



**UNIVERSITY
OF APPLIED SCIENCES**
— FERIZAJ —

Chairman of the Senate
Prof. Dr. Agron Bajraktari

Nr. prot.: 250/22; Date: 03.02.2022

Based on the competencies outlined in article 155, paragraphs 1 dhe 10 Statute of the University of Applied Sciences in Ferizaj (UASF), Administrative Instruction Nr. 01/2018 on the principles of recognition of international review platforms and journals, the Senate of UASF, in its meeting dated 03.02.2022, approved:

**REGULATIONS FOR ADVANCEMENT OR RE-ELECTION
PROCEDURES OF REGULAR ACADEMIC STAFF AT THE UNIVERSITY
OF APPLIED SCIENCES IN FERIZAJ**

**Article 1
Purpose**

1. The purpose of this regulation is to regulate and determine the selection procedures and the process for the reappointment, and advancement of the academic staff, in the title of full professor, associate professor, assistant professor, teaching assistant and lecturer in all faculties of UASF.
2. According to this Regulation, academic staff in regular employment at UASF may apply for advancement or re-election according to the academic calls described in paragraph 1 of this Article.
3. Issues, which are not expressly regulated in the UASF Statute, related to the evaluation procedures for the advancement and re-election of academic personnel, are regulated in the following provisions of this Regulation.

Article 2

Criteria for advancement and reappointment in academic title

1. The evaluation procedure for advancement or reappointment in academic title is based on the criteria that emerge from the following activities:
 - Educational activity - Annex I;
 - Research, scientific and professional activity - Annex II;
 - Service activity - Annex III;

2. The advancement or reappointment of the academic staff is done after the documentation of the applicant for advancement or reappointment has been examined by the evaluation committee, formed by the Teaching/Scientific Council. The evaluation committee evaluates the applicant for advancement and reappointment, in which case it assesses whether or not he has met the conditions for advancement or re-election.
3. The evaluation committee prepares a written report in the shortest possible time and notifies the body that formed it.
4. No one can be a member of the evaluation committee if they are the spouse, partner or member of the immediate family of the applicant for advancement or reappointment.
5. For the advancement or reappointment of the applicant in the relevant title, it is required to fulfill the minimum criteria provided in the Statute of the UASF, respectively in the relevant appendices of this Regulation.
6. Appendices I, II, III are integral parts of this Regulation.

Article 3

Advancement in the title of Full Professor

1. The academic staff, who has the academic title "Associate Professor", submits the request for advancement, namely for obtaining of the academic title "Professor Doctor", at least four (4) years after obtaining of the academic title "Associate Professor".
2. In accordance with Article 157 of the Statute of UASF, the applicant, who applies for promotion to the title of full professor, must have the following qualifications:
 - 2.1. To have a PhD degree;
 - 2.2. Except from paragraph 2.1 of this Article, in the Faculty of Applied Arts, for promotion to the title of full professor, in the absence of a doctorate, the degree of Mr./MA in Arts is required.
 - 2.3. To show high level and academic competence and scientific experience for the subject being proven, with:
 - 2.3.1. At least two (2) monographs, (the published doctorate is recognized as one monograph);
 - 2.3.2. At least one (1) textbook as first author;
 - 2.3.3. At least five (5) scientific papers published in international scientific or artistic journals, as the first author, and indexed in the platforms identified with UA 01/18 of MESTI¹, with Impact Factor IF>0.1 at the time of publication of the work, from the last academic call, from the relevant field of study;

¹ Administrative Instruction (MESTI) No. 01/2018 Principles of recognition of international review platforms and journals

