

**REPUBLIC OF NORTH MACEDONIA
UNIVERSITY OF INFORMATION SCIENCE AND TECHNOLOGY
“ST PAUL THE APOSTLE”- OHRID**



**OPEN CALL
for enrolment at the first cycle of study programs
at the University of Information Science and Technology
“St. Paul the Apostle” Ohrid in the academic year 2023/2024**

OHRID, 2023

In accordance with Article 149 of the Law on Higher Education (“Official Gazette” No. 82/2018), Decree with legal force on the application of the Law on Higher Education during a state of emergency (“Official Gazette” No. 76/2020), Decree with legal force on amending and supplementing the Decree with legal force on the application of the Law on Higher Education (“Official Gazette” No.116/2020), Article 346 of the Statute of the University of Information Science and Technology “St. Paul the Apostle” Ohrid, article 13 of the Rulebook on the conditions, criteria and rules for enrollment and study at the first cycle of studies at the University of Information Science and Technology “St. Paul the Apostle” Ohrid, Decision of the Rector’s Board of the University of Information Science and Technology “St. Paul the Apostle” Ohrid No. 02-179/6 of 13.03.2023 and 02-404/2 of 19.07.2023, Decree on the right of persons with disabilities and other persons to be exempted from tuition for study, no. Of, recommendation of the Ministry of Education and Science No. 13-4747/1 of 25.04.2023 and 16.06.2023, the Decision of the Government of RNM on the number of students for enrollment in the first year of state higher education institutions in the academic year 2023/2024, no. 41-6059/5 of 27.06.2023 (“Official Gazette of RNM” No. 138 of 29.06.2022) and Decision of the Government of RNM on additional quotas for enrolling students belonging to communities that are not the majority in RNM in the first year – first cycle of studies at state higher education institutions in the academic year 2023/2024, no. 41-6058/4 of 27.06.2023 (“Official Gazette of RNM” no. 139 of 30.06.2023, the University of Information Science and Technology “St. Paul the Apostle” Ohrid, St. Partizanska bb, House of ARM, Ohrid announces

OPEN CALL
for enrolment at the first cycle of study programs
at the University of Information Science and Technology
“St. Paul the Apostle” Ohrid in the academic year 2023/2024

I. Number of students

The following number of students will be enrolled in the study programs of the first cycle of studies at the University of Information Science and Technology “St.Paul the Apostle” Ohrid, for which a university diploma is obtained, in the first year of the academic year 2023/2024:

Faculty/ Study program	Full time in state quota (200 Euro)	Full time with co-financing (400 Euro)	Part-time students (400 Euro)	Total Number of vacancies per study program	Total number of vacancies
FACUTLY OF COMPUTER SCIENCE AND ENGINEERING					
Computer Science and Engineering	15	10	5	30	80
Three year studies (180 ECTS)					
Computer Science and Engineering	30	10	10	50	
Four year studies (240 ECTS)					
FACULTY OF COMMUNICATION NETWORKS AND SECURITY					
Communication Networks and Security	15	10	5	30	80
Three year studies (180 ECTS)					
Communication Networks and Security	30	10	10	50	
Four year studies (240 ECTS)					

FACULTY OF APPLIED INFORMATION TECHNOLOGY, MACHINE INTELLIGENCE AND ROBOTICS					
Machine Intelligence and Robotics	15	6	5	26	120
Three year studies (180 ECTS)*					
Machine Intelligence and Robotics	25	10	9	44	
Four year studies (240 ECTS)*					
Applied Information – Communication Technologies (e-government, e-business, e-culture)	30	10	10	50	
Three year studies (180 ECTS)					
FACULTY OF INFORMATION SYSTEMS, VISUALIZATION, MULTIMEDIA AND ANIMATION TECHNIQUE					
Information Systems, Visualization, Multimedia, and Animation	15	10	5	30	80
Three year studies (180 ECTS)*					
Information Systems, Visualization, Multimedia, and Animation	30	10	10	50	
Four year studies (240 ECTS)*					
FACULTY OF INFORMATION AND COMMUNICATION SCIENCES					
DIGITAL BUISNESS ANALYTICS	40	20	20	80	80
Four year studies (240 ECTS)†					
University of Information Science and Technology “St. Paul the Apostle” Ohrid	245	106	89	440	440

Study programs marked with () are under the procedure of reaccreditation at the Board of Accreditation and Evaluation of Higher Education

† Study program marked with (†) with the title “Digital Business Analytics” is under the procedure of accreditation at the Board of Accreditation and Evaluation of Higher Education. Previously accredited study program under which currently reaccreditation and denomination is ongoing is the study program with the title “Information and Communication Systems for Business Management”.

