**Excerpt from the Rules on the conditions for transferring students from other universities and study programs of the University of Sarajevo to medical study programs
at the University of Sarajevo – Faculty of Medicine**

**Article 3. (Conditions for transferring to the International Medical Degree Studies program at the University of Sarajevo - Faculty of Medicine)**

(1) A student from another accredited university in Bosnia and Herzegovina or abroad / another organizational unit of the University of Sarajevo / an integrated study program in Medicine may transfer and continue studies in the International Medical Degree Studies program at the University of Sarajevo - Faculty of Medicine no later than before the end of the second year of studies.

(2) For transferring to the integrated study program of International Medical Degree Studies at the University of Sarajevo - Faculty of Medicine, **passing an entrance exam is not required**.

(3) A student may submit a request to transfer from the enrolled study program to the study program of the Faculty of Medicine, provided that have spent at least one academic year in the enrolled study program and are an active student enrolled in the current academic year.

(4) Proof of English language proficiency as specified in Article 4 (i).

**Article 4. (Procedure for submitting a request for transfer and continuation of studies at the Faculty of Medicine)**

(1) A request for transfer and continuation of studies at the Faculty of Medicine must be submitted no later than mid-September for the following academic year and no later than before the end of the second year of the same/similar study program.

 (2) Along with the request for transfer and continuation of studies, candidates are required to submit the following documentation:

a) A completed equivalence form

b) High school diploma

c) Decision from the Ministry of Education of Canton Sarajevo on the recognition of high school documents if high school was completed outside Bosnia and Herzegovina (in case the candidate decides to enroll after the equivalence process)

d) Original student index or equivalent student document or certified copies

e) Original transcript of grades with ECTS credits for completed exams

f) Confirmation of student status from the home faculty

g) Original curriculum and program of the home faculty for the part the student has successfully completed

h) For foreign citizens, proof of knowledge of one of the languages of the peoples of Bosnia and Herzegovina if the candidate is applying for the integrated study program in Medicine.

i) Proof of an internationally recognized English language test (TOEFL, IELTS, Cambridge English Qualifications/CEA) or a certificate issued by an official language school or a certificate of English language proficiency issued by the high school if the candidate is applying for the International Medical Degree Studies.

j) For foreign citizens, translation of all documents into one of the languages of the peoples of Bosnia and Herzegovina, certified by an authorized court interpreter.

**Article 5. (Equivalence of passed exams)**

(1) If the candidate meets all the requirements for transfer, an equivalence of passed exams is conducted, and upon completion of equivalence, the candidate is enrolled in the appropriate semester.

(2) Students enroll in the academic year for which they meet the enrollment requirements by the current decision of the Council on conditions for enrollment in the subsequent years of study at the University of Sarajevo - Faculty of Medicine (for the academic year they are applying for).

(3) The Dean of the Faculty of Medicine appoints a Commission for conducting the equivalence process of study plans and programs to consider requests for transfer to the study program at the University of Sarajevo - Faculty of Medicine (hereinafter: the Commission), composed of at least 3 members from the teaching staff, 1 member from the staff of the Teaching and Student Affairs Service, and 1 member from the staff of the General, Legal, and Personnel Affairs Service.

(4) After the deadline for submitting applications, the Commission analyzes the received applications and submits a report with a proposal to the Teaching and Scientific Council of the Faculty.

(5) The Commission's report with the proposal contains:

a) The number of received requests along with information on the number of requests that meet the formal-legal requirements prescribed by this decision.

b) For each candidate, a proposal for enrollment in the appropriate semester, along with information on recognized exams and attended courses from the previous period.

c) Equivalence of grades and the number of recognized ECTS credits for completed subjects.

d) The obligation to take exams and attend courses after transferring to the appropriate semester.

(6) A student may only change the study program at the University of Sarajevo - Faculty of Medicine once during the study cycle.

**Article 8. (Financing continuation of studies at the Faculty of Medicine)**

A student whose request for transfer has been approved is enrolled as a self-financing student.