

Pursuant to the provisions of the Higher Education Act (ZViS-1) (Official Gazette of the Republic of Slovenia, No. 56/25) and Article 6 of the Act Establishing the Independent Higher Education Institution International School for Social and Business Studies dated 5 December 2025, the Administrative Board at its 140th meeting held on 26 May 2026 and the Senate of the International School for Social and Business Studies at its 168th meeting held on 27 May 2026 adopted the following

STATUTE OF THE INTERNATIONAL SCHOOL FOR SOCIAL AND BUSINESS STUDIES

1	GENERAL PROVISIONS	3
1.1	Status	3
1.2	Name and seat	3
2	ACTIVITY	3
3	ORGANISATION	5
4	BODIES OF THE FACULTY	6
4.1	Senate	6
4.2	Academic Assembly	11
4.3	Administrative Board (AB)	12
4.4	Dean	14
4.5	Student Council	16
4.6	ISSBS Council	18
4.7	Director	18
5	EDUCATIONAL WORK	19
5.1	Study programmes	19
5.2	Organisation of the Study Process	20
5.3	Implementation of Studies	20
5.4	Language of Instructions	21
5.5	Enrolment	22
5.6	Knowledge Assessment and Completion of Studies	22
5.7	Progression and Student Status	23
5.8	Tuition Fees and Other Contributions	26
5.9	Withdrawal of a Professional or Academic Title	26
6	RESEARCH AND ADVISORY WORK	27
7	HIGHER EDUCATION TEACHERS AND FACULTY ASSISTANTS, RESEARCHERS, RESEARCH ASSISTANTS AND OTHER STAFF AT ISSBS	27
8	ISSBS STUDENTS	28
8.1	Student Status	28
8.2	Student Rights	29
8.3	Procedure for the Exercise of Students' Rights	30
8.4	Disciplinary Liability of Students	31
9	SOURCES, METHODS AND CONDITIONS FOR OBTAINING FUNDS FOR OPERATIONS	31
10	GENERAL ACTS OF ISSBS	32
11	TRANSITIONAL AND FINAL PROVISIONS	32

1 GENERAL PROVISIONS

1.1 Status

Article 1

The International School for Social and Business Studies (hereinafter: the School) is an independent higher education institution founded by the Institute for Management of Development, Quality and Education Strategy (MRKSI).

1.2 Name and seat

Article 2

The name of the higher education institution is:
Mednarodna fakulteta za družbene in poslovne študije

The abbreviation of the higher education institution is:
MFDPŠ

The name in English is:
International School for Social and Business Studies

The English abbreviation of the higher education institution is:
ISSBS

The registered seat of the International School for Social and Business Studies is:
Mariborska cesta 7, 3000 Celje

Article 3

The Faculty has its own seal, stamp, emblem and visual identity, which are used on official documents. The seal, emblem and visual identity of the Faculty are determined in accordance with the applicable legislation and the Faculty's corporate visual identity.

The stamp is circular, with diameters of 35 mm and 19 mm, and contains the name and registered seat of the Faculty and the coat of arms of the Republic of Slovenia.

Article 4

The Faculty is a legal entity with the rights and obligations laid down by law, the Act of Establishment and this Statute. The Faculty was entered in the Court Register by order of the District Court in Celje under file No. 1/08930/00 of 27 June 2006.

2 ACTIVITY

Article 5

The activities of the institution are as follows:

The Faculty's primary non-commercial activities are:

72.100 Research and experimental development on natural sciences and engineering

72.200 Research and experimental development on social sciences and humanities

84.120 Regulation of health care, education, cultural services and other social services, except social security
 85.401 Post-secondary non-tertiary education
 85.402 Higher education
 85.590 Other education, training and professional development n.e.c.
 85.690 Educational support activities n.e.c.
 91.110 Library activities

The Faculty's main activity is:

85.402 Higher education

The Faculty's secondary commercial activities are:

18.120 Other printing
 18.130 Pre-press and pre-media services
 18.200 Reproduction of recorded media
 47.120 Other retail sale in non-specialised stores
 58.110 Book publishing
 58.120 Publishing of newspapers
 58.130 Publishing of journals and periodicals
 58.190 Other publishing activities, except software publishing
 58.290 Other software publishing
 59.200 Sound recording and music publishing activities
 62.100 Computer programming
 62.200 Computer consultancy and computer facilities management activities
 62.900 Other information technology and computer service activities
 63.100 Data processing, hosting and related activities
 63.920 Other information service activities
 68.200 Renting and operating of own or leased real estate
 69.109 Other legal activities
 69.200 Accounting, bookkeeping and auditing activities; tax consultancy
 70.200 Other management consultancy activities
 73.200 Market research and public opinion polling
 74.300 Translation and interpretation activities
 77.220 Renting and leasing of other personal and household goods
 77.330 Renting and leasing of office machinery and equipment (including computers)
 77.400 Leasing of intellectual property and similar products, except copyrighted works
 82.300 Organisation of conventions and trade shows
 84.130 Regulation of and contribution to more efficient operation of businesses
 94.110 Activities of business and employers' organisations
 94.120 Activities of professional membership organisations
 99.000 Activities of extraterritorial organisations and bodies

Article 6

The institution carries out its activity by developing, planning, organising and implementing:

- undergraduate education within study programmes leading to a first-cycle qualification in the fields of business and administration (34) and social sciences (31), as well as teacher training and education science (14), humanities (22), law (38), personal services (81) and interdisciplinary sciences,
- postgraduate education within study programmes leading to second- and third-cycle qualifications in the fields of business and administration (34), social sciences (31), teacher training and education science (14), humanities (22), law (38), personal services (81) and interdisciplinary sciences,
- research activity in the fields listed above,
- programmes for professional development and lifelong learning,
- conferences, seminars, summer schools and other forms of training,
- expert advisory and development work,

- publishing activity, and
- the sale of study materials and other teaching aids,
- library and documentation activity,
- information activity,
- activities aimed at building human resource potential, developing existing staff and recruiting new staff for the institution's educational, research, development and advisory work,
- cooperation with domestic and foreign higher education, research and other institutions, competent bodies and organisations,
- other forms of activity in pursuit of its vision, mission and core objectives.

3 ORGANISATION

Article 7

The Faculty is led by the Dean and the Director. The Dean is the Faculty's executive body and academic authority, while the Director supervises, leads and organises the Faculty's operations and support activities.

Organisational units are formed within the Faculty for the purpose of carrying out educational, research, international and other academic activities. The Faculty may establish, as its organisational units:

- Chair,
- Centres.

The manner of operation and the competences of Chairs and Centres are set out in the Act on Internal Organisation and Job Classification, adopted by the Faculty's Administrative Board (hereinafter: the AB).

Chairs and Centres are established, abolished, divided and merged in accordance with the requirements and needs of educational and research work.

Other organisational units are departments. Work in the Faculty's professional areas is carried out within the following departments:

- the Education Department,
- the Research Department,
- General Services.

The Faculty has one or more Vice-Deans, appointed by the Dean from among higher education teachers and researchers with the prior consent of the Faculty's Senate.

The Vice-Dean is appointed for the term of office of the Dean and may be reappointed. The Vice-Dean is accountable to the Dean for their work.

