

University of
Montenegro



Guide for Incoming Students



This guide is intended for foreign students coming to study at the University of Montenegro either as exchange or degree students. Apart from general information about the University, study programmes, degrees and admission requirements, it also provides practical information of interest for foreign students such as information about accommodation, transport, health insurance, language courses, welcome activities...

We hope that information contained herein will attract foreign students to come to Montenegro and study here.

About the University

The University of Montenegro was founded on 29 April 1974. In that year, three faculties: Faculty of Economics, of Engineering and the Faculty of Law from Titograd, two colleges: Teaching College from Nikšić and Maritime Studies College from Kotor and three independent scientific institutes: for History, for Agriculture and for Biological and Medical Research from Titograd, signed an Agreement on Association into the University in Titograd. A year after it was founded, it changed its name into the University "Veljko Vlahović", and since 1992 it has its present name. The seat of the **University of Montenegro** is in Podgorica (www.podgorica.me), the capital city of the Republic with a population of around 200.000.

The **University of Montenegro** (www.ucg.ac.me/eng/) has developed in accordance with the spirit of time and the growing needs of Montenegro. Today, the **University of Montenegro** is situated in nine Montenegrin towns: Podgorica, Nikšić, Cetinje, Kotor, Herceg Novi, Bar, Bijelo Polje, Budva and Berane and includes 19 faculties, three institutes and three independent study programmes.



Faculty of Economics - Podgorica

Law Faculty - Podgorica

Faculty of Electrical Engineering - Podgorica

Faculty of Metallurgy and Technology - Podgorica

Faculty of Civil Engineering - Podgorica

Faculty of Mechanical Engineering - Podgorica

Faculty of Natural Sciences and Mathematics - Podgorica

Faculty of Medicine - Podgorica

Faculty of Philosophy - Nikšić

Faculty of Fine Arts - Cetinje

Faculty of Drama - Cetinje

Music Academy - Cetinje

Faculty of Maritime Studies - Kotor

Faculty of Tourism and Hotel Management - Kotor

Faculty of Applied Physiotherapy - Igalo, Herceg Novi

Faculty of Political Sciences - Podgorica

Faculty of Architecture - Podgorica

Faculty of Biotechnology – Podgorica

Faculty for Sport and Physical Education - Nikšić

Independent study programme Geodesy* - Podgorica

**Independent study programme Geodesy does not admit students into undergraduate studies,*

but provides teaching at postgraduate and master studies

Independent study programme Pharmacy - Podgorica

Teacher Training in Albanian language - Podgorica



A number of study programmes (77) are being realized at the faculties which offer numerous diverse possibilities for training of students.

The University includes three institutes as well:

Institute for Maritime Biology - Kotor

Institute for Foreign Languages - Podgorica

Institute for History - Podgorica

The University Library and the Information Technology Centre (CIS) function as parts of the University.

The Rectorate is the central management unit at the **University of Montenegro**. It includes the **Rector, Vice-Rectors, the Secretary General, the Head of Finance** and adequate Services.

International Relations Office (<http://www.ir.ac.me/eng/>) is involved in promotion of mobility as well as in administration of the ongoing ERASMUS MUNDUS Action 2 mobility programmes, meaning incoming mobility within these programmes as well. Their work is coordinated by the Vice-Rector for International Cooperation.



Organization of the University

The **University of Montenegro** is organized like most European universities. It has united academic, business and development objectives. The Managing Board governs the university and the **Rector** manages it.

The supreme academic body is the **University Senate**.

Deans are heads of faculties and directors are heads of institutes.

The highest academic bodies at faculties i.e. at institutes are **Councils**.

The highest student body is the **Student Parliament**.

Representatives of students are elected in all bodies of the University and of the faculties.