II. Conditions and criteria for enrollment

1. The right to enroll in the first cycle of studies at the faculties have
 - Candidates who passed the state matriculation in the academic year 2022/2023
 - Candidates who have passed the state or international matriculation exam
 - Candidates with a completed four-year secondary education in the previous academic years (before the academic year 2007/2008 and in the academic year 2019/2020) who did not take the state matriculation exam.
 - Candidates who have fully or partially completed a four-year secondary education abroad.

When applying for enrollment in the study programs at the University "St. Paul the Apostle" Ohrid, in the application forms, candidates can indicate their three potential choices of study programs from different units that are within the framework of the University

Example: - Faculty A, study program A, state quota
- Faculty A, study program A, co-financing
- Faculty B, study program B, state quota

2. Candidates are enrolled as full-time students financed by the state with participation in study costs and full-time students with co-financing of studies.

In the first cycle of studies at the faculties, part-time students can also be enrolled with co-financing of the study costs.

Candidates who have completed higher education or higher school at related faculties can also enroll in the first cycle of studies at the faculties. These candidates are enrolled outside the quota, up to 10% of the total number of full-time students at the respective faculty determined in the open call.

Candidates from the previous item are enrolled based on their grades from the previous education and with co-financing of studies as well as candidates from item V of this open call.

3. If the candidates are not accepted into the state or co-financing quota of the study program for which they applied, they can enroll in another study program in which there are free places of their choice within the same higher education unit during the same enrollment period.
4. Candidates will be selected **on the basis of their secondary education grades**

The evaluation of the candidates' achievement is expressed in points.

4.1 For candidates who completed four-year secondary education and passed the state matriculation in the academic year 2022/2023

The general success in all subjects of secondary education accounts for 60%, and the success achieved at the state matriculation exam accounts for 40% of the total number of points, which can amount to a maximum of 100 points.

Scoring of secondary education success is done by summing all the grades entered in the certificates from all years, dividing the total by the number of grades and multiplying the average grade thus obtained by 12. On this basis, a maximum of 60 points can be obtained.

The scoring of the success achieved at the state matriculation is carried out in the following way: external subjects, depending on the obtained grade, will be scored with a maximum of 10 points each, internal subjects, depending on the obtained grade, with a maximum of 8 points each, and the project assignment, depending on the obtained score, with a maximum of 4 points. The total result from the state matriculation can bring a maximum of 40 points (20 points from the two external subjects, 16 points from the two internal subjects and 4 points from the project assignment).

Scoring of external subjects is done by adding the grades from the external subjects with the value of the percentile rank divided by 20. The sum thus obtained is multiplied by a coefficient of 1 for the

appropriate subjects or by a coefficient of 0.8 for the inappropriate subjects. The points obtained from the two external subjects are added together and on this basis a maximum of 20 points can be obtained.

(e.g.: $(5 + 100/20) * 1 = 10$ points for a suitable subject or $(5 + 100/20) * 0.8 = 8$ points for inappropriate subject)

Only the external subjects that are on the List of external subjects, stated in Annex I of this open call are considered suitable subjects.

Scoring of internal subjects is done by multiplying the grade the student received for taking the internal subject by a coefficient of 1.6 (for a suitable internal subject), whereby a maximum of 8 points can be gained or by a coefficient of 1,2 (for an inappropriate internal subject), where the candidate can obtain a maximum of 6 points. The points obtained from the two internal subjects are added together and on this basis a maximum of 16 points can be obtained. Only the internal subjects that are on the List of internal subjects, stated in Annex I of this open call, are considered suitable subjects. If the student has taken several internal subjects, then points are calculated for the internal subject that is on the list and for which the student received the highest grade.