- 2.3.4. Except from paragraph 2.3.3 of this Article, in the Faculty of Applied Arts, for theoretical subjects, at least five (5) scientific papers published in international scientific or artistic journals, as the first author, and indexed in the platforms of identified with UA 01/18 of MESTI, with Impact Factor $IF > 0.1$, at the time of publication of the paper, from the last academic title, from the relevant field of study. Whereas, for artistic subjects, at least five (5) main personal international artistic activities, from the last academic title. In the case of combined, theoretical and artistic subjects, at least five (5) scientific papers from the relevant field of study or artistic activities according to the above description, where at least one of them is a scientific paper and at least one is a personal activity artistic;
- 2.3.5. Active participation in at least five (5) national and international conferences (proven in one form: with proceedings book, publication of abstracts or conference agenda as reference), from the last academic title, from the relevant field of study;
- 2.3.6. Except from paragraph 2.3.5 of this Article, in the Faculty of Applied Arts, participation in at least three (3) exhibitions in institutional galleries, competitions, product fairs and festivals of an international character, with individual or even group work, is required;
- 2.3.7. Participation in two international projects.
- 2.4. For fine arts subjects, there must be well-known artistic creations or works, have had public presentations and have contributed to the development of culture and art;
- 2.5. To have shown high educational and pedagogical skills through practice;
- 2.6. To have demonstrated academic leadership skills;
- 2.7. Të ketë udhëhequr të paktën tetë (8) studentë në studimet master në tema të diplomave (përjashtimisht Fakulteti i Arteve të Aplikuara, të ketë udhëhequr të paktën tre (3) studentë);
- 2.8. To have supervised at least eight (8) students in master's studies in master thesis (excluding the Faculty of Applied Arts, to have supervised at least three (3) students);
- 2.9. To have been at least four (4) years Prof. Assoc. Dr.

Article 4

Advancement in the title of Associate Professor

1. The academic staff, who has the academic title "Assistant Professor", submits the request for advancement, namely for obtaining the academic title "Associate Professor", at least four (4) years after obtaining the academic title "Assistant Professor".

2. In accordance with Article 157 of the Statute of UASF, the applicant, who applies for promotion to the title of associate professor, must have the following qualifications:

2.10. To have a PhD degree;

2.1. Except from paragraph 2.1 of this Article, in the Faculty of Applied Arts, for the appointment of Associate Professor, in the absence of a doctorate, the degree of MSc/MA of Arts is required;

2.2. To show high level and academic competence and scientific experience (artistic for the Faculty of Applied Arts) for the subject which is evidenced by:

2.2.1. At least one (1) monograph, (the published doctorate is known as a monograph);

2.2.2. At least three (3) scientific papers published in international scientific or artistic journals, as the first author, and indexed in the platforms identified with UA 01/18 of MASHT, with an Impact Factor $IF > 0.1$ at the time of publication of the paper, from the last academic call, from the relevant field of study;

2.2.3. Except from paragraph 2.3.2 of this Article, at the Faculty of Applied Arts for theoretical subjects, at least three (3) scientific papers published in international scientific or artistic journals, as the first author, and indexed in the identified platforms are required with UA 01/18 of MESTI, with Impact Factor $IF > 0.1$ at the time of publication of the paper. Whereas, for artistic subjects, at least three (3) realized personal international artistic activities, from the last academic title. In the case of combined, theoretical and artistic subjects, at least three (3) scientific papers, from relevant fields or artistic activities, according to the description above, where at least one of them is a scientific paper and at least one is a personal activity artistic;

2.2.4. Active participation in at least three (3) national and international conferences (proven in one form: with proceedings book, publication of abstracts or conference agenda as a reference), from the last academic title, from the relevant field of study;

2.2.5. Except from paragraph 2.3.4 of this Article, in the Faculty of Applied Arts, participation in at least two (2) exhibitions in institutional galleries, competitions, product fairs and festivals of international character, with individual or even group work, is required;

