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

Study program	Legal Studies - Criminalistics and Security (2024/2025)
Faculty	Law
Study Cycle	First Cycle (Undergraduate)
ECTS	240
Code	N-CRIM-240
Title	Bachelor of Law - Criminalistics and Security
Accreditation archive number [240]	03-423/1
Accreditation archive number []	
Decision for starting of the program	
Accreditation date	08.02.2024

Description of the program

This program involves expansion and in-depth analysis or 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.
- To be able to critically analyze the concepts and notions in the field of criminalistics and security.
- 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, communication, research, and analytical skills that are required for the employment of graduate students in this program.

After graduation, students should:

- Have basic knowledge in criminalistics techniques and tactics.
- Have more comprehensive knowledge in the subject of study as well as knowledge in 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.
- 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 (EHEA) and also based on the principles of the Bologna declaration.

The study program in the first cycle in Criminalistics and Security will last fours years. Upon successful completion of their studies, students will acquire a title: Bachelor 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 North Macedonia.

Learning outcomes

Knowledge and understanding

- Students will have basic knowledge of 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 of 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 of 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 be 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.
- Select and implement appropriate framework in their 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 field 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

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List of courses

Semester 1

- [CLE-101] [6.0 ECTS] **Introduction to Law**
- [C2528] [6.0 ECTS] **Introduction to Economics**
- [CLE-104] [6.0 ECTS] **History of Law**
- [3.0 ECTS] **Albanian/Macedonian Language**
- [3.0 ECTS] **English Language**
- [6.0 ECTS] **Elective Course from Digital Competencies**

Semester 2

- [CLE-201] [6.0 ECTS] **Constitutional Law**
- [CLE-204] [6.0 ECTS] **Civil Law – General Part**
- [CLE1020] [6.0 ECTS] **Roman Law**
- [3.0 ECTS] **English Language**
- [6.0 ECTS] **Elective Course from Digital Competencies**
- [3.0 ECTS] **Albanian/Macedonian Language**

Semester 3

- [CLE2030] [6.0 ECTS] **Administrative Law**
- [CLE025] [6.0 ECTS] **Property Law**
- [CLE-404] [6.0 ECTS] **Public International Law**
- [CLE024] [6.0 ECTS] **Family Law**
- [C2069] [3.0 ECTS] **Oral Communication**
- [3.0 ECTS] **English Language**

Semester 4

- [C2070] [3.0 ECTS] **Written Communication**
- [CLE5010] [6.0 ECTS] **Inheritance Law**
- [CLE-403] [6.0 ECTS] **EU Law**
- [CLE-405] [6.0 ECTS] **Criminal Law - General Part**
- [CLE-402] [6.0 ECTS] **Law of Obligations**
- [3.0 ECTS] **English Language**

Semester 5

- [ELE-708] [6.0 ECTS] **Introduction to Criminalistics**
- [C2458] [6.0 ECTS] **Criminal Law - Special Part**
- [CCR-303] [6.0 ECTS] **Criminology**
- [6.0 ECTS] **Elective Course from Other Units**
- [6.0 ECTS] **General Elective Course**

Semester 6

- [CCR-603] [6.0 ECTS] **Juvenile Delinquency**
- [CLE-503] [6.0 ECTS] **Criminal Procedural Law**
- [CCR-4022] [6.0 ECTS] **Criminalistics Techniques**
- [6.0 ECTS] **General Elective Course**
- [6.0 ECTS] **Elective Course from Other Units**

Semester 7

- [CCR-4023] [6.0 ECTS] **Criminalistics Tactics**
- [CCR-602] [6.0 ECTS] **Victimology**
- [ELE-604] [6.0 ECTS] **Organized Crime**
- [6.0 ECTS] **General Elective Course**
- [6.0 ECTS] **Professional Elective Course**

Semester 8

- [ECR-401] [6.0 ECTS] **Police Law**
- [CCR-403] [6.0 ECTS] **Penology**
- [CCR-502] [6.0 ECTS] **Criminalistic Methods**
- [6.0 ECTS] **Professional Elective Course**
- [6.0 ECTS] **General Elective Course**

Description of courses

Core courses

- **Introduction to Law**
  - Students gain basic knowledge about the law and the State; - Students are enabled to acquire theoretical knowledge related to the various forms of the State; - Critical review of the law as a social phenomenon; - Students are encouraged to do analytical review related to the problems faced by 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;

- **Introduction to Economics**
  The primary purpose of this course is to develop a basic understanding of the major economic concepts and theories used in analyzing economic issues. This course is designed in a way to equip students with basic principles, concepts and techniques in doing economic analysis. At the end of the course the students should be able to “think like an economist”. This course provides a survey of the principles of micro- and macroeconomics with a focus on applied managerial decision-making in a global setting. Upon completion of the course, students should be able to: utilize the demand and supply model to determine the impact of changes in demand or supply on price and quantity; define GDP and describe its measurement, uses, and limitations as a measure of economic well-being; define Inflation and describe its measurement, consequences, and how to adjust for it; as well as describe the role and tools of a central bank.

- **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. - To enable students to gain knowledge about the historical development of specific parts of positive law (civil, criminal, administrative, family and inheritance law, etc). - To make students to be able to understand the logic of 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.

- **Constitutional Law**
  Objectives of the course: - To gain knowledge about concepts, phenomena and institutes of constitutional law and the State institutions in the Republic of North Macedonia (RNM) including the various theoretical positions on them; - To gain 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 RNM 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 RNM 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 RNM such as the Assembly, the Government, the Constitutional Court, the Supreme Court which plays a major role on constitutional law as a science; - it will also include constitutional amendments of 2001 that have a major impact on the “majority democracy” in the RNM 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 RNM in all aspects of the constitutional life of the country which means the life of persons, citizen, state and ethnic communities;

- **Civil Law – General Part**
  The Civile Law – General part study program aims to provide students with basic knowledge in this area. Upon completion of the semester, students are expected to have acquired theoretical knowledge on the notions and major institutes of civil law such as: the principles of civil law, the sources of civil law, the legal subjects and their legal capacity and the capacity to act, the civil legal relations, etc. Students will be trained to make the necessary theoretical and practical differences of notions and phenomena of a juridical character in the RNM legal system, to distinguish their basic and essential characteristics, and to note their importance and function in practice.

- **Roman Law**
  The aims of the course: - to provide students with 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 introduce students with the role of Roman law as a 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 legal thought from its beginnings in the Republican period in Rome; - to explain the historical importance of the perception of the Roman law in continental Europe.

- **Administrative Law**
  The course framework includes studying Administrative Material and Procedural Law. It focuses on the principles of organization, operation and scope of the administrative authorities, the main activities that constitute the administrative functions, administrative acts and the relationship between citizens and administration. The objectives of the course consist in that students can: - Define and understand the concepts of administration and administrative functions; -Recognize and analyse the legal framework that governs an organization and functioning of public administration in Republic of North Macedonia; - Recognize the main activities of the administrative office; - Distinguish between the types of acts of the administration and to adopt the first steps to creating such acts; -Learn the types of administrative supervision; -Recognize mechanisms of control of the administration and its accountability to other state bodies, but also to their clients-users of its services; -Acquire abilities and skills for future employment in the organs of administration of RNM, NGO Institutions and all Institutions that deal with subjects of administrative legal nature.