The Vice-Dean of the Faculty:

- assists the Dean in managing and coordinating the Faculty's educational and research work,
- directs and supervises the work of the professional departments responsible for study and student affairs and for the departments responsible for research, international cooperation and cooperation with the wider community,
- carries out professional work in connection with the implementation of rules and regulations in the field of study activity and other education, research, international cooperation and cooperation with the wider community,
- is responsible for the promotion of the Faculty (information days, other presentations of the Faculty),

- performs tasks and duties within the Dean's competence as authorised by the Dean.

Article 7.a (Chairs)

Chairs are formed within a defined, coherent part of a field of study for the purpose of coordinating and developing educational work and the related research work in that field.

Higher education teachers, researchers, and faculty assistants of the Faculty are organised into Chairs. Experts from outside the Faculty may also join a Chair.

The work of a Chair is led and coordinated by a Head, who is appointed and dismissed by the Senate of the Faculty on the proposal of the Dean. The Head is appointed for a term of four years and may be reappointed after that term expires.

Article 7.b (Centres)

Centres are formed for the purpose of carrying out, organising and promoting educational and research work, transferring the use of modern working methods, findings and achievements, and also for carrying out computing and information-documentation activities.

The work of a Centre is coordinated and led by a Head, who is appointed and dismissed by the Senate of the Faculty on the proposal of the Dean. The Head is appointed for four years and may be reappointed after that term expires.

The Faculty also organises the ISSBS Career Centre, an independent internal organisational unit intended to advise, inform and raise awareness among prospective students, students and graduates about career development opportunities, to help resolve students' dilemmas within study programmes, about study and work mobility, work placements, preparation for entering the labour market and lifelong learning. The ISSBS Career Centre is the hub where advisory and support services are provided to stakeholders in the study process in respect of cooperation with employers, study counselling, assistance in preparing for employment, international mobility and gaining practical experience.

4 BODIES OF THE FACULTY

Article 8

The organs are:

- the Senate,
- the Academic Assembly,
- the Administrative Board,
- the Dean,
- the Student Council,
- the ISSBS Council,
- the Director.

4.1 Senate

Article 9

The Senate is the highest academic body, in which the Faculty's scientific disciplines and professional fields are equally represented.

The Senate has 9 members, namely 7 higher education teachers or researchers and 2 students, i.e. representatives of the Student Council. The Dean is a member of the Senate ex officio.

Article 10

Members of the Senate from among higher education teachers and researchers are elected by the Academic Assembly. The term of office of Senate members from among higher education teachers and researchers is four years, or until the election of a new Senate. These Senate members may be re-elected.

The student members of the Senate are elected by the Student Council from among its own members, one from among first-cycle students and one from among second- or third-cycle students. The term of office of student members of the Senate is one year. An individual student may be re-elected.

Article 11

The resolution initiating the procedure for nominating members of the Senate and determining the composition and conduct of the elections shall be adopted by the Senate upon the proposal of the Dean no later than six months before the expiry of the Senate's term of office.

Article 12

Candidates for membership of the Senate from among higher education teachers and researchers may be proposed by at least three higher education teachers or researchers employed by the Faculty, or by the Dean.

Article 13

The Academic Assembly validly elects members of the Senate if a majority of the members of the Academic Assembly are present at the meeting.

Voting is by secret ballot unless the Academic Assembly decides otherwise by a majority vote of the members present.

Student members of the Academic Assembly vote only for members of the Senate who are student representatives.

The candidate or candidates from among higher education teachers or researchers who receive the highest number of votes of the Academic Assembly are elected to the Senate.

Article 14

Voters who are absent on the day of voting for members of the Senate may vote early, but no earlier than five days before and no later than one day before the day of voting. Voting shall take place at the polling station at the seat of the electoral commission. The composition and operation of the electoral commission and the procedure for early voting shall be specified in greater detail in the resolution initiating the procedure for nominating members of the Senate.

Article 15

If a member of the Senate from among higher education teachers or researchers resigns or no longer cooperates with the Faculty, their membership of the Senate shall terminate.

If a student member of the Senate resigns or ceases to have student status, their membership of the Senate shall also terminate. The Student Council shall appoint a substitute member from among its members.

In the case referred to in the first paragraph of this Article, the Senate shall adopt a resolution on a by-election for a member of the Senate.

The term of office of a newly appointed or elected representative shall expire on the date on which the term of the representative whom they replaced would have expired.

Article 16

The Senate is constituted at a meeting convened by the Dean following the elections held by the Academic Assembly. The first meeting of the Senate may be convened once at least two-thirds of its members have been elected. Until then, the existing Senate shall continue to operate.

Article 16

The Senate of the Faculty:

- considers and adopts the Statute of the Faculty and amendments thereto jointly with the Administrative Board in identical wording;
- adopts study programmes;
- monitors their implementation;
- elects the Dean;
- proposes the elected Dean to the Administrative Board for appointment;
- adopts general acts relating to higher education and scientific research;
- adopts criteria for appointment to the titles of higher education teachers, researchers and faculty assistants;
- conducts all procedures relating to appointment to titles;
- adopts the annual plan and work programme of the Faculty and the annual report;
- adopts the academic calendar;
- adopts and determines the content of calls for enrolment in undergraduate and postgraduate study programmes;
- appoints Heads of organisational units upon the proposal of the Dean;
- gives consent to the appointment of Vice-Deans;
- proposes restrictions on enrolment in study programmes and considers and adopts the enrolment-analysis report;
- may authorise the Dean to decide individual matters within the competence of the Senate and adopts scientific research programmes;
- appoints mentors to doctoral candidates, approves doctoral dissertation topics, and appoints commissions for the assessment of doctoral dissertation topics, for the assessment and defence of doctoral dissertations, or for the withdrawal of a doctoral dissertation;
- decides on the establishment and organisational changes of chairs, institutes, centres and other organisational forms of higher education activity;
- decides on appeals in matters in which the Dean decides at first instance;
- ensures the monitoring of the quality of educational, scientific research and development work and adopts the Self-Evaluation Report; and
- performs other tasks where so provided by law or this Statute.

The manner of work of the Senate may be regulated in greater detail by rules of procedure.

Article 18

Meetings of the Senate are convened by the Dean, as a rule once a month. A meeting may also be proposed by one-third of the members of the Senate or by the Administrative Board.

The Director and the Assistant Director participate in Senate meetings without voting rights. Vice-Deans who are not members of the Senate and the President of the Academic Assembly also participate without voting rights.

The Senate may, by resolution, close a meeting or part of a meeting to the public. Upon the proposal of the Dean, it may decide individual matters at a correspondence meeting.

Article 19

The Senate has a quorum if a majority of its members are present. It adopts resolutions by a majority vote of the members present unless this Statute provides otherwise.

4.1.1 Senate Commissions

Article 20

The Senate appoints the following standing commissions:

- 1) Commission for Study Affairs.
- 2) Commission for Student Affairs.
- 3) Habilitation commission.
- 4) Commission for Quality and Evaluation.
- 5) Commission for Research and Doctoral Studies.
- 6) Commission for Research Ethics.

The Senate may appoint other commissions. Upon the proposal of the Dean, the Senate determines the number and composition of commission members, their tasks, powers and term of office, and the chair of each commission. The term of office of members of Senate commissions is linked to the term of office of the Senate.