For project assignment – The grade received by the student for the project task is multiplied by a coefficient of 0.8 and a maximum of 4 points can be obtained on this basis.

4.2. For candidates who have completed four-year secondary education and passed the state matura in the academic year 2020/2021 or 2021/2022

The general success in all subjects of secondary education accounts for 60%, and the success achieved at the state matriculation exam accounts for 40% of the total number of points, which can amount to a maximum of 100 points.

Scoring of secondary education success is done by summing all the grades entered in the certificates from all years, dividing the total by the number of grades and multiplying the average grade thus obtained by 12. On this basis, a maximum of 60 points can be obtained.

The scoring of the success achieved at the state matriculation is carried out in the following way: external subjects, depending on the obtained grade, will be scored with a maximum of 12 points each, internal subjects, depending on the obtained grade, with a maximum of 6 points each, and the project assignment, depending on the obtained score, with a maximum of 4 points. The total result from the state matriculation can bring a maximum of 40 points (24 points from the two external subjects, 12 points from the two internal subjects and 4 points from the project assignment).

Scoring of external subjects is done by adding the grades from the external subjects with the value of the percentile rank divided by 20. The sum thus obtained is multiplied by a coefficient of 1,2 for the appropriate subjects or by a coefficient of 0.9 for the inappropriate subjects. The points obtained from the two external subjects are added together and on this basis a maximum of 24 points can be obtained.

Only the external subjects that are on the List of external subjects, stated in Annex I of this open call are considered suitable subjects.

Scoring of internal subjects is done by multiplying the grade the student received for taking the internal subject by a coefficient of 1.2 (for a suitable internal subject), whereby a maximum of 6 points can be gained or by a coefficient of 0,8 (for an inappropriate internal subject), where the candidate can obtain a maximum of 4 points. The points obtained from the two internal subjects are added together and on this basis a maximum of 12 points can be obtained. Only the internal subjects that are on the List of internal subjects, stated in Annex I of this open call, are considered suitable subjects. If the student has taken several internal subjects, then points are calculated for the internal subject that is on the list and for which the student received the highest grade.

For project assignment – The grade received by the student for the project task is multiplied by a coefficient of 0.8 and a maximum of 4 points can be obtained on this basis.

4.3. For candidates who have completed four-year secondary education and passed the state matriculation in the academic year 2013/2014, 2014/2015, 2015/2016, 2016/2017, 2017/2018, 2018/2019:

The general achievement in all subjects in secondary education accounts for 60%, and the grades obtained at the state matriculation exam accounts for 40% of the total number of points, which can amount to a maximum of 100 points.

Scoring of secondary education success is done by adding up all the grades entered in the certificates from all years, dividing the total by the number of grades and multiplying the average grade thus obtained by 12. On this basis, a maximum of 60 points can be obtained

The scoring of the success achieved at the state matriculation is done in the following way: the external subjects depending on the obtained grade will be scored with a maximum of 10 points, the internal subject depending on the obtained grade will be scored with a maximum of 6 points, and the project task depending on the obtained grade with a maximum of 4 points. The total success of the state matriculation exam can bring a maximum of 40 points (30 points from the three external subjects, 6 points from the internal subject and 4 points from the project assignment).

Scoring of external subjects is performed only on those external subjects that are on the List of external subjects, stated in Annex II to this open call. The calculation of the points from the passed external subjects is done by adding the grades from the external subjects with the value of the percentile rank divided by 20. The points obtained from the three external subjects are added together and on this basis a maximum of 30 points can be obtained.

Scoring of the internal subject is done so that the grade the student received for passing the internal subject is multiplied by a coefficient of 1.2, whereby a maximum of 6 points can be obtained. The internal subject is scored only if it is on the List of internal subjects, stated in Annex II to this open call. If the student has taken several internal subjects, then points are calculated for the internal subject that is on the list and for which the student received the highest grade

The grade received by the student for the **project assignment** is multiplied by a coefficient of 0.8 and a maximum of 4 points can be obtained for it

I.4. For candidates who took the state matriculation exam in the academic year 2007/2008 and 2012/2013 academic year

The general achievement in all subjects in secondary education accounts for 60%, and the grades obtained at the state matriculation exam accounts for 40% of the total number of points, which can amount to a maximum of 100 points.

