S T A T U T E

OF

THE UNIVERSITY

“ALDENT”

APPROVED BY

UAL Academic Senate

PART ONE

CHAPTER I
FUNDAMENTAL PRINCIPLES

Article 1
“ALDENT” University

1. “Aldent” University (hereinafter UAL) is a non-public higher education institution of an academic and scientific character.
2. “Aldent” University is an independent and secular legal entity.
3. “Aldent” University has its own academic and administrative structure, approved by its governing bodies and the ministry responsible for education in accordance with the legislation in force.
4. The Statute of “Aldent” University is the University's fundamental governing document.
5. “Aldent” University operates on the basis of Law No. 80/2015, “On Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania” (hereinafter “the Law”), other legal and subordinate legal acts, and this Statute.
6. “Aldent” University was founded by a private legal entity recognized under Albanian civil and commercial legislation, the company “ALDENT” SHPK, registered by Decision No. 29008 of 06/02/2003 of the Tirana District Court and registered with the National Business Centre under NIPT K31525127B as Aldent SHPK.
7. “Aldent” University was licensed by Decision No. 673, dated **27.09.2006** of the Council of Ministers: *“On granting permission to open the university higher school ‘Aldent’” and Decision No. 539, dated 13.06.2013, of the Council of Ministers: “On approval of the change of status of the university higher school”*.

Article 2
Autonomy of “Aldent” University

“Aldent” University enjoys academic freedom and financial and organizational autonomy, including autonomy in staff selection.

l. Academic freedom is guaranteed through the right:

a) to organize teaching, scientific research and creative activities;

b) to design and develop study programmes and determine scientific research fields;

c) to organize the process for the promotion of academic staff.

2. Financial autonomy is guaranteed through the right:

a) to generate lawful income from teaching, scientific research, services and other activities;

b) to receive funds from the State and other organizations;

c) to establish internal rules for financing and the use of income;

d) to determine study fees;

e) to administer its movable and immovable property in fulfilment of its mission. •

3. Organizational autonomy and autonomy in staff selection are guaranteed through the right:

a) to govern itself, select governing bodies, organize structures and regulate how they exercise their activities through internal acts (the Statute and regulations), drawn up in accordance with the Law and other legal and subordinate legal acts in force;
b) to establish criteria for admitting students to study programmes in accordance with the Law and other legal and subordinate legal acts in force;
c) to conclude agreements with domestic or foreign, public or private legal entities for teaching, scientific research, qualification and other activities;
d) to determine independently staff salaries and the criteria and procedures for selecting staff.
4. The University's activities are conducted in accordance with the rules and principles of the European Higher Education Area.
5. The State guarantees the inviolability of the University and its territory.
6. Public order bodies may intervene on academic premises at the request or with the permission of the
Head of “Aldent” University. Only in cases of a criminal offence committed in flagrante delicto, natural disaster or a state of emergency may public order bodies intervene without the Head's permission.

Article 3
Name, emblem and registered office

1. The higher education institution shall be known as “Aldent” University, abbreviated UAL.
2. The University has its own distinctive emblem, consisting of a circle in red, black and yellow. The emblem is attached to this Statute as Annex 1 and forms an integral part of it. It is deposited in the University's archives.
3. UAL's registered office is at Rruga e Dibrës, No. 235, Tirana.
4. UAL may also have other locations in which it conducts its activities.

Article 4
Vision and mission of “Aldent” University

1.UAL's vision is to create a high-quality higher education institution that offers a system of values of professionalism and citizenship and, through interdisciplinary education, prepares committed professionals of integrity in an active social environment and in accordance with the national development strategy.
2. The mission of “Aldent” University includes:
   a) Providing higher education and creative activity in the medical field that fulfil their professional aims within and outside the country, in accordance with society's requirements and needs;
   b) Developing and safeguarding knowledge through teaching and academic activity;
   c) Training young researchers in medical fields through university teaching and research programmes of an advanced and contemporary theoretical, methodological and practical standard;
   d) Deepening the professional and scientific qualifications of higher-level specialists in medical fields by providing good opportunities to benefit from higher education and lifelong learning;
   e) contributing to support for the country's strategic priorities and development interests;
3. To fulfil the University's vision and mission, this Statute establishes its operating principles and structure; governing bodies and authorities and their powers; the organization of teaching, scientific,

financial and administrative work; student admission and graduation procedures; recruitment of academic and administrative staff and their obligations and rights; and students' rights and obligations.

