



Природно-математички факултет  
Универзитет у Новом Саду

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## FACULTY OF SCIENCES

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### FIRST ENROLMENT COMPETITION FOR THE ACADEMIC YEAR 2023/2024.

#### BASIC VOCATIONAL STUDIES

The total of 27 students may enrol:  
- 27 self-funded students

The list of study programmes and available numbers of students for enrolment:

Study programmes	State-funded	Self-funded	Total	Tuition fee for the citizens of the Republic of Serbia (RSD) per one academic year	Tuition fee for foreign citizens (EUR) per one academic year
Basic vocational studies in Optometry	-	27	27	218900	3500
<b>Total</b>	-	27	27		

#### BASIC ACADEMIC STUDIES

The total of 887 students may enrol:  
- 645 state-funded students  
- 242 self-funded students

The list of study programmes and available numbers of students for enrolment:

Study programmes	State-funded	Self-funded	Total	Tuition fee for the citizens of the Republic of Serbia (RSD) per one academic year	Tuition fee for foreign citizens (EUR) per one academic year
Bachelor of Science in Biology (4 years, 240 ECTS)	55	25	80	107690	2000
Bachelor of Science in Ecology (4 years, 240 ECTS)	45	15	60	107690	

<b>Bachelor of Science in Bioinformatics (4 years, 240 ECTS)</b>	15	/	15	<b>107690</b>
<b>Bachelor of Science in Physics (4 years, 240 ECTS)</b> Modules: Research Teaching Physics Medical Physics Computer and IT Physics	52	12	64	<b>54450</b>
<b>Bachelor of Science in Geoinformatics (4 years, 240 ECTS)</b>	20	5	25	<b>120000</b>
<b>Bachelor of Science in Geography (4 years, 240 ECTS)</b> Modules: Teaching Geography Geospatial Analyst	(27) 20 7	(13) 10 3	40	<b>75000</b>
<b>Bachelor of Science in Tourism (4 years, 240 ECTS)</b> Modules: Tourism Hotel Management Gastronomy Hunting Tourism Nutrition and Dietetics in Hospitality	(65) 15 15 15 10 10	(120) 45 25 20 5 25	(185) 60 40 35 15 35	<b>160000</b>
<b>Bachelor of Science in Chemistry (4 years, 240 ECTS)</b>	57	3	60	<b>107690</b>
<b>Bachelor of Science in Chemistry – Quality Control and Environmental Management (4 years, 240 ECTS)</b>	30	5	35	<b>107690</b>
<b>Bachelor of Science in Biochemistry (4 years, 240 ECTS)</b>	30	5	35	<b>107690</b>
<b>Bachelor of Science in Environmental Protection (4 years, 240 ECTS)</b>	25	5	30	<b>107690</b>
<b>Bachelor of Science in Mathematics (3 years, 180 ECTS)</b>	22	5	27	<b>96000</b>
<b>Bachelor of Science in Applied Mathematics (3 years, 180 ECTS)</b> Modules: Data Analytics and Statistics Mathematics of Finance Technomatematics Module	45	9	54	<b>96000</b>
<b>Bachelor of Science in Mathematics (4 years, 240 ECTS)</b>	22	5	27	<b>96000</b>
<b>Bachelor of Science in Computer Science (3 years, 180 ECTS)</b>	65	5	70	<b>118000</b>
<b>Bachelor of Science in Information Technologies (4 years, 240 ECTS)</b>	70	10	80	<b>118000</b>
<b>TOTAL:</b>	<b>645</b>	<b>242</b>	<b>887</b>	

## INTEGRATED ACADEMIC STUDIES

The total of 20 students may enrol:

- 16 state-funded students
- 4 self-funded students

The list of study programmes and available numbers of students for enrolment:

<b>Study programmes</b>	<b>State-funded</b>	<b>Self-funded</b>	<b>Total</b>	<b>Tuition fee for the citizens of the Republic of Serbia (RSD) per one academic year</b>	<b>Tuition fee for foreign citizens (EUR) per one academic year</b>
<b>Integrated Academic Studies in Chemistry (5 years, 300 ECTS)</b>	16	4	20	<b>90750</b>	<b>2000</b>
<b>УКУПНО:</b>	<b>16</b>	<b>4</b>	<b>20</b>		

The total number of students to be enrolled in the first year of study programmes of vocational, basic and integrated academic studies, which are state-funded, according to affirmative measures, for representatives of the following categories: 7 persons with disabilities; 7 members of the Roma national minority; 7 citizens of the Republic of Serbia who completed high school abroad in the school year 2023/24.

