

General Information on the Short Study Programme in English for the 2025/2026 Academic Year

Duration of the Programme and Number of Teaching Hours

- In accordance with the call for applications, the Short Study Programme in English lasts **two semesters**.
- The total number of teaching hours per semester is **60** (weekly load: 5 hours).
- The **first semester** runs from **October 30, 2025 to February 15, 2026**.
- There will be **no classes from December 29, 2025 until January 31, 2026**, due to holidays (New Year, Christmas, Turkish holidays).
- The **second semester** runs from **February 16, 2026 to May 22, 2026**.
- In both semesters, students study the language content for **one proficiency level, i.e., A1 or A2**, according to the Common European Framework of Reference for Languages (CEFR) of the Council of Europe.

Class Attendance

- The teacher is required to keep attendance records for students. A class list must be provided at each session so that students can sign to confirm their presence.
- Students are expected to attend classes regularly and complete the tasks assigned for homework by the teacher.
- Every student has the right to sit the final exam regardless of their attendance rate.

Enrolment in the Second Semester and Payment

- **Students should enrol in the second semester from February 2 to February 6, 2026, between 11:00-15:00.**
- **Students should bring the required documents to the Student Affairs Department.**

Required documents:

1. Student booklet
2. Payment confirmation for the amount of 25000 denars for the summer semester at the UKIM account
 - account number: 100000000063095
 - depositor: НБРСМ with budget user account 1600103689 788 18
 - revenue code: 723012
 - programme: 41
3. Payment confirmation for the amount of 2000 denars for resource materials for the realisation of the study programme

The payment should be made at the following account:

- Name of receiver: Буџет на РСМ - Филолошки факултет „Блаже Конески“
- Bank of receiver: НБРСМ
- account: 100000000063095
- revenue code: 723012
- programme: 41

Final Exam and Issuance of Certificate

- Upon completion of both semesters, each enrolled student must take a final exam in order to receive a Certificate for the corresponding language level.
- Each student is allowed to take the exam three times. The exam dates are scheduled in agreement with the professor as follows:
 - **first sitting** → May 2026

- **second sitting** → September 2026
- **third sitting** → October 2026
- To obtain the Certificate, the student must achieve **at least 50% of the total number of points**. The Certificate states **the language level** the student has attended and successfully completed.
- A student does not receive a Certificate if they fail to obtain the minimum number of points in the first sitting in May. They may still obtain the required points and receive the Certificate if they retake the exam in September (second sitting). If they do not reach the minimum threshold in September, they may retake the exam in October (third sitting). If the student again fails to obtain the minimum number of points in October, they lose the right to take the exam and are considered not to have successfully completed the language level studied.
- A student who successfully completes the prescribed English language level has the right to enrol in the next level in the following academic year.

General Information on the Short Study Programme in Macedonian for the 2025/2026 Academic Year

Duration of the Programme and Number of Teaching Hours

- In accordance with the call for applications, the Short Study Programme in **Macedonian** lasts **two semesters**.
- The total number of teaching hours per semester is **60** (weekly load: 5 hours).
- The **first semester** runs from **October 30, 2025 to February 15, 2026**.
- There will be **no classes from December 29, 2025 until January 31, 2026**, due to holidays (New Year, Christmas, Turkish holidays).
- The **second semester** runs from **February 16, 2026 to May 22, 2026**.
- In both semesters, students study the language content for **one proficiency level, i.e., A1 or A2**, according to the Common European Framework of Reference for Languages (CEFR) of the Council of Europe.

Class Attendance

- The teacher is required to keep attendance records for students. A class list must be provided at each session so that students can sign to confirm their presence.
- Students are expected to attend classes regularly and complete the tasks assigned for homework by the teacher.
- Every student has the right to sit the final exam regardless of their attendance rate.

Enrolment in the Second Semester and Payment

- **Students should enrol in the second semester from February 2 to February 6, 2026, between 11:00-15:00.**
- **Students should bring the required documents to the Student Affairs Department.**

Required documents:

1. Student booklet
2. Payment confirmation for the amount of 25000 denars for the summer semester at the UKIM account
 - account number: 100000000063095
 - depositor: НБРСМ with budget user account 1600103689 788 18
 - revenue code: 723012
 - programme: 41
3. Payment confirmation for the amount of 2000 denars for resource materials for the realisation of the study programme

The payment should be made at the following account:

- Name of receiver: Буџет на РСМ - Филолошки факултет „Блаже Конески“
- Bank of receiver: НБРСМ
- account: 100000000063095
- revenue code: 723012
- programme: 41

Final Exam and Issuance of Certificate

- Upon completion of both semesters, each enrolled student must take a final exam in order to receive a Certificate for the corresponding language level.
- Each student is allowed to take the exam three times. The exam dates are scheduled in agreement with the professor as follows:
 - **first sitting** → May 2026

- **second sitting** → September 2026
- **third sitting** → October 2026
- To obtain the Certificate, the student must achieve **at least 50% of the total number of points**. The Certificate states **the language level** the student has attended and successfully completed.
- A student does not receive a Certificate if they fail to obtain the minimum number of points in the first sitting in May. They may still obtain the required points and receive the Certificate if they retake the exam in September (second sitting). If they do not reach the minimum threshold in September, they may retake the exam in October (third sitting). If the student again fails to obtain the minimum number of points in October, they lose the right to take the exam and are considered not to have successfully completed the language level studied.
- A student who successfully completes the prescribed **Macedonian** language level has the right to enrol in the next level in the following academic year.