ARTICLE 5
Purpose of UAL

UAL's purpose is:
a) to offer university studies in different cycles based on research and scientific knowledge, in order to prepare professionals, specialists and young scientists.
b) within the framework of lifelong learning, also to offer short study programmes for qualifications and specializations and to update acquired knowledge.
To fulfil its purpose, UAL may cooperate and conclude agreements with public and private entities for joint teaching, research, consultancy and service activities for third parties.
UAL undertakes to promote, organize and provide cultural and educational services at regional and national level. Academic, managerial and technical-administrative staff and students, as members of the institution, contribute within their respective powers, functions and responsibilities to the fulfilment of this higher education institution's objectives.
The principal activities of “Aldent” University are teaching, scientific work, and services to students and the general public. Teaching is conducted on the basis of study plans and programmes prepared by the relevant specialists and approved by its academic structures, the Ministry of Education and Sport, the Accreditation Council and the Quality Assurance Agency in Higher Education (ASCAL). Research is directed towards the qualification of academic staff and issues arising in the country's social life.

Article 6
University obligations

While enjoying academic freedom and autonomy under the Law, the University undertakes to fulfil all obligations arising from the Law and subordinate acts in relation to all parties and all lawful relationships. In particular, it must fulfil, without limitation, the following obligations:

a) to conduct teaching and scientific research under the approved teaching programmes it offers, in order to prepare advanced specialists who meet contemporary requirements in their respective fields;
b) to bear the costs of teaching and scientific research itself;
c) to carry out the evaluation and accreditation process in cooperation with ASCAL within the time limits prescribed by law, and to make it known to the public;
d) to submit the relevant reports to MAS in accordance with the legal framework in force:
e) to make student admission criteria public for all study programmes and cycles.

Article 7
Property ownership and inviolability of the University

1. The University conducts its activities on premises and using resources made available by “Aldent” SHPK. All University premises enjoy inviolability within the meaning of the Law, and third parties may not interfere with or violate them.
2. All premises (buildings and land) used or owned by “Aldent” University, and any premises acquired in the future in accordance with the law, enjoy inviolability. This includes the

prohibition of interference with or use of its premises by any natural or legal person, and of intervention by central or local government or public order bodies without the Rector's request and the approval of UAL's Administrator.

3. Exceptionally, in cases of a crime committed in flagrante delicto or a natural disaster, public order bodies may intervene without the request of the Rector and approval of the Administrator of “ALDENT” University.
4. For any violation of inviolability, the institution has the right to report the violation and seek punishment of the offender under the applicable legal provisions.

Article 8

Organizational chart - Academic and administrative structure of the institution

The organizational chart of “Aldent” University and its constituent units, showing their relationships and lines of dependency, has been approved by the Academic Senate and Board of Administration.
The University's structural and organizational composition is as follows:

a) The academic component, which consists of:
   - academic governing bodies and authorities,
   - main units (faculties)
   - basic units (departments, scientific research centres and academic support units).

b) The administrative component, which consists of:
   - administrative governing bodies and authorities,
   - service units.

The University's structural and organizational composition is set out in Annex 2, attached to and forming an integral part of this Statute.

PART TWO

GOVERNING BODIES AND AUTHORITIES

Article 9

Governing bodies and governing authorities, as well as other bodies

1. At “Aldent” University, the governing bodies and other bodies
   a) Academic Senate
   b) Board of Administration.
   c) Academic staff assemblies of main units
   d) Standing Committee on Curricula and Standards.
   e) Standing Committee on Scientific Research
   f) Standing Committee on Degrees
   g) Standing Committee on Titles

   The collegial governing bodies are

   h) Rectorate;
   i) Dean's offices

j) Ethics Council

Other bodies

k) Internal Quality Assurance Unit;

2. At “Aldent” University, the governing authorities are:
   a) Rector;
   b) Dean;
   c) Head of department;
   d) Director of the research centre;
   e) University Administrator;
   f) Administrator of the main unit;

