



UNIVERSITETI I EVROPËS JUGLINDORE
УНИВЕРЗИТЕТ НА ЈУГОИСТОЧНА ЕВРОПА
SOUTH EAST EUROPEAN UNIVERSITY

Study program **Criminalistics and Security** **(2017/2018)**

Faculty	Law
Study Cycle	First Cycle (Undergraduate)
ECTS	180 / 240
Title	Bachelor in Criminalistics and Security
Accreditation archive number [180]	03-612/12
Accreditation archive number [240]	03-1619/18 (10.11.2017)
Decision for starting of the program	03-1619/18 (10.11.2017)
Accreditation date	21.03.2017

Description of the program

This program involves widening and deepening, or the differentiation of education within legal studies.

The study program in Criminalistics and Security will allow students:

To acquire basic knowledge in concepts and issues in the field of criminalistics and security.

To develop skills for using appropriate terminology and related concepts in the field of criminalistics and security.

To identify and analyze problems related to criminalistics and security.

Be able to critically analyze the concepts and notions.

To acquire specific skills and knowledge of practical importance for their future career in the field of criminalistics and security.

To select and apply appropriate framework in the respective area in order to solve problems by applying appropriate techniques.

To integrate the knowledge accumulated in the organization with the purpose of decision making.

To effectively communicate solutions and knowledge.

To develop personal skills of communication, research, and analysis that are required for the employment of graduate students in this program.

To develop multilingual education by promoting interethnic and intercultural dialogue.

For the implementation of the program academic staff from SEEU, UKIM-Skopje and from the Universities in the region: Zagreb, Pristina, Sarajevo and Tirana will be engaged. For the implementation of the study program, the engagement of visiting lecturers will be planned from universities that cooperate with SEEU in the context of mobility in the European Higher Education Area (EAHE) and also based on the principles of the Bologna declaration.

After graduation, students should:

- Have basic knowledge in criminalistics techniques and tactics.
- To have a more detailed knowledge on the subject of study as well as knowledge on separate concepts specific to criminalistics techniques and tactics.
- Obtain individual critical thinking.
- Be able to perform analysis and research relevant to criminalistics techniques and tactics.
- To acquire certain skills in criminalistics techniques and tactics necessary for their future career.

- Be able to present results of research, work in a team and debate.
- Be able to apply theory to practical cases in real life.

Career

For carrying out the program academic staff from SEEU, UKIM-Skopje and Universities in the region: Zagreb, Pristina, Sarajevo and Tirana will be engaged. For the implementation of the study program it is also planned to engage visiting lecturers from universities that cooperate with SEEU in the context of mobility in the European Higher Education Area (ZEPVO) and also based on the principles of the Bologna declaration.

The study program in the first cycle in Criminalistics and Security will last three or four years. Upon successful completion of their studies, students will acquire a title: Bachelors in Criminalistics and Security with opportunities to continue graduate studies in the field of security and to acquire employment in the bodies and institutions related to the security system of the Republic of Macedonia.

Learning outcomes

Knowledge and understanding

- Students will have basic knowledge on the concepts and issues related to the legal sources and institutions of law in a broader sense, especially in the introduction to law, constitutional law, administrative law, the historical context of law (Roman law and history of law), civil law and property law.
- Students will have basic knowledge on the concepts and issues related to sources and institutions specific to criminal law and related sciences such as: criminal law and criminal procedural law, criminology, penology, victimology and the international context of criminal law (international criminal law, human rights, international relations, international terrorism).
- Students will have basic knowledge on the concepts and issues related to security such as: criminalistics (technique, tactics and methodology), police law and knowledge of forensic sciences.

Applying knowledge and understanding

- Identify and analyze problems related to criminalistics and security and is prepared to participate in the preparation of legal acts and documents in specific criminal procedures, to write requests and other documents used in a criminal proceeding.
- Selects and implements appropriate framework in his field of research to solve problems through application of proper techniques in the field of criminalistics and security.

Making judgement

- Critically analyze the concepts and terms in various stages of criminal proceedings (investigative and court procedure).
- To integrate the accumulated knowledge in making decisions related to the interpretation of the law in connection with security issues.
- Analyzes and is accountable for findings in his profession based on his/her knowledge and the interpretation of the law.
- Works as a clerk in state institutions that deal with crime prevention.

Communication skills

- Possesses a wide range of presentation skills, oral and written expressions that are necessary for exercising the profession of a lawyer, especially in the fields of criminalistics and security.
- Effectively involved in argumentation and debate in a criminal procedure using professional terminology with other subjects of criminal procedure including judges, public prosecutors and lawyers.

Learning skills

- Possesses a wide range of presentation skills, oral and written expressions that are necessary for exercising the profession of a lawyer, especially in the fields of criminalistics and security.
- Effectively involved in argumentation and debate in a criminal procedure using professional terminology with other subjects of criminal procedure including judges, public prosecutors and lawyers.

