



**Висока здравствена школа струковних студија Медика**

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Based on the Article 103 of the The Law on Higher Education („Official Gazette of the Republic of Serbia“ Official Gazette of the RS" No. 88/2017, 27/2018 - other laws, 73/2018, 67/2019, 6/2020 - other laws, 11 /2021 - authentic interpretation, 67/2021 and 67/2021 – other Law and 76/2023) and Article 29, point 9 of the Statute of the Medical College of Professional Studies in Belgrade (hereinafter: the School), the Teaching and Professional Council of the School, at the session held on 6th November 2023, passed:

## **THE RULEBOOK**

### **ABOUT THE CRITERIA AND METHOD OF PROVIDING SUPPORT TO STUDENTS FROM SENSITIVE SOCIAL GROUPS**

#### **Article 1.**

This Rulebook defines the basic principles for supporting the School's students who come from vulnerable groups, the support system and the method of their implementation, measures and monitoring of their implementation, as well as other issues of importance for the improvement of this area.

#### **Article 2.**

The School carries out higher education activities and starts from the principle of providing individuals with the opportunity to obtain higher education under equal conditions and to be educated throughout their lives, with respect for human rights and civil liberties, including the prohibition of all forms of discrimination.

In order to achieve these goals and eliminate inequality and the further deepening of that inequality to which sensitive groups are exposed, the School establishes a system of providing support to these persons and the method of their realization as well as measures to improve this support.

#### **Article 3.**

Sensitive groups in the sense of Article 2 of this Rulebook are:

1. Students with disabilities,
2. Students from minority groups,
3. Students from materially disadvantaged families.

#### Article 4.

In order to exercise their rights under this Rulebook, students should prove that they belong to sensitive social groups. Along with the application, the candidate submits documentation that proves belonging to a sensitive social group, namely:

- persons with disabilities - doctor's report;
- from a minority group - declaration of belonging to a minority group;
- from a materially disadvantaged family - the decision of the Center for Social Work that they are recipients of permanent social assistance (certified photocopy).

#### Article 5.

The support system that the School provides to students from Article 3 of this Rulebook includes the following services:

##### I Information services for students:

1. improving student standards (providing information on loans, scholarships, affirmative measures, payment of tuition fees in several installments, etc.);
2. initial orientation (providing information about the School, about student life and activities, about study rules, etc.);
3. representation of student interests in the field of study and student standards before competent bodies and institutions;
4. informing the teaching staff about the needs of students from certain target groups.

##### II Advisory services:

1. help in learning,
2. help in choosing a (career) direction,
3. assistance in applying for scholarships, donations, awards, etc.

##### III Activities of monitoring students' needs:

1. monitoring and noticing the problems that the target groups face;
2. monitoring changes in the structure of the student population at the School (based on the admission form for study enrollment);

##### IV Coordination of student support activities provided by the School:

1. Provision of all other services in accordance with the law and this Rulebook that are necessary so that students from vulnerable groups can fulfill their academic obligations under equal conditions.

#### Article 6.

The duties referred to in Article 5 of this Student Support Rulebook are performed by a person appointed for these duties by the Director of the School at the proposal of the Teaching and Professional Council, in cooperation with the student parliament.

The appointed person can be a teaching or non-teaching staff with a higher education.

#### Article 7.

In order to monitor the situation in the area of support for students from sensitive groups from Article 3 of this Rulebook, the authorities from Article 6 of this Rulebook determine the situation, identify weaknesses, establish recommendations, or propose measures to eliminate them.

The aim of the measures is to improve this area, to improve the study conditions of students from Article 3 of this Rulebook, and these measures form an integral part of the system of ensuring the quality of higher education at the School.

#### Article 8.

The person in charge of planning support for students from Article 3 of this Rulebook keeps records of students and provided support measures and submits a report to the Teaching and Professional Council of the School at the end of each school year.

#### Article 9.

This Rulebook enters into force on the 8th (eighth) day from the day it is published on the School notice board.

PRESIDENT OF THE TEACHING-PROFESSIONAL COUNCIL  
SCHOOL PRINCIPAL

In Belgrade, November 6th, 2023.



Prof. Dr. Miroslav Knežević