SECTION I
THE UNIVERSITY'S ACADEMIC SENATE

Article 10
Academic Senate

1) The Academic Senate is the University's collegial decision-making body. It determines the institution's development policies, plans, coordinates, directs and oversees teaching and scientific research activities, and assesses their effectiveness. The Academic Senate is chaired by the Rector and meets periodically.
2) The principal functions of the Academic Senate are:

a) to guarantee the institution's autonomy, academic freedom and students' rights;
b) to propose the institution's Strategic Development Plan to the Board of Administration;
c) to approve the institution's Statute after obtaining the Board of Administration's prior approval. The approved Statute is sent to the ministry responsible for education for a review of its legality by that ministry.
d) to elect the University Rector
e) to approve candidates for heads of main units
f) to approve candidates for heads of departments proposed by the respective Dean.
g) to approve the institution's academic structure after obtaining the Board of Administration's prior approval;
h) to approve the institution's Regulations, the regulations of its constituent units, study programme regulations and other regulations and acts within the Senate's competence;
i) to approve new study and scientific research programmes, changes to those programmes and their closure. New programmes are approved after they are found to be supported by the institution's draft annual budget;
j) to propose closure and reorganization of the institution and merger with another higher education institution after obtaining the Board of Administration's opinion;
k) to approve the opening, reorganization or closure of main or basic units based on proposals from those units and following the Board of Administration's prior assessment;
l) to approve a change to the institution's name or emblem in accordance with applicable legal and subordinate legal acts;

m) to approve the annual plan of academic and scientific research activities;
n) to approve the detailed annual report on the institution's activities prepared by the Rectorate and forward it to the ministry responsible for education;
o) to evaluate and guarantee internal quality assurance in the institution through reports submitted by the Internal Quality Assurance Unit. Members of the Unit (NJSBC) are approved by the Senate on the Rector's proposal;
p) at the end of each academic year, to organize a joint meeting of the Academic Senate and Board of Administration to discuss the institution's teaching, scientific research, financial and administrative activities.
q) Approves the admission quotas proposed by the main units
r) Approves the admission criteria proposed by the basic units

Article 11
Composition of the Academic Senate

1. Members of higher education institutions' Academic Senates are elected by the academic staff assemblies of the main units by general vote for a four-year term, with the right to re-election, from self-nominated full-time academic staff members, in accordance with the Law and the procedures in the University's Election Regulations. The Rector is a member and chair of the Senate.
2. The University's Academic Senate consists of 9 (nine) members, including the Rector of UAL. Students are also represented in the Academic Senate at a rate of ten per cent.
3. Senate members belong to the “Professor” category or hold the scientific degree of “Doctor” (PhD) obtained at universities in OECD or EU member countries. In the absence of governing authorities holding this title, and for representational purposes, their category may be reduced to the “Doctor” degree, with the student representative exempt from this condition.

Article 12
Term of the Academic Senate and its members

1. The Academic Senate, as a collegial body, has a 4-year term with the right to re-election.
2. An Academic Senate member's term begins upon election and lasts until the end of the Academic Senate's term.
3. An Academic Senate member's term is deemed to have ended early when the member:
   a) Resigns as a member of the Academic Senate;
   b) Is dismissed or relieved of, or resigns from, the position where the latter is an appointed position;
   c) Ends employment with the University or completes or interrupts studies at the University;
   d) Dies;
   e) Does not attend more than half of the meetings held during an academic year;
   f) Is convicted of a criminal offence by a final court decision;
4. The Academic Senate records the resulting vacancy by a declaratory decision.
5. A vacancy arising from the early termination of an Academic Senate member's term is filled by another person elected by the same group of University members.

6. Elections to fill an Academic Senate vacancy are held within 6 months of the decision recording the vacancy.

Article 13
First meeting of the Academic Senate

1. The first meeting of the Academic Senate is convened by the University Rector.
2. At this meeting, the Vice-Chair of the Academic Senate is elected from among its members. In other cases, a Vice-Chair is also elected when the term of the member elected Vice-Chair ends early or the Vice-Chair resigns from that position.
3. The Vice-Chair is proposed by the Chair of the Academic Senate and elected by a simple majority of Senate members.
4. At its first meeting, the Academic Senate approves the Rector's proposals for the position of University Vice-Rector(s).
5. It establishes the standing committees specified in this Statute.
6. The composition, rights, duties and operation of the standing committees are determined by the Academic Senate in the Standing Committees Regulations.
7. The Academic Senate establishes the Ethics Council in accordance with the provisions of this Statute and the Ethics Council Regulations.