List of courses

Semester 1

- [CLE-104] [6.0 ECTS] **History of Law**
- [CLE-101] [6.0 ECTS] **Introduction to Law**
- [CLE-403] [6.0 ECTS] **EU Law**
- [3.0 ECTS] **Elective course - Albanian/Macedonian Language**
- [3.0 ECTS] **Elective course - English Language**
- [6.0 ECTS] **Free elective course**

Semester 2

- [CLE-201] [6.0 ECTS] **Constitutional Law**
- [CLE2020] [6.0 ECTS] **Civil Law**
- [CLE1020] [6.0 ECTS] **Roman Law**
- [6.0 ECTS] **Free elective course**
- [3.0 ECTS] **Elective course - English Language**
- [3.0 ECTS] **Elective course - Albanian/Macedonian Language**

Semester 3

- [CCR-301] [6.0 ECTS] **Contemporary Criminalistics Theories**
- [CCR-302] [6.0 ECTS] **Basics of Criminalistics**
- [CCR-303] [6.0 ECTS] **Criminology**
- [6.0 ECTS] **Elective course - English for specific purposes 1**
- [6.0 ECTS] **Free elective course**

Semester 4

- [CCR-601] [6.0 ECTS] **Ethics of Criminalistics**
- [CLE-401] [6.0 ECTS] **Criminal Law**
- [CCR-402] [6.0 ECTS] **Criminalistics Techniques and Tactics**
- [6.0 ECTS] **Elective course**
- [6.0 ECTS] **Elective course - English for specific purposes 2**

Semester 5

- [CLE-501] [6.0 ECTS] **International Criminal Law**
- [CCR-502] [6.0 ECTS] **Criminalistic Methods**
- [CLE-503] [6.0 ECTS] **Criminal Procedure Law**
- [6.0 ECTS] **Elective course**
- [6.0 ECTS] **Elective course**

Semester 6

- [CCR-403] [6.0 ECTS] **Penology**
- [CCR-602] [6.0 ECTS] **Victimology**
- [CCR-603] [6.0 ECTS] **Juvenile Delinquency**
- [6.0 ECTS] **Elective course**
- [6.0 ECTS] **Elective course**

Semester 7

- [ELE-603] [6.0 ECTS] **Forensic Medicine**
- [CCR-701] [6.0 ECTS] **Countering Violent Extremism**
- [ECR-501] [6.0 ECTS] **Criminalistic Experiments**
- [6.0 ECTS] **Free elective course**
- [6.0 ECTS] **Elective course**

Semester 8

- [CCR-801] [6.0 ECTS] **International Terrorism**
- [ECR-601] [6.0 ECTS] **Economic Crimes**
- [ECR-401] [6.0 ECTS] **Police Law**
- [LAW-804] [6.0 ECTS] **Capstone Project**
- [6.0 ECTS] **Elective course**

Description of courses

Core courses

- **History of Law**

The course aims to: - To familiarize students with the historical development of the law and the State, and the main legal and social notions. - To gain knowledge about the historical development of the legal opinion in a way that students can understand legal opinions in the past and present. - The students should be able to distinguish socio-legal formations in the past and to understand their evolution. - Students to gain knowledge about the historical development of specific parts of positive law (civil, criminal, administrative, family and inheritance law, etc). - Students should be able to understand the logic of the functioning of the State and the law in ancient civilizations and in the Middle Ages and to create ideas by connecting them with modern times.

- **Introduction to Law**

- Students gain basic knowledge about the law and the State; - Empower students in acquiring theoretical knowledge related to the various forms of the State; - Critical review of the law as a social phenomenon; - Encourage analytical review by students related to the problems now facing the State and the law in terms of globalization and European integration; - At the end of the course students will be able to distinguish the basic forms of the State and the law; - To explain the basic notions of the State and the law and their connection with real life; - To gain a basic, introductory and general knowledge of the State and the law that will be needed for their further studies in general legal sciences;

- **EU Law**

After completing this course, the student is expected, at least, to be able to know the essence and the volume of EU Law, to have a complete view on the organizational and legal structure of the EU in accordance with the changes that were introduced with the Lisbon Agreement; to be able to interpret and apply correctly the provisions from EU Acts; this will enable students to study further in a detailed manner the more specialized legal disciplines which deal with the EU Law.

- **Constitutional Law**

Objectives of the course: - Gaining knowledge about concepts, phenomena and institutes of constitutional law and the State institutions in the Republic of Macedonia (RM) including here the various theoretical positions on them; Gaining specific knowledge on constitutional law as a science and legal branch, including a comparative analysis of the situation and perspectives of the same in regional and European domain; - Through this module students will acquire basic theoretical and practical knowledge about the organization of state power in the RM as well as about the freedoms and rights of man and citizen; - To encourage critical thinking by students about the basic issues related to constitutional order in the RM as well as in the EU by taking into account the profile of a European lawyer that in the future as an expert will need to interpret and apply the European constitutional law both at national and the European level; - The course will address the relevant issues in constitutional law in a comparative and a national perspective because in an era of globalization, constitutional law can not be understood if considered solely in national terms; - The course will also cover: the new Rules of Procedure of the Parliament which has a key role in developing parliamentary democracy in the Republic, the new laws regulating constitutional issues such as the laws related to the judiciary, local government, electoral system, civil society, defence, foreign policy, etc.; - Besides this normative component, the course will include also the practice of the central government bodies in the RM such as the Assembly, the Government, the Constitutional Court, the Supreme Court which play a major role on constitutional law as a science; - Also it will include constitutional amendments of 2001 that have a major impact on the "majority democracy" in the RM and the fundamental values of the constitutional order of the RM as well as the constitutional amendments of 2005 in connection to the judicial reforms in the RM; - At the end of the course, students will be able to make fundamental and substantive differentiation between constitutional institutions, their interconnection and their practical operation; - To make the necessary theoretical and practical differentiation of concepts, phenomena and institutes of constitutional law; - To describe and analyze the various processes within the constitutional system and

the order of the RM in all aspects of the constitutional life of the country, which means the life of persons, citizen, state and ethnic communities;