- **Property Law**
  The aim of the course Property Law is to provide students with basic knowledge in this area. After the completion of the semester, students are expected to have gained knowledge related to the notion and scope of property law, the subjects of property law, the principles of property law, the possession, the right to property, the right of servitude, lien rights, the Real Servitudes for public records, etc. It is expected that students will develop awareness on these institutes and the critical skills to approach the law and legal argument in the field of property law.

- **Public International Law**
  The goal of this course is to introduce students with the basic concepts of Public International Law, the establishment of this scientific discipline, its development and key aspects.

- **Family Law**
  The purpose of this course program is to enable students to gain in-depth knowledge of the legal regulation of relationships between family members based od marriage and kinship. Special emphasis is given to the main institutions of family law: marriage, parental rights and responsibilities, adoptions, guardianship, as well as Personal Family Rights and Property Family Rights, extramarital union.

- **Oral Communication**
  Aims of the course program: - To develop verbal communication skills. - To be able to be actively involved in a discussion on a particular topic. - To master the techniques for successful communication. - To express their critical opinion on certain topics. - To apply the adopted techniques in their professional career.

- **Written Communication**
  Course objectives: - To gain knowledge about the writing process (stages in creating a text). - To approve the standard language norms. - To achieve an academic level for written expressions in Albanian, Macedonian or English, which will apply the previously acquired knowledge of the standard language. - Encourage student motivation for written expressions regardless of text types and forms. - To approve the criteria of textuality, which are essential for a text. - Acquisition of materials search skills (libraries and online resources).

- **Inheritance Law**
  The main objective of the this course is to familiarize the students with the basic principles of inheritance in the Republic of North Macedonia, as well as to acquire knowledge about the basic hereditary institutes that regulate the inheritance in the Republic of North Macedonia. Also, through this course, as part of comparative law, students will be informed about contemporary systems of inheritance law, especially the main differences between the Continental System and the Common Law System.

- **EU Law**
  After completing this course, the student is expected o at least 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.

- **Criminal Law - General Part**
  The Course Criminal Law (general part) is a compulsory course. In this course students will receive basic knowledge about the criminal justice system of Republic of North Macedonia. Special attention will be paid to the study of the main principles of criminal law, the sources of criminal law, the criminal offense and its elements, the expiry of criminal law, the participation of more persons in the execution of the criminal offense, the system of legal and penal actions, etc.

- **Law of Obligations**
  The goals of the course are: students will acquire knowledge about the fundamentals of the Law of Obligations and the particular types of obligatory relations. Through the process of education, students will acquire knowledge that they may need in the field of circulation of the civil subjective rights. In the field of the general knowledge on obligations, students will learn the skills needed for the application of the general institutes of the law of obligations in the particular types of obligatory relations. In particular, students will be equipped with the skills of negotiation, of concluding and performing special kinds of obligatory contracts as well as studying the mechanisms for the dispute settlement about the fulfilment of debtor obligations. Students should also acquire knowledge about ascertaining the extent of the harm and the recovery of loss. Moreover, students will also acquire knowledge about some other types of obligatory relations (unjust enrichment, unilateral declaration of will, etc.).

- **Introduction to Criminalistics**
  The purpose of this course is to introduce students to the science of Criminalistics - the science of detecting and proving crime. Criminalistics consists of three parts: Techniques, Tactics and Criminalistic Methodology. During the processing of this subject, students will become more familiar with all these criminological branches and the function they have in practice. At the end of the course students will be able to make the basic and substantial differences of the main notions from the field of Criminalistic Technique as well as to analyze the different tactical-criminological actions and those of criminalistic Methodology.

- **Criminal Law - Special Part**
  The special part of the criminal law is a system of legal provisions for criminal acts and sanctions for those acts. The subject of the special part is determining which behavior of the person will be registered as criminal acts and how will be the shape and scope of the penal- legal reaction for their commitment contrary to the established prohibitions.

- **Criminology**

This course aims to analyze the phenomenology and etyology of crime. The aims of this course include the study of the forms in which crimes appear, their dynamics, structrs and influencing factors. This course will analyze the internal, micro-group and external factors that influence crimes.

- **Juvenile Delinquency**
  The field of study of this scientific discipline includes the phenomenon of children's delinquency, the forms, causes and consequences of crimes committed by children, that is, persons who at the time of committing the criminal offense have not reached the age of eighteen. Students will be introduced to the criminological aspects of some of the typical forms of crimes committed by children, such as: Crimes against property, against life and body, against safety in public traffic, against people's health, etc. Students will also gain knowledge about the etiology of child delinquency, namely the causes/factors that influence the appearance of this phenomenon, such as: Microgroup factors: Family, education, the circle of people with whom young people associate; Sociopathological factors: Drug addiction, gambling, alcoholism, prostitution as well as subjective/individual factors. A special treatment is devoted to criminal sanctions for children, prevention of delinquency of children as well as criminal procedure against children in accordance with positive legislation. Topics related to the execution of criminal sanctions against children are also addressed.

- **Criminal Procedural Law**
  Criminal procedure is a scientific discipline that studies legal norms that regulate the position of the parties as well as the competencies of the parties and other subjects participating in the criminal process, type, form and conditions for taking procedural actions. The subject of study is the system of legal remedies- regular and extraordinary as well as special procedures.

- **Criminalistics Techniques**
  The purpose of this course is to acquaint the students with the fundamental part of criminalistics, which is forensic technique. In fact, students will become familiar with the technical-scientific methods practiced in the recording and identification of individuals and objects, for the discovery and material securing of traces of criminal acts with various characteristics, with the aim of elucidating them.

- **Criminalistics Tactics**
  The purpose of this course is to familiarize students with the specific part of criminalistics, or more precisely, with the section known as forensic methodology, which deals with the detection, elucidation, and verification of individual criminal acts. By the end of the course, students will be able to: -Have a basic understanding of the science of forensic methodology; -Make fundamental distinctions among the terms tactics, techniques, and forensic methodology; -Apply appropriate methods during the investigation of crimes from various fields as well as within the same field; -Manage police activities in the direction of uncovering and proving criminal situations with different characteristics.

- **Victimology**
  This course aims to analyze different aspects of the position of the victim of crime. The victimological phenomenology and etiology will be studied, as well as the form, the structure and the dynamics of the victimization, as well as the factors victimisation is influenced by.