### **2. Admission requirements:**

All individuals who have completed four-year secondary education are eligible to apply for enrolment competition.

The entrance exams for Basic academic studies are organised according to the study programmes:

#### 1. Department of Biology and Ecology:

Candidates take the entrance exam in Biology subject for Basic academic studies in Biology (Bachelor of Science in Biology), and for Basic academic studies in Ecology (Bachelor of Science in Ecology)

Candidates take the entrance exam in selected topics in Biology (one test), and Mathematics and Informatics (one test) for Basic academic studies in Biology (Bachelor of Science in Biology), and for Basic academic studies in Ecology (Bachelor of Science in Ecology)

#### 2. Department of Physics:

Candidates take the entrance exam in Physics or Mathematics subject for Basic academic studies in Physics and Basic vocational studies in Optometry.

#### 3. Department of Geography, Tourism and Hotel Management:

Candidates take the entrance exam in Geography subject for Basic academic studies in Geography (Teaching Geography Module and Geospatial Analyst Module).

Candidates take entrance exams in Geography subject and Informatics and Computer Science subject for Basic academic studies in Geoinformatics.

Candidates take entrance exams in Tourism Geography subject and Fundamentals of Tourism and Hotel Management subject for Basic academic studies in Tourism (Tourism Module and Hunting Tourism Module).

Candidates take entrance exams in Culinary Arts and Catering Services subjects for Basic academic studies in Tourism (Hotel Management Module, Gastronomy Module, Nutrition and Dietetics in Hospitality module).

#### 4. Department of Chemistry, Biochemistry and Environmental Protection:

Candidates take the entrance exam in Chemistry subject for Basic academic studies in Chemistry (Bachelor of Science in Chemistry, Bachelor of Science in Chemistry – Quality Control and Environmental Management), Basic academic studies in Biochemistry (Bachelor of Science in Biochemistry) and Integrated academic studies in Chemistry (Master of Science in Teaching Chemistry).

Candidates take the entrance exam in Environmental Protection or Chemistry subject for Basic academic studies in Environmental Protection (Environmental Protection Analyst).

#### 5. Department of Mathematics and Informatics:

Candidates take the entrance exam in Mathematics subject for Basic academic studies in Mathematics -3 years, Basic academic studies in Mathematics - 4 years, Basic academic studies in Applied Mathematics), Basic academic studies in Informatics (Information Technologies, Computer Science. All candidates may take one part of the entrance exam in Programming subject.

### 3. Entrance exam:

The faculty announces the timetable for the entrance exam on the faculty's noticeboard and website.

The entrance exam is taken at the premises of the Faculty of Sciences according to the timetable.

Individuals with disabilities may take entrance exams adjusted to their needs, which they need to suggest in written form during registration for enrolment competition and following faculty's objective capabilities.

If an individual passes an entrance exam for one module within the same study programme it may be recognised as the passed entrance exam for another module within the same study programme only in case, there are vacancies in that module. For modules where only the total number of students is indicated, a unique ranking list is made.

At the registration for the competition, candidates have the right to select the minority language they would like to take the entrance exam in.

### 4. Competition periods:

#### First competition period:

- **online registration: June 17-24, 2024 (in case of an online registration failure, candidates may register in person at the Office of Students Affairs on June 20, 21 and 24, 2024 from 9.00 to 13.00);**
- **the entrance exam dates: June 26, 27 and 28, 2024;**
- **preliminary ranking list: June 29, 2024;**
- **final ranking list: by July 2, 2024;**
- **enrolment of accepted candidates (from 9.00 to 12.00):**