Article 14
Convening meetings of the Academic Senate

1. As a rule, the Academic Senate meets at least once every 2 months. It may approve additional rules setting the same date and time for each meeting.
2. An Academic Senate meeting is convened by:
   a. the Rector (Chair of the Senate);
   b. Senate members representing at least one quarter of the total number of members.
3. The meeting is convened by written or electronic notice of the agenda several days before the scheduled meeting date. Together with the agenda notice, those convening the meeting distribute the materials concerning the matters to be considered.

Article 15
Validity of Academic Senate meetings and decisions

1. Academic Senate meetings are chaired by the Chair. The Senate Vice-Chair chairs meetings when the Chair is absent.
2. Academic Senate meetings are valid when at least 2/3 of the members attend. If fewer than 2/3 are present, the meeting is not held and is postponed to another date.
3. Academic Senate members exercise their functions personally. They may neither delegate their vote to another member nor vote on behalf of another Senate member.
4. Voting in the Academic Senate is normally open. When the decision to be voted on concerns named individuals, the Senate may decide by a simple majority to hold a secret ballot if requested by any member. The Academic Senate determines the procedures for secret ballots.

5. The Senate takes decisions by a simple majority, except where this Statute requires a qualified majority.
6. Academic Senate decisions normally enter into force immediately. The Senate may specify the time at which a decision enters into force in the decision itself.
7. Administrators of the institution or main units, individually or jointly, and specialists in various fields who know about matters under discussion may be invited to Senate meetings. Specialists may be internal or external.
8. The Academic Senate, assisted by the Rectorate, appoints a technical secretariat as an ad hoc structure consisting of at least one person to record the meeting minutes.
9. Other administrative employees who provide explanations at the Senate meeting about the materials presented and matters discussed are also considered part of the technical secretariat.

Article 16
Preparation, signature and publication of Academic Senate decisions

1. Decisions adopted by the Academic Senate are put in writing 5 days after the meeting at which they were approved.
2. Academic Senate decisions are put in writing and signed by the Senate Chair, while the meeting minutes are signed by all members.
3. Academic Senate decisions are published in accordance with the Internal Regulations on the Circulation and Administration of Documentation.
4. As far as possible, Academic Senate decisions are published on the “Aldent” University website.

Section II
THE UNIVERSITY RECTORATE

Article 17
Composition of the University Rectorate

1. The University Rectorate is a collegial executive body.
2. The Rectorate consists of:
   a. the Rector;
   b. the Vice-Rector(s);
   c. the Deans/Heads of Main Units;
   ë. the University Administrator
3. The first Rectorate meeting is convened by the Rector; subsequent meetings are convened either by the Rector or by at least two members.

Article 18
Functions and other duties of the Rectorate

The Rectorate's functions are as follows:

a) prepares the University's multi-year development plan;
b) prepares the annual programme of activities and follows its implementation after approval by the Academic Senate;
c) proposes criteria for allocating academic material and human resources;

d) prepares and proposes the draft budget for approval by the Academic Senate;
e) proposes the plan for investments, contracts and agreements within its competence;
f) makes recommendations on draft study and scientific research programmes and the structural changes needed to implement them;
g) implements all decisions approved by the Academic Senate;
h) monitors and publishes the results of evaluations of University activities.

Article 19
Rectorate meetings and decision-making

1. Where necessary, the Rectorate may meet at any time, provided sufficient time is allowed to examine the materials relating to the matters for discussion.
2. A meeting is convened by the Rector on the Rector's own initiative or at the request of two Rectorate members.
3. A meeting is valid if more than half of its members attend.
4. A meeting may not be held and must be postponed if, although the required number of members is present, a member directly connected with the matter on which a decision is to be made is absent.
5. As a rule, the Rectorate decides unanimously. Where this is not possible, decisions are taken by a majority of the votes of members present. If a majority cannot be reached, the Rector has the casting vote.
6. The minutes of a Rectorate meeting are the basic document recording its decisions.
7. Rectorate decisions are given effect through orders issued by the University Rector.