Article 21

Commissions are headed by the competent Vice-Deans or appointed commission chairs. A commission has a quorum if more than half of all its members are present. A resolution is adopted if it is supported by a majority of the members present.

Article 22

Commission for Study Affairs

The Commission for Study Affairs consists of five members: three higher education teachers, one representative of professional higher education staff and one student representative proposed by the Student Council. The Vice-Dean for Education is a member and chair of the Commission by virtue of office.

The tasks and competences of the Commission for Study Affairs are to:

- consider first-, second- and third-cycle study programmes and amendments thereto;
- consider supplementary study programmes;

- submit to the Senate proposals for amendments to existing rules in the field of education and propose new rules; and
- perform other tasks in accordance with this Statute and the general acts.

Article 23

Commission for Student Affairs

The Commission for Student Affairs consists of two higher education teachers and one student representative proposed by the Student Council.

The Commission for Student Affairs:

- considers all applications submitted by students and candidates for study and decides on the matters concerned;
- decides in procedures for the recognition of foreign education for the purpose of continuing education; and
- performs other tasks in accordance with this Statute and the general acts.

Article 24

Habilitation Commission

The Habilitation Commission consists of three members, as a rule Full Professors.

The tasks and competences of the Habilitation Commission are to:

- Conduct procedures for the appointment of higher education teachers, researchers, faculty assistants and research assistants;
- propose to the Senate the members of the commission for assessing the candidate,
- give the Senate an opinion on whether the candidate does or does not meet the conditions for appointment to the title,
- propose the conferral of the title of professor emeritus,
- carry out other tasks in accordance with the Statute and general acts.

The Habilitation Commission adopts its decisions in the form of resolutions. No appeal lies against decisions of the Habilitation Commission.

Article 25

Commission for Quality and Evaluation

The Commission for Quality and Evaluation consists of three members: a representative of higher education teachers, faculty assistants or researchers, a representative of other staff, and a representative of students, proposed by the ISSBS Student Council.

The tasks and competences of the Commission for Quality and Evaluation are to:

- consider analyses of the monitoring, assessment and assurance of quality in relation to the Faculty as a whole, education and research,
- consider proposed indicators, standards and procedures for monitoring performance across the key areas of ISSBS activity,
- carry out other tasks in accordance with the Statute and general acts.

Article 26

Commission for Research and Doctoral Studies

The Commission for Research and Doctoral Studies consists of four higher education teachers and one student representative, proposed by the Student Council from among third-cycle doctoral students. The Head of the third-cycle study programme is a member of the commission ex officio.

The tasks and competences of the Commission for Research and Doctoral Studies are to:

- ensure the quality of the doctoral study programme;
- participate in assessing the suitability of the research plan, the dissertation disposition and the doctoral dissertation;
- upon enrolment, appoint the proposed mentor and proposed co-mentor for the doctoral candidate and forward the proposal to the Senate for appointment;
- plan and monitor the development of research and development work and of research staff in the Faculty's scientific fields;
- propose to the Senate of ISSBS the establishment of a new institute or the abolition of an existing institute; and
- carry out other tasks in accordance with the Statute and general acts.

Article 27

Commission for Research Ethics

The Research Ethics Commission consists of three members: two higher education teachers and a representative of the Faculty's professional departments. Where necessary, in more extensive or complex matters, additional members who are higher education teachers may be appointed to the commission.

The tasks and competences of the Commission for Research Ethics are to:

- Consider and decide on applications for the assessment of the ethical suitability of research projects and research involving work with human subjects, in which ISSBS higher education teachers and faculty assistants, or ISSBS doctoral students as researchers, participate,
- Monitor the conduct of research for which it has previously issued a certificate of ethical suitability,
- Give opinions and clarifications on individual questions in this field.

The commission adopts its decisions in the form of resolutions, unless otherwise provided by this Statute or another act.

4.2 Academic Assembly

Article 28

The Academic Assembly consists of all higher education teachers, researchers, teaching assistants holding a research title, and faculty assistants regardless of title, who are included in the implementation plan in the academic year, together with students. The number of students represents at least one-fifth of the number of members of the Academic Assembly. At the beginning of each academic year, the Faculty informs the Student Council of the number of members of the Academic Assembly.

Representatives of expert associates take part in the work of the Academic Assembly, at a ratio of 1 expert associate per 20 employees, but without the right to vote for Senate members. Representatives of expert associates elect a representative from among themselves at the beginning of the academic year.

Student representatives on the Academic Assembly are elected by the Student Council so that, as a rule, students of all study programmes are equally represented.

The right to vote in the Academic Assembly is held by persons employed at the Faculty on the day of the elections. Student representatives vote for those Senate members who are student representatives. The term of office of members of the Academic Assembly is one year.

Article 29

The President and Deputy President of the Academic Assembly are elected by the Academic Assembly from among higher education teachers or researchers. The term of office of the President and Deputy President of the Academic Assembly is two years.

Article 30

The competences of the Academic Assembly are to:

- Elect Senate members and propose candidates for Dean to the Senate, whereby only members of the Academic Assembly from among higher education teachers, researchers and faculty and research assistants have the right to vote in the election of Senate members and in forming proposals for Dean,
- Consider reports on the work of the higher education institution, quality reports and the self-evaluation report, and submit proposals and initiatives to the Senate.

Article 31

The Academic Assembly considers and decides on matters within its competence at public sessions. The Academic Assembly may close sessions to the public. The Academic Assembly has quorum if at least half of its members are present. If quorum is not established within half an hour of the start of the session, the Academic Assembly may validly decide if at least 10 members are present.

Article 32

Sessions of the Academic Assembly are convened by the President of the Academic Assembly or their deputy. The Academic Assembly meets at least once a year. A session of the Academic Assembly may also be proposed by 1/3 of the members of the Academic Assembly or by the Dean.

4.3 Administrative Board (AB)

Article 33

The Administrative Board is the Faculty's governing body and has 5 members.

The Administrative Board consists of:

- three representatives of the founder,
- one representative of higher education teachers or other staff of the Faculty,
- one student representative.

In addition to its members, the Director and the Dean are invited to AB sessions. They take part without the right to vote.

The term of office of Administrative Board members is four years. The same person may be reappointed or re-elected to the Administrative Board after that term expires.

Representatives of the founder are appointed by the Council of the founder's institution. The Administrative Board member from among higher education teachers or other staff of the Faculty is appointed by the Dean. The student representative is elected by the Student Council. The student representative votes at Administrative Board sessions only on matters concerning students' financial and study obligations. Neither the Dean nor the Director of the Faculty may be elected to the Administrative Board.

Article 34

The term of office of an individual AB member may terminate early in the Administrative Board if:

- their employment relationship with the Faculty ends,
- they resign,
- they are recalled by the nominating body, or
- they take up a position incompatible with membership of the Administrative Board.

The term of office of a newly appointed or elected representative expires on the date on which the term of office of the representative they replaced would have expired.

Article 35

The Administrative Board of the Faculty decides on the management of the Faculty's operations, and in particular:

- considers and adopts the Statute of the Faculty and its amendments and supplements, together with the Senate of the Faculty, in identical wording;
- appoints the Dean on the proposal of the Senate;
- appoints the Director on the proposal of the Council of the founder's institution;
- adopts the decision on the amount of tuition fees and other study contributions on the proposal of the Dean;
- adopts the work programme with the financial plan and the annual report and forwards them to the founder;
- adopts internal acts of the Faculty relating to the Faculty's operations;
- decides on investments in fixed assets and on other investments; and
- carries out other tasks where so provided by law, the Statute or another regulation.

