



Approved by Decision of the Academic Senate No. 65/7, dated 13/04/2021  
Amended by Decision of the Academic Senate No. 40, dated 24/10/2025

## REGULATION OF THE FACULTY OF SOCIAL SCIENCES, TOURISM AND SPORTS

### CHAPTER I ORGANIZATION OF THE FACULTY

#### Article

##### 1

#### Legal Basis

This Faculty Regulation is based on the provisions of the legislation on higher education in force, the Statute and Regulations of the University "Barleti" (hereinafter **UniBa**) and extends its action over all constituent units, staff and students of Social Sciences, Tourism and Sports.

#### Article

##### 2

#### Faculty Structure and Governing Bodies

1. The Faculty of Social Sciences, Tourism and Sports is the main unit that coordinates teaching and scientific research in related or interconnected fields and offers study programs of different cycles, at the end of which the relevant diplomas are issued.
2. The Faculty of Social Sciences, Tourism and Sports (hereinafter the Faculty) consists of the following departments:
  - a. Department of Vocational Education and Training Sciences.
  - b. Department of Physical Education and Sports.
  - c. Department of Tourism, Hospitality and Recreation.
  - d. Department of Behavioral and Health Sciences.
3. The governing authority of the Faculty is *the Dean*. The managing authority of the Department is *the Head of the Department*.
4. The collegial governing bodies of the Faculty are: *the Assembly of the Faculty's academic staff* and *the Dean's Office*.

#### Article 3

#### Faculty Academic Staff Assembly

1. The Assembly of the Faculty's academic staff is a collegial body of the Faculty which, based on Article 22 of the Statute of **UniBa**, has the following duties:





- a) Elects two representatives from each main unit as members of the Academic Senate;
  - b) It decides on the establishment of permanent committees of the Faculty if necessary and elects their members.
2. The Faculty's academic staff assembly simultaneously functions as a forum that discusses and examines issues related to the teaching, research and qualification process.
  3. The Dean convenes the Faculty Assembly in at least once every 6 (six) months. The agenda is usually proposed by the Dean. The General Assembly of the Faculty may also convene in an extraordinary session by summoning the Dean, or when at least 1/3 of the members request it. The Assembly comes up with recommendations to the Dean's Office.

## **Article 4**

### **Dean's Office**

1. The Dean's Office is a collegial body of the Faculty, which is headed by the Dean and consists of: the Dean, the Deputy Deans (if any); Heads of Departments; a representative of the students of the respective faculty, without the right to vote. In view of the topic and the treatment of problems, the coordinators of the departments, representatives of research-scientific and applied structures, representatives of structures in support of students, etc. may also be invited to participate in the meetings of the Dean's Office.
2. The Dean's Office has the following main duties and competencies:
  - a) Coordinates and supports academic activity, research and administrative departments of the Faculty;
  - b) Supervises and supports teaching in the various study programs covered by the Faculty;
  - c) Undertakes the initiative and encourages innovative activity related to the scientific research directions of the departments;
  - d) Mediates for the conclusion of cooperation agreements with various institutions regarding student internships or other forms of cooperation.
3. The Dean's Office holds scheduled meetings under the direction of the Dean and with an agenda set by him. At the request of the Dean or one of its members, the Dean's Office may also hold extraordinary meetings.

## **Article 5**

### **Deans**

1. The Dean is the main governing authority of the Faculty that represents it, as well as a member of the Rectorate and the Academic Senate.
2. The candidate for dean must be academic staff of the category "Professor" and can come from the ranks of the academic staff of UniBa or outside it.
3. He is appointed by the Rector, after being proposed by the Registrar of the Society. The term of office of the dean lasts four years. He serves in office for one term, with the right to reappointment only once. After the end of the mandate, he continues to be a member of the staff of the basic unit where he carries out his academic activity.
4. The Dean must have a qualification in accordance with the fields of study offered by the Faculty and have at least 5 years of experience in teaching and administration in higher education.







5. The Faculty, depending on the activity, the number of study programs, may appoint a deputy dean. The Deputy Dean is proposed by the Dean and appointed by the Rector. He assists the dean in directing the faculty and answers to him and the rectorate for assigned tasks. The Dean bears responsibility and answers directly to the Rector and the Senate and cooperates closely with the Deputy Rectors and the Administrator.

## Article 6

### Duties and Responsibilities of the Dean

1. In addition to the duties and responsibilities broadly defined in the legislation in force for higher education, in the Statute and Regulation of **UniBa**, the Dean also has the following duties and responsibilities:
  - It provides leadership and contributes to processes related to the development of the Faculty such as strategic and academic planning, teaching and research, program development, curriculum and accreditation, faculty promotion, recruitment of new students, etc.
  - Coordinates the activity of the departments;
  - Resolve disputes between them;
  - I forward to the Academic Senate the proposals of the basic units, accompanied by their opinions.

## Article 7

### Departments

1. Departments are the basic teaching and research units that carry out similar study programs and group the respective teaching disciplines.
2. The Departments include all relevant academic personnel. The organization and functioning of the Departments is provided for in their respective Regulations.