- **Civil Law**

The aim of the study program Civil Law is to provide students with basic knowledge in this area. After completion of the semester, students are expected to have gained knowledge related to the notion and scope of civil law, the subjects, the principles of civil law, the sources of civil law, the legal capacity and capacity to act, the civil and legal relations, the legal affairs, etc. It is expected that students will develop consciousness on these institutes as well as skills for critical approach towards the law and the legal argument from the civil law field.

- **Roman Law**

The aims of the course: - to provide students information about the process of the creation, development and change of the institutions and norms of Roman law under the influence of different historical circumstances; - to present students with the role of Roman law as an unifying force in the European legal tradition; - to offer students the possibility of learning the basics of Roman legal terminology; - to present the history of Roman law thought from its beginnings in the Republican period; - to explain the historical importance of the reception of the Roman law in continental Europe.

- **Contemporary Criminalistics Theories**

Through this course students will be introduced to new forms of development of criminalistics science. Given that this is a very dynamic course, also considering that the program offers the latest information for the science of criminalistics, it is quite natural to have a specific course that will present in a systematic way the most important contemporary theories in the field of criminalistics always taking into account their utilitarian nature and the application of new technologies within the criminalistics studies and research.

- **Basics of Criminalistics**

In this course, students will acquire and deepen their knowledge in criminalistics. This discipline in a wide sense contributes in fighting crime aiding its detection and prevention. The program of criminalistics will be elaborated in a theoretical and practical aspect (through consultation, reference literature, debates and discussions with students). The purpose of this course is to prepare and train the students for use and application of modern criminalistics tools and methods employed to detect and explain the various crimes as well as in regards to crime prevention.

- **Criminology**

Objectives of the course program: - Acquiring knowledge about the field of study in Criminology and Penology, the major criminological and penological institutions, the significance and impact of various factors in committing crimes, criminological examination related to the perpetrators and victims of criminal offenses, the development of the idea of punishment as a response to crimes, the types of sanctions according to the legislation of the RM and their enforcement and penitentiary institutions in the RM. - Identification and analysis of criminological and penological problems. - Critical analysis of the concepts and terms specific to research in penology and criminology. - Successful use of the acquired terminology in the field of Criminology and Penology in various debates by using arguments in this field. - Develop a system of learning by identification and use of the main sources of Criminology and Penology.

- **Ethics of Criminalistics**

Criminalistics ethics is part of a general ethic that examines the question how with preventive and repressive measures to protect the community from crimes in a professional and efficient manner while at the same time adhering to the constitutional and legal principles of freedoms and rights of citizens. This is important because police work is treated as a profession and ethics and ethical standards play a major role in the way of exercising the profession.

- **Criminal Law**

The purpose of this course is for students to acquire basic knowledge in the field of criminal law. Upon successful completion of this course students are expected to have gained a solid knowledge regarding topics taught related to criminal law, criminal offenses and the criminal liability of the perpetrator, and the sanctions and other legal consequences of the offense committed. After the completion of the course, it is expected that the students will be able to use the notions learned through arguments in a discussion; to be trained for substantial research in respect to these notions; to assess the merits and correctness of relevant court decisions.

- **Criminalistics Techniques and Tactics**

The reason for teaching certain topics in Criminalistics in the studies of criminalistics is the preparation and training - specialization, for use and application of modern means and methods for detecting and explaining as well as preventing crime. Specialization in this area is needed especially for those who will be working in institutions such as the courts, public prosecutors and judicial police. Criminalistics has as its legal basis the criminal law legislation, criminal procedural law, the bylaws deriving from their implementation.

- **International Criminal Law**

This course is for students to acquire basic knowledge of international criminal law. Upon successful completion of this course, it is expected that the students have gained solid knowledge on the notion and scope of ICL, related norms, repressive nature of the authority and jurisdiction of the State, extradition, asylum, transfer of criminal procedure, criminal legal assistance and cooperation, international human rights and the jurisdiction of international criminal courts. After completing the course, students are expected to be able to discuss the concepts learned through arguments; to be trained for substantial research in regards to the concepts at issue: to assess the merits and correctness of the relevant international judicial decisions.

- **Criminalistic Methods**

Criminalistics methodology is a special part of criminalistics tactics which examines and identifies the ways and methods to detect specific types or groups of crimes and their perpetrators. This discipline also examines the differences that are manifested in the investigations of various crimes.

- **Criminal Procedure Law**

The purpose of the course Criminal Procedural Law is to familiarize the students with the provisions of the law on criminal procedural that legally regulate the activities of the procedural authorities and other procedural parties and enable the students for their application in legal practice.