Scoring of secondary education success is done by adding up all the grades entered in the certificates from all years, dividing the total by the number of grades and multiplying the average grade thus obtained by 12. On this basis, a maximum of 60 points can be obtained

The scoring of the success achieved at the state matriculation is done in the following way: external subjects, depending on the obtained grade, will be scored with a maximum of 10 points each, internal subjects, depending on the obtained grade with a maximum of 8 points, and the project assignment depending on the achieved grade with a maximum of 4 points. The total success of the state matriculation can bring a maximum of 40 points (20 points from the two external subjects, 16 points from the two internal subjects and 4 points from the project assignment).

Scoring of external subjects is performed only on those external subjects that are on the List of external subjects, stated in Annex II to this open call. The calculation of the points from the external subjects is done by adding the grades from the external subjects with the value of the percentile rank divided by 20. The points obtained from the two external courses are added and on this basis a maximum of 20 points can be obtained

Scoring of internal subjects is done so that the grades the student received for taking internal subjects are multiplied by a coefficient of 1.6 and for each internal subject a maximum of 8 points can be earned. The points

obtained for the passed internal subjects are added up. Internal subjects are scored only if they are on the List of internal subjects, stated in Annex II to this open call. If the student has taken several internal subjects, then the two subjects that are on the list and for which the student received the highest marks are taken into consideration.

The grade received by the student for the **project assignment** is multiplied by a coefficient of 0.8 and a maximum of 4 points can be obtained for it.

I.5. For candidates who have passed the international matriculation exam and candidates from private secondary schools in RNM

For the scoring of candidates who passed international matriculation, the general success in all subjects in secondary education accounts for 60%, and the success achieved at the international matriculation exam accounts for 40% of the total number of points, which can amount to a maximum of 100 points

The scoring of the secondary education success of candidates who have passed the international matriculation is done by adding up all the grades entered in the certificates from all years, dividing the total obtained by the number of grades and multiplying the average grade obtained in this way by a coefficient 12, so that the product is a maximum of 60 points.

The scoring of the success achieved at the international matriculation is done in the following way: each grade of the six external subjects that are taken at the international matriculation is multiplied by a coefficient of 1.2. The products thus obtained are collected. A maximum of 36 points can be obtained on this basis. The grade obtained on the matriculation essay is multiplied by a coefficient of 0.8. A maximum of 4 points can be obtained on this basis. The total success of the international matriculation can bring a maximum of 40 points.

Candidates who completed secondary education at private secondary education schools in the RNM where state matriculation is written are enrolled under the same conditions and criteria as candidate with completed secondary education in the Republic of North Macedonia in accordance with the above stated items of 4.1 to 4.4.

I.6. For candidates who completed a four-year secondary education before the academic year 2007/2008 and in the academic year 2019/2020) and did not take the state matriculation exam

The basic requirement and criterion for enrollment is the general average grade and the grade in 4 subjects: mother tongue and foreign language and 2 subjects determined by the units as essential for studying at that higher education unit (Annex III). In the total number of points, the average result from secondary education contributes 60 points, and the average result from 2 subjects important for studying at the higher education unit and the average result from the native and foreign language subjects contributes 40 points.

The GPA from secondary education is evaluated by adding up all the grades that have been entered in the certificates from all years, the sum obtained is divided by the number of grades and the GPA thus obtained is multiplied by 12. On this basis, a maximum of 60 points can be obtained.

The evaluation of success in the four subjects (two subjects essential for studying at the higher education institution and the subjects mother tongue and foreign language) is carried out as follows:

An average grade is calculated for each of the four subjects and the obtained average grades for each subject are separately multiplied by 2. These products are added, and on this basis, a maximum of 10 points can be obtained for each subject, i.e. a maximum of 40 points in total.

III. Selection of candidates

1. For the implementation of the Enrollment call, the teaching- scientific councils form a Competition Commission for each faculty separately.

