For Student Enrolment in Doctoral Studies according to the Mentor System

1. General provisions
   - The number of students according to mentor system is determined based on the number of mentors in disposition - 30 students.
   - Students are enrolled in the fields for which there are accredited programs in the first cycle and second studies at SEE University.

2. Conditions and criteria for student enrolment
   - All candidates that have gained the scientific degree master in line with provisions of the Law on Higher Education (Official Gazette of RM, no. 64/2000 and 49/2003) are eligible for enrollment in the University;
   - Proof of English language proficiency (TOEFL IBT – total minim result 70; TOEFL - 520 or IELTS – 5.5)\(^1\);

3. Documentation
   - Application Form
   - Biography, including a list of the candidate’s published material;
   - The request should include the field of studies that the dissertation will be researched in and data about research aims;
   - Motivation letter;
   - Certificate of results for English language proficiency;
   - Photocopy of ID;

\(^1\) For submission of doctoral thesis in the field of Albanian language and literature and German language and literature, there is no requirement for English language proficiency. Presentation of certificate for TOEFL examination, shall not apply to candidates who have completed a master programme in English in a foreign university.
• Original Diploma from master studies (verified copy for diplomas outside of the Republic of Macedonia).

4. Application and admission deadlines

• Application period for candidates with completed documentation is from 15.09.2011 until 15.11.2011.
• Eligible candidates are all those that fulfill foreseen conditions and criteria in the call.
• For more detailed information contact the Third Cycle Office (h.jashari@seeu.edu.mk);
• Results of enrolment will be announced by the Central Commission by latest 15.12.2011.

5. Tuition fee

• Total tuition fee is 7.000 Euros.
• The University will prepare special instructions for payment methods.

6. Other conditions

The Right for enrolment is reserved for candidates that have achieved a GPA 8.00 and above during first and second cycle of studies in the respective field, have published scientific works and have adequate English language proficiency.

In cases when the applicant has completed second cycle studies in a field that is not appropriate to the area in which s/he applies to gain the third cycle scientific degree, a commission established by the respective faculty will decide on eventual additional conditions for adjustment of prior gained knowledge for enrolment in the respective programme.

Candidates who have completed both first and second cycle studies at SEE University are not eligible to apply.

According to the Law on Higher Education, candidates that have graduated in universities outside of the Republic of Macedonia are obliged to verify their diploma in the Ministry of Education and Sciences of RM, for which purpose they will receive administrative support of SEEU Student Services. In any case of an eventual negative answer or no answer to the candidate from the Ministry of Education and Sciences, SEEU reserves the right to terminate the candidate from their studies without any obligation by SEEU.

7. Financial support

- Candidates that have achieved a GPA 9.0 and above (equivalent to the system 5-10), during their first and second cycle studies will be offered financial support in amount of 50% from the total fee of the studies.
8. Application of the candidates
Right on applications have all candidates that fulfill foreseen conditions and criteria in the Call.
Candidates should submit above listed documents, to building 802, in the University Campus or by post, on the following address:
South East European University
St. Ilindenska bb
1220 Tetovo, Macedonia
Contact telephone: 044356 086;

9. The documentation needed for submission
All applicants upon application must submit the following documentation for the academic year 2011/2012:
   1. A completed Application Form to the Admissions Office (Application forms are available for download on the University website: www.seeu.edu.mk and payment invoice (PP10) in the amount of 1500 MKD STOPANSKA BANKA
      Account no: 200-0008775390-10
      Tax number: 4028003134292