2.4 Demonstrate teaching skills;

2.5 To prove work, knowledge and mastery in the subject of the relevant field.

2.6 To have been at least four (4) years Prof. As. Dr.

Article 5
Advancement in the title of Assistant Professor

1. The academic staff, who has the academic title "Lecturer" or "Lector", submits the request for advancement, namely for the acquisition of the academic title "Assistant Professor", at least three (3) years after the obtaining of the academic title "Lecturer" or "Lector".
2. In accordance with Article 159 of the Statute of UShAF, for the title of Assistant Professor, the applicant for advancement must have the following qualifications:
 - 2.1. To have a PhD degree;
 - 2.1. Except from paragraph 2.1 of this Article, in the Faculty of Applied Arts, to obtain the title of Assistant Professor, in the absence of a doctorate, the MSc/MA degree in Arts is required;
 - 2.2. To show high level and academic competence and scientific experience for the subject, which is evidenced by:
 - 2.2.1. At least one (1) monograph, (the published doctorate is known as a monograph);
 - 2.2.2. At least one (1) scientific paper published in international scientific or artistic journals, as the first author, and indexed in the platforms identified with UA 01/18 of MESTI, with an Impact Factor $IF > 0.1$, at the time of publication of the paper, from the relevant field of study;
 - 2.2.3. Except from paragraph 2.3.2 of this Article, at the Faculty of Applied Arts for theoretical subjects, at least one (1) scientific paper published in international scientific or artistic journals, as the first author, and indexed in the identified platforms is required with UA 01/18 of MESTI, with Impact Factor $IF > 0.1$ at the time of publication of the paper. Whereas, for artistic subjects, at least one (1) realized personal international artistic activity, from the last academic call, is required. In the case of combined theoretical and artistic subjects, a scientific paper from the relevant field or a personal artistic activity, as described above.
 - 2.2.4. Active participation in at least one (1) national and international conference (proven in one form: with proceedings book, publication of abstracts or conference agenda as reference);
 - 2.2.5. Except from paragraph 2.3.4 of this Article, in the Faculty of Applied Arts, participation in at least one (1) exhibition in institutional galleries, competitions, product fairs and festivals of an international character, with individual or even group work, is required;
 - 2.3. Demonstrate teaching skills;
 - 2.4. To prove work, knowledge and mastery in the subject of the relevant field.
 - 2.5. To have created real artistic works or to have had public presentations, when it is the case for the Faculty of Applied Arts.

Article 6
Reappointment in the title of Lecturer

1. In accordance with Article 160 of the Statute of UShAF, for the title of Lecturer, the candidate must meet the following conditions:
 - 1.1. To have completed at least the second level of studies (MA, MSc or Magistrature);
 - 1.2. To show high level and academic competence and scientific experience for the subject, which is evidenced by:
 - 1.2.1. At least one scientific paper published in international scientific or artistic journals, and indexed in the platforms identified with MASHT UA 01/18, with Impact Factor $IF > 0.1$, as the first author, from the relevant field of study;
 - 1.2.2. Except from paragraph 1.2.1 of this Article, in the Faculty of Applied Arts for theoretical subjects, at least one scientific paper published in international scientific or artistic journals, as the first author, and indexed in the platforms identified with UA 01 is required /18 of MESTI, with Impact Factor $IF > 0.1$ at the time of publication of the paper, as first author. Whereas, for artistic subjects, at least one realized personal international artistic activity, as the first or only author. In the case of combined theoretical and artistic subjects, a scientific paper from the relevant field or a personal artistic activity, as described above.
 - 1.2.3. Participation in at least one international conference, as an oral presenter of the paper, as the first author, from the relevant field of study;
 - 1.2.4. Except from paragraph 1.2.3 of this Article, in the Faculty of Applied Arts, participation in at least one (1) exhibition in an institutional gallery, competition, product fair and international festival is required, with individual or even group work;
 - 1.3. To demonstrate teaching skills;
 - 1.4. To demonstrate ability to work with scientific/professional projects.

Article 7
Reappointment in the title of Lector

1. In accordance with Article 161 of the Statute, for the title of Lector of foreign languages, the candidate must meet the following conditions:
 - 1.1. To have successfully completed master's studies in the chosen language;
 - 1.2. Have excellent language skills;
 - 1.3. Demonstrate teaching skills;
 - 1.4. Demonstrate ability to work with scientific/professional projects.