- **Organized Crime**
  In relation to the topics that will be elaborated in this course, upon completion of the scheduled program, students will be able to: -Have basic knowledge about organized crime; -Differentiate between the concepts of organized crime, crime, and transnational crime; -Be informed about the operational methods of organized crime; -Be knowledgeable about the constituent elements of organized crime; -Have knowledge about the methods employed in criminal situations involving organized crime; -Possess fundamental knowledge regarding the undertaking of measures and activities for the detection, clarification, and documentation of criminal situations related to organized crime.

- **Police Law**
  Taking into consideration that students graduating in the field of security and criminology are potential candidates for employment in crime-fighting agencies, primarily within the Ministry of Internal Affairs, it is more than necessary for them to acquire knowledge about their competencies and responsibilities in their daily work. This information is primarily found in the Law of Criminal Procedure and the Law on the Police. Considering this, the purpose of this course is to familiarize students with the legislation in this field so that, within the scope of their job duties as future

members of institutions within the crime-fighting system, they can apply their tasks correctly and in accordance with the relevant regulations in their respective field of operation.

- **Penology**
  The aim of this course is to introduce students to penology as a science for the execution of criminal sanctions. A particular problem in dealing with crime is its prevention and control policy. This course will deal in particular with the types of criminal sanctions and the manner of their execution, the organization of prisons and other institutions for the rehabilitation of prisoners and methods of their reintegration into the community.

- **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. In this course, students will learn about the methods of investigation and identification of some crimes such as crimes of murder, trafficing, terrorist acts, traffic accidents, corruption, war crimes, etc.

Elective courses

- **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 of the structure of the Albanian language; They will also acquire a modest set of various lexical and grammatical categories which will enable them carry out simple conversations.

- **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 of the structure of the Albanian language; They will also acquire a modest set of various lexical and grammatical categories which will enable them carry out simple conversations.

- **Macedonian Language for Beginners 1**
  The course 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 course 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.

- **Macedonian Language Intermediate Level 1**
  The course Macedonian Language intermediate level 1 includes: reading, writing, listening and speaking through which the students: will enrich the vocabulary through appropriate texts for daily activities (in a bank, in a library, in a ministry, etc.) and will improve the skills for professional writing and speaking that are necessary for clear and effective communication in their further professional career. A special, continuous emphasis on the overall activity is placed on the linguistic elements, that is, on the spelling and grammar of the Macedonian standard language. Experts as one of the key elements for good written expression state the correct use of language.

- **Macedonian Language Intermediate Level 2**
  The course Macedonian Language intermediate level 2 includes: reading, writing, listening and speaking. Special emphasis is placed on the development of students' communication skills, or the use of language in daily activities and professional context, enriching the vocabulary and acquiring knowledge about the structure and types of professional texts. Different communication styles will be covered, with the goal being for students to establish good

communication with the audience through their texts and to attract and retain their attention.

- **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.

- **English Language 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. By the end of this course students are expected to be at A1 level of the Common European Framework (CEF) and should be able to understand and use familiar expressions and very basic phrases aimed at the satisfaction of needs of a concrete type; ask and answer questions about personal identification and personal relations; students should be able to introduce themselves and others by using pronouns and possessives, use greetings, name things in the classroom, distinguish between singular and plural , recognize and use numbers from 1- 100.Students should be able to describe a typical day, recognize and use simple constructions in order to describe their daily routine; talk and write about their everyday lives, leisure; ask and answer questions about food and drink. students should be able to give dates, use appropriately the vocabulary related to months in the year, make polite requests, describe places, travel and personal histories; choose a destination and give directions; discuss likes and dislikes.

- **English Language 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. By the end of this course students are expected to be at A1 level of the Common European Framework (CEF) and should be able to understand and use familiar expressions and very basic phrases aimed at the satisfaction of needs of a concrete type; ask and answer questions about personal identification and personal relations; students should be able to introduce themselves and others by using pronouns and possessives, use greetings, name things in the classroom, distinguish between singular and plural , recognize and use numbers from 1- 100.Students should be able to describe a typical day, recognize and use simple constructions in order to describe their daily routine; talk and write about their everyday lives, leisure; ask and answer questions about food and drink. students should be able to give dates, use appropriately the vocabulary related to months in the year, make polite requests, describe places, travel and personal histories; choose a destination and give directions; discuss likes and dislikes.

- **English Language 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 different phenomena including crime and natural disasters, 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. By the end of this course students are expected to be at B1 level of the Common European Framework (CEF). They should be able to ask and answer questions about university degrees, job skills and situations; invite and respond to invitations. Students should be able to ask about or describe family relationships and marital status and they should be able to recognize and use appropriately vocabulary related to degrees and university education, art, travelling and sport.

- **English Language 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, environment finance, problems; ask and answer questions about university degrees, job skills and situations. They should be able to 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. By the end of this course students are expected to be at B2 level of the Common European Framework (CEF); They are expected to be independent users of English language and to implement some of the following language functions: give advice; ask and answer questions about university degrees, job skills and situations; invite and respond to invitations, read and listen for gist, detail and comprehension.

- **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 course should enable them to use those skills in both foreign language classroom as well as academic progress in content areas. The course incorporates language skills, study skills and generally applicable skills (listening, delivering oral presentations, constructing arguments) in specific assignments. Therefore, upon successful completion of the course, the students' proficiency level should be at C1 according to Common European Framework. As a result, 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 and write a problem solution paragraph and essay. They should be able to present visual information in a form of Power Point 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.

- **Legal English 1**
  This course is offered with the aim of improving the four main language skills such as reading, writing, listening and speaking in the content-specific area as well as revision and advancement of selected intermediate and upper-intermediate grammatical items and vocabulary in the field of law. This is done to enable students to comprehend more complicated texts in the mentioned area and enable them to communicate fluently with colleagues and experts in the field of law. Legal English 1 and 2 is aimed 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 above mentioned 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.

- **Legal English 2**
  This course is offered with the aim of improving the four main language skills such as reading, writing, listening and speaking in the content-specific area as well as revision and advancement of selected intermediate and upper-intermediate grammatical items and vocabulary in the field of law. This is done to enable students to comprehend more complicated texts in the mentioned area and enable them to communicate fluently with colleagues and experts in the field of law. Legal English 1 and 2 is aimed 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 above mentioned 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.

- **Selected chapters in IT Skills**
  The aim of this subject is: - To display the technical elements, the structure of the text and design of different papers during their studies. - To enable students to acquire IT skills knowledge that will be needed in preparing the scientific papers, professional papers and presentations. - To practically apply IT skills.

- **Microsoft Office Access**
  Microsoft Official Academic Course (MOAC) for Access 2016 provides the hands-on experience to increase your personal productivity skills. This program is divided into 15 lessons cover all product areas required. to pass MOS exam 77-730.

- **Microsoft Office Excel**
  Microsoft Official Academic Course (MOAC) for Excel 2016 provides the hands-on experience to increase your personal productivity skills. This program is divided into 15 lessons cover all product areas required to pass MOS exam 77-727.