2. To monitor the implementation of the provisions of this open call, the Rector's board forms a University Competition Commission. The university competition committee monitors the implementation of the Faculties application and enrollment procedures, ensures consistent compliance with the provisions of the open call, provides instructions and opinions during its implementation.
3. The ranking of the candidates is carried out by the competition commissions of the individual faculties.
4. The competition commission publishes a preliminary ranking list with points from secondary education (average GPA) on the notice board of the University.
5. After the publication of the preliminary ranking list of candidates for enrollment by the competition committee, candidates have the right to object within 24 hours. Otherwise, they lose the right to object in the further procedure regarding the published results. The objection refers only to technical omissions - errors made during the calculation of points and is directed to the University Competition Commission. The decision of the University Competition Commission after the objection is final. Decisions after objections are published on the notice board.

After the expiration of the deadlines for submitting objections and for their resolution, the University Competition Commission adopts and publishes a decision for the admission of students (final ranking list) based on enrolled students.

The decision on admission of students (the final ranking list) is simultaneously submitted to the Rectorate of the University.

6. Faculties in which there will be unfilled places after the end of the first enrollment period, may enroll students in the second and third enrollment periods.

IV. Enrollment of students in state quota

1. Students in the state quota are enrolled by paying a fee in the amount of 200 euros per year in Denar equivalents, according to the average exchange rate of the NBRM.
2. The fee for studying from the previous paragraph, for each study program separately, is an integral part of this call. The fee is paid in two equal installments.
3. Students pay the fee from paragraph 1 of this item during the entire course of study.
4. If in the first enrollment period, when ranking applying candidates at the end of the list there are more candidates with the same number of points (maximum five candidates), all such candidates are enrolled. If, on the other hand, the number of such candidates is greater than 5, then these candidates are ranked according to additional criteria: the appropriateness of the completed project assignment when taking the state matriculation exam, prizes won at national and international competitions, membership of sports teams of the Republic of Macedonia, awarded certificates for proficiency of foreign languages at a higher level, etc.
5. Members of the security forces and other categories of persons determined by the Law on the special rights of members of the security forces of the Republic of Macedonia and their family members, as well as persons determined by the provision of Article 23 of the same law ("Official Gazette of the Republic of Macedonia" no. 2/02, 17/03, 30/04, 66/07 and 53/21), as well as with the Law on the special rights of participants in peace operations and collective defense operations outside the territory of the Republic of Macedonia and of the members of their families ("Official Gazette" No. 67/09), in the academic year 2023/2024, will be enrolled outside the state quota without paying study costs, under the enrollment conditions determined in this call, and their number can amount to a maximum of 10% of the total number of students in a study program.

Candidates exercise the right from the previous paragraph when applying by submitting documents from the Ministry of Defense or the Ministry of Internal Affairs. Late submission of documents for candidates enrolling in the first year is not taken into account.

6. The units of the University "St. Paul the Apostle" Ohrid, will not charge tuition fees for:

- persons who had the status of orphans until the age of 18, at most until the age of 26, if they are unemployed (proved with a certificate from an authorized center for social work);
- persons with disabilities, in accordance with the decree adopted by the Government (proved by the finding and opinion of the Service for Functional Assessment at JZU Zdravstven dom Skopje and by the Decision of the Center for Social Work on the type and degree of disability);
- parent of a child up to 6 years of age, if unemployed (proved by a birth certificate of the child and a certificate of registered unemployed person)
- military invalids (proved by a decision from the Ministry of Labor and Social Policy – Directorate for Issues of Combatants and Military Invalids)
- persons raised in homes for abandoned children if they are unemployed
- other persons determined by the decree of the Government.

These candidates are enrolled outside the quota, up to 10% of the total number of full-time students at the respective faculty determined in this call.

The funds for the tuition fee of these persons will be covered by the Budget of the Republic of North Macedonia.