- **Penology**

The goals of the course are: - Acquainting knowledge on Criminology and Penology, the main criminological and penological institutions, the importance and impact of various factors on committing crimes, criminological examination of the perpetrator and victim of the offense, the development of the idea of punishment as a response to crime, types of sanctions based on the legislation of the Republic of Macedonia and their execution, as well as the penitentiary institutions in the Republic of Macedonia. - Identification and analysis of criminological and penological problems. - Critical analysis of concepts and terms typical to criminological and penological research. - Successful usage of the acquired terminology in the field of Criminology and Penology in various debates and discussions in this field. - Develop a system of learning by identification and use of the main sources of Criminology and Penology.

- **Victimology**

The purpose of this course is for students to acquire basic knowledge in the field of Victimology. Issues related to the victim, the process of victimization, increasing the number of people who are prone to victimization, compensation and prevention of victimization are the basic knowledge that students will acquire. Victimization and protection of victims is a great preoccupation of modern society. This is because the number of victims in the world has increased. Political conflict, diversity and cultural misunderstandings, wars and armed conflicts, poverty, unemployment encourage migration of population. All these have caused many problems in family relationships. These conditions are fertile ground for the emergence of trafficking, terrorist acts, violence, war crimes and other pathological phenomena. All these circumstances have influenced the increase of suffering and victimization of people in various parts of the world.

- **Juvenile Delinquency**

Criminality as a negative and dangerous phenomenon for the society is manifested in various forms throughout human historical development. Juveniles in criminal law have always been treated differently from adults, and their legal position has always evolved in their favour. Juvenile delinquents are in close relation with other socio-pathological phenomena, such as: drug addiction, alcoholism and prostitution, phenomena that today are spread in almost every country on earth and are present in Macedonia. Therefore, this course as a basic goal has the treatment of the following: to discover and record new forms of this criminal phenomenon, to explain the reasons for their presence and to suggest measures for their prevention and punishment.

- **Forensic Medicine**

Objectives of the course: Equipping students with basic knowledge about forensic science, the various types of

crimes against life and health of people. Equipment and forensic approach to the basic terminology that will serve as guidance for coordination and communication between the investigative and judicial departments. Through this module students will be able to formulate requests, orders and other written submissions between the court and forensic medicine experts to issue orders for bodily injury, forensic review, orders for the identification of living persons, corpses and skeletal remains.

- **Countering Violent Extremism**

The fight against violent extremism is part of the strategies of state institutions established for the purpose of prevention and punishment of violent action associated with ideological goals, and political activists. This course analyzes the phenomenon of violent extremism, the forms of its appearance, the factors that lead people to approach the structures that use violence in their actions and factors which draw these people towards such organizations. The course analyzes the criminal justice aspect of incrimination of participation in foreign armed forces and pays particular attention to the way which state institutions are faced with persons participating in such organizations and measures undertaken with the aim of their de-radicalization.

- **Criminalistic Experiments**

After completing this course, students should be able to cover: the crime scene, then know how to move around the crime scene in order not to destroy any proof, to know where and how to use technical methods for provoking, detecting and fixing the invisible traces (micro and macro traces) in particular traces of fingerprints, feet, traces of blood, saliva, semen, hair, traces of gunpowder, bullets and others. Students will also gain basic knowledge about the use of technical methods for detection and clarification of forged documents, counterfeit money, false accidents etc.

- **International Terrorism**

International terrorism represents one of the most known challenges faced by the subjects of international law. The application of politically motivated violence against the world legal order is a phenomenon that threatens all countries, violates constitutional, juridical and political norms, etc. This phenomenon becomes the target of offenses and of more serious crimes, when those radical forces or different terrorist groups unsatisfied with existing national and international relations and acts try to change them by exploiting different forms of terrorism.

- **Economic Crimes**

As is the case with many other forms that undermine the economy of countries there is no doubt that it is considered to be true with economic crimes as well. Therefore this field is envisaged as a course of study within the legal studies.

- Students will get acquainted with the forms of manifestation of this crime and the measures to prevent and combat it.
- The important role in preventing crime, specifically in fighting economic crime the following institutions have responsibilities: courts, prosecutors, police, customs service and financial police.
- Also, implementation of the criminal legislation has great significance in the prevention and successful fight against economic crime.
- Students will gain knowledge about the concepts of economic crime, the measures provided for in national and international legislation, the institutions that combat these types of crime etc.

- **Police Law**

The objectives of the course program consist in the fact that students will:

- Gain basic knowledge on police law, sources of police law, the legal framework, the responsibilities of the police and the internal organization of the police in the RM;
- Have detailed knowledge about the police law of the RM as well as comparative information for the police law in other states;
- To obtain individual critical thinking;
- Be able to perform analyzes and research on specific concepts and events relevant to the police law;
- Have the ability to present the results of research, team work and debate;
- Be able to apply the theory on practical cases in real life.

Elective courses

- **Macedonian Language for Professional Purposes 1**

Upon completion of the course Macedonian for Professional Purposes 1, students are expected to broaden and strengthen their abilities for more advanced written and oral expression in Macedonian in the context of the different professional settings. Students are expected to be able to read, write and comprehend various professional texts in Macedonian. They are also expected to acquire knowledge and skills about the general terminology from the field of law, business and economy, administration, computer sciences, language and communication and to be able to use that terminology in the framework of their future professions. Besides accomplishing these professional aims, students are expected to become more autonomous language learners and be able to think critically about different topics in a multilingual and multicultural environment.