Article 8
Definitions related to articles 3-7

1. A monograph is also considered a doctoral thesis in the form of a monograph, published as a separate publication, in Kosovo or other countries, with an ISBN and cataloged.
2. A textbook is considered a university book, published by the publishing houses of the public universities of Kosovo, in the Albanian language or in foreign languages, as the first author for the needs of students in the relevant field. The book must be published in printed or electronic form, be reviewed by at least two (2) reviewers, at least with the title Dr. sc., in the same or close field and have an ISBN. The text for internal use with lectures/exercises, published in printed or electronic form, reviewed by at least two (2) reviewers, at least with the title Dr. sc., in the same or similar field, in accordance with the Regulations for UASF publications.
3. The paper must be published in international scientific journals indexed in one of these two databases:
 - 3.1. Web of Science: <http://mjl.clarivate.com> (in any of the core collections: SCIE; SSCI; AHCI)
 - 3.2. Scopus (Elsevier): <https://www.scopus.com>
4. The works published according to the requirements of this Regulation are not taken into account if in the evaluation stages, until the moment of the final decision, it is established that the respective journals are included in lists of questionable journals or publishers. Doubtful journals are considered journals, which do not apply the real process of professional review (peer review), do not have a real ISSN, do not have a website or have a suspicious one, the legal or natural person publishing has no address or contact number, declares a fictitious address or contact number, presents a false international index, declares a false impact factor, their publisher is questionable in terms of management and the range of journals it publishes. The Senate reserves the right to withdraw recognition of publication in questionable journals or questionable publishers at any time, but before the final evaluation of the candidate.
5. Teaching and pedagogical skills are proven through one (1) certificate for teaching methodology, obtained from the relevant center or from local and international specialized institutions. Teaching and pedagogical skills are also proven through evaluations made by students, management and colleagues.
6. Long-term experience in international projects, which means participation in a project, international research capacity program, capacity building and mobility within the ERASMUS+ program, or other projects, financed by foreign donors, through which results are achieved of importance to the university, industry and community.
7. Ability for academic leadership means the skills and contribution expressed through engagement, in at least one of these: as a member of evaluation commissions for the selection and advancement of academic staff, commissions for the defense of master's and doctoral theses, participation as a reviewer of monographs and textbooks, participation in the scientific council of local or international conferences.

8. All terms in this Regulation mean calendar days, unless otherwise specified in this Regulation.

Article 9

Duration of advancement and limitations on advancement

1. All promotions for titles, as well as the duration of employment are made in accordance with the relevant provisions of the UASF Statute.
2. Advancement is not an automatic process, but is based and meritorious for all positions, according to the provisions of the UASF Statute.
3. The first titles to be earned at UASF are: assistant professor, lecturer and lecturer, while during the advancement process it is not allowed to exceed the callings foreseen by the UASF Statute.
4. The academic staff, who was not promoted (did not meet the criteria for promotion) in the relevant application, remains in the preliminary title, i.e. re-elected to the same position. The exception is the academic staff, who do not meet the conditions according to Article 8, point 5 of this Regulation.
5. Academic personnel who have not been promoted can apply for promotion (advancement) after two (2) years, from the date of the decision for reappointment.
6. Përjashtim nga pika 5 e këtij Article është personeli akademik me thirrjen ligjërues dhe lektor, të cilët janë rizgjedhur por të cilët më pas kanë kryer doktoraturën.
7. Exception from point 5 of this Article is the academic staff with the title of lecturer and lecturer, who have been reappointed but who then completed their doctorate.
8. Procedures and conditions for revocation of titles, suspension or termination of employment relationships of the staff are determined by special regulations, issued by the Steering Council.

