



INTERNATIONAL UNIVERSITY OF SARAJEVO

INTERNATIONAL RELATIONS OFFICE



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<b>Vice Rectors</b>		
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<b>University Website:</b> <a href="http://www.ius.edu.ba">www.ius.edu.ba</a>	<b>IUS IR Office Website:</b> <a href="http://iro.ius.edu.ba/">http://iro.ius.edu.ba/</a>	
<b>PIC number of IUS:</b>	<b>959296439</b>	
<b>About the International University of Sarajevo</b>	International University of Sarajevo (IUS) is a non-profit independent institution of higher education, which autonomously provides funding for its work. It offers educational programs in all three study cycles, as well as specific professional development programs in the registered areas.	
<b>Accreditations</b>	<ul style="list-style-type: none"><li>• Agency for Development of Higher Education and Quality Assurance of Bosnia and Herzegovina (HEA)</li><li>• The Council of Higher Education (YÖK), Turkey</li><li>• Agency for Quality Assurance and Accreditation, AQ Austria</li><li>• National Agency for the Development of Higher Education and Quality Assurance (HEA)</li><li>• European University Association (EUA)</li><li>• International University Association (IUA)</li></ul>	

## INTERNATIONAL RELATIONS OFFICE

### Institutional Coordinator

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## INFORMATION FOR INCOMING EXCHANGE STUDENTS

### Website for Incoming students

<https://iro.ius.edu.ba/incoming>

### Course Catalogue

A list of all IUS courses available with additional information regarding schedules can be found at the following link

<http://www.ius.edu.ba/academic-units>

\*Maximum number of registered ECTS credits per semester is 30.

FOR CURRICULA <https://ius.edu.ba/curricula>

FOR SYLLABI <https://ecampus.ius.edu.ba/syllabi>

The information can also be accessed through the IUS e-campus:

<https://ecampus.ius.edu.ba/syllabi>

### Academic Calendar

<https://www.ius.edu.ba/academic-calendar>

Grades will be given for every course in which a student is enrolled. An official transcript is sent to the home institution.

IUS uses the following grading system:

### Grades and Transcripts

Grading Scale	Letter Grade	Grade Point Value	Numerical Grade
0 - 44	F	0.0	5
45 - 54	E	1.0	
55 - 64	C	2.0	6
65 - 69	C+	2.3	7
70 - 74	B-	2.7	
75 - 79	B	3.0	8
80 - 84	B+	3.3	

	85 - 94	A-	3.7	9
	95 - 100	A	4.0	10
	<p>Equivalence and transfer of ECTS points earned at IUS will be determined and processed by the home institution. Soft copies of the transcript will be emailed to the host institution and the student ONCE THE STUDENT COMPLETES AND SENDS BACK THE EVALUATION FORM PROVIDED BY IUS. The hard copies will be posted to the postal address of the home university upon request.</p>			
<b>Can students take courses from different departments?</b>	Yes			
<b>Recommended Arrival Date</b>	Recommended arrival date is several days before beginning of the semester. (for more info see Academic Calendar)			
<b>Application Deadlines</b>	For fall semester: June 15 For spring semester: December 15			
<b>Language of Instruction</b>	<p>The language of instruction and communication at IUS is only English. Thus, a working knowledge of English at B2 level is an absolute necessity in order to be able to understand and follow courses, do homework, take part in class discussions and write papers/exams. Students who do not have a solid working knowledge of English may fail the course(s) they take</p>			
<b>Language courses</b>	Bosnian and Turkish language courses are offered during the semester. Each carrying 2-3 ECTS.			
<b>Attendance</b>	Attendance is compulsory and strictly followed, including that of exchange students. Additionally, students on exchange are expected to do homework, take part in quizzes/midterms/presentations/exams along with regular students			
<b>Exams</b>	<p>Students should not make plans to travel home before the end of exams. Final exams take place the week or two following the last day of classes. Exchange students are expected to take the</p>			

final exams but not the make-up exams that are offered only to regular, full-time IUS students

## REQUIRED DOCUMENTS

The required documents needed **in hard copies** are:

