

UNIVERSITY BUSINESS ACADEMY IN NOVI SAD

Faculty of Pharmacy, Novi Sad

No.: 134-1

Date: 19.05.2023.

According to Article 104 of the Statute of the Faculty of Pharmacy, Novi Sad, University Business Academy in Novi Sad, and after the proposal by the Council Board of the Faculty of Pharmacy, the Academic Council has brought on its session held in Novi Sad on 19.05.2023.,

## **RULEBOOK**

### **on the organization of Bachelor Professional Studies in Nursing**

#### **in English language**

##### Article 1

The Rulebook regulates organization and running of courses of the Bachelor Professional Studies in Nursing (Studies of Nursing, further in the text) of the first level at the higher education level institution University Business Academy in Novi Sad – Faculty of Pharmacy, Novi Sad (Faculty of Pharmacy, Novi Sad further in the text) within the relevant fields of medical science leading to earning of academic and professional title of Professional Nurse.

##### Article 2

The Faculty of Pharmacy has been accredited to organize teaching in English language within the study program of Bachelor Professional Studies in Nursing for the acquisition of the academic title of Bachelor in Nursing.

##### Article 3

The Studies of Nursing in English are realized in accordance with the Law on Higher Education of Republic of Serbia, Statute of the Faculty of Pharmacy and Rulebook on Organization of Studies of Nursing in English language of the Faculty of Pharmacy, Novi Sad (**Rulebook**, further in the text).

The Rulebook on Organization of Studies of Nursing in English regulates specific principles of organization and realization of the Study program of Nursing in English language at the Faculty of Pharmacy, Novi Sad, University Business Academy in Novi Sad.

##### Article 4

Theoretical and practical classes at the courses realized within the Studies of Nursing in English take place at the Faculty facilities and at the teaching bases of the Faculty.

#### Article 5

The Studies of Nursing last for 3 years, or 6 semesters of instruction, taking place in the form of: 1) lecture classes, 2) practical classes, 3) other forms of active teaching and learning (seminars, case studies) and practical instruction and independent student work in the function of diploma exam preparation.

#### Article 6

The goals of the Studies of Nursing are aimed at acquiring knowledge and skills necessary for independent work in the field of nursing, including:

- successful implementation of health care towards the patient,
- helping the patient to overcome the health problem,
- patient training on independent self-care (feeding, hygiene, dressing...),
- professional behavior in accordance with the highest ethical and moral standards,
- safe handling of medicines, medical devices, devices and equipment,
- recognition of the basic symptoms and signs of the disease,
- health promotion and disease prevention,
- oral and written communication with patients, doctors, other healthcare workers and the public,
- knowledge of the system of health activity and health care,
- generation and critical assessment of information and data.

#### Article 7

The total student workload throughout the Studies of Nursing in English equals 180 ECTS (European Credit Transfer System) credits. The total number of credits per one academic year is 60 ECTS credits.

#### Article 8

Teaching classes during the Studies of Nursing in English are held by Faculty teachers and associates who have earned academic titles in relevant scientific fields.

The teaching is performed exclusively in English language, pursuant to the Law of Higher Education of the Republic of Serbia.

## Article 9

The citizens of the Republic of Serbia and foreign citizens can be admitted to the first year of Studies of Nursing.

## Article 10

The number of students to be admitted to the first year of Studies of Nursing in English corresponds to the number of students as established in the operating licence issued by the National Entity for Accreditation and Quality Assurance in Higher Education (NEAQA) and it is defined per year by decision of Academic Council after the Dean's proposal.

## Article 11

The realization of the Plan and Program of Studies in English language shall be adjusted to the specific demands of this study program by the Academic Council, after the Dean's proposal.

## Article 12

The call for admission to the first year of Integrated Academic Studies of Nursing shall be announced by the University Business Academy in Novi Sad, after the Faculty proposal containing the number of students to be admitted and tuition fee.

Candidate application dates and admission exam dates are set in the general provisions of the admission call, and are realized in three terms, in June, July and September.

## Article 13

The candidates may be enrolled in first year of Studies of Nursing in English language in the way and under conditions as set by Law of Higher Education of the Republic of Serbia, Statute of the Faculty of Pharmacy and this Rulebook.

Both Serbian citizens and foreign citizens may apply for admission to the first year of Studies of Nursing in English language if they have graduated from a gymnasium, four-year medical school, 4-year veterinary, 4-year chemistry, laboratory school and other appropriate school with relevant 4-year study program.

Applying for admission, the candidates have to submit the appropriate certificate demonstrating their competence in English language or to pass an English language exam (written test and oral exam) before the Commission appointed by the Dean of the Faculty. The applicants from native English-speaking countries are excluded from this requirement.

The candidates have to pass the admission exam composed of one written test in Biology or Nursing, in English language.

The final scoring (a ranking-list) of applicants who met the criteria for admission will be based on the written admission exam scores.

#### Article 14

Upon enrolment, in the first year of Studies of Nursing in the English language, the prospective student obtains the status of a student with whom the studying agreement is concluded.

#### Article 15

The students of Studies of Nursing in English from other Faculties of Nursing may transfer to the Faculty of Pharmacy, Novi Sad, if required criteria are fulfilled.

The transfer, as mentioned in the above clause, shall be approved only before the commencement of an academic year, under the prerequisite that the student has met all the criteria for transfer as set in clause 1 above.

The decision on transfer and recognition of examinations for students from Serbian universities is made by the Faculty Dean after positive recommendation of Evaluation Committee, and for transfer students from the universities beyond the territory of the Republic of Serbia, the transfer decision is made by the University Business Academy in Novi Sad.

#### Article 16

This Rulebook shall become effective on the next day from the day of its adoption by the Academic Council of the Faculty.

In Novi Sad, 19.05.2023.



Prof. dr Nataša Jovanović Lješковиć

Faculty of Pharmacy, Novi Sad  
Academic council  
President