Article 36

The Administrative Board decides at sessions chaired by the President of the Administrative Board.

The Administrative Board validly decides if more than half of its members are present at the session, and adopts decisions by a majority of the members present.

The adoption of the Faculty's Statute and its amendments and supplements requires a majority vote of all members of the Administrative Board.

In urgent cases, the Administrative Board may, on the proposal of its President, decide on individual matters by correspondence (written) session.

If a member of the Administrative Board fails to attend three consecutive sessions, despite having been duly invited, and does not justify the absence, the Dean may propose their recall or removal and the election or appointment of a new member.

Article 37

The Administrative Board has a President and a Deputy President, elected by the members of the Administrative Board from among themselves, such that the President is elected from among the representatives of the founder and the Deputy President from among the representatives of higher education teachers or other staff of the Faculty, or vice versa.

Article 38

The President of the Administrative Board convenes and chairs sessions of the Administrative Board and ensures the implementation of decisions adopted at the session.

The President of the Administrative Board convenes sessions as needed, but must convene at least two sessions a year, or whenever requested by the Dean of the Faculty or by one-third of the members of the Administrative Board.

The manner of operation of the AB may be further specified in rules of procedure.

4.4 Dean

Article 39

The Dean is the Faculty's executive body and academic head, and represents the Faculty. The Dean submits general acts, decisions, resolutions and guidelines to the Administrative Board, the Senate and other bodies of the Faculty for adoption, and is accountable for their implementation. The Dean ensures the lawfulness of the Faculty's operations and the efficiency of its business operations, and is accountable for their work to the Academic Assembly of the Faculty, the Senate of the Faculty and the Administrative Board of the Faculty.

The Dean has the powers and responsibilities set out in the Deed of Establishment of the Faculty and in this Statute. In particular, the Dean carries out the following tasks:

- leads, directs, supervises and coordinates the educational, research and other work of the Faculty,
- ensures and is responsible for the lawfulness of the Faculty's operations and for the fulfilment of its obligations set out by law and other regulations,
- monitors and identifies quality issues and proposes measures to improve quality in all areas of activity,
- together with the Director, designs the Faculty's development plans,
- determines the organisational structure of the Faculty,
- reports on its work to the Academic Assembly of the Faculty at least once a year,
- convenes and chairs the work of the Senate and implements the decisions it adopts,
- proposes and, with the consent of the Senate of the Faculty, appoints Vice-Deans,
- proposes the Administrative Board member from among higher education teachers or other staff of the Faculty,
- reports to the Senate at least once a year,
- signs diplomas,
- confers recognitions and awards at ISSBS,
- establishes students' disciplinary liability and imposes measures on them,
- as the second-instance body, decides on students' appeals against decisions of the competent commissions; the competent commission may prepare an opinion for the Dean beforehand,
- carries out public procurement procedures,

- decides on the disciplinary liability of employees and imposes disciplinary measures,
- carries out other tasks in accordance with the law, the Statute and the Faculty's general acts.

Article 40

The Dean of the Faculty is appointed by the Administrative Board on the proposal of the Senate for a term of four years.

Article 41

The procedure for the election of the Dean begins six months before the expiry of the term of office. The decision to initiate the procedure for electing the Dean of the Faculty is adopted by the Senate.

Article 42

A person may be appointed Dean if they are a higher education teacher employed at ISSBS and are, by virtue of their knowledge, expertise, breadth of outlook and experience, capable of contributing creatively to the development of the Faculty and successfully leading it.

Article 43

A candidate for Dean of ISSBS from among higher education teachers and researchers may be proposed by the AB, or by at least ten higher education teachers, faculty assistants or researchers employed at ISSBS.

The commission conducting the Dean election procedure forwards the proposal to the President of the Academic Assembly of the Faculty.

Article 44

By secret ballot, the Academic Assembly selects up to three candidates for Dean who have received the most votes, and proposes them to the Senate.

The Senate of the Faculty considers the candidacies received for Dean. The Senate holds the election and sends the results of the Dean election to the Administrative Board for the appointment of the Dean.

If a Dean is not elected, the incumbent Dean continues to lead the Faculty until a new Dean is appointed.

If, in the case referred to in the preceding paragraph, the incumbent Dean does not wish to lead the Faculty, one of the Vice-Deans leads the Faculty until a new Dean is appointed.

Article 45

Voters who are absent on the day of voting may vote early, but no earlier than five days before and no later than one day before the day of voting. Voting takes place at the polling station at the seat of the electoral commission. The composition and operation of the electoral commission, and the procedure and conduct of early voting, are set out in more detail in the decision calling the election of the Dean.

Article 46

The Dean may be removed before the expiry of their term of office:

- at their own request,
- if, through their work, they harm the reputation of the Faculty and cause it damage,
- if they have lost their higher education title,

- for other well-founded reasons.

The Administrative Board decides on the removal of the Dean on the proposal of the Senate of the Faculty.

Article 47

If the grounds referred to in the first paragraph of the preceding Article exist, the Dean of the Faculty may remove a Vice-Dean before the expiry of their term of office by decision.

Article 48

4.5 Student Council

The Student Council is the representative body of students and has seven (7) members, such that, as a rule, both undergraduate and postgraduate students are represented on the Student Council.

Article 49

Elections are held on the basis of a call issued by the Dean no later than in November of the current academic year. The election procedure is set out in the call.

Article 50

The term of office of elected Student Council representatives is one year, or until the new Student Council is constituted. A Student Council representative may be re-elected.

Article 51

At its first (constitutive) session, the Student Council elects, by a majority vote of its members:

- A President, a Deputy President,
- 2 members for the Senate,
- 1 member for the Commission for Student Affairs,
- 1 member for the Administrative Board,
- 1 member for the Commission for Quality and Evaluation,
- 1 member for the Commission for Study Affairs,
- 1 member for the Commission for Research and Doctoral Studies, who may also be chosen from outside the Student Council,
- student representatives to the Academic Assembly of ISSBS, who may be chosen from among all students of the Faculty.

The Student Council is represented by its President, or, in their absence, by the Deputy President.

Article 52

An individual Student Council representative may be removed from office for the following reasons:

- Three unexcused absences from sessions,
- unauthorised disclosure of personal data,
- and other serious breaches of the duties of a student representative in accordance with the acts of the Student Council and the Faculty.

Article 53

The Student Council performs the following tasks:

- gives its opinion to the competent bodies on the Statute, on all matters relating to the rights and duties of students, and on candidates for Dean, and adopts and implements the programme of student interest activities in cooperation with the student community,
- considers and, with the consent of the Senate, adopts acts on the operation of the Student Council,
- discusses all matters relating to the rights and duties of students and communicates its opinion to management,
- gives its opinion on educational work in procedures for appointment to the title of higher education teachers, researchers and faculty assistants,
- forms an opinion on candidates for Dean of ISSBS,
- elects student representatives to working bodies of ISSBS bodies,
- organises elections to the Student Council,
- considers and adopts the Annual Programme and Annual Report on student interest activities,
- carries out other tasks relating to the rights and duties of students, in accordance with the law, the Statute and internal acts.

