

**A CALL FOR APPLICATIONS
FOR ENROLMENT INTO THE FIRST YEAR OF INTEGRATED UNDERGRADUATE/GRADUATE
DEGREE PROGRAMME MEDICAL STUDIES IN ENGLISH LANGUAGE
AT THE FACULTY OF MEDICINE UNIVERSITY OF SARAJEVO**

In accordance with the University of Sarajevo Call for Applications announced on 17 June 2016, Faculty of Medicine University of Sarajevo admits 30 students into the first year of integrated undergraduate/graduate degree study programme Medical Studies in English language in the academic year 2016/17.

Application procedure:

All prospective candidates are obliged to submit following documents:

1. Application Form (filled out and signed by the applicant). The Application Form is available at the Student Affairs Office or at the following link http://www.mf.unsa.ba/podaci/upis/ApplicationForm_2016.pdf
2. Proof of payment of the application fee in the amount of 100.00 BAM paid to the bank account of Faculty of Medicine University of Sarajevo.

Instructions for payment:

For the payments outside Bosnia and Herzegovina

User: Medicinski fakultet Univerziteta u Sarajevu

ID number: 4200109670000

Bank: UNICREDIT bank d.d.

IBAN: BA393389002208183767

SWIFT/BIC: UNCRBA22

Purpose of payment: 3911117 – administrative fee

For the payments in Bosnia and Herzegovina

Korisnik: Medicinski fakultet Univerziteta u Sarajevu

Naziv banke: UNICREDIT bank d.d.

Broj računa: 3389002208183767

Svrha doznake: 3911117 – administrativni troškovi aplikacije

3. Original transcript (of each secondary/high school year) and secondary/high school diploma
 - a. Original transcript and secondary/high school diploma for applicants who finished secondary/high school education in Bosnia and Herzegovina.
 - b. Applicants who obtained secondary/high school education abroad must submit original transcript and secondary/high school diploma along with a certificate of nostrification/equivalence issued by the Federal Ministry of Education and Science. If the process of diploma nostrification/equivalence is not finished by the submission deadline, candidates should submit notarised translation of documents (a court translation). The certificate of recognition is the prerequisite for the enrolment in September. The Federal Ministry of Education and Science is responsible for the procedure of secondary/high school diploma nostrification/equivalence, for more details please follow the link:
<http://www.fmon.gov.ba/Nostrifikacija/Index>

4. Proof of English language knowledge (Proof of an internationally recognised English language proficiency test (e.g. TOEFL) or certificates issued by official language school (C1 level). Certificates of English language proficiency issued by a secondary/high school are also accepted.
5. Birth certificate (original or notarised/verified copy)
6. Citizenship certificate/Passport copy
 - a. Citizenship certificate (original certificate for nationals of Bosnia and Herzegovina) or
 - b. Passport copy or other legal document to verify citizenship (for foreign applicants)
7. Other relevant documents (awards, prizes, etc.)

Applications could be submitted in person at the Student Affairs Office, or by registered mail to:

Medicinski fakultet Univerziteta u Sarajevu
Application for the study programme Medical Studies in English Language
Čekaluša 90
71 000 Sarajevo.

Incomplete and late applications and applications sent by e-mail or fax will not be considered.

Applications for enrolment into the first year for the academic year 2016/17 could be submitted from 20 June to 4 July 2016.

Closing date for applications is 4 July 2016 (15.00 CET).

Preliminary rank list of enrolled candidates will be announced latest by Monday, 11 July 2016 on the web site www.mf.unsa.ba.

Candidates who wish to file a complaint regarding the rank list can do so by Thursday, 14 July 2016. All complaints should be submitted to the Faculty Protocol Office. Appeal Commission will commence reviewing the rank list on Thursday 14 July 2016 at 13,00 CET, when all candidates who appealed, should be present in person.

Final rank list will be announced on Friday, 15 July 2016.

Second Call for Applications will be announced if the sufficient number of candidates do not satisfy entrance criteria.

Ranking of candidates will be based on criteria as follows:

1. Secondary/high school achievement (overall average over the all four years of the secondary/high school education)
2. Achievements in following subjects (subjects relevant for the study programme): Biology, Physics, Chemistry and English language
3. Achievements in secondary/high school competitions (awards, prizes, etc.) in following subjects: Biology, Physics, Chemistry and English language
4. Candidates with overall average grade 5.00, or equivalent award for candidates who finished secondary/high school education abroad,
5. Interview (If the number of eligible candidates exceeds the approved number, individual interviews will be conducted with candidates.)

/1/ scoring of overall secondary school achievement will be calculated according the following formula: the average grade of all subjects for all four years of secondary/high school education is rounded to two decimal places and multiplied by 4.

Maximum points: 20

(Example: 1st year = 4, 2nd year = 3, 3rd year = 5, 4th year, Average achievement = 4,25, $4,25 \times 4 = 17$).

/2/ scoring of achievements in subjects relevant for the study programme (Biology, Physics Chemistry, and English language) will be calculated according the following formula: the average grade in Biology, Physics, Chemistry and English language (throughout the four years of secondary/high school education) is rounded to two decimal places and multiplied by 16.

Maximum points: 80

/3/ scoring of achievements in secondary school competitions (awards, prizes, etc.) in Biology, Physics, Chemistry and English language: students with these prizes will be awarded as follows: for local level competitions (e.g. municipal, city level) 1st place - 2 points, 2nd place - 1 point, 3rd place - 0,5 points;

for cantonal level competitions 1st place - 3 points, 2nd place - 2 points, 3rd place - 1 point;

for entity level competitions 1st place - 4 points, 2nd place - 3 points, 3rd place - 2 points;

for international level competitions 1st place - 5 points, 2nd place - 4 points, 3rd place - 3 points.

For candidates who finished secondary/high school education abroad, the Admission Commission will express scores as points based on which they are ranked in the home country (in the school they have completed).

/4/ scoring candidates with overall average grade 5.00, or equivalent award for candidates who finished secondary/high school education abroad: students with special prizes will be awarded 5 points.

Information on enrolment of admitted candidates will be announced on the web www.mf.unsa.ba

For more information on the study programme Medical Studies in English Language, please contact the Student Affairs Office:

Medicinski fakultet Univerziteta u Sarajevu

Čekaluša 90, 71 000 Sarajevo

Tel: +387 33 665-949 : 226-472 : 226 478

Fax: +387 33 203-670

e-mail: taida.kapetanovic@mf.unsa.ba

DEAN

Prof. dr Almira Hadžović-Džuvo