- **Macedonian Language for Professional Purposes 2**

Upon completion of the course, Macedonian for professional purposes 2, students are expected to reconfirm and expand further their abilities for advanced written and oral expression in Macedonian, in the context of their future professions. They should be able to read, write and comprehend different kinds of professional texts in Macedonian, to analyse and discuss those texts, as well as to create their own documents, including professional biography in Macedonian (CV). They should also expand the knowledge of specific terminology from the field of law, business and economy, administration, computer sciences, language and communication and be able to use that terminology in simulation of authentic situations from the professional environment, in debates and exchange of opinion regarding different aspects of these professions.

- **Macedonian Language for Beginners 1**

The programme Macedonian Language for beginners 1: reading, writing, listening and speaking. Through special exercises and lectures introduction to basic communication in Macedonian language is provided, i.e. introducing, greeting, presentation, enriching vocabulary and write and understand short texts. When we created this program we took into the consideration that students can apply the acquired knowledge further. The material is processed under the principle of combined lectures and exercises, and continuous tasks through which students are actively involved during class and participate with their questions and suggestions.

- **Macedonian Language for Beginners 2**

The programme Macedonian Language for beginners 2 includes: reading, writing, listening and speaking activities. In this course the following issues are covered: daily routines, planning activities for the next period, description of persons, places and objects. When we created this program we took into the consideration that students can apply the acquired knowledge further.

- **Albanian Language for Beginners 1**

Albanian Language course for beginners 1, 2 is prepared with the purpose to enable the students, who do not have basic knowledge of the Albanian language, to get to know the characteristics of this language, to gain knowledge of the linguistic structure of the Albanian language, and to extend and apply their knowledge in everyday situations. Correspondingly, they will gain knowledge on the structure of the Albanian language, will overcome a modest set of various lexical and grammatical categories which will enable simple conversations. Even though, it is a second level course for beginners, the course is designed to be flexible and to adapt to the capabilities and interests of students.

- **Albanian Language for Beginners 2**

Albanian Language course for beginners 1, 2 is prepared with the purpose to enable the students, who do not have basic knowledge of the Albanian language, to get to know the characteristics of this language, to gain knowledge of the linguistic structure of the Albanian language, and to extend and apply their knowledge in everyday situations. Correspondingly, they will gain knowledge on the structure of the Albanian language, will overcome a modest set of various lexical and grammatical categories which will enable simple conversations. Even though, it is a second level course for beginners, the course is designed to be flexible and to adapt to the capabilities and interests of students.

- **English Language for General and Professional Purposes 1**

By the end of each level of this course determined by the placement test taken at enrolment, students are expected to be at different levels as determined by the Common European Framework (CEF) and should be able to understand and use familiar expressions and phrases aimed at the satisfaction of needs of a concrete type; ask and answer questions about personal identification and personal relations; talk and write about their everyday lives, leisure, entertainment, finance, problems; ask and answer questions about university degrees, job skills and situations; invite and respond to invitations read and listen for gist, detail and comprehension; evaluate their own progress; participate in role plays and dialogues on familiar topics and produce a paragraph/ essay on topics related to the course material.

- **English Language for General and Professional Purposes 2**

By the end of each level of this course determined by the placement test taken at enrolment, students are expected to be at different levels as determined by the Common European Framework (CEF) and should be able to understand and use familiar expressions and phrases aimed at the satisfaction of needs of a concrete type; ask and answer questions about personal identification and personal relations; talk and write about their everyday lives, leisure, entertainment, finance, problems; ask and answer questions about university degrees, job skills and situations; invite and respond to invitations read and listen for gist, detail and comprehension; evaluate their own progress; participate in role plays and dialogues on familiar topics and produce a paragraph/ essay on topics related to the course material.

- **English Language for General and Professional Purposes 3**

By the end of each level of this course determined by the placement test taken at enrolment, students are expected to be at different levels as determined by the Common European Framework (CEF) and should be able to understand and use familiar expressions and phrases aimed at the satisfaction of needs of a concrete type; ask and answer questions about personal identification and personal relations; talk and write about their everyday lives, leisure, entertainment, finance, problems; ask and answer questions about university degrees, job skills and situations; invite and respond to invitations read and listen for gist, detail and comprehension; evaluate their own progress; participate in role plays and dialogues on familiar topics and produce a paragraph/ essay on topics related to the course material.

- **English Language for General and Professional Purposes 4**

By the end of each level of this course determined by the placement test taken at enrolment, students are expected to be at different levels as determined by the Common European Framework (CEF) and should be able to understand and use familiar expressions and phrases aimed at the satisfaction of needs of a concrete type; ask and answer questions about personal identification and personal relations; talk and write about their everyday lives, leisure, entertainment, finance, problems; ask and answer questions about university degrees, job skills and situations; invite and respond to invitations read and listen for gist, detail and comprehension; evaluate their own progress; participate in role plays and dialogues on familiar topics and produce a paragraph/ essay on topics related to the course material.