If the opinion referred to in the first indent of the preceding paragraph of this Article is not taken into account, the competent body must reconsider the matter within 30 days of receiving the request, decide on it, and forward the decision, together with a statement of reasons, to the Student Council. The decision adopted following reconsideration is final and is deemed to be legally binding within the competent body.

Article 54

The Student Council works at sessions convened and chaired by the President or their deputy. The Student Council validly decides if a majority of its members are present. It decides by a majority vote of the members present. The work and sessions of the Student Council are public. On the proposal of a Student Council member, the public may be restricted or excluded by resolution only if the Student Council so decides on account of the nature of the matter under consideration. Sessions of the Student Council are regular or held by correspondence. The Student Council has quorum if more than half of its members are present at the session.

Article 55

Student representatives on the bodies and working bodies of ISSBS report regularly on their work, either orally, at sessions of the Student Council, or in writing, to the President of the Student Council.

Article 56

Work on the Student Council is voluntary. Where the Student Council carries out student interest activities on the basis of the adopted Annual Programme of ISSBS, those carrying out the interest activities are entitled to reimbursement of material costs (telephone, parking, transport and other services).

The manner of operation of the Student Council may be further specified in rules of procedure.

4.6 ISSBS Council

Article 57

The ISSBS Council is an advisory body of the Faculty, comprising entrepreneurs, experts, academics and graduates.

The ISSBS Council has 6–15 members, invited to participate and appointed by the Dean of ISSBS. The term of office of ISSBS Council members is tied to the term of office of the Dean, until revoked or until withdrawal. After their term expires, Council members may be reappointed.

The ISSBS Council contributes to:

- better connections with the economic and social environment,
- easier access to feedback from the labour market,
- insight into labour market needs,
- critical reflection on study programmes.

4.7 Director

Article 58

The Director is a body of ISSBS who supervises, leads and organises the Faculty's operations and support activities. The Director represents ISSBS as authorised by the Dean and is accountable to the Dean for their work.

Article 59

The Administrative Board of the Faculty may grant the Director special powers and responsibility in managing the Faculty's assets.

Article 60

The Director carries out, in particular, the following tasks:

- leads, organises and coordinates the work and operations of the Faculty and ensures the lawfulness of the Faculty's operations,
- together with the Dean, designs the Faculty's development plans,
- in cooperation with the Dean, designs the Faculty's annual operating plans within the framework of the development plan and monitors their implementation,
- plans, organises, directs and supervises the Faculty's strategic activities in accordance with the development plan and the annual plan,
- cooperates with the competent ministry in regulating financial, business and other matters,
- prepares the Faculty's price list,
- takes part in preparing the Faculty's annual financial plan and financial report for the competent ministry,
- is responsible for donations/sponsorships from the environment,
- takes part in the work of the AB and the Senate without the right to vote,
- decides on instalment repayment of tuition fees on the proposal of a student,
- decides on the approval of payment of the Student Council's material costs,
- negotiates employment and contractual relationships with staff; with teaching staff, in consultation with the Dean of the Faculty,
- carries out the tasks of authorising officer in connection with the implementation of the financial plan, as authorised by the Dean,

- on the basis of authorisation by the Dean, issues resolutions, decisions, organisational instructions and organisational measures regulating the operation and work of the professional departments,
- signs business documents concerning the disposal of assets,
- is responsible for preparing materials for sessions of the Faculty's bodies and implements decisions,
- reports to the bodies on the Faculty's operations,
- carries out other tasks in accordance with the law and the Statute of ISSBS.

Article 61

The Director is appointed by the Administrative Board on the proposal of the Council of the founder's institution (without a public call). The Director is appointed for a term of 4 (four) years and may be reappointed after the term expires.

The Director may be removed before the expiry of their term of office. The Administrative Board decides on the removal of the Director on the proposal of the Council of the founder's institution.

5 EDUCATIONAL WORK

5.1 Study programmes

Article 62

Educational work at the Faculty is carried out on the basis of publicly recognised study programmes leading to a qualification.

The Faculty provides:

- undergraduate study programmes (first cycle),
- postgraduate study programmes (second and third cycle), and
- supplementary study programmes and other forms of learning.

The Faculty may also provide shorter education and training leading to micro-credentials, and other forms of lifelong and non-formal learning, in accordance with the law and the Faculty's general acts.

The provision of the education referred to in the preceding paragraph must not hinder the implementation of study programmes leading to a qualification.

Article 63

(adoption, amendment and accreditation of study programmes)

Study programmes leading to a qualification and supplementary study programmes are adopted by the Senate of the Faculty.

Study programmes acquire public recognition through accreditation by the Slovenian Quality Assurance Agency for Higher Education (SQAA), in accordance with the law.

Amendments to study programmes are adopted following the procedure laid down by law, the criteria of the Slovenian Quality Assurance Agency for Higher Education, and the Faculty's general acts.

Study programmes and their amendments are published on the Faculty's website.

5.2 Organisation of the Study Process

Article 64 (academic year)

The academic year runs from 1 October to 30 September.

For each academic year, the Senate of the Faculty adopts the academic calendar and publishes it.

Article 65 (academic calendar)

The academic calendar sets out the organisation of the academic year, in particular:

- the beginning and end of the academic year,
- the schedule of organised educational work,
- examination periods, and
- other important dates connected with the conduct of the study process.

Examination periods are, as a rule, set so as not to overlap with organised educational work.

These matters are set out in more detail in the Academic Calendar and the Guidelines for Planning Educational Work.

5.3 Implementation of Studies

Article 66 (implementation of studies)

Study at the Faculty is carried out in accordance with accredited study programmes and the principles of quality assurance in higher education.

In each academic year, the Faculty ensures the delivery of learning units in accordance with accredited study programmes and the annual plan for the implementation of studies.

The organisation, scope and manner of carrying out study obligations are set out in the annual plan for the implementation of studies and in the Faculty's general acts.

In carrying out studies, the Faculty ensures a comparable level of quality of the study process and the achievement of the learning outcomes of study programmes, regardless of the mode of study.

More detailed rules on the organisation and implementation of studies are set out in the Faculty's general acts.

A student who interrupts their studies may continue them under the conditions set out in the applicable study programme and the Faculty's general acts.

Article 67 (special features of the implementation of study programmes)

If a smaller number of students enrol in or choose a particular study programme or learning unit, organised forms of educational work (lectures, seminars, tutorials) may be carried out in the form of consultations or with a reduced number of contact hours, while ensuring the quality of the study process.

The more detailed manner of organising educational work is set out in the annual plan for the implementation of studies and the Faculty's general acts.

Article 68
(modes of study)

ISSBS provides full-time study, part-time study, and distance study (e-learning).

Distance study (e-learning) is web-supported and takes place in a virtual learning environment, which students access via the internet. Students are provided with appropriate pedagogical and technical/administrative support during their studies. Consultations (training sessions) may be organised for students at the Faculty's registered office or at another location, so as to ensure the effective delivery of the programme. Distance study may be carried out, in whole or in part, as full-time and/or part-time study.

Learning units may be carried out, in whole or in part, in the virtual learning environment, as full-time or part-time study.

Where the nature of the studies allows, notwithstanding the provisions of the first and second paragraphs of this Article, the study programme may adapt the organisation and scheduling of lectures, seminars and tutorials to the possibilities of students (part-time study).