Figures

<i>Faculties</i>	19
<i>Higher schools within faculties</i>	2
<i>Study programmes at undergraduate studies</i>	77
<i>Employees</i>	1 170
<i>Students</i>	21 239



Course offer

A comprehensive list of courses offered at the faculties of the University of Montenegro can be found at: <http://www.ucg.ac.me/cg/organizacija%20nastave.htm> and <http://www.ir.ac.me/userfiles/file/engleskisajt/List%20of%20study%20programmes.pdf>

Studying

Since the academic year 2004/2005, studies at the first year of all faculties are organized according to the Bologna Declaration principles. Implementation of the **European Credit Transfer System** (ECTS) provides better conditions of studying for students as well as an opportunity for mobility within the European Academic Area.

The basic study programmes at the University of Montenegro are the following:

Undergraduate academic studies, BSc, BA (3 or 4 years)

Undergraduate applied studies BApp (3 years)

Postgraduate specialist studies (BSc, BA and BApp + 1 year)

Postgraduate master studies MSc (BSc and BA + 2 years; postgraduate specialist studies + 1year)

Doctoral studies (MSc + 3 years).

Depending on the needs, faculties organize various programmes of professional development and training.



Undergraduate Studies

Undergraduate studies at most faculties of the **University of Montenegro** last three years. Candidates who have completed adequate secondary education can be enrolled into the first year of studies. Tuition fees can either be paid from the budget or the student pays for them. The **Government of Montenegro** determines the number of students to be enrolled into the first year, as well as the tuition fee for self-financed students.

Selection of candidates to be enrolled into the first year of studies is based on general and additional criteria. In the process of qualification the **general success obtained at the secondary school leaving exam**, i.e. at the end of secondary education is assessed, as the general condition for enrollment.

The following are assessed as additional conditions for enrollment:

- general success at the end of individual secondary school grades;
- success in two subjects of the third and the fourth grade of secondary school, important for
- mastering the selected study programme;
- success at additional exams;
- diploma “Luča” (obtained for excellent success at the end of all grades) or an equivalent diploma.

Diploma (or an equivalent document) on the first or second prize won at the state competition of secondary school students organized by the Ministry competent for education and science or at a competition of a higher level, in the subjects important for mastering the study programme.

Enrolment into the first year of studies is organized at the end of June, in July and at the end of August.

Study programmes are realized through lectures, exercises, seminars, consultations, practical work, professional training and other forms of



teaching. During the studies students' achievement is continually assessed through: colloquia, seminar papers and at the final exam.

Postgraduate Studies

Postgraduate specialist studies last one academic year i.e. two semesters.

Postgraduate master studies as a rule last two (1+1) academic years, i.e. four semesters after undergraduate, i.e. 1 year after specialist studies, except at the Faculty of Fine Arts, where they are foreseen to last 2 years.

Persons who have completed undergraduate studies have the right to enroll postgraduate studies.

A student has the right to defend his/her specialist and master's thesis after he/she has passed all the exams from the postgraduate studies' curriculum. After defending his/her master's thesis in public a student obtains the academic title of a master of science or a master of arts in a particular field.



Doctoral Studies

Doctoral studies at the **University of Montenegro** last three academic years, i.e. six semesters.

A person who has the academic title of a master of science can enroll doctoral studies.

The procedure for obtaining the topic for a doctoral dissertation and for choosing a mentor and the committee for the assessment and defending of a doctoral dissertation implies a mandatory consent of the **University Senate**. A student has the right to take his/her doctoral thesis after he/she has passed all the exams from the curriculum of doctoral studies. After defending his/her doctoral thesis in public, a student obtains the academic title of a Ph.D.

Examinations and Assessment

Work and knowledge of students is monitored continuously during the semester and assessed at the final exam. The teacher introduces the students at the first class to the forms of monitoring their work, terms of knowledge check, character and time of the final exam, structure of the total number of points and the way in which the final mark is established.

A student obtains points for every separate form of evaluation of his/her work and assessment of knowledge, in compliance with ECTS rules.

In the structure of the total number of points, activities and checks of knowledge during the semester must account for at least 50% of the points.

The teacher is obliged to introduce the students at the first class to the manner of sitting for the final exam (written, oral) and terms for organization of exams (regular and make-up exam term).