- **English Language 5**

Academic English is a one semester course which aims to enable the students with skills which can facilitate their language learning and their study progress in an academic teaching and learning environment. The number of hours is 30 (100 minutes once per week). The course should enable students to use those skills in both foreign language (native language classroom) as well as content areas. The course incorporates language skills, study skills and generally applicable skills (listening, delivering oral presentations, constructing arguments) in specific assignments. Therefore, upon completion of the course, the students should be able to deliver successfully oral presentation, participate in an online debate/ discussion forum stating their opinion and arguments and give feedback to others in a constructive manner. In addition, the students should be able to listen and read for gist and detail and write an argumentative paragraph and essay stating their opinion. They should write a problem solution paragraph and essay. They should recognize the abbreviations and symbols in a dictionary as well as practice using monolingual dictionary. They should be able to present visual information in a form of poster presentations. The students should be able to identify main ideas and supporting evidence in a text and to analyse and identify topic sentences in a paragraph. They should be able to identify a purpose of a text, patterns of organization in a text and apply them in their own writing.

- **English Language 6**

Academic English is a one semester course which aims to enable the students with skills which can facilitate their language learning and their study progress in an academic teaching and learning environment. The number of hours is 30 (100 minutes once per week). The course should enable students to use those skills in both foreign language (native language classroom) as well as content areas. The course incorporates language skills, study skills and generally applicable skills (listening, delivering oral presentations, constructing arguments) in specific assignments. Therefore, upon completion of the course, the students should be able to deliver successfully oral presentation, participate in an online debate/ discussion forum stating their opinion and arguments and give feedback to others in a constructive manner. In addition, the students should be able to listen and read for gist and detail and write an argumentative paragraph and essay stating their opinion. They should write a problem solution paragraph and essay. They should recognize the abbreviations and symbols in a dictionary as well as practice using monolingual dictionary. They should be able to present visual information in a form of poster presentations. The students should be able to identify main ideas and supporting evidence in a text and to analyse and identify topic sentences in a paragraph. They should be able to identify a purpose of a text, patterns of organization in a text and apply them in their own writing.

- **Public Speaking**

Upon completion of this course, the students will gain knowledge about the communication process, the ethical responsibilities of public speaking and the different types of informative and persuasive speeches. In addition, the students will acquire skills necessary for preparing and delivering different types of speeches, audience analysis, researching speech topics, preparing speeches etc. After completing the Public Speaking course, the students will be able to think critically through constructive self-criticism and criticism towards the speeches of the others.

- **Debate and Presentation Skills**

Through this course students will; gain tools for arguing effectively and developing their confidence in front of an audience; construct, develop, and practice presenting arguments in a variety of ways including - individual, pair and group presentation; learn to use persuasive rhetoric to put forward logical arguments in support of a position on a current issue; become familiar with the stages of formal debate, specifically the British Parliamentary style;

- **Intercultural Studies**

Having completed this course the students will be able to identify global questions and problems from the perspectives of different cultures, the communication dynamics in the other cultures, the similarities and the differences between their values and those of other cultures, as well as the similarities and differences between their communication practices and those from other cultures. In addition, students are expected to become more aware of the stereotypes that society has for different cultures and as a result will better understand their place in the global community. The students will start thinking critically about topics related to their ethnicity, gender identity, class, religion, national origin, age and other demographic characteristics and their impact on the communication process. After finishing Intercultural Studies, the students will also gain communication skills for working in groups through participation in research projects and will acquire the necessary skills to present their research projects.

- **Communication Skills**

The course Communication Skills is designed to enable students to practically apply interpersonal communication. Students will have the opportunity to learn interpersonal skills (such as perception, listening, verbal and non-verbal communication); public speaking (such as organization, delivery and the basics of writing public speeches) and small group communication (such as leadership, self-confidence and listening). The course will also focus on providing basic knowledge and understanding of the job hunting process through written and oral communication by doing tasks such as writing a resume and a cover letter, conducting interview simulations etc.

- **Advanced Excel**

The purpose of this course is to provide the students with advanced knowledge of this application and of the opportunities offered by the Microsoft Excel application, as well as to enable them to carry out advanced tasks, which are associated with their faculty's program.

- **Advanced IT skills**

The aims of this course are: To enable students to acquire basic knowledge and skills in the field of information sciences; To enable the students to acquire theoretical and practical knowledge in Microsoft Office applications (Windows, Word, PowerPoint, Excel, Access) and to apply them in real life situations; To enable the students to work individually or in groups on practical projects.

- **Advanced Word**

The aim of this course is to enable the students to acquire advanced knowledge of Microsoft Word and PowerPoint and to familiarize them with the opportunities, which are offered by them. Moreover, it will enable the students to independently implement various projects and specific complex tasks, which are associated with the program in which they study.

- **Google Apps**

The aims of this course are: To enable the students to acquire advanced knowledge and skills in the field of electronic services (cloud applications); To enable the students to acquire theoretical and practical knowledge in Google Docs (G-mail, Documents, Spreadsheets, Presentations, Drawings and Forms) and to apply them in real life; To enable the students to work individually or in groups on various online projects, directly through the web browser.

- **Advanced Access**

Databases are ideal tools for tracking large volumes of Data and Microsoft Access is a quite popular and powerful tool, which is used for designing and developing Windows-based databases. This course is intended for new users of Access where the most important functions needed for working with databases are processed.

- **Desktop Publications**

The aim of this course is designing and processing raster and vector graphics through the leading programs Adobe Photoshop and Illustrator, as well as designing and publishing commercial materials for print using Adobe InDesign.