- **Microsoft Office Word**
  Microsoft Official Academic Course (MOAC) for Word 2016 provides the hands-on experience to increase your personal productivity skills. This program is divided into 11 lessons resources cover all product areas required to pass MOS exam 77-725.

- **Web Creation**
  Aim of this course is 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.

- **Digital Media Design**
  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.

- **Google Education Apps**
  Conceptual overview with hands-on tutorials for harnessing the educational potential of G Suite. It identifies learning principles that guide the effective use of G Suite to create learning environments that improve educational communication. This course is organized into a series of modules. The modules are attached to a collapsible menu available at google for education site that organizes the modules in roughly the same order in which they will be discussed in class.

- **IT Hardware and Software Fundamentals**
  Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to use various ICT applications and tools, explore the Internet, and address information systems security and issues relating to ethics and computer crime.

- **Introduction to Cybersecurity**
  This course will cover the most important aspects of stay safe online, by providing knowledge that students better understand online security and start to protect their digital life, whether at home or school. Recognizing threats that could harm you online is as important as the steps you can take to prevent and or overcome these threats. The course will also provide definitions, in-depth information about types of malware, including viruses and trojans, as well as concepts such as network security, cryptography, identity theft and risk management.

- **Microsoft Office PowerPoint**
  Microsoft Official Academic Course (MOAC) for PowerPoint 2016 provides the hands-on experience to increase your personal productivity skills. This program is divided into 11 lessons resources cover all product areas required to pass MOS exam 77-729.

- **Introduction to Public Administration**
  Public administration is an area of special scientific interest. The course Introduction to Public Administration will provide students with knowledge regarding the basic concepts of public administration. Special attention will be devoted for acquiring knowledge about the evolution of public administration, as well as the envisaged reforms of the public administration in our country. Furthermore, the students will have the opportunity to understand and critically analyse the phenomena's that public administration is challenged with. Since the study area of this course is subject to continuous change, a special focus will be given to new developments and study classical theories of public administration. In this course we will investigate the following concepts: definitions and basic knowledge about the principles and institutions of public administration, the role and importance of public administration in an organized society; genesis and historical development of public administration, public administration, organizational structures , functioning of institutions of administration public administration services; Decision Making in AP, public administration service for the protection and realization of human rights, public administration reforms in RNM etc.

- **Public Leadership and Organizational Development**
  The course aims to enable students to identify how leaders and managers are developing and implementing the achievement of the mission and vision of an organization in the public sector; develop values required for long-term success and their application through appropriate activities and habits; how leaders and managers are personally involved in providing assurance that the systems for managing the organization will be developed and implemented. Also, about how the organization implements its mission and vision through a clear strategy based on the views of all interested parties, supported by all relevant policies, plans, goals and processes.

- **Introduction to Public Policies**
  The Course aims to provide students easier understanding and mastery of public policy; its principles for creating and running a particular policy; and the analysis, implementation, evaluation and development of policy. Management of public policies is a discipline for problem solving that draws upon knowledge of basic theories and methodologies of social sciences, the social professions and the philosophy of politics.

- **Introduction to Law**
  Aims of the course program: 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;

- **Labour and Social Security Law**
  Course aims: • To provide students with relevant knowledge on labor law and social security as a positive branch of law and as a science; • Students will acquire solid theoretical and practical knowledge in the field of labor relations, and other rights arising from the labor relationship, i.e. rights from social insurance. Students will also gain a more detailed overview of rights, obligations and responsibilities from the employment relationship and social security rights. • To provide students with theoretical knowledge on the main notions and institutes of labor law and social security; • To become familiar with the corpus of issues and problems studied and regulated by labor law and social security, with the path of historical development of labor law and social security institutions, as well as with its rise and fall over time; • To encourage the students with analytical and critical thinking regarding the problems faced today by the right to work and social security in RNM. • To enable students to make the appropriate theoretical and practical distinctions of notions and phenomena with a labor character in the legal system of the RNM, to distinguish their basic and essential characteristics, as well as to notice their importance and operation in practice; • To be part of contemporary developments in the field of labor law, students will be informed about the development, role and importance of the International Labor Organization (ILO), which is the creator and relevant controller in the implementation of international labor standards. • The protection of rights from the labor relationship is realized not only at the national level but also at the international level, therefore one of the objectives of this course is for students to acquire the program from this course by consulting and analyzing the cases from the practice of the courts in the country, but also the cases by the European Court of Human Rights.

- **International Law on Human Rights**

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.

- **Intellectual Property Law**
  Within the course Intellectual Property Law, students will gain in-depth knowledge in the field of intellectual property. By studying the program of this course, students will gain knowledge about copyright and related rights, as well as industrial property rights. The course program includes topics related to the concept, origin, and development of intellectual property rights, as well as the different types of domestic and international sources of intellectual property. Greater attention will be paid to the study of different types of intellectual property rights, their transfer, and ways of protecting these rights. Students will gain knowledge of the basics of intellectual property law, the types of rights, and the holders of these rights. At the same time, they will be trained to recognize and distinguish intellectual property rights and the need for their protection in everyday life situations. As for the rights subject to registration, students will be trained on how to complete an application form for a patent, trademark, industrial design, etc. Students will be able to distinguish creators (authors, inventors) from rights holders, physical and legal persons, but also understand what rights they have (moral, material, and other rights). By gaining knowledge about the rights that belong to the holders, students will gain practical knowledge of how the circulation of intellectual property rights is carried out, understanding the importance and economic value of these rights in the world and in our country. In particular, they will acquire skills for negotiating and drafting agreements for the transfer of intellectual property rights, such as license contracts, franchising contracts, technology transfer contracts, publishing contracts, film work agreements, contracts for public performance, contracts for the author's work from an employment relationship, etc. As a result of the acquired knowledge, students will be able to recognize and identify everyday violations of intellectual property rights (counterfeiting and piracy), but will also study the causes of these phenomena, as well as other types of anti-competitive conduct. As a logical conclusion of this course, students will be able to gain knowledge about the protection of these rights. The aim of the course Intellectual property law is to enable students to: - understand the complex system of intellectual property rights, as well as their legal regulation - understand the different types of intellectual property rights and how to create, realize and protect them - be able to put intellectual property rights into circulation in the right way - prepare for giving professional exams for representatives in this field - acquire the ability to efficiently implement the legal framework in this field, as a new and promising field of law.

- **Assisted Reproductive Technology and Law**
  This course aims to emphasize the fact that in the modern society, there is no one universal, generally accepted model of family and parenting. By studying the course ‘Assisted Reproductive Technology and Law’, students will gain knowledge about new artificial reproductive technologies that are part of the contemporary natal policy. In more detail, students will be introduced to all artificial reproductive technologies, such as artificial insemination, in vitro fertilization, surrogate motherhood, the birth of children from a woman with sperm donation, posthumous reproduction, co-parenting, ’three parent’ baby technique, cryopreservation of gametes or embryos. Students will have the opportunity to be informed that there are many other opportunities offered by science but are forbidden, for example, cloning, gender selection, improvement of the physical, intellectual or other capacities (eugenics) of the future child, etc. By studying this course students are expected to develop their critical thinking by debating the complex set of moral, ethical and legal dilemmas regarding these new reproductive technologies.

