

University of Montenegro
Faculty of Electrical Engineering – Podgorica

REGULATIONS

of the Graduate Applied Computer Engineering Studies
at the Faculty of Electrical Engineering in Podgorica

Podgorica, February, 2007.

According to Article 39 of the Statute of the University of Montenegro, the Council of the Faculty of Electrical Engineering, at the session on February 16, 2007, has reached the

REGULATIONS

of the Graduate Applied Computer Engineering Studies

1. GENERAL CLAUSE

Article 1.

These regulations declare enrolment at the Graduate applied computer engineering studies, for the students who have finished a basic applied computer engineering studies or an academic studies at the Faculty of electrical engineering or some related faculty, in accordance with the Law of University, Statute of the University, Regulations for studying at graduate studies and other acts of the University Board and Senate of the University of Montenegro.

Article 2.

For the students' status and mobility, organization of the studies, promotion during the studies and students' work validations at the Graduate applied computer engineering studies, the Regulations for studying at the basic studies of the University of Montenegro (in further text: University) will be applied.

Article 3.

Each study program that provides legitimacy for attaining the degree of Master after finishing the basic academic or applied studies, in accordance to the Law, University Statute and the Regulations for studying at graduate studies, is considered to be applied graduate computer engineering studies.

At the Faculty of electrical engineering (in further text: Faculty) Applied graduate computer engineering studies are organized and implemented in accordance to the regulations for studying based on European Credit Transfer System (ECTS).

2. ORGANIZATION OF THE APPLIED GRADUATED COMPUTER ENGINEERING STUDIES

Article 4.

At the Applied graduate computer engineering studies a **diploma M. App in the field of computer studies** is acquired. The Applied graduate computer engineering studies last for two academic years (four semesters), while the framework is 120 ECTS credits.

Article 5.

Activities at the Applied graduate computer engineering studies are organized by the **Commission for graduate studies** (in further text: Commission). It has three members, nominated by the Dean.

Commission:

- coordinates teaching and scientific work at the Applied graduate computer engineering studies,
- initiates solving all questions of interest for functioning of the Applied graduate computer engineering studies,
- makes decisions about students enrolment at the Applied graduate computer engineering studies,
- prepares proposal of teaching mentor for students of the Applied graduate computer engineering studies,
- proposes to the Dean engagement at the Faculty the students of the Applied graduate computer engineering studies,
- takes into consideration requests of the students of the Applied graduate computer engineering studies,
- makes decisions about validation of the Applied graduate computer engineering students' passed exams,
- observes realization of the procedure for master thesis topic application, evaluation and defense of the master thesis,
- proposes the committee members upon an application of the master thesis topic, as well as the committee for evaluation and master thesis defense,
- analyses the state and the results achieved at the Applied graduate computer engineering studies,
- makes a report about functioning of the Applied graduate computer engineering studies,
- carries out other task under authority of the Applied graduate studies.

a) Enrollment of the Applied graduate computer studies

Article 6.

Status of the student at the Applied graduate computer studies is gained by enrollment at the Faculty, in accordance to the Regulations of studying at the graduate studies, and these Regulations.

The Applied graduate computer studies may enroll the candidate who has finished the basic academic or applied studies at the Faculty of electrical engineering or some related faculty.

The enrollment of the candidates is made on a concurrent basis regarding the results achieved at the basic studies and duration of these studies.

The candidates, who earned, at the basic studies, an average grade lower than B, i.e. 8.5, take the test monitored by the Commission.

Point rating and ranking of the applicants is done in accordance to the Regulations of the studying at the graduate studies.

The applicant who competes for the enrolment must have an active knowledge of one world language.

Article 7.

The applicant who competes for the enrolment is obliged to enclose the certificates required by the open call and an application (on the requested application form).

Foreign citizens can enroll the Applied graduate computer studies under the same conditions as citizens of Montenegro, and they have a status of students who pay tuition fee.

b) Teaching

Article 8.

The Applied graduate computer studies are implemented in accordance with adopted curriculum.

Courses, the students need to take according to curricula, are determined by the proposal of the teaching advisor, Commission.

Article 9.

Curriculum of the Applied graduate computer studies consists of general and specific conditions a student must to fulfill in order to gain a specific knowledge at the graduate study programs, while it is implemented through:

- studying,
- research,
- master thesis research and defence.

The student passes eight (8) obligatory, three (3) elective courses and defends master thesis.

The courses have in total of (64-66) ECTS credits, seminar work (12) ECTS credits and master thesis (42-44) ECTS credits.

Article 10.

During the studies the lectures are performed for a group of students.

c) The procedure for application and defending master thesis

Article 11.

The application for the master thesis topic a student can submit after passing all the courses. The name of the topic is defined by the student, after consulting with the mentor. Application is submitted to the Faculty Council, and it is consisted of: curriculum vitae, the name of the topic, the structure of the work and motivation.

Master thesis must be in the scientific field of the Applied graduate computer studies.

The topic of master thesis must precisely and clearly express the content of master thesis.

