

Pursuant to the Higher Education Act ((Official Gazette of the Republic of Slovenia, No. 32/12 - official consolidated text, 40/12 - Fiscal Balance Act, 57/12 - Road Transport Act-2D, 109/12, 85/14, 75/16, 61 / 17 - Student Status Act, 65/17, 175/20 - Act Determining Intervention Measures to Assist in Mitigating the Consequences of the Second Wave of COVID-19 Epidemic and 57/21 - decision of the constitutional court), Criteria for accreditation and external evaluation of higher education institutions and study programs (Official Gazette of the Republic of Slovenia, No. 42/17 and 14/2019), The criteria for the credit evaluation of study programs in accordance with ECTS (Official Gazette of the Republic of Slovenia, No. 95/10) and the Statute of AMEU - Dance Academy, the Board of AMEU of the Dance Academy on 28 August 2019 adopted the

RULES ON RECOGNITION OF PREVIOUSLY ACQUIRED FORMAL KNOWLEDGE

Article 1

These Rules determine the procedure and criteria for verification, evaluation and recognition of previously acquired knowledge and skills acquired by candidates through formal education or work.

Article 2

The bases for the recognition of formally acquired knowledge are:

- original or certified documents and certificates of passed examinations from performers of publicly valid educational programs.

Article 3

The procedure for the recognition of knowledge referred to in Article 1 of these Rules shall be conducted by the Commission for Academic Affairs (hereinafter the Commission).

Article 4

The following criteria are taken into account in the recognition process:

- the assessment of the achieved abilities and skills must be based on the educational goals of the study program;
- the basic criterion for recognition is at least 70% of the equivalent competence objectives of the named subject;
- relevant skills must be properly documented and present an appropriate level of complexity;
- the achieved abilities and skills are recognised by the Commission or the lecturer of the subject, regardless of where and when the student acquired them.

Article 5

The Commission:

- assesses formally acquired knowledge;
- evaluates the products and services provided by the student as proof that they have certain competencies or skills.

The Commission may assess formally acquired knowledge on the basis of documents and evidence. In the event of doubt, they may also use the following:

- conversation;
- defence of a seminar paper, project, product prepared for this purpose;
- practical test, demonstration, performance or simulation;
- oral or written examination.

Article 6

In the event that the Commission is unable to decide on the equivalence of the study content, the opinion of the subject whose opinion is decisive shall be obtained. On this basis, the Commission issues a decision to the student.

Article 7

The procedure is based on the student's written application with original or certified evidence and attachments. If the application is not drawn up in accordance with the previous paragraph, the student receives a written invitation to complete it within 8 days, otherwise the application is rendered invalid.

The procedure from the receipt of a complete application to the issuance of a decision to the student must be completed no later than within 60 days. The decision shall be issued by the Commission. The student can appeal against the issued decision to the senate within 8 days of receiving the decision. The Senate must respond within 30 days of receiving the appeal. The decision of the senate is final.

Article 8

The process of evaluation and recognition of formally acquired knowledge and skills may be paid for on the basis of a price list adopted by the AMEU - Dance Academy Management Board. If the price list adopted by the AMEU - Dance Academy Management Board does not cover the costs of the procedure for the recognition of non - formal knowledge and skills, the procedure is not payable.

Article 9

AMEU - Dance Academy retains records of applications for the recognition of formally acquired knowledge and decisions in procedures in accordance with the provisions of the Education Evaluation and Recognition Act (ZVPI) and the Higher Education Act, and stores all documentation.

Documentation related to the procedures for the recognition of formal knowledge is managed and stored at the office of AMEU - Dance Academy.

Article 10

The records of procedures for recognition of foreign education include:

- issued decision in the procedure containing data on the person to whom the decision refers: personal name, year of birth, citizenship, information on the decision (dismissal, rejection, approval) and data on the foreign education in question: name of the educational institution in the original language or transcription, the name of the document pertaining to foreign education in the original language or transcription.

The data referred to in the previous paragraph shall be collected, processed, stored and submitted for the purpose of ensuring equal treatment of investors in recognition procedures. The protection of personal data is guaranteed to every individual in accordance with the law.

Article 11

The costs of the procedure of recognition of foreign education for the purpose of continuing education at AMEU - Dance Academy are not charged to investors.

Regular and extraordinary legal remedies against a decision issued in procedures for the recognition of foreign education are defined in the Statute of the AMEU - Dance Academy.

Article 12

This policy shall be published and shall enter into force on the day following its adoption.

Ljubljana, 28 August 2019

Management board
Alma Mater Europeae – Dance Academy
President
Prof. Dr. Ludvik Toplak