**July 3, 4 and 5, 2024** – state-funded students (according to the timetable announced on the faculty's website);

**July 8, 2024** – adjustment of the state-funded students list according to the total number of enrolled students

**July 9, 2024** – self-funded students;

**July 10, 2024 at 10.00** – a roll call of candidates out of quota on the unique ranking list and filling vacancies.

#### Second competition period:

- **online registration: August 28, 2024 – September 5, 2024 (in case of an online registration failure, candidates may register in person at the Office of Students Affairs on September 5 and 6, 2024 from 9.00 to 13.00);**
- **the entrance exam dates: September 9, 2024;**
- **preliminary ranking list: September 9, 2024;**
- **final ranking list: September 11, 2024;**
- **enrolment of accepted candidates: September 12 and 13, 2024 (from 10.00 to 12.00).**

**Online registration of candidates is mandatory on the portal for online registration for enrolment competition: <https://prijemni.pmf.uns.ac.rs>**

**5. Candidate's documentation submitted for online registration and enrolment** (documents are submitted in pdf format):

1. Certificates for each of four years of secondary education
2. Diploma of four-year secondary education
3. Photocopy of identity card or read identity card (if it contains chip)
4. Proof of payment
5. Certificate on recognition of the documents for candidates who need to validate their documents

6. Members of Serbian national minority from a neighbouring country when registering and submitting the documentation for enrolment need to submit a written statement that she/he is a member of Serbian national minority. The higher education institution publishes a model statement on its website.

7. Candidates who are exempted from the entrance exam submit a photocopy of the certificate from the relevant competition.

**Affirmative measures:**

1. Candidates who want to enrol in the first year of Basic academic studies or integrated academic studies in the academic year 2024/2025 at a higher education institution founded by the Republic of Serbia based on the Programme of Affirmative Measure Enrolment for members of the Roma national minority with their registration and submission of the prescribed documentation need to submit to the faculty the additional documentation:

– written statement that she/he is a member of the Roma national minority (model statement published on the website of the higher education institution);

– recommendation of the National Council of the Roma national minority (model recommendation published on the website of the higher education institution).

2. Candidates who want to enrol in the first year of Basic academic studies or integrated academic studies in academic year 2023/2024 at higher education institution founded by the Republic of Serbia based on the Programme of affirmative measure enrolment for persons with disabilities when submitting the application and the prescribed documentation for enrolment in higher education studies, the candidates also submit one of the following documents:

– decision of the competent authority on the existence of physical damage,

– the right to allowance for other people's care and assistance,

– opinion of the Interdepartmental Commission,

– recommendation of the University Centre of Students with Disabilities/Association of Students with Disabilities.

The medical documentation referred to in the previous paragraph must be issued by the competent health institution and must not be older than six months. It is necessary that, based on the medical report, it can be concluded how the handicap/health condition affects the learning outcomes and the daily functioning of candidates.

3. Enrolment of citizens of the Republic of Serbia who have acquired a foreign secondary school document in the school year 2023/2024

A citizen of the Republic of Serbia who completed secondary school abroad in the school year 2022/2023, or a citizen who acquired a foreign secondary school document by completing an accredited program in a secondary school in the Republic of Serbia, is a holder of a foreign secondary school document subject to the procedure of recognition. The holder of a foreign secondary school document can apply for enrolment in the first year of study and in the first enrolment period with a certificate from the Qualifications Agency that the procedure of recognition of a foreign secondary school document is underway, or with proof that the application for recognition has been submitted.

4. Enrolment of members of the Serbian national minority from neighbouring countries

A member of the Serbian national minority from a neighbouring country in the academic year 2023/2024 can enrol in the first year of study under the same conditions as a citizen of the Republic of Serbia, including the right to enrol in studies in the status of a state-funded student.

Neighbouring countries according to this guideline are: the Republic of Hungary, the Republic of Romania, the Republic of Bulgaria, the Republic of North Macedonia, the Republic of Albania, Bosnia and Herzegovina, the Republic of Slovenia, the Republic of Croatia and the Republic of Montenegro.

When registering and submitting the prescribed documentation for enrolment in studies, the candidate also submits to the higher education institution the following:

- a written statement that she/he is a member of the Serbian national minority. A higher education institution publishes a model statement on its website.

- Certificate of diploma recognition for candidates from: the Republic of Hungary, the Republic of Romania, the Republic of Bulgaria, the Republic of North Macedonia, the Republic of Albania, Bosnia and Herzegovina, District Brcko, the Republic of Slovenia, the Republic of Croatia and the Republic of Montenegro.