## Article 8

### Head of Department

1. The Department's Head is the Department's highest governing authority, which reports to and holds accountability to the Dean. He is a member of the Dean's Office.
2. The head of the Department must be academic staff of the category "Professor", or have the degree of "Doctor" (PhD), obtained at the universities of OECD or EU member states. In cases where there are no candidates of this category, the lecturer who holds the scientific degree "Doctor" can also apply for this position.
3. The Head of the Department must have a qualification in accordance with the fields of study of the programs offered by the Department and have rich experience in teaching and administration in higher education.
4. The Head of the Department is appointed by the Rector upon the proposal of the Dean for a term of 4 (four) years with the right of re-election,
5. In addition to his duties as an academic staff, he has the responsibility to supervise the daily functioning of the department's work and the progress and quality of the programs covered by the department as well as to establish liaison relationships with stakeholders





and structures from the labor market.

6. The duties and responsibilities of the Head of the Department are set out in the applicable legislation on higher education, in the Statute and Regulation of **UniBa** and in the Regulation of the Department.

## **Article 9**

### **Faculty Staff**

1. The Faculty staff consists of:
  - a) academic staff;
  - b) academic support staff;
  - c) administrative personnel.
2. Staff at the Faculty can be employed with a contract of indefinite or fixed duration. He can be hired on a full-time or part-time basis. Internal management and academic staff are employed with full-time commitment. External academic staff are hired on a part-time basis.
3. The employment of the staff at the Faculty is done in accordance with the relevant legislation in force for Higher Education and the Labor Code according to the procedures set out in the relevant manual of the Human Resource Management Office.

## **CHAPTER II**

### **CYCLES AND FIELDS OF STUDY**

## **Article 10**

### **Study cycles**

1. The Faculty of Economics, Governance and Law offers professional study programs, programs in the First and Second Cycle, of studies, in accordance with the provisions of the legislation in force on higher education and the Statute, after their approval by the Ministry responsible for education. At the end of these programs, the relevant certificates or diplomas are issued.
2. Students applying for the second cycle of study must have previously completed the first cycle studies of a licensed and accredited program, at a licensed and accredited HEI in the country or abroad.
3. The Faculty offers programs of the third cycle of doctoral studies, and has the right to offer "Executive Master", long-term specialized study programs, referring to level 8 of the Albanian Qualifications Framework.
4. Doctoral studies are built on individual programs for independent training of candidates in scientific research in the fields defined by the basic unit or the main unit. Doctoral studies last no less than three academic years and no more than five academic years. At the end of the doctoral studies, the diploma of the scientific degree "Doctor" is issued. Higher education institutions set criteria for the annual evaluation of the candidates' progress and the continuation of the work for the development of the research project.
5. Students applying for the third cycle of study, must have previously completed the first and second cycle studies, master of science of a licensed and accredited program, at a







licensed and accredited HEI in the country or abroad.

6. The specific criteria for admissions to the third cycle of studies programs are set out in the regulations of the respective study program.
7. The Faculty may cooperate with other domestic and foreign higher education institutions and offer joint study programs or of a different model from those defined in the Law on Higher Education and made known to the public, when diplomas are issued by the foreign institution.

## Article 11

### Fields of Study

1. The Faculty of Social Sciences, Tourism and Sports offers studies in the field of Teaching and Education, Physical Education and Sports, Tourism and Recreation, Psychology, Social Work, Health Care as well as other related or related fields.
2. The list of active study programs offered by the Faculty is attached to this regulation in the form of an annex and is updated at the beginning of each academic year.

## Article 12

### Study Programs and Degrees

1. The Faculty offers a professional program, with 120 credits, referring to level 5 of the Albanian Qualifications Framework in order to provide consolidated professional knowledge and relevant practical skills. At its completion, a "Professional Certificate" or "Professional Diploma" is issued in the field of completed education.
2. The Faculty offers first-cycle study programs that provide basic knowledge on general scientific methods and principles and that are accomplished with 180 ECTS credits. At the end of these studies, the student is awarded a "Bachelor" degree in the field of studies completed.
3. The Faculty offers second-cycle programs that include "Master of Science", "Professional Master" and integrated second-cycle study programs.
  - a. The "Master of Science" Study Programs provide in-depth theoretical and practical knowledge and training for scientific research in a field within a specialty. They are carried out in:
    - i. Programs with 120 ECTS credits;
    - ii. Integrated second-cycle study programs with 300 credits.At the end of these study programs, the student is awarded a "Master of Science" degree in the field of studies completed.
  - b. The "Professional Master" study programs are part of the second cycle studies and provide the student with further professional education and training. They are realized with 60 or 120 ECTS credits.
4. The Faculty, on the basis of licensing and accreditation, has the right to offer third cycle study programs which include "Executive Master" study programs, long-term specialized study programs, doctoral programs.