The final exam accounts for a maximum of 50% of the total number of points in the structure of points.

After the end of the semester, a make-up exam term is organized.

Assessment is done according to the ECTS scale with the marks: A, B, C, D, E and F.

The pass marks A, B, C, D and E according to ECTS scale have the following meaning:

A – *excellent* (exceptional success with slight mistakes)

B – *very good* (above average, with some mistakes)

C – *good* (average with noticeable mistakes)

D – *satisfactory* (in general good, with significant deficiencies)

E – *sufficient* (meets the minimum criteria)

F – *insufficient* (needs significantly more work)

Regular term for final exam is 16th week of teaching.

Make-up exam term is organized for students who failed to pass the final exam or who did not take it between the semesters during two weeks and in the term determined by the University Senate at the beginning of the study year.





Academic Calendar

Academic calendar can be found at: <http://www.ucg.ac.me/download/AK%202011-12.pdf>

Admission criteria for exchange students

Exchange students register at the students' office of the faculty they come to study at. In order to be registered they need to submit their Learning Agreement, signed by their home university.



Admission criteria for degree students

Undergraduate studies

In order to apply for enrolment candidates need to submit the following documents: original certificates on completed secondary education, original of the diploma on completed secondary education final exam and the birth certificate.

Enrolment is done on a competitive basis, according to the results achieved at the end and during secondary education.

If a candidate has not completed an adequate secondary school required for enrolment into a study programme of the University, s/he shall take a differential exam envisaged by this rulebook as an additional condition.

The University Senate determines the number of foreign students to be enrolled into each study group of the University of Montenegro.

Master and doctoral studies

Foreign students have the right to enroll faculties of the University of Montenegro under the same conditions as the citizens of Montenegro. Foreign students enrolling master of doctoral studies need to have their diploma validated by the NARIC centre of the Ministry of Education and Science.

A foreign student who has filed a request for validation of his/her diploma, can be enrolled conditionally in case the procedure of validation has not been completed before the time limit for submitting application for enrolment expires.





In case the request for validation of education certificate is refused or if the foreign education certificate does not give the right to enrolment into the selected study programme of the University, the conditional enrolment shall be deemed null and void.

Foreign students have the status of self-financing students.



For EU students coming on exchange in the framework of mobility programmes there is also a possibility of entering the country with the passport and then obtaining the visa for the long term stay here in the country. The following steps need to be taken:

1. report to the inspector for foreigners within 24 hours; you need your passport and the card for foreigners (“karton za strance”)
2. submit a request for temporary stay on the grounds of participation in international projects. In order to submit this request you need the following:
 - a) Request
 - b) Passport
 - c) Report (a part of the card for foreigners)
 - d) Proof on means of subsistence (confirmation issued by University of Montenegro stating that you received Basilesu scholarship, that your insurance is paid)
 - e) Proof on accommodation (if you rent a private apartment this is the agreement on rent certified by the court and the cadaster list for the apartment from the owner)



Accommodation

The University of Montenegro has residence halls in the towns where the faculties are, i.e. Podgorica, Niksic, Cetinje and Kotor. As for the accommodation of exchange students, the number of available rooms is limited and shared between the University and the Ministry. So, this option should be explored with the host well in advance, starting with the date of the approval of the scholarship. Most of the exchange students, same as large number of Montenegrin ones, are renting. The prices vary, depending on the type of accommodation (room/studio/apartment/distance from the faculty), between 80 and 400 € a month. Students quite often share a flat in order to reduce the price. IRO can help the students find the appropriate accommodation. Many flats are available near most of the faculties and are usually rented by students.

Transport to the university

There is a **public transportation system** in Podgorica, mainly buses. The price for single ticket is 0.5 € and it can be purchased from driver.

Taxis are rather cheap, with many taxi companies available (minimum fare is between 1.0-1.30 €)

Since the town is small, it is almost always possible to **walk** to and from the faculty.



Registration or enrolment

Registration: exchange students need to have their Learning Agreement duly signed by their home university. They should go to the students' service office at the Faculty where they will study during the exchange.