Section III
THE UNIVERSITY'S DEAN'S OFFICES

Article 20
Composition of the University's dean's offices

1. The dean's offices of “Aldent” University are collegial bodies.
2. The dean's office consists of:
   a. the Dean;
   b) the Vice-Dean;
   c) the Administrator of the main unit;
3. The first meeting of the dean's office is convened by the Dean.

Article 21
Functions and other duties of the dean's office

The functions of the dean's office are as follows:

a) prepares the main unit's multi-year development plan;
b) prepares the annual programme of activities and follows its implementation after approval by

the Rectorate and Senate;

c) proposes criteria for allocating the main unit's academic material and human resources;
d) prepares and proposes the draft budget for the main unit;
e) makes recommendations on draft study and scientific research programmes and the structural changes needed to implement them;
f) implements all decisions approved by the Academic Senate.

Article 22
Meetings and decision-making of the dean's office

1. Where necessary, the dean's office may meet at any time, provided sufficient time is allowed to examine the materials relating to the matters for discussion.
2. A meeting is convened by the Dean on the Dean's own initiative or at the request of any member of the dean's office.
3. A meeting is valid if more than half of its members attend.
4. A meeting may not be held and must be postponed if, although the required number of members is present, a member directly connected with the matter on which a decision is to be made is absent.
5. As a rule, the dean's office decides unanimously. Where this is not possible, decisions are taken by a majority of votes of the members present. If a majority cannot be reached, the Dean has the casting vote.
6. The minutes of a meeting of the dean's office are the basic document recording its decisions.

Decisions of the dean's office are given effect through orders issued by the Dean of the main unit.

Section IV
ACADEMIC STAFF ASSEMBLIES OF THE MAIN UNITS

Article 23
Academic staff assemblies of the main units

1. The academic staff assembly of a main unit at “Aldent” University has the following functions:
a) elects Academic Senate members in accordance with the University's Election Regulations;
b) elects members of standing committees established at main-unit level in accordance with the University's Election Regulations;
2. Academic staff assemblies may also exercise other powers as provided in the University's internal regulations.

Section V
THE ETHICS COUNCIL

Article 24
Ethics Council

1. The Ethics Council at “Aldent” University is established by decision of the Academic Senate. It consists of 5 members selected from the University's full-time academic employees. Members serve a 4-year term.
2. The Ethics Council's main function is to examine and discuss issues concerning ethics in university life, including teaching, research and other activities, at “Aldent” University.
3. The Ethics Council takes decisions and submits proposals to the University Rector.

Article 25
Operation of the Ethics Council

1. The Academic Senate appoints the Chair and members of the Ethics Council.
2. The Ethics Council meets whenever a request is submitted for examination by the entities specified in paragraph 4 of this Article.
3. A request submitted to the Ethics Council must contain at least the applicant's details, a brief description of the matter for discussion and supporting materials for its examination.
4. The Ethics Council considers requests submitted by:
   a) the Academic Senate;
   b) the Board of Administration;
   c) the Rector;
   d) the Vice-Rector(s);
   e) the Dean(s);
   f) the Students' Council;
   g) at least 2 members of the University's academic staff.

Article 26
Code of Ethics and Ethics Council Regulations.

1. The Code of Ethics is discussed by the Ethics Council and then submitted to the Academic Senate for approval.
2. The Ethics Council Regulations include more detailed rules on its organization, operation and decision-making.

Section VI
STANDING COMMITTEES
Article 27
Standing committees

1. Standing committees are collegial bodies that perform functions as specified in the Academic Senate's establishing act and their operating regulations.
2. These committees are established by Academic Senate decision according to the University's needs and consist of five members who nominate themselves and are elected by the Academic Senate.
3. Standing Committee members serve a 2-year term and may be re-elected.

Section VII
Internal Quality Assurance Unit

Article 28
Internal Quality Assurance Unit

“Aldent” University establishes the Internal Quality Assurance Unit, the structure responsible for developing internal quality assurance policies and procedures.