V. Enrollment of students with co-financing of studies/ tuition fees

1. Candidates who meet the conditions for enrollment are also enrolled as full-time students at the faculties, and due to limited quotas, they cannot enroll in the category of students financed by the state. Enrollment in this category of students is carried out with a previously submitted statement by the candidates that they agree to co-finance the studies during the entire duration of studies.
2. Students who enroll in this category pay the amount of 400 Euros yearly in Denar equivalent according to the average exchange rate of NBRM on the day of payment in at least two equal installments.
3. Students pay the tuition fees from the previous paragraph of this point during the entire duration of studies.
4. The faculty publishes a ranking list of candidates who meet the conditions for enrollment in this category.
5. The list of accepted candidates in this category is determined by the competition commission based on the ranking list and submitted declarations of consent for enrollment in this category.
6. Students with co-financing upon enrollment sign an agreement with the university on mutual rights and obligations in the implementation of the teaching-educational process.

VI. Enrollment of part-time students

1. Candidates who meet the conditions for enrollment and are employed, as well as candidates who, for justified reasons, are unable to enroll as full-time students, can be enrolled as part-time students in the study programs stated in this open call.

For justified reasons from the previous paragraph the following are considered:

- a disabled person who is unable to attend classes
 - a severe long-term illness, which makes it impossible to regularly attend classes for longer than one semester;
 - parent of a child while on maternity leave.
2. Part-time students are enrolled according to the same conditions and criteria as full-time students, and are ranked on a separate ranking list.
 3. Students who enroll in this category pay the amount determined in item I of this open call in Denar equivalent according to the average exchange rate of the National Bank of the Republic of North Macedonia on the day of payment, in at least two equal installments.

4. The tuition fee from the previous paragraph of this item is paid by the students during the entire duration of studies.
5. When applying for enrollment as part-time students, candidates submit a notarized M1/M2 form or a medical certificate for the reasons listed in point 1 paragraph 2. (issued by an appropriate health institution), proof that he/she is the parent of a child for whom the right to maternity leave still lasts.

VII. Candidates with completed secondary education abroad

a) Foreign citizens

1. Foreign citizens are enrolled outside the quotas determined in this open call.
2. The selection of foreign nationals who apply to study at the University is carried out on the basis of the suitability of previously completed secondary education and the achieved success in secondary education.
3. When applying, the candidates state at which faculty or study program they want to study, whether they are scholarship recipients of their government or they bear the costs of their studies independently. With the application, submit a verified certificate of completed secondary education or a copy of the certificate issued by the Ministry of Education and Science for starting the verification procedure, a certified translation of birth certificate, a copy of passport, a health certificate issued by an appropriate health authority station, as well as a confirmation of an HIV test, a hepatitis C test and a certificate of English language proficiency.
4. Tuition for foreign citizens in the academic year 2023/2024 is 750 euros per semester, i.e. 1,500 euros per year, in Denar equivalent according to the average exchange rate of the NBRM on the day of payment, unless otherwise arranged by an agreement on inter-university cooperation.

b) Expatriates and citizens of the Republic of North Macedonia with completed secondary education and with partially completed secondary education abroad

1. Candidates whose parents are our expatriates and candidates who are citizens of the Republic of Macedonia who have completed their entire secondary education or part of their secondary education abroad are enrolled under the same conditions and criteria as candidates with completed secondary education in the Republic of Macedonia, with the fact that, in addition to other documents they also submit notarized certificates for the part of secondary education completed abroad.

The selection of candidates from point 1 at the University will be made on the basis of success in secondary education, on the basis of certified certificates and equivalence of grades.

VIII. Additional quotas sated by the Government of the Republic of North Macedonia

1. Pursuant to the Decision on additional quotas for enrollment of students belonging to non-majority communities in RNM in the first year of the first cycle at public higher education institutions, the University "Ss.Cyril and Methodius" Skopje, University "St. Kliment Ohridski" - Bitola, University of Tetovo, University "Goce Delchev" Shtip, University of Information Science and Technology "St. Paul the Apostle" Ohrid and "Mother Teresa" University - Skopje in the academic year 2023/202, no. 41-6058/4 of 27.06.2023 ("Official Gazette of RNM" no. 139/2023), for ensuring fair and adequate representation of students belonging to non-majority communities in the Republic of North Macedonia, in the academic year 2023/2024, will additionally enroll students belonging to these communities, whose number is not higher than 10% of the total number of students who enroll in the first year - first cycle of studies at the faculty level. At the same time, within this percentage, members of all communities should be adequately represented up to the percentage with which the respective community is represented in the total population of the Republic of North Macedonia.