## Article 15

### Admission Criteria

1. In the programs offered by the Faculty, Albanian or foreign citizens who meet the





following criteria are admitted to attend studies:

- a) Certify with an official document (Diploma) the completion of a public or non-public high school in the country or abroad (equivalent according to the criteria established by the Ministry responsible for higher education) in the case of First Cycle programs; certify with an official document (Diploma) the completion of the First Cycle studies in a HEI in the country or abroad (equivalent according to the criteria set by the Ministry responsible for higher education), in the case of Second Cycle programs.
  - b) Certify with official documents the transfer from a public or non-public university school in the country or abroad.
  - c) They agree to pay the tuition fee.
2. In addition to the above criteria, the Faculty may adopt specific criteria which it deems necessary due to the specifics of the program, or to attract quality students.
  3. Enrollment procedures are done in accordance with higher education legislation. They are also provided for in the regulations of the faculty and/or program.
  4. Students who register to pursue full-time studies at UniBa, are matriculated according to the procedures provided in the higher education legislation and are provided with a student card.
  5. The number of admissions to the Faculty is based on the real possibilities of the faculty for normal learning, within the standards set by the Ministry that covers higher education.

## Article 16

### Documents for registration

1. Students who will enroll for the first time at **UniBa** are subject to the registration procedure according to the provisions of the higher education legislation.
2. The program regulations provide for the relevant registration documents in accordance with the policies of the Faculty and the specifics of the study program.

## Article 13

### Term of studies

1. Full undergraduate studies at the Faculty of Social Sciences, Tourism and Sports are pursued full-time. Continuing education study programs, short-term training as professional qualifications and various specializations are also envisaged.
2. Studies are organized in academic years; The academic year has two semesters, the duration of the semester is 15 calendar weeks.
3. Professional study programs, referring to level 5 of the Albanian Qualifications Framework, last, as a rule, two academic years. First-cycle undergraduate studies last, as a rule, three academic years. Second-cycle undergraduate studies last, as a rule, one or two academic years; Integrated second-cycle study programs these studies last five or six academic years depending on the field; The studies of the Third Cycle "executive master" usually last one or two academic years, while doctoral programs last, as a rule, not less than three academic years and no more than five academic years.
4. The maximum duration of studies in a study program cannot be more than twice the normal duration of studies provided for by the program, without taking into account the period of time when the student suspended his studies.
5. The student, who fails to complete the studies within the maximum duration of the







program, has the right to apply to resume studies, in the same study program or in another program. It is subject to the announced criteria and procedures for enrollment in the study program. The credits accumulated by the student during the previous period of studies can be transferred according to the criteria set out in the regulation regarding transfers.

6. The student is allowed to enroll in the following year when he/she has earned at least 50% of the mandatory credits of the previous years. The subjects to which the remaining credits belong are considered carry-overs. The conditions and order of repayment of the obligations carried over for the acquisition of the remaining credits shall be determined by the Department which offers the study program.

## Article 14

### Graduation

1. Studies of professional programs, referring to level 5 of the Albanian Qualifications Framework, are considered completed after fulfilling the obligations provided in the respective curriculum.
2. Students of the first cycle of studies graduate with a final general exam or with a diploma thesis. The average grade threshold that gives the student the right to graduate by preparing and defending a diploma topic, is 9.5.
3. The studies of the second cycle "Professional Master" are concluded with a final training exam.
4. The studies of the second cycle "Master of Science" are concluded with a diploma thesis. This also includes the Master of Science (integrated program).
5. The maximum deadline for taking the final exam or defending the diploma is in accordance with the maximum duration provided according to the program/cycle of studies. Within this deadline, the student has the right to be retested for defense in the exam seasons determined according to the academic calendar.
6. In cases where the studies are concluded with a final general exam, the Department that offers the program prepares the orientation program for students.
7. The procedures, deadlines, documentation and obligations related to the final final exam or diploma thesis are provided for in the program regulations and/or the final test program.

## Article 17

### Latest Provisions

1. The Faculty Regulation is approved by the Senate of Barleti University and comes into force immediately.
2. This Regulation has the power to act over all the constituent units of the Faculty.
3. The competence to interpret the regulation belongs to the Senate.

Senate of "Barleti" University  
CHAIRPERSON

Prof. Dr. Suzana Guxholli





## **ANNEX 1**

### **ACTIVE STUDY PROGRAMS OF THE ACADEMIC YEAR 2020-2021**

#### **FACULTY OF SOCIAL SCIENCES, TOURISM AND SPORTS**

##### **DEPARTMENT OF VOCATIONAL EDUCATION AND TRAINING SCIENCES**

1. Professional Master in: Profile Education Teaching Learning.

##### **DEPARTMENT OF PHYSICAL EDUCATION AND SPORTS**

1. Professional program in: Operator in fitness, gym and organization of public events.
2. Bachelor in: Physical Education and Sports.
3. Professional Master in: Teacher in Physical Education and Sports.
4. Master of Science in: Teacher in Physical Education and Sports.

##### **DEPARTMENT OF TOURISM, HOSPITALITY AND RECREATION**

1. Bachelor in: Management in Tourism, Recreation and Events

##### **DEPARTMENT OF BEHAVIORAL AND HEALTH SCIENCES**

1. Professional program in: Operator and consultant in health care.
2. Bachelor in: Psychology.
3. Bachelor in: Social Work.
4. Master of Science in: School and Developmental Psychology.

