

APPLICATION FOR MASTER STUDY PROGRAMS AT FACULTY OF ELECTRICAL ENGINEERING AND COMPUTIN IN ACADEMIC YEAR 2010/2011

At Faculty of Electrical Engineering there are three study programs offered at Master level:

- Electrical Engineering and Information Technology,
- Information and Communication Technology,
- Computing.

Enrolment in master study programs at FER is possible after completing defined university Bachelor (BSc) study programs with minimum of 180 ECTS points.

Bachelor study programs that are adequate for enrolment in Master study at FER are:

- Electrical Engineering and Information Technology,
- Computing or
- university Bachelor study programs in other related fields.

ADMISSION PROCEDURE

In academic year 2010/2011 up to 550 candidates can be admitted to the Master study program at FER.

The admission procedure presents an estimation of candidate's competence for successful studying at FER. A candidate, who fulfils the requirements of the admission procedure, will be ranked in the List of qualified candidates. The list is sorted descending after the number of all the credits achieved. If the number of qualified candidates exceeds the planned enrolment quota, the list is accordingly truncated to produce the Enrolment list.

Admission procedure for academic year 2010/2011 will be organized in June and July, 2010. If the number of enrolled students after this admission procedure will be less than enrolment quota, additional admission procedure will be organized in January and February, 2011.

1. Application for Admission procedure

Application documents for Admission procedure must be submitted to the Student Administration Office at FER from **June, 23rd till July, 6th 2010**. Documents can be submitted daily **from 12:00 till 14:00**.

Application form can be printed after filling the on-line application at <http://www.fer.hr/upis/diplomski/prijava> (in Croatian)

or http://www.fer.hr/en/enrolment/master_program/application (in English).

As a part of on-line applications candidates are obligated to choose the study program, profile, mentor, field of research and courses they wish to enroll by **July, 5th 2010**.

2. Documents that should be submitted with Application form

- a) Certificate of citizenship - Domovnica (Croats that are not citizens of Republic of Croatia submit other proof of nationality; other citizens submit their proof of citizens),
- b) Birth certificate,

- c) Diploma (or certificate) of Bachelor study program (If this document is not possible to submit, candidate can also submit other document that proves finalization of Bachelor study program),
- d) Diploma Supplement and certificated Curriculum of Bachelor study program,
- e) Certificated of residence,
- f) Photo (4x6 cm),
- g) Filled documents: *matični list*, *upisni list* and *prijavni list*. Documents are available in Book store at FER. Instructions for filling these documents (with examples) will be available at Information Boards at FER.

Candidates that have finished FER do not have to submit documentation from a) to d). All documents have to be originals.

3. Admission procedure

Candidate can earn up to **1000 points** in admission procedure.

- up to 600 points can be earned on entrance exam
- up to 400 points can be assigned to each candidate according to duration of previously finished bachelor program and grade average

Points based on success at bachelor level are calculated as follows:

$$B = \frac{P}{5} \cdot 400$$

where is:

P = grade average (maximum 5,00)

Students who have obtained bachelor degree at FER, at other internationally accredited university or partner university, and have finished the studies in a maximum of 4 years (8 semesters) are **automatically** enrolled in Master study programs and exempt from the entrance exam. Maximum of 600 points in category of entrance exam is automatically assigned to them.

All other students are obligated to take an entrance exam in courses common for Bachelor study program in Electrical Engineering and Information Technology and Bachelor study program in Computing.

Entrance exam consists of 30 problems.

- Each correctly solved problem **adds 20** (twenty) credits to candidate's score;
- Each wrongly solved problem **subtracts 6** (six) credits from the candidate's score;
- An unanswered problem results with **0** credits.

Duration of Entrance exam is 3 hours (180 minutes). Only official calculators and formulas are allowed for use during the entrance exam.

4. Time and place of Entrance exam

Entrance exam will take place on Wednesday, **July, 21st 2010 at 9:00** hours at FER. Schedule of students and classrooms will be announced not later than 24 hours before the start of examination.

5. Obligatory documents for Entrance exam

At entrance exam candidates should identify themselves with an identification document with picture such as Identification card or passport.

6. Reclamation

Reclamation to the classification procedure can be filed to the Admission Committee, in written, not later than 24 hours after announcement of the Enrolment list. The Committee will answer to the complaints within 24 hours.

7. Enrolment

The minimum number of credits that a candidate needs to achieve in the entrance exam in order to join the List of qualified candidates is set to 80. This number is considered an **Admission threshold**. Any candidate with less than 80 credits from the entrance exam cannot be admitted.

The Enrolment list is made from the List of qualified candidates starting from the highest ranked candidate and finishing with the last candidate who has achieved the same number of credits as the one ranked 550th in the List of qualified candidates.

After the announcement of Enrolment list, first 550 candidates will be automatically enrolled based on documents submitted in application procedure.

8. Participation / Student fees

Fee for each semester is set to 1.500,00 Croatian kunas

For second enrolment of each course fee is set to 250 Croatian kunas per ECTS point.

Cost of enrolment procedure is 100,00 Croatian kunas.