1. Transcript
2. [English declaration](#) form
3. Student certificate
4. Copy of the passport
5. Two passport sized photos
6. [Application forms](#)
7. Three copies of the learning agreement signed by the home institution- one copy for student, one for home institution, one for host institution. - You may use your home institution's preferred mobility form

The following documents need to be send as **scanned copies (July 15<sup>th</sup> – Fall semester, December 15<sup>th</sup> spring semester)** in order to be issued Acceptance letters:

1. One copy of the Learning Agreement
2. Transcript
3. Copy of the passport

### Required application documents

- Copy of the passport
- 1 photo
- Rental contract / set of documents from the landlord / confirmation letter from the dormitory (to be obtained upon arrival)
- **Criminal record from the country of origin. Not older than 3 months from the issuing date**

### Residence permit documentation

\*For students that require a visa to enter BiH, two criminal records will be needed. The first one (in electronic form) will be used to apply for Visa D and the second, fresh one will be needed in hard copy to apply for residence permit when the

	<p>student physically arrives in Bosnia and Herzegovina. <b><u>Both of these criminal records need to have a stamp and signature – documents with QR code are not accepted.</u></b></p>
<p><b>COVID19</b></p>	<p>Although it is impossible to foresee the situation with the Covid19 pandemic, IUS will continue to provide classes for all its students including exchange students. The format of the classes is intended to be face-to-face (on campus) depending on the epidemiological situation at the time being. If the circumstances require, IUS is equipped and may switch to the online teaching platforms at any time.</p> <p><b><u>ALL FOREIGN CITIZENS COMING TO BOSNIA AND HERZEGOVINA MUST BRING A NEGATIVE PCR TEST FOR COVID19 NOT OLDER THAN 48h FROM THE ISSUING DATE!</u></b></p>
<p><b>Orientation and assistance for incoming students</b></p>	<p>The International Relations Office organizes an orientation meeting in the week of class registration. Throughout the students' stay, the Office staff is at their disposal for any assistance needed. In the week prior to the end of the semester, a feedback and farewell session is organized for the students whereby they are presented their Attendance certificates.</p>

LIFE IN SARAJEVO	
<p><b>Visa and Residence Permit Requirements</b></p>	<p>Students should learn from the B&amp;H Consulates in their country whether they need visa or not. In the case they do, our Visa department will gladly assist them in the process</p> <p><b>All students must have a student residence permit in B&amp;H regardless of visa requirements. This process costs 230 Euro.</b> The residence permit procedure will be conducted by the IUS Visa Department which acts as part of the International Relations Office.</p> <p>The student must register with our Office latest within 48 hours of his/her arrival to Bosnia and Herzegovina in order to get the White Card - an interim document prior to the Residence permit.</p> <p>More information can be found at the <a href="#">Service for Foreigners Affairs</a> website.</p>
<p><b>Health Insurance</b></p>	<p>The expenses included in the residence permit fee include basic health insurance. IUS has an agreement with a private health clinic within 10 minutes</p>

