (4) soft-copy copies

By: \_\_\_\_\_, Prishtine

Full name and surname:

Tel: \_\_\_\_\_

\_\_\_\_\_

E-mail-i: \_\_\_\_\_

Student signature:

\_\_\_\_\_

**Forms- F3**



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No. Prot : \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**EVALUATION REPORT FOR THE MANUSCRIPT OF THE  
MASTER'S DIPLOMA THESIS**

FACULTY	
Department / Program	
Project proposal	
Candidate	
Mentor	
Approval of the project proposal in Faculty Council	Date:
	Decision no:
Manuscript evaluation	
Prishtine,	Commission
	1. _____ / Prof. -mentor/
	2. _____ / Prof. - member/
	3. _____ / Prof. - member
P.S.: The number of pages is increased as needed. Place, date and signatures come at the end.	



**Forms- F4**



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No. Prot : \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Faculty:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**File no.** \_\_\_\_\_

**FORM FOR PROTECTION OF MASTER'S DIPLOMA THESIS**

\_\_\_\_\_  
Chairman of the Commission:

Prof. \_\_\_\_\_

Prishtine, \_\_\_\_\_, Hall: \_\_\_\_\_, Time: \_\_\_\_\_

**LADIES AND GENTLEMAN!!**

Based on the Regulation of master studies, allow me to open the session for public defense of the candidate's master thesis \_\_\_\_\_, with the title:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_”

The entire procedure of this protection has proceeded as follows :

- I. The Faculty Council in the meeting held on \_\_/ \_\_/\_\_\_\_, based on the review of the project proposal at the department level, has approved the proposal of the department for the appointment of the mentor : \_\_\_\_\_ and the commission for the evaluation of the manuscript of the master thesis , in composition:

- I. Prof \_\_\_\_\_, chairman
- 2. Prof. \_\_\_\_\_, member
- 3. Prof. \_\_\_\_\_, member

**Forms- F4**

2. Decision no. date \_ / \_ / , on the approval of the report of the commission for the evaluation of the manuscript of the master's thesis and the formation of the commission for defense was approved at the meeting dated \_ / \_ / \_ , of the Faculty Council, consisting of:

- 1. Prof. \_\_\_\_\_, chairman
- 2. Prof. \_\_\_\_\_, member
- 3. Prof. \_\_\_\_\_, member
- 4. Prof. \_\_\_\_\_, reserve member

- Next, the chairman presents the resume of the candidate, while the mentor presents in brief the content and rationale of the master thesis.
- The mayor gives the floor to the candidate for the protection of the master's thesis in duration up to 30minutes.
- At the end of the presentation, the chairman asks the candidate if questions can be continued or if there is a need for a short break.
- After the approval by the candidate for continuation, respectively after the short pause, the chairman gives the opportunity for questions and discussion .
- First, questions are asked by committee members and then by the audience. If necessary, the diploma thesis mentor can help or answer the question.
- After questions and answers and discussion, the commission withdraws for consultation and voting.
- After consultations of the defense commission, the chairman announces the result of the evaluation (those present in the hall stand up).

**Ladies and gentlemen, the committee evaluating the idea of the project proposal, the methods of research, the work of the candidate, the writing of the topic, the public discussion, the presentation and the discussion receives this**

**DECISION**

The master's thesis is evaluated with the grade \_\_\_\_\_, therefore we conclude that all legal requirements are met that the candidate / es \_\_\_\_\_ be given the title:

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**Commission / Name and surname and signature:**

- 1. Prof. \_\_\_\_\_,
- 2. Prof. \_\_\_\_\_,
- 3. Prof. \_\_\_\_\_,