At the University of Information Science and Technology "St. Paul the Apostle" Ohrid, in the study programs that are represented at the State University in Tetovo and at "Mother Teresa" University in Skopje, members of the Albanian community can only enroll in regular quotas.

The percentage of students belonging to these communities, together in the state and additional quota, should be up to the percentage of representation of the respective community in the total population of RNM.

IX. Deadlines for application, registration and ranking according to the achieved results from secondary education and enrollment

	First round	Second round	Third round
Application of candidates	29.08.2023 30.08.2023 and 31.08.2023	19.09.2023 and 20.09.2023	29.09.2023
Announcement of results from secondary education (preliminary ranking list)	05.09.2023	22.09.2023	02.10.2023
Announcement of decision for enrollment of candidates (final ranking list)	07.09.2023	25.09.2023	03.10.2023
Enrollment of students	11.09.2023 and 12.09.2023	26.09.2023	04.10.2023

Remark:

After the realization of the first enrollment round, for the unfilled places at the faculties, i.e. the study programs, the University will announce an additional call for enrollment in the second and third enrollment rounds in the academic year 2023/2024. **The number of free places for enrollment in the following enrollment periods in the academic year 2023/2024 will be published on the University's website.**

Before the application in accordance with the dates stated in this call, interested candidates should register electronically by sending the application form to the following e-mail address: upisi@uist.edu.mk

In the subject of the e-mail, candidates state "Application for enrollment in the first cycle of studies of the candidate (name and surname)" and in the body of the email should state the faculty and study program which they wish to enroll.

Candidates who, due to a technical or other type of problem, cannot send the application electronically, can contact the Department for Student Affairs and ECTS at the University, at the following e-mail address: elena.naumova@uist.edu.mk / jasmina.andonoska@uist.edu.mk or phone number 046/511-000/local 112.

Application for enrollment within the dates stated in this call is done at the students' affairs office.

When applying for enrollment at the faculties, the candidates should submit the following documents:

1. Enrollment application (a form that will be available on the University's website www.uist.edu.mk)
2. Original certificates of all classes;
3. Document for passed state, international or school matriculation; (Original certificate of completed secondary education)
4. Original Birth certificate;
5. Original proof of RNM citizenship (certificate or decision);
6. Certificate of proficiency of English language;

7. Confirmation of payment:

- 500 denars to the University's account for enrollment application according to the UINT price list, and payment for an administrative fee of 50.00 denars.

Candidates applying for enrollment as part-time students, submit, in addition to the above, the documents listed in item VI point 5.

Integral parts of the open call are:

Annex I table 1: List of internal and external subjects

- **For candidates who passed the state matriculation in the academic year 2020/2021 to the year 2022/2023**

Annex II table 2: List of internal and external subjects

- **For candidates who took the state matriculation exam in the academic year 2018/2019; 2017/2018, 2016/2017, 2015/2016, 2014/2015 and academic year 2013/2014 and**
- **Candidates who passed the state matriculation exam in the academic year 2007/2008 to 2012/2013**

Annex III Table 3:

Subjects that are scored during the evaluation of success in secondary education for candidates who completed secondary education in the academic year 2019/2020 or before the academic year 2007/2008 and did not take the state matriculation

The open call is published on the website of
The University of Information Science and Technology
"St. Paul the Apostle", Ohrid
www.uist.edu.mk

Annex I Table 1 :

List of internal and external subjects of the state matriculation appropriate for application for enrollment at the study programs at the University of Information Science and Technology "St. Paul the Apostle"- Ohrid for

candidates who passed the state matriculation in the academic year 2020/2021 to the year 2022/2023

1. For all candidates the obligatory external test is: **Macedonian language and literature or Albanian language and literature or Turkish language and literature.**
2. Elective external test is considered a subject stated in Table 1
3. For internal tests, two subjects stated in Table 1 may be chosen.