The Internal Quality Assurance Unit is a collegial body. It consists of 5 (five) members: 3 (three) representatives of academic staff from main units, 1 (one) representative of the Students' Council and 1 (one) external expert. Unit members are approved by the Academic Senate on the Rector's proposal.

Article 29
Powers of the Internal Quality Assurance Unit

The Internal Quality Assurance Unit's powers are:

1. To develop internal quality assurance policies and procedures, which are approved by the Academic Senate.
2. To develop quality assurance standards in accordance with the Quality Code.
3. To evaluate periodically the results of teaching and scientific research activities in the University's main units in accordance with the standards.
4. To conduct tracer studies assessing graduate employment progress and the effectiveness of programmes offered by the University.
5. At the end of each semester, before the examination session, to organize the student survey on teaching quality for courses in each study programme.
6. After each evaluation, to report the results and relevant proposals to the Academic Senate.

Section VIII
Board of Administration
Article 30
Board of Administration

1. The Board of Administration is the highest collegial administrative body and guarantees fulfilment of the institution's mission and the sound financial and administrative management of its movable and immovable property.
2. The functions of the University's Board of Administration are as follows:

a) guarantees the institution's financial sustainability and fulfilment of its mission;
b) approves the University's Financial Regulations
c) determines the rules for distributing income generated by University activities and supervises the use of funding sources;
d) is responsible for establishing criteria and procedures for employing administrators and administrative staff, based on University acts;
e) appoints and dismisses the UAL Administrator;
f) gives prior approval to the institution's Statute before it is submitted to the Academic Senate;
g) approves the detailed annual report on the institution's activities prepared by the Rectorate;
gj) approves salary levels for all institutional staff and other matters prescribed by law.
j) through the Rector, Rectorate, deans, more specialized committees or honorary representatives, helps establish links between UAL and counterpart institutions within and outside the country;
k) recommends to the General Administrator necessary changes to infrastructure (teaching and support premises, new teaching and education technologies, literature, etc.), academic quality

(academic staff qualifications, financial treatment, links with counterpart institutions, etc.) and UAL activities (conferences, meetings, public activities, marketing

2. The Board's decisions, instructions, rules and requirements are communicated to academic and administrative staff by the Rector. The relevant documents are signed by the Board Chair.

Article 31

Composition of the Board of Administration

1. The Board of Administration consists of at least three part-time members with experience, reputation and contributions in administrative, economic, socio-cultural, higher education and scientific matters. Selected members serve a 5-year term and are selected and approved by the Shareholders'/Partners' Assembly of the University's Founding Company.

2. The University's governing authorities (the Rector, University Administrator, heads of main units, heads of basic units and main-unit administrators) may not be members of the Board of Administration. Certain governing authorities may be invited to attend Board meetings according to the matters concerning the sectors they cover.

Article 32

Term of the Board of Administration and its members

1. A Board of Administration member's term is deemed to have ended early when the member:
   a. Resigns as a Board of Administration member;
   b. Ends employment with the University;
   c. Dies;
   ç. Does not attend more than half of the meetings held during an academic year;
   d. Is convicted of a criminal offence by a final court decision.
2. The Board of Administration records the resulting vacancy by a declaratory decision.
3. A vacancy arising from the early termination of a Board member's term is filled by another person from the same group as the departing member.

Article 33

First meeting of the Board of Administration

1. The first meeting of the Board of Administration is convened by the University Rector;
2. At this meeting, the Board Chair is elected from among the Board's internal members by two-thirds of the votes of all Board members.
3. A Chair is also elected when the term of the member elected Chair ends early or the Chair resigns from that position.

Article 34

Convening meetings of the Board of Administration

1. As a rule, the Board of Administration meets at least once every 2 months.
2. A Board meeting is convened by the Board Chair or two of its members.
3. A meeting may also be convened at the University Rector's request.

A meeting is convened by written or electronic notice of the agenda at least several days before the scheduled date. Together with the agenda notice, those convening the meeting also communicate or

distribute the materials concerning matters to be considered. Preparation and notification of the agenda and materials follow the internal rules on circulation and administration of documentation.

