

**THE UNIVERSITY OF ZAGREB
FACULTY OF VETERINARY MEDICINE**

Class: 640-01/23-02/08

Reg. no: 251-61-01/139-23-15

Zagreb, 20th July 2023

The Faculty Council of the Veterinary Faculty of the University of Zagreb, pursuant to the Statute of the Veterinary Faculty of the University of Zagreb, in connection to the Act on Higher Education and Science Activity, at its 11th regular session in the 2022/2023 academic year, held on 19th July 2023, following a proposal by the Statute Committee, rendered the following:

DECISION

On amendments and supplements to the Regulations on Integrated Under-graduate and Graduate Studies (2022):

The title and its mention in the text of the Regulations on Integrated Under-graduate and Graduate Studies shall be aligned with the Act, to read: **Regulations on Integrated Under-graduate and Graduate Studies**.

Articles 41, 42 and 43 are amended to read:

Article 41

- (1) By enrolling in a subject, students undertake all the obligations prescribed by the lesson plan of that subject.
- (2) Attendance of all forms of classes is mandatory.
- (3) Students may be absent from classes in an individual subject during a semester for up to 50% of the total number of lectures, 30% of the total number of seminars, and 30% of the total number of exercises or professional clinical work.
- (4) Exceptions to this are subjects with a small number of individual forms of classes (12 hours or less in a semester), where absence from classes is permitted for more than 50%, with mandatory justification of absence and making up the classes missed, according to the conditions determined by the head of subject, pursuant to Article 23, paragraph 2, point 4 of the Regulations.
- (5) Due to the specific nature of the classes in the subject Out-Patient Clinic, students may be absent for no more than two field work classes, which they must justify to the Office for Integrated Studies in the manner prescribed by Article 42, paragraph 1 of the Regulations. Students must make up one of their justified absences from field work classes under the conditions determined by the head of subject, as a requirement for meeting the obligations and obtaining a signature for completing the course.
- (6) Each organizational unit shall determine how attendance of classes will be monitored for its core subjects, where the maximum number of absences must be established at the beginning of the semester in absolute numbers.
- (7) At the end of the semester or at the end of classes, the head of subject shall establish

the regular attendance of classes for each student and send a list to the Office for Integrated Studies of students who have been absent from individual forms of classes, with the dates of their absences.

(8) If a student is absent from more classes than is permitted, and has failed to justify those absences, that is, if they fail to meet other obligations prescribed by the lesson plan of each subject, they must re-enrol in that subject.

(9) Students may enrol in the same subject no more than twice in a row.

(10) The classes which a student has not attended but has justified those absences in the manner prescribed in Article 42, paragraph 1 of the Regulations, may be made up under the conditions determined by the head of subject, pursuant to Article 23, paragraph 2, point 4 of the Regulations.

(11) Students shall acquire the right to points for attending individual forms of classes after making up those classes.

Article 42

(1) Students who for justified reasons have been prevented from attending classes must inform the Office for Integrated Studies no later than within 8 days of the day of absence or their return to classes, and present evidence justifying their absence so they are able to make them up.

(2) Students who do not meet the requirements referred to in paragraph 1 of this Article have no right to request to make up their classes.


Article 43

(1) Students may exceptionally be permitted to make up up to 50% of the total number of classes in a seminar and exercises in each individual subject if they have missed the classes due to:

1. parental leave,
2. an illness that requires long-term treatment,
3. participation in sporting competitions with the status of top athlete, and other sporting activities organized by the Faculty or the University of Zagreb,
4. participation in extra-curricular activities of a cultural, educational or scientific character,
5. family or other justified reasons (the serious illness or death of a close member of the family etc.)

(2) In the cases described in paragraph 1 of this Article, the student must submit a request to make up these classes with proof justifying their absence, in writing, to the competent Vice-Dean, who in agreement with the head of subject, will establish the possibility of making up the classes and issue the student with the appropriate decision.

The Dean



Prof. Marko Samardžija, PhD