The motivation for the topic of master thesis consists: the explanation of the name of the thesis, the objective of the research, hypothesis with explanation, the significance and the goal of the research, methods that will be used, the content of the work and the list of basic literature which will be used by the student during the master thesis development.

The mentor helps the student to prepare the motivation, and he signs it.

Article 12.

After the application is submitted the Commission suggests a mentor and the members of the committee for the master thesis topic evaluation, a decision about the committee members is made by the Faculty Council.

Mentor for development of the master thesis is obliged to help candidate to select the methods for scientific and research work, to select a literature, to prepare the structure of the thesis, as well as to provide him any other help.

Article 13.

The committee for the master thesis topic evaluation consists of three members, one of which is mentor. The members of the committee are chosen among the bearers of an academic title.

The committee submits a report to the Faculty Council with the master thesis topic evaluation within seven (7) working days from the day of delivering the decision and documentation to the committee.

The Faculty Council discusses and makes decision about the committee report.

Article 14.

The student submits the master thesis after:

- a) passing all courses and finishing all obligations identified by the curriculum,
- b) publishing one scientific work at the scientific conference of international significance, i.e. scientific workshop of domestic language domain, or international journal, FEE Journal of Electrical Engineering or other scientific journal in domestic language domain,
- c) the Faculty Council accepts the report of the Committee for the master thesis evaluation.

Article 15.

The student submits and writes the master thesis in the manner standardized by the Regulations for studying at the graduate studies of the University of Montenegro.

The student of the Applied graduate computer studies is obliged to submit master thesis within two years of the enrollment day.

Specifically, the student from the clause 2 of this Article may, under justified circumstances, require extension of the term for submitting the master thesis, the Faculty Council makes decision whether to approve the required extension.

Article 16.

Master thesis needs to be made by the student personally, by which the students proves that he has successfully completed courses required by the teaching plan and program of the studies, gained expected level of knowledge, and become qualified to apply it, in the same time, proving that he is able to successfully use methods in scientific and professional work, in presenting the results of the research, especially that he is able to derive conclusions based on the research work realized in this manner.

The results presented in master thesis should be contribution to:

- systematization of scientific and professional problems and existed solutions for specific research field,
- solution of actual scientific problems which represents the goal of the thesis,
- application of the existed scientific achievements in solving complex professional problems.

Article 17.

The student submits to the Faculty 5 (five) soft covered copies of master thesis with a request for master thesis evaluation.

The request consists of:

- an application,
- a mentor's approval, in a written form, that the thesis fulfill criterions indicated in the motivation for it,
- a certificate of the student's passed courses and ECTS credits from the official Faculty record.

Article 18.

In order to evaluate the thesis, the Faculty Council establishes a **Committee for master thesis evaluation**, consisting of three members with an academic title, one of which is mentor.

The Committee for master thesis evaluation is obliged to submit the Report of the Committee within 10 working days from the day of delivering the decision and master thesis. The Decision consists of: a short review of the thesis (goals, applied methods, achieved results and conclusions about realized research) with final attitude and recommendation of the Committee.

Article 19.

One copy of the master thesis with the Report of the Committee is open to the public in the Library of the University.

Notification that the master thesis is available in the Library is announced at the notice-board of the Faculty, while comments and remarks on the master thesis or the Committee work can be delivered to the Faculty within 15 days from the day of announcing the notification.

The Committee for master thesis evaluation declares itself regarding the comments and remarks and informs the Commission about its attitude within 5 days from the day of deadline for comments and remarks submitting.

Article 20.

The Faculty Council, within 15 days from the deadline for comments and remarks submitting and receiving the opinion of the Committee regarding the comments and remarks, makes decision whether to accept or reject the Report.

In the case of rejecting the master thesis by the Committee for master thesis evaluation or Faculty Council, the student may apply with a new master thesis topic within 30 days from the day of receiving the decision about rejecting.

In the case that the Report of the Committee for master thesis evaluation is accepted, the Faculty Council constitutes **Committee for defending master thesis**, consisted of three persons promoted in an academic title.

Article 21.

Upon the Faculty Council decision of accepting the Report regarding the master thesis evaluation, the candidate submits 5 (five) hard cover copies of the master thesis.

Article 22.

The candidate may defend master thesis after at least 7 (seven) days are passed from the day of constituting committee for defending master thesis.

The Decision about master thesis defense is delivered to the candidate and announced on the notice-board of the Faculty.

Article 23.

The candidate defends master thesis in the manner and by the procedure constituted by the Regulations for studying at graduate studies, by which the principle of acting the committee for master defense is also established.

Article 24.

The students of graduate studies who have defended their master thesis are registered in the Book of the masters of science, managed by the secretary of the Faculty.

Promotion of the masters of sciences is organized by the Faculty, while the Dean defines the date of the promotion ceremony, during which the student who has successfully defended master thesis receives the diploma with the achieved promotion in the master of the Applied computer engineering.

3. TRANSIENT AND CONCLUSIVE CLAUSES

Article 25.

These Regulations are valid after eight days from the date of ratification.

– THE COUNCIL OF THE FACULTY OF ELECTRICAL ENGINEERING –

The Dean
Prof. Dr Zdravko Uskoković