Table 1:

University of Information Science and Technology "St. Paul the Apostle" Ohrid		
Faculty / Study program	Elective External subjects	Internal subjects
<p>FACULTY OF COMPUTER SCIENCE AND ENGINEERING</p> <p>FACULTY OF COMMUNICATION NETWORKS AND SECURITY</p> <p>FACULTY OF APPLIED INFORMATION TECHNOLOGY, MACHINE INTELLIGENCE AND ROBOTICS</p> <p>FACULTY OF INFORMATION SYSTEMS, VISUALIZATION, MULTIMEDIA AND ANIMATION</p> <p>FACULTY OF INFORMATION AND COMMUNICATION SCIENCES</p>	<p>-Mathematics</p> <p>-English language</p>	<p>for gymnasium:</p> <ul style="list-style-type: none"> - physics, informatics or a foreign language (at least one, possible two subjects) - one subject of the candidate's choice (one of the aforementioned subjects or a different subject) <p>for secondary vocational education:</p> <ul style="list-style-type: none"> - physics, informatics or a foreign language (at least one, possible two subjects) - one professional subject according to the educational profile, at the choice of the candidate (one of the above-mentioned subjects or a completely different subject)

Annex II:

List of external and internal subjects from the state matriculation needed for application for enrollment at study programs at the University of Information Science and Technology "St. Paul the Apostle" – Ohrid for candidates that passed the state matriculation in the academic year 2013/2014 to the academic year 2018/2019 and from the academic year 2007/2008 to the academic year 2012/2013

1. For all candidates the obligatory external test is: **Macedonian language and literature or Albanian language and literature or Turkish language and literature.**
2. Elective external test is considered a subject stated in Table 2

3. For internal tests, one subject or two subjects stated in Table 2 may be chosen.

Table 2:

University of Information Science and Technology "St. Paul the Apostle" Ohrid				
Faculty	External elective subjects		Internal subjects	
	For candidates who took the state matriculation in the academic year 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 и 2013/2014 (3 subjects)	For candidates who took the state matriculation in the academic year 2007/2008 to the academic year 2012/2013 (2 subjects)	For candidates who took the state matriculation in the academic year 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 и 2013/2014 (1 subject)	For candidates who took the state matriculation in the academic year 2007/2008 to the academic year 2012/2013 (2 subjects)
FACULTY OF COMPUTER SCIENCE AND ENGINEERING FACULTY OF COMMUNICATION NETWORKS AND SECURITY FACULTY OF APPLIED INFORMATION TECHNOLOGY, MACHINE INTELLIGENCE AND ROBOTICS FACULTY OF INFORMATION SYSTEMS, VISUALIZATION, MULTIMEDIA AND ANIMATION FACULTY OF INFORMATION AND COMMUNICATION SCIENCES	One of the subjects mathematics or English language, the second and third external subjects of the candidate's choice	One of the subjects is mathematics or English language, the other is an external subject of the candidate's choice	No restrictions	For Gymnasium: <ul style="list-style-type: none"> Physics, informatics or English language (at least one, potential two subjects) One subject of the candidate's choice (one of the above-mentioned subjects or another completely different subject) For secondary vocational education: <ul style="list-style-type: none"> Physics, informatics or English language (at least one, potential two subjects) One professional subject according to the

				educational profile of the candidate's choice (one of the above-mentioned subjects or another completely different subject)
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Annex III: Subjects that are scored during the evaluation of success in secondary education for candidates who completed secondary education in the academic year 2019/2020 or before the academic year 2007/2008 and did not take the state matriculation

Table 3:

University of Information Science and Technology "St. Paul the Apostle" Ohrid		
FACULTY	First subject	Second subject
FACULTY OF COMPUTER SCIENCE AND ENGINEERING FACULTY OF COMMUNICATION NETWORKS AND SECURITY FACULTY OF APPLIED INFORMATION TECHNOLOGY, MACHINE INTELLIGENCE AND ROBOTICS FACULTY OF INFORMATION SYSTEMS, VISUALIZATION, MULTIMEDIA AND ANIMATION FACULTY OF INFORMATION AND COMMUNICATION SCIENCES	Mathematics	Informatics, English, Physics (at the choice of the candidates)