Students coming within ongoing ERASMUS MUNDUS Action II projects (BASILEUS and JoinEU-SEE) should first come to the IRO of the University (offices in the Rectorate building, Cetinjska 2 St.)

Enrolment: degree students coming to the University of Montenegro have to submit the following documentation:

- ✘ 2 filled in application forms (forms are obtained at the students' service office of the host faculty)
- ✘ Index (students' booklet – can be bought in the stationery store)
- ✘ 2 photographs
- ✘ Receipt on 5 Euro payment for insurance
- ✘ ŠV form (can be bought in the stationery store)
- ✘ Receipt on payment of the tuition fee

After registration, they have to sign the **Agreement on Studying** at the Faculty they enrolled.

Students coming within ongoing ERASMUS MUNDUS projects (BASILEUS and JoinEU-SEE) have to follow the programme procedures.



Welcome activities

International Relations Office of the UoM is organizing different events for the incoming students, with the aim to help them integrate into the student community, e.g. one-day round trips, national nights and other similar events.

Language courses

The University organizes courses of Montenegrin for the incoming students.

The city

History reveals that people have lived in the region of Podgorica since the prehistoric period so that this is the city with rich history and cultural heritage. Due to the tumultuous war history and frequent devastations, the town has been deprived of most of its old buildings. Over the last ten years, the town has been developing fast, making it a modern, administrative and business centre of the country.

Cetinje is the old capital of Montenegro, with immense historical heritage. It was founded in 15th century. In this town, faculties of fine arts and drama, as well as Music Academy are situated.

Kotor is a town on the coast, with long history, dating back to ancient Romans. Over the centuries, different cultures were settled here, but today, there is predominant influence of Venetians. Two of the UoM units are situated there: Faculty of Tourism and Hotel Management and Marine Studies.

Nikšić used to be the industrial center of the country, and is an important cultural and educational center. The Faculty of Philosophy offers studies in languages, philosophy, sociology, geography, pedagogy, psychology.



Faculty of Physical Culture is another University unit placed in Nikšić.

One can learn more about all these towns, and get other practical information at:

www.visit-montenegro.com

Facilities for students

In each of the University towns, there are student **cantinas**, and students from abroad can use them as well. They should submit a request for obtaining the discount card. In that respect, IRO offers assistance to those coming within ERASMUS MUNDUS projects, CEEPUS students obtain it from the Ministry of Education and Science. The others should contact the Faculty Students` Service.

Foreign students have the health insurance covered, and can use the **Students Polyclinic**.

Students from abroad can use the University **libraries** and other facilities at the premises.

Most of the faculties have **wireless internet connections** of the UoM academic network. It is free of charge for all students.



About Montenegro

Some facts and figures:

The official name:	Montenegro
Flag:	
Coat of arms:	
Political status:	Republic
Location:	Adriatic Coast, South-East Europe
Neighbouring countries:	Croatia, Bosnia & Herzegovina, Serbia, Albania, Italy
Size:	13,812 km ²
Length of border:	614 km
Population:	620.145 (according to the 2003 census) Montenegrin - 43,16 % Serb - 31,99 % Bosniak - 7,77 % Albanian - 5,03 % Muslim - 3,97 % Croatian - 1,10 % Other - 6,98 %