- **Web Publications**

Developing even a simple web page according to current standards requires knowledge of Hypertext Markup Language (XHTML) and Cascading Style Sheets (CSS). Most of the websites also use images, whether in the form of banners, buttons, logos, photos or scans. Adobe Fireworks is built as a tool to create and manipulate images from

the web and to allow the makers to optimize these images in order to reduce the file size. Firework also provides an excellent integration with Dreamweaver. This series provides a comprehensive introduction to XHTML, CSS and creating web graphics.

- **Albanian Language and Writing Culture**

The course, Albanian language and writing culture, is a synthesis of rules and guidelines for improvement of the skills for written and oral expression in Albanian. Students are expected to improve these skills by becoming familiar with the spelling and punctuation rules, some morphological norms, as well as the Albanian syntax, all in order to achieve proper use of the language. An accent will be put on motivating them for fluent speaking and raising their awareness for use of the Albanian pure standard language. A special attention will also be paid to encouraging students to advance the process of writing and increasing their understanding about the differences between specific genres. The issue of academic integrity (plagiarism) will also be tackled, as well as the specific terminology of the different areas of specialization. All these topics will be offered as separate lessons, that is, as rules, guidelines and exercises, which complement each other.

- **Albanian Language for Specific**

The subject aims at improving and perfecting the expression of Albanian language (speaking and writing). Specifically, the course aims to introduce students to specific terms, the possibilities of its use, with the most common errors in daily speech, but also for communication in specific circumstances. The students will learn about the conditions in which the rules work, so they can use them not only for tasks related to the subject but also in their future profession.

- **Academic Writing in English**

In this course, students' academic writing skills will be enhanced in a variety of ways. Students will be enabled to communicate their ideas in a clear, fluent and effective way in order to produce a piece of writing. Students' academic writing skills will be developed through activities that promote writing like: writing different types of paragraphs and essays. In addition, students will be introduced to paraphrasing and citing rules as well as will be made aware of what plagiarism is. Giving feedback on students' pieces of writing will involve self-correction, peer-correction and teacher-correction of content, organization and language errors.

- **Academic Writing in Macedonian**

After finishing the Academic Writing in the Macedonian course, the students are expected to gain appropriate knowledge and advanced communication in Macedonian language with particular emphasis on writing skills. In addition, it is expected that students will become more autonomous and responsible learners. Moreover, students will be able to improve their writing skills in more levels and thereby they will become more confident and more competent when writing in Macedonian. They will be able to reflect critically on different topics, to make conclusions and they will develop skills for excellent written and oral communication in Macedonian.

- **Academic Writing in Albanian**

By the end of each level, the students are expected to write an essay and a research paper based on the rules learned during the semester. Specifically, from them it is expected to know the function, the structure and the different types of paragraphs, ways of choosing research topics, collecting the material, the rules for source documentation and the final model.

- **German Language (level 1 to 4)**

After completing each level, students will be able to gain appropriate knowledge according to the European Language Framework (specifically and concretely determined by level). In addition, students are expected to become more autonomous and more responsible language learners. By the end of the course, students will be able to think critically and make conclusions about different topics based on the texts that they have read, as well as to express their thoughts and opinions in written and spoken German.

- **Environmental Protection**

The aims of this course are: To familiarize the students with the basic environmental problems; To familiarize the students with the role of humans as the key factor in the process of pollution and environmental protection; To familiarize the students with the influence of various environmental pollutants on health, the professional activity and the organizational ability of the human factor; Creating positive habits for the environment and raising the awareness for a healthier and cleaner environment; International and national legislation and international conventions on the environment; Introduction to international and national global policies in the field of environment; The environment as a condition for sustainable economic development; The role of the society in the protection of the environment; Introducing the major risks to a healthy environment; Introducing the National Environmental Strategy of the Republic

of Macedonia.

- **Professional Career Development**

This course offers practical, results-oriented instruction for seeking, obtaining and keeping employment. It is intended to provide students with the appropriate job skills needed in the modern workplace. Specific tasks that will be covered will be composing an effective c.v., writing a letter of inquiry/interest, interviewing skills, and formal communication within the office (memos, formal emails to superiors or customers, reports, etc.). Additional elements that will be covered will be how to conduct a self-evaluation, how to manage inter-office conflict, and how to seek promotions actively. Although the primary focus of this course will be on white-collar employment, the skills obtained through the instruction are applicable to the job search process generally.

- **Human Rights and Freedoms**

The struggle for human rights begins with the historic efforts to identify them. Over the time, the corpus of rights and freedoms that are incriminated by laws or international treaties is expanding but it certainly does not prove that the same are respected in practice. Human rights at the first were considered as internal matters of states (under the principle of absolute sovereignty of states) and only in more recent times have gained the title of jus cogens norms. This course will study how to develop doctrine on human rights, types and categories of human rights and will be studied the relevant documents that regulate certain rights. The purpose of this course is: to introduce students to the concept of international law on human rights, implementation of the same, influence in the formulation of national policies; This will encourage students to critically reflect on the relationship between international law and national law; make them aware of current international events, how they affect the daily lives of people in the world; encourage students to contribute in matters of drafting laws for the protection of human rights.