Article 10

Procedures for advancement or reappointment

1. The applicant, who fulfills the conditions to be advanced or reappointment, applies for advancement or reappointment in a teaching title, after the expiration of the existing title.
2. The request for advancement or reappointment is addressed to the Teaching/Scientific Council of UASF.
3. The applicant for advancement or reappointment must submit the necessary documents in printed and electronic form.
4. The printed documentation must be submitted to the Teaching/Scientific Council, and the electronic version to the official address of UASF (info@ushaf.net).

Article 11
Prohibitions on advancement or reappointment

1. Academic personnel, who have a regular employment relationship at UASF, may be subject to the process for reappointment or advancement.
2. Academic personnel, who have another function outside the UASF, whose regular employment contract has been severed and who are compensated only for the hours worked in the UASF, do not have the right to be reappointment or promoted during the exercise period function outside the UASF.
3. Academic personnel, who are on leave without pay and are not currently working at UASF, do not count this period, and do not have the right to be promoted or reappointment during this period.
4. Academic personnel, who hold public functions and who have suspended the employment relationship at UASF, during this period of suspension cannot be subject to the process of reappointment or advancement.
5. The process for advancement or reappointment cannot be submitted to the academic staff either, against whom there is a powerful disciplinary measure that expressly prohibits academic advancement or reappointment.
6. Academic personnel who have less than 12 months left until retirement cannot be subject to the process of advancement or reappointment, except in cases where the accreditation of the relevant program is at risk.

Article 12
Evaluation Committees

1. The Teaching/Scientific Council is obliged to appoint the evaluation committee for every request for advancement or reappointment.
2. Within ten (10) days after the submission of the request for advancement or reappointment, the Vice-Rector for Teaching, Science and Student Affairs calls a meeting of the Teaching/Scientific Council, in which the decision to establish the evaluation committee is made.
3. Evaluation committees are bodies with high professional, academic and ethical credibility.
4. The evaluation committee consists of:
 - 4.1. One (1) member, representative of the rectorate, who is delegated by the Rector;
 - 4.2. One (1) member, representative of the dean's office of the relevant faculty, who is delegated by the Dean;
 - 4.3. Three (3) members of the relevant department, for which the request for advancement is submitted, who are appointed by the Teaching/Scientific Council.
5. The leading structures of the University can also be members of the Evaluation Committee appointed by the Teaching/Scientific Council.
6. If the UASF does not have academic personnel of the relevant field, then it is required that they be filled by a public university of Kosovo.
7. The chairman of the Commission is the member delegated by the Rector.

8. The assessment of all members of the Reviewing Committee is equal (out of twenty (20) points) to the overall assessment of one hundred (100) points.
9. In cases of justified reasons, the member of the Commission, within five (5) days after the formation of the evaluation Commission, may declare in writing his withdrawal from the Commission. In this case, the member is replaced within seven (7) days by the body that has delegated him according to paragraph 4 of this Article.
10. The UASF administration must provide all the necessary documentation to the evaluation committee.
11. The Chairman of the Evaluation Committee is obliged to convene the members of the Committee to:
 - 11.1. Examined the requests submitted for promotion and reappointment;
 - 11.2. Drafted the evaluation report for the applicant for advancement or reappointment.
12. Assessment for academic advancement or re-selection is done in the following areas:
 - 12.1. Publications in scientific journals, based on evaluation according to Appendix II of this Regulation.
 - 12.2. Academic teaching experience.
 - 12.3. Other relevant activities including:
 - Other scientific publications in local and international journals, which are not indexed according to paragraph A2 of Appendix II;
 - Mentorship of bachelor's degree topics;
 - Mentoring of master's degree subjects;
 - Participation in scientific conferences;
 - Participation in professional trainings;
 - Professional work experience (not academic);
 - Publications of university texts;
 - Member of professional organizations;
 - Member of editorial committees in scientific journals, and reviewer in university publications, etc.
13. The evaluation committee is obliged to submit the evaluation report for the applicant for advancement or reappointment in the designated position within fifteen (15) days from the day of formation by the Teaching/Scientific Council.
14. The members of the Evaluation Committee can be replaced by the body that delegated them according to paragraph 4 of this Article, if it is determined by the Teaching/Scientific Council that the Committee has not respected the deadlines set forth in this Regulation, in relation to the evaluation report.
15. After changing the composition of the evaluation committee, the Teaching/Scientific Council gives the new committee an additional ten (10) days to draft and submit the report for the applicant for advancement.
16. The evaluation committee is obliged to respect the provisions of the Law on Higher Education, the Statute of UASF, this Regulation, the conditions of advancement and other legal and by-laws in force during its work.
17. After drafting and signing the report by all five (5) members, the chairman of the evaluation committee is obliged to submit the report to the Teaching/Scientific Council.
18. The members of the evaluation committee bear legal, disciplinary and ethical responsibility for the authenticity of the data recorded in the evaluation report, while the