- **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 our 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.

- **Introduction to Computer Sciences**
  Introduction to the intellectual enterprises of computer science and the art of programming. This course teaches students how to think algorithmically and solve problems efficiently. Problem sets inspired by the arts, humanities, social sciences, and sciences. Designed for concentrators and non-concentrators alike, with or without prior programming experience. Among the overarching goals of this course are to inspire students to explore unfamiliar waters, without fear of failure, create an intensive, shared experience, accessible to all students, and build community among students.

- **Internet Technologies**
  The main objective of the course is to give students a practical knowledge of basic mechanisms, services and protocols of the global network - Internet. The course provides mastering of the overall architecture of an effective, scalable and secured web page. The students will acquire deep technical knowledge of XML, XHTML (lists, tables, figures, multimedia and forms), CSS (formatting, styles and layouts), and JavaScript (variables, conditions, loops and functions).

- **Applied Probability and Statistics**
  This course aims to provide an understanding of the basic concepts in probability, conditional probability and independent events. It will also focus on the random variable, mathematical expectation, and different types of distributions, sampling theory and estimation theory. Another objective of the course is to design a statistical hypothesis about the real world problem and to conduct appropriate tests for drawing valid inference about the population characteristics. It is inevitable to have the knowledge of hypothesis testing for any research work. The course will provide an opportunity to learn Excel and MegaStat programming to substantial extent, to specifically apply theoretical knowledge.

- **E-Commerce**
  Course aims: - Understanding and applying the concepts of electronic commerce, electronic business. - Recognition of business needs for adaptation to constant and continuous changes in the environment, and recognition of the importance of incorporating information technology into the most important business processes, improving their current operational efficiency to transform it into a competitive advantage. - To develop strategic, administrative, and operational planning for new businesses, or to improve existing ones with their technologies. - Develop knowledge about the basics of E-Commerce, which are made possible by new Information Technologies - They recognize the need for the organization to continuously adapt to the changes occurring in the current business atmosphere. - Discover opportunities in the environment so that you can apply them in valid innovations and do business. - Analyze business to identify internal and external factors that can be modified to be able to move to an electronic business model. - Develop strategic, administrative, and operational planning for a new, or already existing business by establishing strategies that use information technology in the most important business processes, in order to improve their current operation and turn it into a competitive advantage. - Develop an analytical and technical foundation to understand the unpredictable world of e-commerce, by sharing three domains: o Economics: business plan, electronic banking and money, marketing and advertising, customer relationship management o Sociology: secrecy, protection of intellectual property, laws and regulatory initiatives o Technology: Internet infrastructure, network security, web services, mobile commerce network security, services, mobile commerce

- **Introduction to Information Systems**
  Aims of the course program: To learn the basic concepts and the terminology of Information Systems: - Basic Information Systems concepts: hardware, software, networks; - E-World: e-business and e-commerce; - Developing Processes; To learn about the Information Systems and technologies that improve business values and various processes inside organizations; Applying IS concepts with various managing disciplines, during analysis, interpretation, assessments and decisions; To understand the process of redesigning organizations by using information systems; To describe the role of information systems in decision making; To examine information security, ethical, and social issues; To be familiar with the Internet, electronic commerce, and e-business; To prepare students to work on small scale projects, individual or group work, who by nature could fall into these categories: case studies, scientific research project, development projects or internship projects;

- **IT Professional Ethics**
  This course provides a comprehensive overview of the current ethical issues in Information Technology (IT) use. It examines an array of long-standing and emerging issues facing IT users ranging from free speech, privacy, intellectual property, hacking, and the digital divide, to ethics in social networking and online communities. The course discusses the ethical dilemmas and responsibilities of IT professionals, and promotes the critical examination and responsible usage of IT.

- **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.

- **German Language 1-4**
  After completing this course, 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.

- **Multiculturalism in Teaching English Language**
  Course objectives: Communication skills: Students should be able to present their opinions regarding culture and globalization and the influence that these processes have in education. They should be able to discuss issues related to the themes of tolerance, understanding, and accommodating diversity. They will also work towards producing essays treating the issues of cultural relativism, stereotypes, prejudices, as well as the development of concepts like intercultural cooperation and multicultural education. Applying knowledge and Understanding: Creating educational models for multicultural cooperation and their application in the process of teaching English as a second language. Developing an educational strategy that would prove successful in situations where there might be tensions among students due to the lack of tolerance. Making judgments: Ability to make their own individual portfolio based on the principles of multicultural education and capacity to identify cases where there is lack of tolerance, thus aiming at developing the spirit of intercultural cooperation. Knowledge and understanding: Getting to know the basic principles of culture, cultural relativism, intercultural and multicultural education and addressing these issues in the context of teaching English as a foreign language. Learning skills: Learning about efficient models for promotion of multiculturalism in the educational process where learning English plays a crucial role being a neutral language for the students regardless of the ethnic background.

- **Intercultural Studies**
  Having completed this course, the students will 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.

- **Critical Reasoning and Thinking**
  At the end of this course, students will be able to improve the quality of their thinking by capturing the inherent structures of the act of thinking and by making them subjects to their intellectual and academic standards. They will develop strategies for decision making based on reflection, reason and logic. Through this course, students will learn the tendencies, approximations and assumptions on which their reflections are based, and the conditions and the outcomes derived from their ways of thinking. This reflective thought is the active, careful and persistent examination of all beliefs in the light of the fundamentals that support them and their conclusions. Students will be equipped with knowledge and skills needed to bring reasoned decisions which are required in everyday circumstances, and which are related to the jobs they will perform.

- **Public Relations and New Media**
  The course focuses on the development of those communication skills and techniques that are essential for effective functioning in the era of globalization. Students will elaborate the process of globalization, social, political, economic and cultural aspects of modern phenomenon, the consequences and impacts in the communication sphere marked an era of postmodernism, particularly the impact of new social media, their structure, Multilanguage functions of

social networks, the effects and consequences in the modern world communication realities.

- **Media and Society**
  Media and Society introduces students to the discipline which studies the complex relationship between media and society, as well as the role of mass media as mediating technologies for mass and global communication. The main aims of this course are the political, economic, social and cultural implications of media on society.

- **Introduction to Economics and Business**
  The primary purpose of this course is to develop a basic understanding of the major economic concepts and theories used in analysing economic issues. This course is designed in a way to equip students with basic principles, concepts and techniques in doing economic analysis. At the end of the course, the students should be able to “think like an economist”. This course provides a survey of the principles of micro- and macroeconomics with a focus on applied managerial decision-making in a global setting. Upon completion of the course, students should be able to: utilize the demand and supply model to determine the impact of changes in demand or supply on price and quantity; define GDP and describe its measurement, uses, and limitations as a measure of economic wellbeing; define Inflation and describe its measurement, consequences, and how to adjust for it; as well as describe the role and tools of a central bank.