Article 68a
(full-time and time-adjusted study)

Study at the Faculty is carried out as full-time study and as time-adjusted study.

Full-time study means the delivery of an individual year of a study programme in its full accredited scope within one academic year.

Time-adjusted study means the delivery of an individual year of a study programme in its full accredited scope over a maximum of two academic years and not less than one year.

5.4 Language of Instructions

Article 69
(language of instruction)

The language of instruction at the Faculty is Slovene.

Notwithstanding the preceding paragraph, the Faculty may deliver study programmes, or parts thereof, in a foreign language, in accordance with the law.

Foreign nationals, and Slovenes without Slovenian citizenship, who enrol in a first-cycle study programme delivered in Slovene, must submit a certificate of knowledge of, or of having passed an examination in, basic-level Slovene by the completion of their studies. In the case of application for enrolment in second-cycle study programmes, candidates must submit the aforementioned certificate of knowledge of, or of having passed an examination in, basic-level Slovene at the application stage. Foreign nationals who have previously completed their education in Slovenia are exempt from submitting this certificate.

The Faculty enables foreign nationals, and Slovenes without Slovenian citizenship, to learn Slovene.

5.5 Enrolment

Article 70 (enrolment in study programmes)

Enrolment in study programmes with public recognition is carried out on the basis of a public call for enrolment.

Any person who meets the conditions laid down by law in the study programme may enrol in a study programme on the basis of the call for enrolment.

A person who has completed equivalent education abroad also meets the conditions for enrolment in studies leading to a qualification and for enrolment in a supplementary study programme. The equivalence of education is established in the procedure for the recognition of foreign education for the purpose of continuing education. The procedure is regulated in accordance with the law.

The number of enrolment places in first- and second-cycle study programmes is adopted by the Senate.

Calls for enrolment are published within the time limits and in the manner laid down by law.

Conditions for enrolment, and the criteria and procedures for selecting candidates in the event of limitation of enrolment, are consistent with the study programme and the law.

Article 71 (limitation of enrolment)

If the number of candidates applying for enrolment substantially exceeds the number of enrolment places advertised, having regard to the Faculty's spatial and staffing capacity, the Senate limits enrolment in the study programme.

In the event of limitation of enrolment, candidates for undergraduate and postgraduate study programmes are ranked in accordance with the criteria laid down by the relevant legislation and the study programme.

5.6 Knowledge Assessment and Completion of Studies

Article 72 (knowledge assessment)

A student's success in fulfilling the obligations of the study programme is established through knowledge assessment.

The forms of knowledge assessment are set out in the study programme.

Article 73 (recognition of previously acquired knowledge and skills)

The Faculty may recognise for a student previously acquired knowledge and skills, obtained through formal, non-formal or incidental learning, if, in terms of content, scope and learning outcomes achieved, they correspond to the learning outcomes of an individual learning unit or study programme.

The competent body of the Faculty decides on the recognition of previously acquired knowledge on the basis of the student's application and the supporting evidence submitted.

Recognised study obligations may be assigned a value in ECTS credit points.

More detailed conditions, criteria and procedures for the recognition of previously acquired knowledge are set out in the Faculty's general acts.

Article 74
(completion of studies)

A student completes their studies when they have fulfilled all obligations set out in the study programme.

Details of the procedure for the preparation and defence of the final thesis, and the issuance of documents on the completion of studies, are set out in the examination regulations and other general acts of the Faculty.

Article 75
(diploma)

A student who fulfils all obligations under the study programme leading to a qualification acquires a publicly recognised qualification and receives a diploma.

The diploma is a public document.

The content and form of the diploma are determined by the competent body of the Faculty in accordance with the law.

The diploma supplement forms an integral part of the diploma and is issued in Slovene and in one of the official languages of the European Union.

The diploma and the diploma supplement are issued free of charge.

Article 76
(certificates and micro-credentials)

A person who fulfils all obligations under a supplementary study programme receives a certificate of education in accordance with the law.

A person who fulfils all obligations under shorter education or training leading to a micro-credential receives a micro-credential in accordance with the law.

For other forms of education or training, the Faculty may issue a certificate of attendance or of obligations completed, which is not a public document.

More detailed rules on the types of public documents, records, the issuing procedure, the issuance of duplicates and other documents are determined by the Faculty in its general acts.

5.7 Progression and Student Status

Article 77
(progression and re-enrolment)

A student progresses to a higher year if they meet the conditions set out in the study programme.

The conditions for progression are set out by reference to the scope of study obligations completed, expressed in ECTS credit points.

A student may repeat a year once, during the course of study at an individual cycle, if they meet the conditions for repetition.

A student may, exceptionally, enrol in a higher year even if they have not completed all the obligations set out in the study programme for enrolment in that higher year, where they have justified reasons for doing so.

The competent commission decides on enrolment and on the justified reasons referred to in the preceding paragraph, on the basis of the Faculty's applicable acts.

Article 78 (extension of status)

A student's status may be extended, for justified reasons, by a maximum of one academic year.

The competent commission decides on the extension of status and on the justified reasons referred to in the preceding paragraph.

More detailed conditions, criteria and procedure are set out in the general acts.

Article 79 (completion of obligations of higher years and accelerated progression)

The Faculty may, exceptionally, enable a student who demonstrates above-average study results, or has other particularly well-founded reasons, to complete individual obligations of a higher year or to progress at an accelerated pace.

The total scope of study obligations completed in an individual academic year may not, as a rule, exceed the scope set out in the study programme.

The competent commission decides on the completion of obligations of a higher year or on accelerated progression, taking into account, in its decision, the vertical and horizontal connections between learning units and the assurance of the quality of the study process.

More detailed conditions, criteria and procedure are set out in the Faculty's general acts.

Completion of the obligations of a higher year is possible where a student meets at least one of the conditions set out below:

- a) a student whose grade average is, as a rule, above 8.5, and who has also demonstrated exceptional academic achievements (e.g. publication of contributions at an international scientific conference, independent publications in scientific or professional publications, awards at student competitions), may be permitted to complete more than 60 credit points in an academic year,
- b) a student who, upon enrolment in a year, has already partially completed the obligations of the enrolled year to the extent of at least 12 credit points, may be permitted to sit examinations of higher years up to a total of 60 credit points. Completion of the obligations of higher years is approved by the competent commission, which determines the list of possible learning units and the scope of credit points that may be completed. In determining these obligations, the commission takes into account their vertical and horizontal connections. The Faculty ensures the delivery of learning units in an academic year in accordance with the implementation plan. This means that, where a student has the right to complete the obligations of a higher year, the Faculty does not guarantee an adapted timetable for delivery or examination dates.

A student who demonstrates exceptional academic achievements during their studies and, pursuant to point (a), completes in advance the relevant scope of obligations of a higher year, thereby meeting the conditions for progression, is, on the basis of the student's application, permitted to enrol in the higher year for which they meet the conditions.

The Faculty ensures the delivery of learning units in accordance with the annual implementation plan and is not obliged to adapt the timetable or to schedule additional examination dates.

Article 80 (continuation of studies after interruption)

An interruption of studies occurs on the date of withdrawal from the study programme, on failure to enrol in a higher year, or if a student does not make use of the possibility of enrolment within twelve months of the end of the last semester.