recommendations they make will be sanctioned according to the code of ethics and other legal provisions in force.

Article 13

Procedure after submission of the report by the Evaluation Commission

1. The Teaching/Scientific Council, after the submission of the report by the Evaluation Committee, is obliged to examine the report of the Evaluation Committee at the next meeting, no later than seven (7) days.
2. The Teaching/Scientific Council is obliged to submit the relevant decision to the University Administration within three (3) days after reviewing and approving, or not, the report of the Evaluation Committee.
3. The University Administration, if it finds that there are any omissions in the material submitted by the Teaching/Scientific Council, is obliged to inform the Vice-Rector for Education, Research and Student Affairs and ask him to complete the documents.

Article 14

Examination of the proposal of the Teaching/Scientific Council in the Senate

1. Within a period of three (3) days after the acceptance of the proposals of the Teaching/Scientific Council, the University Administration prepares for the Senate the overview with the proposal for advancement or reappointment by the Teaching/Scientific Council.
2. The decision of the Senate regarding the proposal of the Teaching/Scientific Council for promotion is taken no later than five (5) days after the preparation of the overview by the University Administration.
3. If the Senate decides to reject the proposal of the Teaching/Scientific Council, the relevant matter within three (3) days is returned to the Teaching/Scientific Council for reconsideration.
4. The Teaching/Scientific Council is obliged to re-examine the subject for re-evaluation within seven (7) days, after accepting the decision of the Senate, and to submit the relevant decision to the University Administration within three (3) days.
5. If the Teaching/Scientific Council, even after re-examination, brings the same proposal, the Senate, within a period not longer than seven (7) days from the acceptance of the proposal, takes a final decision.

Article 15

Decision and appeal period

1. The voting procedure in the Senate for the proposal of the Teaching/Scientific Council, regarding the advancement of the academic staff, is done according to the Rules of Procedure of the Senate.

2. An appeal may be made to the Senate's Committee on Appeals and Submissions, which serves as the first and last instance of appeal to the UASF, against the decision of the Senate within fifteen (15) days after the acceptance of the decision.

Article 16 **Transitional provisions**

1. For advancement and reappointment, until 31.12.2023, all scientific papers published as first author in all databases specified by preliminary Regulation number 2641/19, dated 01.08.2019, will be valid.
2. For reappointment or advancement, from 01.01.2024, only scientific papers published in international journals and indexed in the following platforms will be considered: Web of Science (SCIE, SSCI or AHCI) and Scopus (Elsevier).
3. With the entry into force of this Regulation, only scientific papers that will be published in the databases defined in paragraph 2 of this Article will be accepted for reappointment or advancement. Exceptionally, papers of academic staff that have previously been submitted for review in international journals before the approval of this Regulation (according to preliminary regulation number 2641/19 dated 01.08.2019) will be accepted for academic staff advancement only if they are published before September 15, 2022. The relevant bodies in the faculty and rectorate reserve the right to verify and provide evidence if such works were submitted for evaluation before the entry into force of this Regulation.
4. In the inability to fulfill the new legal conditions set out in the new UShAF Statute, the academic staff whose contract expires is allowed the automatic extension of the contract for a maximum period of 1 year. The decision on this is taken by the Senate according to the proposal of the Teaching/Scientific Council.