- **English Language for Legal Studies 1**

English for Law 1 and 2 is one semester course each, for students studying Law. The course focuses on development of language proficiency in general and subject-related vocabulary, development of academic writing and reading skills and discussion of articles from the fields of Law. Materials to be used are from different sources, including textbooks from the aforementioned fields, as well as authentic documents and texts. The main focus is on using the professionally related vocabulary for communication and development of students' future careers.

- **Computer Crime**

The objectives of the course program consist in the fact that students will: - Have basic knowledge on computer crime as a more contemporary form of a criminal offence, the legal framework, the perpetrators and sanctions for offenses related to computer crime and the forms and ways to combat this kind of crime; - Have detailed knowledge of computer crime in the Republic. Macedonia, the countries in the region and internationally; - To obtain critical thinking; - Be able to perform analysis and research on computer crime; - Have the ability to present results of research, team work and debate; - Be able to apply the theory on practical cases in real life.

- **Human Trafficking**

Human trafficking is a particular form of organized crime and is characterized as slavery of modern times. This serious type of crime is a violation of fundamental rights and freedoms and therefore it is sanctioned and criminalized fought by international conventions and agreements and national laws and mechanisms of suppression. The purpose of this course is to familiarize students with theoretical and practical aspects of this phenomenon by analyzing the most important international conventions and agreements as well as national laws and mechanisms in this area as well as understanding national case law concerning cases of trafficking.

- **Criminal Policy**

The goal of the course is for students to: - Have fundamental knowledge of criminal policy as a science, the subject of study and the importance of criminal policy to suppress crime; - Have detailed knowledge of the basic problems of prevention and suppression of crime in the Republic of Macedonia; - To obtain critical thinking; - Be able to carry out analysis and research for separate concepts and events relevant to criminal policy; - To be able to present results of research, team work and debate; - Be able to apply the theory on practical cases in real life.

- **Comparative Criminal Law**

Comparative Criminal Law studies penal systems of different countries, through a systematic analysis of the solutions of the criminal codes in the context of existing social conditions, development trends, update on penal legislation, etc. Within the frames of the comparative criminal law particularly are studied: - The situation of penal legislation in the

developed world: Scandinavian, Anglo-Saxon, Western European countries (Germany, Austria, France, Switzerland, etc.) - Universalization, unification and harmonization of criminal law; - The state of the penal legislation of the countries in transition; - The state of the Macedonian criminal legislation; - Comparative criminal procedure.

- **Organized Crime**

The course of organized crime as a new subject aims at the study of formats, causes and measures to prevent and fight against organized crime. The purpose of this course is for students to gain knowledge about theories on organized crime, criminal organizations and forms of manifestation of this phenomenon. Besides studying the factors that enable the emergence of organized crime, the researchers on this field should also study the measures to combat and prevent organized crime.

- **Domestic Violence**

Domestic violence is a social phenomenon of wide scale and widespread in contemporary society. It is present in all states and societies regardless of their development and emancipation. Immune to this phenomenon is neither court country nor the region in which we live. Therefore, law students through this course gain knowledge of what is domestic violence, the forms in which it is manifested, the legal arrangements in the country, the region and the international sphere as well as the ways of preventing it. Through this course, students at the end of the course will be able to identify domestic violence, identify criminal offenses that are incriminated in the Criminal Code as domestic violence, and develop critical thinking about this problematic. This course enables the future jurisdiction to handle issues of this sphere of high sensitivity as well as to provide the most adequate assistance and protection for the victims of these criminal offenses in the exercise of his future profession as a judge, prosecutor or lawyer.

- **Judicial Psychology**

Judicial Psychology is an auxiliary object of law. This course provides knowledge that will enable students to understand the spectrum of terms of logic, philosophy and other social branches. While explaining human activities on specific ways and helping us to better understand these phenomena and events in which a person appears as an influential factor. Practical benefits: It provides answers to some questions of general practice, it allows us to understand what psychologists represent to evaluate this material. The problem with the testimony of witnesses, the problem of truth and falsehood etc.. Psychology provides a better understanding of people with whom we work every day, meet in our workplace and the problems arising in the legal sphere in trials.

- **Medical Criminal Law**

Medical criminal law is a special area within the medical law as a separate legal branch in general and specific criminal discipline. Science of medical criminal law consists of general and special part. Within the general part the system of medical law, sources, methods are studied its place in the social and scientific system, criminal law protecting the rights of patients etc. Specific issues, legal aspects of different types of medical interventions are subject to the special part of this science. These are: the provision of medical care, euthanasia, abortion, medical expertise, medical care, transplant, medical errors, reproductive technologies, cloning, genetic manipulation, etc. Within the medical criminal law is included the matter of the status, rights and way of dealing with mentally ill people and generally the treatment of uncomputable persons, security measures, protection of physical and mental integrity, protection of the right to life, the exclusion of illegality in medical interventions etc.

- **English Language for Legal Studies 2**

English for Law 1 and 2 is one semester course each, for students studying Law. The course focuses on development of language proficiency in general and subject-related vocabulary, development of academic writing and reading skills and discussion of articles from the fields of Law. Materials to be used are from different sources, including textbooks from the aforementioned fields, as well as authentic documents and texts. The main focus is on using the professionally related vocabulary for communication and development of students' future careers.