- **Principles of Management**
  The purpose of this course is to familiarize students with the basics of management, its genesis, definition and basic principles which should be based on the work of any future manager. This course also aims to acquaint students with knowledge of the basic functions of management as planning, organizing, coordinating, motivating and controlling. Mastery of this subject will provide students with the ability: - To learn the basics of management and to enable them to give concrete examples. - To be able to see the mastery of this course as the need and acquiring knowledge to be in the context of practical application of learning. - To think of an effective way this will help them to face with business problems in their future life.

- **Business Communication**
  The purpose of this course is to introduce students to the concepts of business communication. The content of the curricula is as follows: In recent years more and more companies apply the techniques of business communication as a key tool to respond to competition in the global market. This course is an attempt to improve the communication skills of students with theoretical and above all, and practical indication of the correct way of communicating in an organizational environment with employees and managers as well as holding meetings, interviewing, how to respond when interviewing, negotiating and motivating those around them.

- **Project Management**
  The purpose of this course is to introduce students to the world of modern projects and their confrontation with the opportunities and challenges of real economic life in the creation of appropriate, real need projects. Specific objectives of the subject include how to determine a project (using several stages) and to emphasize the important role of project manager (understanding the need, field of action, activities for implementation, the complexity of modern design, etc...). Students will be trained on how to apply modern tools and techniques of modern project management in the transformation necessary or appropriate creative idea in a real and documented project that will make you be more inventive about themselves and more competitive labour market.

- **Business Plan**
  The aim of the course is to assist students in understanding the behaviour of conscious enterprise in modern economic conditions.

- **Corporate Social Responsibility and Ethics**
  The aim of the course is to develop general theoretical knowledge of corporate social responsibility in modern economies and analyse the reflection of corporate social responsibility in the overall functioning of the enterprise.

- **French Language 1-2-3**
  The purpose of this course is for students to strengthen their language skills and competencies, as well as to develop four communication competencies, particularly in the following areas: • to be able to express an opinion, • to be able to express their feelings, • to understand the essence of an expression, thought or idea, • to be able to argue and defend their opinion. • to manage different situations, • to maintain a simple and coherent speech, • to tell an event, • to talk about a dream or experience, • to present the reasons for a project or idea, • to communicate spontaneously.

- **Italian Language 1-2-3**

The purpose of the course is for students to get acquainted with the Italian culture, the Italian civilization and the Italian language. The idea is for students to know a slightly different reality, which may help them to become aware of themselves, as well as in creating a better picture for themselves and for their future. Corresponding to the level (from A1 to B2), which students choose, or the levels that they will follow in the semesters they have at their disposal for a free elective subject, the matter progresses deeper. The first level starts from basic settings such as: orthography (spelling), pronunciation, vocabulary for managing simple, everyday language situations (personal presentation, presentation of others, orientation in space and in time, communication expressions in a bar, restaurant, supermarket, on the market), and it is reaching more complex constructions in the continuing stages, which refer to the expression of attitude, desire, need, telling past events, talking about future actions, etc. Grammar is introduced inductively (through awareness of situations (audio recordings, videos, films, various texts) and conclusions), in which the students themselves playing the key role, with their active participation in the lectures.

- **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 such as 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.

- **Conversational English**
  Conversational English is a one semester course designed for intermediate-level English speakers and above and will be available to students in all semesters. English is an international language that facilitates communication in a variety of contexts around the world, ranging from business meetings and transactions to casual conversations between friends and interactions during travel. Conversational English will build students' listening and speaking skills, providing grammar, vocabulary, pronunciation, and fluency practice needed for common types of spoken English interactions. This course will cover topics related to professional conversation, casual conversation, and everyday interactions, providing students with conversational confidence in a variety of contexts. Professional conversation will include formal and polite varieties of speech used in contexts such as work meetings or discussions with colleagues. Casual conversation will include practice with language used while socializing with friends or family and other informal situations and will include slang and informal speech. Everyday interactions will include conversations at stores, during travel, and asking for or providing assistance. Methods of learning will focus on practice and will include listening activities, dialogues, role-plays and simulations, debates, and discussions.

- **Digital and Online Literacy**
  Digital and Online Literacy is a one-semester course meeting 3 class hours per week, offered in the undergraduate studies. The course is designed according to students' needs and it includes several 21st century skills related to using technology appropriately and effectively. The course will encompass the three categories of the 21st century skills. By the end of the course students will be able to search for and access online information successfully using variety of digital tools, critically evaluate the reliability of online resources and distinguishing between credible and untrustworthy sources, demonstrate understanding of ethical issues related to academic context, understand proper referencing in order to avoid plagiarism, learn how to effectively communicate in a professional manner, understand the basics of being safe online and the positive and negative aspects of creating an online identity, investigate cyber bullying and identify possible solutions for reducing online harassment.

- **Communication Skills in a Professional Setting in English**
  The purpose of the course is to develop the communication skills that are essential for effective functioning in the professional world in English. The course objectives focus on a wide range of professional settings and issues. Students will study the process for analysis of different communication situations and will accordingly comprehend them.

- **Fiction and Fun**
  The course aims to explore a range of attractive and popular literary texts (novels, excerpts, readers and short stories) so as to understand and enjoy the characteristics of different and popular genres, including science fiction, young adult literature and fantasy. Among the course objectives, the following can be included : to develop students' confidence, fluency and interest in reading in English, to read different types of novels and respond thoughtfully and critically, verbally and in writing, by drawing connections between personal experience, world knowledge and/or other sources (lectures, readings, films) and the assigned text. In addition, the aims are to transfer advanced reading skills to the second language classroom and develop these skills, making the students better readers in both languages. Reading skills include skimming, scanning, predicting, guessing words from context and reading for detailed

comprehension.

- **English Literature and Film**
  Course aims: - to help students develop critical thinking skills through film analysis - to discuss, evaluate and write critical reviews - to critically analyse literary and informational texts - to discuss and analyse students' work and give peer review - to present different perspectives, support claim, use sensory language

- **Macedonian Language for Legal and EU terminology**
  The aim of the course is to train students for language competence and language performance in the professional field (i.e., in the field of law and the EU). It is a learner-centred approach that is focused on developing communication skills in specific areas, ie deepening and strengthening the skills for advanced written and oral expression in a standard Macedonian language. The intended material includes contents related to professional disciplines, as well as authentic documents and materials. Particular attention is paid to mastering professional terminology and its application in an appropriate language context and to the development of digital skills. Students are expected to become more autonomous in learning the language and to be able to think critically on various topics, as well as to acquire the ability to communicate in Macedonian in a multilingual and multicultural environment.