	<p>of walking distance to the campus. The fee also includes a mandatory medical check-up do be done upon application for the residence permit.</p> <p>All exchange students are advised to bring a private medical from their home as a supplement to the expenses that may occur during their exchange period.</p>
<b>Accommodation</b>	<p>Our university offers both male and female dormitory for its students. Contact link can be found below: <a href="http://www.ius.edu.ba/dormitories">http://www.ius.edu.ba/dormitories</a></p> <p><u>Contact info for female dormitories:</u>  <b>Senad Hodzic</b> -Female Dormitory Director  Phone: +387 33 957 450  Email: ahacalioglu@sedefbosnia.ba</p> <p><u>Contact info for male dormitories:</u>  <b>M.Yasir Cebeci</b> – Male Dormitory Director  Phone: + 387 33 957 470  Email: yasircebeci@plavileptir.ba</p> <p>In case students would like to search for individual accommodation, they can feel free to contact us.</p> <p>Private dormitory: Jasmin – very close to the campus (10 min on foot) – 150 Euro/ month - Please contact the owner Mr. Jasmin Hot at the following number: +38762620616</p> <p>Private apartments - rental: Check FB page IUS Market or visit the website : <a href="https://www.olx.ba/pretraga?kategorija=23&amp;vrsta=samoizdavanje&amp;od=&amp;do=&amp;kanton=9&amp;grad%5B%5D=3879&amp;kvadrata_min=&amp;kvadrata_max=">https://www.olx.ba/pretraga?kategorija=23&amp;vrsta=samoizdavanje&amp;od=&amp;do=&amp;kanton=9&amp;grad%5B%5D=3879&amp;kvadrata_min=&amp;kvadrata_max=</a></p>
<b>Expenses</b>	<p>Approximately 400€ per month including accommodation, heating, Internet, transportation, meals, and personal expenses etc.</p> <p>Housing – 150€ per month</p> <p>Food – 100-150€ per month</p> <p>Books and other study materials – ca. 20€</p> <p>Local transportation – 20€ per month</p> <p>Pocket money – 100€ per month</p>
<b>Transportation</b>	<p>IUS Campus can be reached by tram No. 3, 4 or 6 to Ilidža center. After arrival at Ilidža tram station, Campus is 10 min away on foot or 5 min by buses that run between Ilidža and Hrasnica or Ilidža and Sokolović Kolonija. Public transportation runs every day between 6 a.m. and 12p.m. Unlimited student monthly pass is available for 16 KM/ month. The application for the monthly pass can be done by filling the documents received from the Student Affairs Office and submitting to the office located in the Ilidža center tram terminal. Taxi is one of the main means of transportation in Sarajevo. When you enter a taxi, the driver will start the taximeter and an initial charge of 2 KM will register. The taximeter will assess a fare of 1,5 KM/ kilometer. There is a bicycle lane connecting IUS to the city center.</p>
<b>IUS Campus</b>	<p>The 72,000 m<sup>2</sup> University Campus of IUS is located in Sarajevo, in Ilidža, near Spring of River Bosna (Vrelo Bosne park). It offers students high quality conditions for studying. The entire campus area has, Wi-Fi coverage. Campus is under 24/7 video and physical surveillance, campus security is in charge of</p>

patrolling the entrance of the campus. IUS Art Gallery is open every day, bringing you fresh, exciting exhibitions and projects by Bosnian and international artists.

The Campus has one restaurant and three cafeterias where students can have different choices of food, with affordable prices, in a clean and pleasant environment.

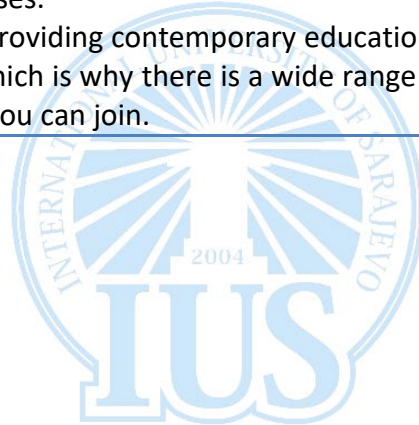
The Campus Library is open Monday to Friday, between 8:30 am and 5pm. The Library, located in B building, is at your disposal. Group and individual study spaces are also available during the Library working hours.

IUS campus is a very safe place for all its students and staff. It has an entrance gate with security staff and student ID cards need to be electronically scanned in order to enter the campus.

**Sports  
and  
extracurricular  
activities**

There are many sports facilities in the Campus available for our students and staff, such as an indoor sports hall, a football field, fitness center and gym. The nearby Olympic Mountains are perfect for trekking, biking or skiing. IUS organizes regular student trips to these mountains for both sports and socializing purposes.

IUS, along with providing contemporary education, promotes students' personal development, which is why there is a wide range of sports, arts, politics, science and more clubs you can join.



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ULUSLARARASI SARAYBOSNA ÜNİVERSİTESİ

For more detailed information about Sarajevo please check the following link:

<http://visitsarajevo.ba/?lang=en>

For information on Bosnia and Herzegovina, please check the following link:

<https://www.lonelyplanet.com/bosnia-and-hercegovina>



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