Article 17 **Final Provisions**

1. With the entry into force of this Regulation, the preliminary Regulation number 2641/19, dated 01.08.2019, is repealed.
2. This Regulation enters into force from the day of approval in the UShAF Senate.

Chair of the Senate of the UASF,
Prof. Dr. Agron BAJRAKTARI, Rector

[Signed]

Annex I

FORM FOR EDUCATIONAL (TEACHING) AND PROFESSIONAL ACTIVITY

Table I.1 Teaching activities

Institution	Lectured Subject/s	Period		Level of studies (Bachelor/Master)
		Prej	Deri	

Table I.2 Mentoring

Name of the candidate	Institution	Diploma / Level of studies (Bachelor/Master/ Doctoral) ²	Date of completion

²The diploma thesis of the 5 or 6 years of studies, related to the reappointment and advancement, is considered equivalent with the Master thesis.

Table I.3 Participation in congresses, conferences, symposiums, seminars and workshops

No	Conference/Congress/...	Place	Year	Presentation/Participation

Table I.4 Participation in professional trainings

No	Type of training	Place	Year	Organizer

Table I.5 Professional experience (non-academic)

Institution	Position	Period		Other notes
		Prej	Deri	

Table I.6 Publication of monographs, books, book chapters, dispensations, etc.

No	Authors (order as in the paper)	Title of the publication	Type of publication	Publishing house	Year

Table I.7 Membership in professional organizations/institutions

No	Organization/Institution	Type of membership	Year of membership	Publishing house	Year

Table I.8 Participation in editorial commissions of university publications, in scientific journals, in conferences, etc.

No	Book/Publication	Author/responsible editor	Year

Table I.9 Reviewer in university publications

No	Book	Author	Publishing house	Year

Annex II

FORM FOR RESEARCH, SCIENTIFIC AND PROFESSIONAL ACTIVITY

A. Publications in international scientific journals and artistic activities

Table I.1 Publications in international scientific journals

No	Authors (order as in paper)	Title of the paper	Journal	Volume, No., pages, year	Identification link	Impact factor

Table I.2 Artistic activities

No	Authors (order as in paper)	Activity Title	Event Type	Character	Identification link

B. Publications in academic or scientific, international or national journals not included in table A.1 (as the first author or co-author)

Table II.1 Publications in academic or scientific international journals

No	Authors (order as in the paper)	Title of the paper	Journal	Volume, no., pages, year

Table II.2 Other artistic activities

No	Authors (order as in the paper)	Title of the paper	Journal	Volume, no., pages, year

Table II.3 Publications in the national academic or scientific journals.

No	Authors (order as in the paper)	Title of the paper	Journal	Volume, no., pages, year

C. Other research - scientific activity

Table II.4 Other scientific and professional contributions

No	Authors (order as in scientific contribution)	Type of scientific contribution	Year, Place

D. Contribution in the basic and applied research projects

Table II.5 Proven participation in basic and applied research programs or projects

No	Program/ scientific project	Period	Institution/ Place	Position in the program, project/ Contribution

E. Patent at international or national level

Table II.6 Official patent at international and national level

No	Authors (order as in official patent)	Patent title	Institution/ Place, Year of formalization	Pages

Annex III

FORM FOR SERVICE ACTIVITY

This annex includes the activity in service of the University, Faculty and Community through specific service, namely participation in academic, administrative, or professional committees/ commissions.

Table III.1 University related service

Service namely committee/ commission/ team position	Duration	A brief description of the service

Table III.2 Faculty related service

Service namely committee/ commission/ team position	Duration	A brief description of the service

Table III.3 Community related service

Service namely committee/ commission/ team position	Duration	A brief description of the service