If a student interrupts their studies for a period of up to 24 months from their last enrolment, they may continue and complete their studies under the study programme in which they were enrolled.

If more than 24 months have elapsed since the last enrolment, the competent commission decides on the continuation of studies and may, taking into account changes to the study programme, determine additional study obligations necessary to achieve the learning outcomes of the applicable programme. The application and any missing study obligations, on the basis of the decision of the competent commission, are charged in accordance with the applicable price list.

The more detailed procedure for the continuation of studies is set out in the Faculty's general acts.

If a student has interrupted their studies or repeated a year, and the study programme in which they were enrolled has changed before re-enrolment, they may be recognised for obligations already completed that correspond to the learning obligations of the amended programme, and be permitted to continue or complete their studies under the amended study programme, such that additional study obligations may be determined for them, in scope and content enabling them to achieve the learning outcomes of the amended study programme. In such cases, the conditions of the amended study programme apply to the student upon continuation of studies. The student submits an application to the competent commission.

Before the issuance of the document on completion of studies, a student must have settled all financial and other obligations to the Faculty.

Article 81 (transfers between programmes)

A transfer between programmes is possible under the conditions set out in accordance with the accredited study programme and applicable legislation.

The candidate must meet the conditions for enrolment in the initial year of the study programme.

The candidate submits an application for transfer between study programmes on the basis of the call for enrolment. The candidate must submit to the competent commission evidence of obligations completed under the previous study programme, together with the curricula.

Article 82 (parallel studies)

A student may study under two or more study programmes at the same time (parallel studies), if they meet the conditions for enrolment in each individual study programme.

After successfully completing the first year of study, a student may enrol in parallel in another study programme, if they meet the conditions for enrolment and if places are available.

The competent commission decides on parallel studies on the basis of the student's application.

If a student is already enrolled at another higher education institution, they must submit that institution's consent in order to undertake parallel studies.

5.8 Tuition Fees and Other Contributions

Article 83 (tuition fees and other contributions)

The amount of tuition fees and other study contributions is determined by the Administrative Board of the Faculty by special resolution.

The Faculty may charge for the completion of missing study obligations after the expiry of the period laid down in the Faculty's general act, if the student no longer has the right to complete obligations free of charge.

Missing study obligations are charged to students in accordance with the applicable price list:

- after the expiry of 12 months from completion of the last year for full-time study in first- or second-cycle study programmes, or
- p after the expiry of 24 months from completion of the last year for part-time study, and for full-time study where tuition fees are paid, in first- or second-cycle study programmes, and
- after the expiry of 36 months from completion of the last year for students of second-cycle study programmes who must also complete an additional year before completing their studies, and for students of third-cycle study programmes.

More detailed rules on charging for study obligations, deadlines and the amount of contributions are set out in the price list or a special set of rules.

For a student holding student status, charging is deferred for the duration of that status, unless the law provides otherwise.

5.9 Withdrawal of a Professional or Academic Title

Article 84 (withdrawal of a professional or academic title)

The Faculty may withdraw a professional or academic title from a graduate if it is established, after the title has been conferred, that the conditions for acquiring the title were not met, or that it was acquired in a dishonest or unlawful manner.

The Senate of the Faculty decides on the withdrawal of a professional or academic title.

The procedure for withdrawal, the graduate's rights, and other matters connected with the withdrawal of a professional or academic title are set out in more detail in a special set of rules.

6 RESEARCH AND ADVISORY WORK

Article 85

ISSBS carries out research activity, advisory work, and development, research and other projects at national and international level.

Article 86

Higher education teachers and faculty assistants, as well as researchers, as a rule carry out research, development and advisory work within ISSBS.

7 HIGHER EDUCATION TEACHERS AND FACULTY ASSISTANTS, RESEARCHERS, RESEARCH ASSISTANTS AND OTHER STAFF AT ISSBS

Article 87

Staff at ISSBS are:

- higher education teachers, faculty assistants and researchers,
- administrative and professional-technical staff.

Article 88

Higher education teachers and faculty assistants, researchers, research assistants and other staff carry out educational, research, professional and other work connected with the Faculty. Their positions are set out in the Act on Internal Organisation and Job Classification. The deadlines for filling a position, and the manner of filling it, are set out through the publication of the vacant position in accordance with applicable legislation and ISSBS internal acts. The procedure for appointment to the title of higher education teacher, researcher and faculty assistant is regulated in accordance with applicable legislation and the ISSBS Criteria for Appointment to Titles, an integral part of which are the Instructions for the Implementation of the Criteria.

Article 88a

(procedure for the recognition of titles)

The Faculty recognises titles obtained at other Slovenian higher education institutions for the same period as applies to the appointment obtained at the other higher education institution.

Where a higher education teacher or faculty assistant is in the process of being appointed to a title at another higher education institution, they must submit a certificate that they are in the process of appointment to a title, whereby the validity of the existing title is thereby extended until a final decision is made.

Article 88b

(extension of the validity of an existing title for the duration of the procedure)

A candidate who holds a valid title and wishes to be appointed to the same or another title must submit an application for appointment to the same or another title no later than six months before the expiry of the valid title. If the procedure is not completed by the expiry of the existing title, provided the application was submitted in good time, the existing title is deemed valid until the decision becomes final.

Article 89

If staff carry out higher education work outside ISSBS, they must obtain their employer's consent before beginning that work.

Article 90

The provisions of the Employment Relationships Act and the relevant employment contract or civil-law contract apply to the exercise of the rights, duties and responsibilities, including disciplinary liability, of staff at the Faculty.

8 ISSBS STUDENTS

8.1 Student Status

Article 91

A student is a person enrolled in study programmes leading to a qualification at the Faculty.

Student status is evidenced by the record in the eVŠ register and by the student card, issued in digital form by the ministry responsible for higher education, in accordance with the law.

Student status terminates if a student:

- completes a first-cycle study programme, at the end of the academic year in which they completed their studies,
- completes a second-cycle study programme, at the end of the academic year in which they completed their studies,
- completes a third-cycle study programme,
- does not complete studies in a first- or second-cycle study programme within 12 months of completion of the last semester,
- does not complete second-cycle studies under an integrated master's study programme within 12 months of completion of the last semester,
- does not complete third-cycle studies within the period set out in the Statute,
- does not enrol in the next year during their studies,
- withdraws from the study programme or field of study,
- has been expelled from the Faculty.

Notwithstanding the fourth indent of the preceding paragraph, a student's status terminates upon completion of the last semester if, during their studies, they repeated a year or changed study programme or field of study, unless they enrolled in a higher year than they had already been enrolled in at that cycle.

In the cases referred to in the fourth, fifth and seventh indents of the first paragraph of this Article, a student's status may be extended, where justified reasons arise, but by no more than one year.

Student mothers who give birth during their studies, and students who become fathers during their studies, are entitled to an extension of student status by one year for each child born. The competent commission decides on the extension of status.

Notwithstanding the eighth indent of the first paragraph of this Article, a student's status does not terminate for a student who transfers to another study programme before the end of the academic year.

Article 92
(status of students with special needs and special status)

Students with special needs are blind and partially sighted students, or students with visual impairments, deaf and hard-of-hearing students, students with speech and language disorders, students with specific learning difficulties, students with physical disabilities, students with long-term illness, students with autism spectrum disorders, and students with psychosocial difficulties.