- **Ethics in Public Institutions**
  Objectives of the curriculum (competencies): - To acquire knowledge and understand the semantics and concepts of ethics, standards of conduct, moral reasoning and moral philosophy. - Develop a position on the moral position in professional life. - Set up clear views on the rights and responsibilities of the employee in state-public administration. - Able to face with ethical problem situations. - Has sense for the character that is required in the profession of administrator. - Is informed through literature, on ethics in the field of public institutions. Ready to use communication tools and to respect ethical standards in working with state institutions and public actors.

- **Misdemeanor Law**
  The purpose of studying this course is to provide students with relevant knowledge about the misdemeanours law. In this course students will gain theoretical knowledge about misdemeanours, misdemeanour liability and misdemeanour sanctions. They will also gain knowledge about maintaining public order and tranquillity as well as misdemeanour proceedings in general.

- **Environmental Crime**
  This course focuses on the international and national legal regulation of environmental management and the fight against environmental crime, simultaneously developing the theoretical and practical dimensions of this field. Environmental crimes are the price of a healthy environment, which is a right guaranteed by the Constitution of the Republic of North Macedonia, which has also signed and ratified a significant part of international environmental law documents. Protection of the environment is a topic that is widely regulated in national legislation, and there are sanctions and penalties for disrespecting regulations for the protection of the environment. However, at the moment, this branch of law is not represented equally in the higher education system. In addition, some ecological crimes do not have an institutional, namely judicial end, which reflects the need and forces the capacity to effectively prosecute the perpetrators. In addition to the application of massive repressive measures, and the detection, and investigation of these crimes and violations, attention must be paid to the prevention of violations. This program aims to acquaint students with the main concept and legal framework, as well as jurisprudence in the protection of the environment at the international and national levels. In this sense, this program traces the salient aspects of the growing field of international environmental law, beginning with the international issues that rose to the top of the international law and policy agenda in 1992 with the UN Conference on Environment and Development and the Johannesburg World Summit on Sustainable Development, which are further reflected in national legislation. The course provides an introduction to the basic principles of international environmental law (such as the principle of common but differentiated responsibilities and the principle of prevention), issues related to environmental protection (hazardous activities, waste, air pollution), environmental protection (species, biodiversity, land), as well as the use and exploitation of natural resources (trade in animal parts and species, genetic resources, GMOs). Special attention will be paid to activities and actions that cause violations of legal provisions, for which criminal provisions are provided. Legal provisions that define criminal offenses clearly and precisely define the authority to deal with them. The police, as a competent body for the prevention of ecological crime, can take preventive and repressive measures for the protection of the environment within the framework of daily activities. In this direction, the activities of the police against environmental crime will be analyzed.

- **Economic Crime**
  The purpose of the course is to familiarize students with the phenomenon of economic crime from a criminological and criminalistic perspective. Such knowledge will serve students to have a solid overview of this type of crime, its

impact on economic-political stability, societal well-being, factors influencing this type of crime, manifestations, methods of execution, characteristics of perpetrators, methodologies for prevention and combating of this type of crime, etc. By acquiring these understandings, students, after graduation, who are potential candidates for employment in institutions directly or indirectly combating this type of crime, will find it much easier to confront and combat the same in their institutional activities.

- **Criminal Policy**
  Course aim is students to deepen their knowledge in the field of criminal policy, specifically in understanding various social and state policies, as well as penal and non-penal measures undertaken in specific places, circumstances, and times towards the prevention or successful combat of crime in general or specific forms of its manifestation.

- **International Criminal Law**
  This course will endeavour to analyse systematically the current state of International Criminal Law. The course's objectives are: to develop students' knowledge of International Criminal Law through critical assessment of the jurisprudence underpinning such law; and to develop students' discipline in the advocacy of International Criminal Law.

- **Civil Procedure Law (Contentious law)**
  Course aims: • Students will gain knowledge about the concepts, phenomena and institutes of civil procedural law as a basis for the exercise of any subjective civil law; • Students will acquire specific knowledge about the civil procedural law as a science and as a branch of law, including the comparative analysis, perspectives and main trends of the development of the different institutes of civil procedural law; • Through this module, students should be trained in the theoretical and concrete knowledge of the development of the contentious procedure, at different levels in the Republic of North Macedonia, as well as in particular the possibility of developing the contentious and non-contentious procedures. and the enforcement procedure; • Students will develop analytical and critical thinking regarding the problems related to the realization of subjective civil rights that many people in the Republic of North Macedonia are facing today; • At the end of the course, students will be able to at least make the basic distinctions of the main institutes of civil procedural law; • To make appropriate theoretical and practical distinctions of the basic terms of the contentious procedure, non-contentious and enforcement procedures; • To explain and analyze the procedural actions of the parties and the court, including other procedural institutions such as judicial conciliation, preliminary questions, legal aid, etc.

- **Financial Law**
  The purpose of the course is to enable students to acquire basic knowledge in the area of Financial Law, that is, financial first-hand relationships (from the content and formal legal aspect).

- **Civil Procedure Law (Non-Contentious and Enforcement Law)**
  Course aims: • Provide students with in-depth knowledge of the enforcement and non-contentious law, and to develop specific skills for their implementation in practice. • Provide students with theoretical knowledge on the main concepts and institutes of enforcement and non-contentious law, such as: the notion of court proceedings in general, the types of court proceedings and the relations between them, the principles of enforcement and non-contentious law, the subjects of enforcement procedures and non-contentious procedures, the procedural actions and deadlines for their execution, the decisions in enforcement procedures and non-contentious procedures, the decision-making tools, etc. • Familiarize the students with the corpus of issues and problems related to the concept of enforcement and non-contentious law as well as the historical development of their institutions. • Enable students to recognize and analyze the key enforcement and non-contentious institutes in the context of legislative and theoretical references in comparison with legislative and theoretical references in Europe and beyond; • Encourage analytical and critical thinking in students related to the problems faced nowadays by the Enforcement and Non-contentious Law in the Republic of North Macedonia. • Enable students to make theoretical and practical differences between the notions and phenomena of Enforcement Law and Non-Contentious Law in the legal system of the Republic of North Macedonia; to identify their basic and essential characteristics, as well as to be able to understand their importance and function in practice.

- **Legal Practice**
  Legal Practice as a scientific-legal applied discipline focuses on the institutional aspect of justice, namely the judiciary, which aims to provide law students with theoretical and practical scientific-professional legal knowledge in relation to: • the legal norms for the organization, functions and competences of the court and other public bodies and institutions that participate in the judicial procedure of application of the law; • judicial protection of human rights and freedoms and realization of justice as basic and universal legal values; • legal norms for court proceedings; and the substantive legal norms applied by the court in the judicial procedure.

- **Trade Law**
  The goal of the course is to offer students fundamental knowledge from the field of Trade Law. In this respect, students are acquainted with the legal rules about carrying out certain business activities, the conditions for establishing and registering the business entities including sole traders as well as the modes of cessation of business entireties; the modes of commercial legal relationships that arise between business entities and their effects and repercussions; activities that are carried out with bills of exchange; the protection of intellectual property rights; consumers protection; the unfair competition; etc.

