



PRIRODNO-MATEMATIČKI FAKULTET
Univerzitet u Novom Sadu

FACTULTY OF SCIENCES
University of Novi Sad

TRG DOSITEJA OBRADOVIĆA 3, 21000 NOVI SAD, SRBIJA (SERBIA)
tel +381.21.455.630 fax +381.21.455.662 e-mail dekanpmf@uns.ac.rs web www.pmf.uns.ac.rs
PIB 101635863 MB 08104620

June 2021

ADMISSION AND ENROLMENT CONDITIONS FOR FOREIGN STUDENTS FOR ACADEMIC 2021/2022

POSTGRADUATE ACADEMIC STUDIES - MASTER

Application submission deadlines*:

I call for applications: 24 September 2021

II call for applications: 15 October 2021

Preliminary ranking list of successful applicants:

I call for applications: 30 September 2021

II call for applications: 20 October 2021

Final ranking list of successful applicants:

I call for applications: 4 October 2021

II call for applications: 22 October 2021

Enrolment of selected candidates:

I call for applications: 11 - 12 October 2021

II call for applications: 27 October 2021

*** Please check for any updates prior to submission.**

1. Enrolment regulations and conditions:

To enroll in academic master studies eligible candidates have to fulfill the following conditions:

- To have obtained at least 180 ECTS (after equivalence)
- To have finished bachelor academic studies and obtained at last 180 ECTS (after equivalence).

2. Required documents

Along with the Application Form, all candidates are required to submit either originals or certified copies of the following documents:

- Duly filled Application Form (provided at the Faculty);
- Original Diploma (if a candidate is issued one) or a Confirmation that a candidate acquired the diploma;
- Confirmation of the exams passed at the previous study cycle; all candidates who didn't acquire their degree at the University of Novi Sad Faculty of Sciences are required to submit the curricula and study programs pertaining to their previous education;
- Birth certificate (original);
- Proof of payment of enrolment and ECTS equivalence expenses.



Successful candidates have to submit the following:

- Original Diploma or a Confirmation that a candidate acquired the diploma (submitted along with the Application Form);
- Birth certificate (submitted along with the Application Form);
- **2 ŠV - 20 forms** – available at the Faculty;
- INDEKS – student record book – available at the Faculty;
- 2 photos (dimensions 4 x 6 cm);
- Medical certificate;
- Proof of payment of the enrolment and insurance expenses;
- Proof of payment of the first rate of scholarship – FOR ALL STUDENTS.

3. Recognition of previous education (diplomas)

Foreign citizens enroll in postgraduate academic studies – doctoral studies under the same conditions as the Serbian citizens, **after obtaining the official recognition of their previous education.**

IMPORTANT: ALL original documents in the Applicant's native language (if other than English) must be translated in English (or where required in Serbian) by a certified court interpreter to be accepted as eligible.

Certificate(s) on completed undergraduate studies needs to be **recognized in order to continue studies at the University of Novi Sad.** This procedure is done by the University of Novi Sad and it may take some time. Applicants are strongly advised to submit the documents as soon as possible. It is possible to get the written confirmation that the procedure is started in order to **enclose it** in the application together with other documents. **This is obligatory part of the application procedure.**

The list of necessary documents, information on fees and further detailed instructions can be found in the following link: <https://www.uns.ac.rs/index.php/en/studies/recognition-of-diplomas/recognition-of-foreign-diplomas>

Application form: [Application for the recognition of a foreign higher education document](#)

Contact email: priznavanje@uns.ac.rs; rektorat@un.ac.rs

4. Tuition fee

Tuition fee for foreign citizens for master academic studies depends on the study programme and ranges between 1000 – 3500 EUR.

For more information please email:
nastava@pmf.uns.ac.rs

5. Additional remarks:

- ✓ **Field work**



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Field work and practice are mandatory for all students as they make the integral part of education process.

Expenses for the foreseen field work and practice are paid by students regardless of their official status at the Faculty (state budgeted, own financing). Protective clothing is mandatory for all the work carried out in laboratories (biology, chemistry).

Special work clothing is mandatory for the work carried out in the premises for practical work (management). Preparation classes and/or entrance exam literature can be found at the Faculty's official website. All rules and regulations concerning student admission, conditions of enrolment, foreign students' admission, admission deadlines, ranking lists, and complaint procedures will be in accordance with the General and Special provisions of the conditions set in the General rules for competition.

✓ **Serbian language competence**

Special condition required for all the foreign citizens is knowledge of the Serbian language unless a study programme is conducted in English, in which case a certificate of English language competence is required (min. B2 according to the [Common European Framework of Reference for Languages \(CEFR\)](#))

Serbian language competence check is conducted by a special commission appointed by the Dean of the Faculty.



June 2021

ADMISSION AND ENROLMENT CONDITIONS FOR FOREIGN STUDENTS FOR ACADEMIC 2021/2022

POSTGRADUATE ACADEMIC STUDIES – PhD

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II call for applications: 15 October 2021

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I call for applications: 30 September 2021

II call for applications: 20 October 2021

Final ranking list of successful applicants:

I call for applications: 4 October 2021

II call for applications: 22 October 2021

Enrolment of selected candidates:

I call for applications: 11 - 12 October 2021

II call for applications: 27 October 2021

Please check for any updates prior to submission.

1. Enrolment regulations and conditions:

To enroll in postgraduate academic studies - doctoral studies eligible candidates must fulfill the following conditions:

- To have obtained the academic title of a Master, in accordance with the Law, and to have obtained at least 300 ECTS with an average mark not less than 8;
- To have obtained the academic title of MSc, and thus acquired at least 300 ECTS with an average mark not less than 8.

2. Required documents

Along with the Application Form, all candidates are required to submit either originals or certified copies of the following documents:

- Duly filled Application Form (provided at the Faculty);
- Original Diploma (if a candidate is issued one) or a Confirmation that a candidate acquired the diploma;
- Confirmation of the exams passed at the previous study cycle; all candidates who didn't acquire their degree at the University of Novi Sad Faculty of Sciences are required to submit the curricula and study programs pertaining to their previous education;
- Birth certificate (original);
- Proof of payment of enrolment and ECTS equivalence expenses.



Successful candidates have to submit the following:

- Original Diploma or a Confirmation that a candidate acquired the diploma (submitted along with the Application Form);
- Birth certificate (submitted along with the Application Form);
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Application form: [Application for the recognition of a foreign higher education document](#)

Contact email: priznavanje@uns.ac.rs; rektorat@un.ac.rs

4. Tuition fee

Tuition fee for foreign citizens for doctoral academic studies depends on the study programme and ranges between 2500 – 5000 EUR.

For more information please email: nastava@pmf.uns.ac.rs

5. Additional remarks:

✓ Field work

Field work and practice are mandatory for all students as they make the integral part of education process.

Expenses for the foreseen field work and practice are paid by students regardless of their official status at the Faculty (state budgeted, own financing). Protective clothing is mandatory for all the work carried out in laboratories (biology, chemistry).

Special work clothing is mandatory for the work carried out in the premises for practical work



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