**The guidebook of Faculty of Sciences can be obtained in the faculty's bookstore during the period of online application.**

Applicants are required to bring **an identity card** or passport at the entrance exam.

Candidates **eligible for enrolment** submit the following:

1. original documents from items 1. and 2. of this article (submitted upon registration);
2. two photos 4,5 x 3,5 cm;
3. proof of payment for enrolment expenses and student collective insurance premium.
4. proof of payment for self-funded students,
5. enrolment pack (student's booklet, enrolment document) – it is obtained exclusively at the faculty's bookshop (with the proof of payment for enrolment expenses and insurance);
6. ŠV form is completed online, after the enrolment;

**NB: Candidates who studied at previous levels as state-funded students shall not have the right to re-enrol at the same level of studies as state-funded students.**

#### **6. Fees:**

- **for taking the entrance exam: 6000,00 RSD**

*The costs of the entrance exam for students who are exempt from taking the entrance exam (who won one of the first three places in the republic or international competition in the third or fourth year of secondary school in the respective field, i.e. the recognized passed entrance exam from a related faculty) amounts to 3,000.00 RSD.*

- **for enrolment: 7000,00 RSD**

#### **7. Criteria for determining the order of candidates in the rankings:**

The ranking of candidates on the unique ranking list is determined based on the general success achieved in secondary education (maximum 40) and the result achieved in the entrance exam (maximum 60). A candidate can earn a total of up to 100 points and can be enrolled as a state-funded student if she/he is on the unique ranking list up to the number that has been approved for the enrolment of the state-funded candidates and has more than 50 points. A candidate can be enrolled as a self-funded student if she/he is on the unique ranking list up to the established total number of students and has at least 30 points. The entrance exam procedure, the criteria for scoring and determining the order of candidates on the ranking list are given in the Rulebook on the method of scoring and closer criteria for determining the order of candidates for enrolment in the study programmes of the Faculty of Sciences, which is published on the website of the faculty: <http://www.pmf.uns.ac.rs>.

#### **8. Individual complaint procedures and deadlines for the final ranking list:**

A candidate may file a complaint regarding the irregularity of the competition procedures, irregularities at the entrance exam or candidate's ranking no later than 36 hours from the announcement of the final ranking on the faculty's noticeboard and website.

A complaint is submitted to the Committee, and on their suggestion the Dean decides on the complaint no later than 24 hours after the complaint submission.

If no complaint is submitted, the final ranking list is accepted.

If the candidate who has exercised the right to enrolment does not register within the deadline set in the competition, the next candidate will be enrolled instead according to the order determined by the final ranking list.

#### **9. Enrolment of international students:**

Faculty can enrol a number of international candidates - foreign citizens to the first year of Basic academic studies.

The tuition fee for foreign citizens is **2000 EUR** for Basic academic studies, **2000 EUR** for integrated studies and **3500 EUR** for basic vocational studies.

- **Additional documents are submitted during the candidate registration**

Candidates – foreign citizens, at the registration for the Competition submit a recognized diploma or school leaving certificate of four-year secondary education.

Prior to the enrolment candidates– foreign citizens are obliged to submit to the faculty:

- Certificate of health insurance for the academic year to be enrolled at;
- Certificate of Serbian language proficiency (Language proficiency is tested at the Faculty of Philosophy, Centre for Serbian as a Foreign Language).

#### **10. NB:**

Fieldwork and practical student training are compulsory for all students and are constituent parts of educational process.

Fieldwork and practical student training expenses are covered by the students regardless of their status (state-funded, self-funded). Protective clothes are mandatory for working in the laboratory (study programmes: Biology and Chemistry). Work clothes are mandatory for working in the practical training premises (study programme: Tourism).

Information on the organization of preparatory classes and/or literature for the preparation of the entrance exam can be found on the website of the Faculty.

Upon completion of the enrolment, candidates who failed to enrol should collect their documents from the faculty no later than July 19, 2024. After that period the documents will not be available.

#### **Phone numbers for further information:**

**Student Affairs Office of the Faculty of Sciences: +381 21 485 2712 and +381 21 485 2711;**

Dean

PhD Milica Pavkov Hrvojević, full professor