- **International Private Law**
  Through this course students will acquire basic knowledge about: - naming the course (why it is called international law, and why private law); - distinguishing the civil law relations from civil relations with a foreign element; - the legal sources that have to be applied to regulate civil law relations with a foreign element (national and international). - the method of regulation of civil law relations with foreign element (direct and indirect choice of law rules) method that is characteristic only for International private law. - the general and common elements of creation and implementation of international private law, the facts by which the foreign elements appear (facts of identification), the connecting points as well as institutions through which the application of competent law is avoided in International Private Law.

- **Labor and Social Security Law**
  The Labour Law and Social Security course will enable students: - to become familiar with issues that are an integral part of Labour Law, starting from the fundamental premise that each of us one day will be employed and therefore the knowledge of labour rights represents a struggle for a better quality of life; - to learn about various aspects of exercise of the rights and performance of duties and responsibilities from labour relations as well as legal institutions in the field of labour; - to study the labour relations in practice through the procedure of employment, entering into employment contract, exercising and protecting the rights, the responsibility of employees, termination of employment i.e. termination of the validity of employment contract; - to create specific legal acts relating to institutions covered by the positive law in the field of labour relations in the Republic of North Macedonia; - to provide various forms of student participation and to incorporate the possibility of gaining more points from classroom the activity;

- **Administrative Procedure Law**
  Aims of the course: Administrative Procedure Law includes two separate areas (parts): the administrative procedure and the administrative dispute, which represent the basic subject of the study of the formal (procedural) part of Administrative Law. The coursework enables students to acquire knowledge through which they can easily understand, explain and analyze issues related to the concepts and institutes of administrative procedural law. The first part explains the procedure (action) of the public and state administration bodies in the application of the material legal norms when directly applying the legal provisions in specific cases, they decide on the rights, obligations or legal interests of individuals, legal entities or other parties. The second part explains the judicial control of the legality of the final administrative acts-the control over the performance of administrative activity and public services.

- **Administrative Misdemeanors**
  In addition to crimes and violations, administrative misdemeanors represent a special type of punishable action in the legal system of each country. The law of misdemeanors is part of the public law of a given state through which it expresses the right to punish the perpetrators of misdemeanors. The term misdemeanor law refers to a set of legal provisions that provide for misdemeanors and the sanctions provided for them. But when talking about the group of legal provisions that provide for misdemeanors and sanctions for them, it should be noted that this group is quite large and includes numerous laws that provide for misdemeanors and sanctions from different areas of social life. Misdemeanor law is a special branch of law and legal science with elements of both administrative and criminal law that deals with the study of misdemeanors as a special form of social criminality, but also with issues of misdemeanor procedure, misdemeanor liability and misdemeanor sanctions. The course aims: gaining basic knowledge from the field of misdemeanor law as a separate legal branch, understanding the content of basic terms, institutions and elements and their characteristics of the misdemeanor law of the Republic of North Macedonia and their systematization, study of the specificity and legal nature of misdemeanor law and its relations with other branches of law, linking didactic, scientific and practical knowledge and skills with the aim of training for independent work in the field of misdemeanor law and training in the use of knowledge of the basic terms and institutes of misdemeanor law (material, procedural and executive) in the study and application of the institutes of this legal branch through the development of critical thinking in order to examine the existing solutions in this field.

- **Gender Equality and Non-Discrimination**
  The aim of this course is to present to future lawyers a picture as close as possible to the truth of gender equality and non-discrimination, so that they can form a correct understanding of these issues, eradicate prejudices and stereotypes, which will further influence to improve their work, both through the drafting of laws and the establishment

of institutions and fair systems, as well as in the fair and impartial implementation of the law. - The course aims to explain the concept of gender discrimination, gender stereotypes and prejudices, equality, integration, and gender justice. - Another goal is to raise students' awareness of the importance of gender equality as respect for the human rights of women and men, as well as to raise awareness about the consequences of gender inequality. - The course also aims to analyze the links between the problem of gender equality and the legal field, to provide advanced legislative models in the field of gender equality and to help students understand and analyze existing legislation on gender equality, domestic violence and non-discrimination in the RMV. - Students will also be introduced to international law regulation in the field of gender equality and the means and ways of legal protection against discrimination.

- **International Terrorism**
  The purpose of studying this course is to provide students with relevant knowledge on the phenomenon of international terrorism. Students will benefit from advanced knowledge related to the phenomenon of international terrorism, its forms of manifestation, terrorist organizations, etc. Students will be able to recognize and analyze the phenomenon of international terrorism in terms of national and international legal regulation as well as in the comparative plan. It will also encourage critical and analytical thinking among students regarding the problems the world is facing today with international terrorism as well as the importance of its detection and prevention.

- **Computer Crime**
  Computer or cyber crime in contemporary times is one of the greatest challenges for law enforcement agencies, perhaps involving special methodologies, where various types of crimes are carried out using computers. The purpose of this subject is precisely the recognition of the methods used in this field, the ways in which this type of crime is committed, the characteristics of the perpetrators, international regulations related to this issue, as well as the success of relevant institutions engaged in the fight against cybercrime.

- **Human Trafficking**
  Course aims: - Defining the crime of trafficking in human beings; - Identify components of a comprehensive anti-trafficking framework; - Assessment of the critical challenges in eradicating human trafficking in a global society.

- **Forensic Medicine**
  In this course, students will acquire the basic knowledge of forensic autopsy and indications, death and types of death. Broader knowledge of forensic trauma, gender identification, age, mecha-forensic DNA analysis. Broader knowledge of expertise, personal injury qualification. These basic knowledge are necessary for lawyers and criminalists to recognize the type and character of violence applied to the human body, which determines the gravity of the criminal offense, according to which the punishments and legal obligations are given.

- **Intelligence and Intelligence Services**
  Given the fact that intelligence services belong to the category of the most important institutions safeguarding the vital interests of the state, the inclusion of knowledge from this field in the Criminology and Security program is more than necessary. Viewed from this perspective, the objective of the program within the scope of the subject is: -For students to understand the role and responsibility of intelligence services and intelligence in safeguarding the vital interests of the state; -To be able to distinguish the methods, tactics, and techniques of intelligence services' work; -Through the knowledge and analyses acquired in the field of intelligence, as future employees in relevant institutions, to independently comprehend phenomena in this field and practically apply their knowledge in this domain.

- **Comparative Criminal Law**
  The aim of this course is to present students with the characteristics, similarities, and differences of the way criminal law is regulated in different countries. In the framework of this course will be examined the basic issues of criminal law such as institutes, principles, subjects of undertaking procedural actions, evidence and means of proof, measures for securing persons and objects, stages through which the procedure goes- initiation, progress and its completion as well as the regulation of the system of legal remedies. Upon completion of this course students will gain knowledge of other legal systems of different countries.