Students with special status are students who are categorised athletes and coaches, students recognised as artists and cultural practitioners, other students who take part in (field-specific) international competitions, and student parents until their child begins compulsory schooling.

Students with special needs and students with special status are entitled to adaptations in the delivery of study programmes on the basis of an individualised adaptation plan, prepared by the Faculty following an interview with the student, whereby they may progress and complete their studies over a longer period than envisaged by the study programme, while retaining the other rights and benefits of students provided for by law.

A student acquires the status of a student with special needs or the status of a student with special status on the basis of a decision of the competent commission. Status is claimed by submitting an application to the Faculty, either at enrolment or at any time during the academic year.

More detailed conditions, criteria and the manner of implementing adaptations and completing study obligations for students with special needs and students with special status are set out in the Faculty's general acts.

8.2 Student Rights

Article 93

Students have the right to enrolment and education under the conditions laid down by law, the Statute of ISSBS and the study programme.

In this respect, they have the right to:

- continue their education and complete their studies, in the case of regular progression, under the conditions that applied at enrolment,
- change their study programme or its field of study,
- repeat a year once during their studies at each individual cycle,
- study under parallel studies,
- progress and complete full-time studies in a shorter time than envisaged by the study programme.

Article 94
(support environment)

The Faculty provides students with a supportive study environment, which in particular includes information, counselling, support in studies, access to study resources and other forms of support intended to enable successful progression and timely completion of studies.

More detailed forms of student support are set out in the general acts of ISSBS.

Article 95

Slovenes living outside the borders of the Republic of Slovenia, and Slovenes without Slovenian citizenship, as defined by the law regulating relations between the Republic of Slovenia and Slovenes outside its borders, may study at higher education institutions in the Republic of Slovenia under the same conditions as citizens of the Republic of Slovenia.

Citizens of Member States of the European Union have the right to education under publicly recognised undergraduate and postgraduate study programmes and supplementary study programmes under the same conditions as citizens of the Republic of Slovenia.

Foreign citizens of states that are not members of the European Union (hereinafter: foreign citizens) may study at higher education institutions in the Republic of Slovenia under the same conditions as citizens of the Republic of Slovenia, if the principle of reciprocity applies, or if they completed secondary education and passed the Matura examination in the Republic of Slovenia, as provided in Article 53 of the ZViS-1, or if they have permanent residence in the Republic of Slovenia and they themselves, or at least one of their parents or guardians, were tax residents of the Republic of Slovenia until the start of the selection procedure, in accordance with the law governing personal income tax.

The Faculty must, in respect of a foreign citizen who has submitted an application for enrolment in higher education studies in the Republic of Slovenia and who comes from a country with a higher migration risk, as determined by the list of countries whose citizens must hold a visa when crossing the external borders of the European Union, in accordance with the law governing the conditions and manner of entry, departure and residence of foreign nationals in the Republic of Slovenia, conduct a direct interview on the candidate's suitability with regard to the enrolment conditions of the study programme. The interview is conducted by an authorised person, authorised for this purpose by the Vice-Dean for Study and Student Affairs. Where the Faculty has reasonable grounds to suspect that a candidate does not demonstrate the knowledge corresponding to the documents submitted with the application for enrolment, it rejects the application for enrolment. No appeal lies against the Faculty's decision.

8.3 Procedure for the Exercise of Students' Rights

Article 96

A student has the right to object or appeal against resolutions/decisions adopted by ISSBS bodies concerning their rights, obligations and responsibilities. A student who considers that their rights have been violated has the right, in accordance with the Statute of ISSBS, to object or appeal within 15 days of the date on which the decision or resolution was served on them.

The first-instance body in deciding on applications from students and candidates is the competent commission (the Commission for Student Affairs or another competent commission under the Statute). In matters of students' disciplinary liability, and in other matters where the Statute so provides, the first-instance body is the Dean.

The Dean decides, as the second-instance body, on appeals against decisions of the competent commissions, while the Senate decides on appeals against first-instance decisions of the Dean.

Administrative proceedings may be initiated against a final decision.

8.4 Disciplinary Liability of Students

Article 97

The duties of students are:

- to attend lectures, seminars and tutorials,
- to take an active part in educational work,
- to participate, through their representatives, in the work of ISSBS bodies,
- to put forward initiatives and opinions and take decisions in accordance with the Statute of ISSBS.

Article 98

Students are disciplinarily liable for breaches of duties and for failure to fulfil obligations under the Statute and the study programme, and for damage caused intentionally or through negligence.

Breaches are:

- inappropriate conduct that harms the reputation of the Faculty,
- inappropriate conduct towards students, teachers and colleagues in the delivery of the study programme, and towards other staff of the Faculty,
- providing false information in order to obtain unjustified benefit for oneself or another,
- fraud in the assessment of knowledge,
- forgery of official documents,
- serious breaches of order and discipline in the educational process and on the Faculty's premises,
- causing material damage on the Faculty's premises or wherever the educational process is carried out.

In accordance with the Rules on the Disciplinary Responsibility of Students, breaches are classified into minor, serious and most serious breaches.

The bodies responsible for conducting disciplinary proceedings, the competences of the disciplinary bodies, a more detailed definition of student breaches, the time limits for conducting proceedings, disciplinary measures, and legal remedies against measures imposed, are set out in more detail in the aforementioned rules.

The initiative to institute proceedings to establish a breach may be submitted by staff or students. The Dean decides on disciplinary liability and imposes measures at first instance, and the Senate at second instance.

9 SOURCES, METHODS AND CONDITIONS FOR OBTAINING FUNDS FOR OPERATIONS

Article 99

The founder may provide funds for the work and operation of the Faculty.

The Faculty obtains funds for its operation:

- from public sources,
- from tuition fees and other study contributions,
- from payments for services provided,
- from payments for study materials,

- from international projects,
- from research projects,
- from donations, bequests and gifts, and
- from other sources in accordance with the law.

The Faculty manages and disposes of its assets in the manner and following the procedure laid down by law and in accordance with the purpose for which they were acquired.

Article 100

The institution uses any surplus of revenue over expenditure for carrying out and developing its activity. The Administrative Board decides on the disposal of any surplus of revenue. The Faculty is liable for its obligations with the assets it has at its disposal, or over which it has acquired ownership rights. The Administrative Board decides on the acquisition and disposal of real property. The founder of the Faculty is not liable for its obligations.

10 GENERAL ACTS OF ISSBS

Article 101

General acts are adopted by the individual bodies of the Faculty in accordance with the Statute and the law.

11 TRANSITIONAL AND FINAL PROVISIONS

Article 102

General acts shall be brought into line with the amendments and supplements to the Statute within three months of their adoption. The Statute is adopted by the Administrative Board and the Senate and is published on the Faculty's electronic notice board. The Statute enters into force on the date of its adoption by the Senate and the AB, with the exception of Articles 22 and 26, which enter into force on 1 October 2026, and Article 68a, in the part relating to time-adjusted study, which institutions shall begin to implement in the 2029/2030 academic year. This Statute repeals the Statute of the Faculty, No. 6/2026 of 2 February 2026.

Prof. Dr. Kristijan Breznik
ISSBS Dean

Celje, 27 May 2026
Number: 11/2026-Statute