Capital:	Podgorica (approx. 180.810 inhabitants; administrative and economic centre)
Historical capital:	Cetinje (18.500 inhabitants, historical and cultural centre)
Other major cities:	Niksic (75.000), Bijelo Polje (50.000), Bar (40.000), Berane (35.000), Pljevlja (35.000), Herceg Novi (33.000)
Religion:	Most of the population is Christian Orthodox, with a significant Muslim minority and a notable Roman Catholic presence in some parts of the country.
Language:	Montenegrin is the official language. Both the Cyrillic and Latin alphabet are in use. Albanian is spoken in some communities that have a majority Albanian population.
Foreign languages:	English, German, Russian, French and Italian are the most common foreign languages spoken at the tourist resorts.
Length of the coast:	293 km
Length of beaches:	73 km
The highest peak:	Bobotov kuk (2.523 m) - Mt Durmitor
The largest lake:	Lake Skadar - 391 km ²
The deepest canyon:	The Tara Canyon - 1.300 m
The largest bay:	Boka Kotorska
National parks:	Durmitor (39.000 ha) Lake Skadar (40.000 ha) Lovcen (6.400 ha) Biogradska Gora (5.400 ha)
UNESCO heritage sites:	Durmitor National Park, Natural and Cultural - Historical Region of Kotor
Currency:	Euro (€)
Time:	Central European Time GMT+1
International telephone code:	+ 382
Internet country domain:	.me
Electricity:	220 volts AC. Sockets are round two-pin.



Useful phone numbers:

Information:	1181
Ambulance:	124
Police:	122
Time	125
Weather report:	044800200
Help on roads	19807
Sending telegrams by phone.....	126
International calls.....	1201
Montenegro Customer Care	1300 (24h – Tourist service)
Internet of Montenegro Tel.....	1500
Number for Dial-up connections....	19402

Mobile telephony:

- Pro Monte GSM www.promonte.com
Customers` service: 9898
E-mail: pks@promote.com
- T-Mobile www.t-com.me
Customers` service: 080 080 000
E-mail: callcenter@t-com.me
- M-tel: www.mtel-cg.com
Customers` service: 068 9868
e-mail: korisnicki.servis@mtel-cg.com



What`s the weather like???

The climate of Montenegro, besides its latitude and altitude is also characterized by the water area of the Adriatic Sea and lake Skadar, then by deep penetration of the sea into the mainland in the Bay of Boka. Also, high mountains Orien, Lovcen and Rumija as well as the mountain massif of the Durmitor, Bjelasica and Prokletije prevent warm wind from entering.

The south of Montenegro enjoys a Mediterranean climate, with long dry summers and short mild winters. At the seaside, average July maximum temperatures are around 28^c with a high approaching 30^c, winter maximum temperatures are around -10^c and minimums around -27.5^c. Podgorica is the warmest city in Montenegro, where maximum temperature can reach up to 40^c and the minimum -10^c.

In the central and northern part of Montenegro, the climate is continental though influenced by Mediterranean climate manifested by precipitations and a higher temperature in winter months. Climate in the northernmost part of the republic is based on Continental climate with great temperature differences during the year and smaller volume of precipitations. High karst mountain area is Sub-alpine with cold snowy winters and moderate summers. Average precipitations vary from 960 to 2.900 l/m², while the region of Krivosije (Crkvica) has a European maximum of precipitations, on average about 4.800l/m² and in the record years 7.000 l/m². On average there are 142 sunny days a year, while air humidity is from 50% in Podgorica, during summer, up to 80% in Kolasin and Niksic during autumn months.

Hydrological and meteorological service of Montenegro www.meteo.co.me



How to reach the country???

Montenegro is connected to the world through road, railway, maritime and air transportation.

- **By plane...**

Choose one of the following airports:

- **Podgorica** - Golubovci Airport is situated 12 km from the capital Podgorica, 62 km far from Budva, 43 km from Bar, 69 km from Ulcinj, 80 km from Kolasin and 170 km from Zabljak.
- **Tivat** - Tivat airport is only 4 km from the town centre, 20 km far from Budva and Herceg Novi, 58 km from Bar, 73 km from Ulcinj and 80 km from Podgorica.
- **Dubrovnik** - Cilipi Airport - one of the biggest airports in Croatia is situated in-between the Montenegrin town of Herceg Novi and the city of Dubrovnik. What many tourists do not know is that when flying into Dubrovnik Airport you are only 24 km far from Herceg Novi, 44 km from Tivat and 68 km from Budva.

www.montenegroairlines.com

- **By train...**

Train travel is convenient and inexpensive. If you prefer travelling by railway, it is useful to know that the main railway line is Bar-Podgorica-Belgrade with connections from Belgrade to the rest of Europe. The existing railways are 249 km long - the main railway line is Bar-Podgorica-Belgrade with branches towards Niksic and the other one towards Skadar (Albania). There are several passenger trains on the Bar-Belgrade-Subotica route: express trains, business, car-trains and sleeping cars trains. Passenger trains on the Bar-Belgrade line have connections with international trains to Budapest, Vienna, Bucharest, Athens, Moscow, etc.



TIMETABLE INFORMATION

Local timetable information - www.zicg.me

International timetable information - www.deutschebahn.com/site/bahn/en

The Railway of Montenegro arranges timetable for every year separately.

- **By bus...**

It is also possible to reach Montenegro from neighbouring countries by bus. A comprehensive coach network connects all parts of the country. Bus service through Montenegro is quite frequent, as well as regional services. There are bus stops in all towns and cities of Montenegro. During the tourist season, many operate 24 hours a day. There are also regular daily bus lines to bigger cities in neighbouring countries. Timetables are arranged for every year separately.

- **By boat...**

The coast of the Adriatic Sea makes Montenegro accessible for arrivals by boats, yachts, ferries, cruisers...There are a few companies that maintain a regular ferry connection between Montenegro and Italy. Ships operate on lines between Bar-Bari, Bar-Ancona and Kotor-Bari. During the summer months the frequency of lines is increased. The Port of Bar is the biggest port in Montenegro. The capacity depends on the type and length of boats, 14 to 20 boats can be served at one time. Kotor Harbour consists of Kotor Bay with the operative coast of 216 m in length and 3 to 12.8 m in depth, Lipci Terminal with a 75 meter-long operative coast and the small harbour of Bigovo, which is located on the open sea.

- **By car...**

The best way to get acquainted with a country is if you visit it by car. You can reach Montenegro via one of the border crossings with Croatia, Bosnia and Herzegovina, Serbia and Albania. The road network totals 5,174 km.



The two major roads in Montenegro are the Adriatic Motorway from Croatia to Herceg Novi and then to Ulcinj, and the motorway that links the South and the North, from Petrovac, through Podgorica and Kolasin to Bijelo Polje and Serbia.

- Border Crossings:

With Croatia: Debeli brijeg, Kobila.

With Bosnia and Herzegovina: Sitnica, Vracenovici, Scepan polje, Metaljka, Ilino brdo, Krstac, Nudo, Sula.

With Serbia: Rance, Cemerno, Dobrakovo, Kula, Drazenovac, Vuce.

With Albania: Bozaj, Sukobin, Grncar.

- Road Assistance and Information:

AMSCG (Automobile Association of Montenegro)

Automobile Association of Montenegro provides services 24 hours a day in Montenegro.

For help on roads call **9807**

Tel: **+382 9807**

www.amscg.org

Culture:

Due to its location, between two great civilizations - Eastern and Western, and three great religions: Orthodox, Catholic and Islamic, Montenegro has rich cultural heritage with works of many known and unknown architects, painters and carvers, masters of the refined arts, writers, transcribers and printers.

The most attractive and visited cultural - historical monuments in Montenegro are: the town of UNESCO - Kotor, town museum Cetinje and native village of the Petrovic dynasty - Njegusi. Excursions to notable



religious monuments in the hinterland as well as excursions far deep into Boka Kotorska bay and Skadar Lake are a *must-do* when you stay in Montenegro.

More information on Montenegrin old towns, religious architecture, monuments, fortresses, towers and palaces, archeology, museums and art, but also about traditional celebrations, carnivals, theater, festivals and concerts could be found at www.montenegro.travel

Other useful links

www.spucg.ac.me

<http://www.eestec.org.me/>

<http://www.ssef.me/>

<http://www.ir.ac.me/eng/page.php?id=34>

Students` Parliament

Students of the Electrical Engineering

Students` Union: Faculty of Economics

links related to the University, governmental and other institutions dealing with mobility and cooperation, etc



projekat podržava



King Baudouin
Foundation

Working together for a better society

www.ir.ac.me