Article 35

Validity of Board of Administration meetings and decisions

1. Board of Administration meetings are chaired by the Chair.
2. Meetings are valid when at least half of the Board members attend. If fewer than half are present, the meeting is not held and is postponed to another date.
3. Board members exercise their functions personally. They may neither delegate their vote to another member nor vote on another member's behalf.
4. Voting on the Board of Administration is open.
5. The Board decides by simple majority, except where this Statute requires a qualified majority.
6. Board decisions are put in writing by the Chair and normally enter into force immediately. The Board may specify the time at which a decision enters into force in the decision itself.

Article 36

Other participants in Board of Administration meetings

1. The Rector and the institution's Administrator may attend Board meetings without voting rights when they consider it appropriate or when invited by the Board.
2. Specialists in various fields who know about matters under discussion may be invited to Board meetings. Specialists may be internal or external.
3. The University Administrator appoints a person, as part of the Board secretariat, to keep the meeting minutes.
4. Other administrative employees who provide explanations during the meeting about materials presented and matters discussed are also considered part of the technical secretariat.

Section IX

Rector

Article 37

Rector

1. The Rector is the institution's highest academic authority and its legal representative for academic and protocol matters.
2. The Rector must hold the title of “Professor” and is elected for a 4-year term, with the right to re-election only once to the same position at the same institution.

Article 38

Functions and powers of the Rector of “Aldent” University

1. The University Rector has the following functions:
   a. Directs and represents the University in relations with third parties on academic matters;
   b. Is a member of the Rectors' Conference;
   c. Is Chair of the Senate;
   d. Reviews the legality of actions by governing authorities of the main units;
   e. Signs diplomas for completion of study programmes organized at “Aldent” University.

2. The University Rector also exercises the following powers:
a. Proposes the name(s) of the Vice-Rector(s) to the Academic Senate for approval and appoints them after approval;
b. Appoints the heads of main units;
c. Takes decisions and signs agreements concerning University cooperation with domestic and international higher education institutions and various associations and organizations, to pursue academic interests in exchanging experience and cooperating in teaching and research and in qualifying academic staff;
d. In flagrant cases or serious violations of laws and subordinate acts by a governing authority of a main or basic unit, orders that person's dismissal;
e. Designates one of the dismissed authority's deputies to replace the governing authority until a new authority is elected under the law;
g. Approves the teaching calendar for each academic year;
h. Approves teaching and scientific employees whose annual teaching workload for the academic year will be below the standard, specifying that workload in each case;
i. Appoints teaching and scientific employees, heads of administrative structures and senior specialists in accordance with the criteria for filling those positions as determined by the relevant units, and signs the employment contracts of employees appointed by the Rector in accordance with those units' determinations; dismisses them in cases provided by law, in accordance with this Statute and other acts;
j. Establishes temporary committees and assigns them specific duties;
k. Issues internal orders for the daily operation of the University administration and imposes disciplinary and administrative measures in accordance with legislation in force and this Statute;
l. Delegates signing authority to other subordinate officials for specified duties when deemed appropriate;
m. Orders students' expulsion from the University in cases provided for in the relevant student regulations;
n. Permits public order forces to enter University premises and may request their presence where needed;
o. Announces the recruitment campaign with details of vacancies; determines and publishes deadlines, criteria and procedures for recruiting academic and administrative staff; monitors and appeals the recruitment process; approves recruitment selections and submits them to the Senate for final decision;
p. The University Rector also performs other duties established by legislation in force.

Article 39
Election, term, appointment and dismissal of the Rector

1. The Rector of “Aldent” University is elected by secret ballot by the Academic Staff Assembly in accordance with this Statute and the procedures in the University's Election Regulations.
2. Individuals from the University's academic staff or outside it who hold the title of “Professor” may stand for Rector. Outside candidates who are successful become members of the institution's academic staff.

3. The University Rector is elected for a 4-year term.

Article 40
Termination of the Rector's term at “Aldent” University

1. The University Rector's term ends at the end of the period for which the Rector was elected.
2. The Rector's term may end early when the Rector:
   a. Resigns;
   b. Dies;
   c. Becomes physically or mentally unable to perform the function;
   ç. Is dismissed by decree;
   d. Is convicted of a criminal offence by a final court decision;
3. In the cases specified in this Article, early elections are announced in the Senate to elect the Rector.

Section X
THE FACULTY DEAN AT “ALDENT” UNIVERSITY
Article 41
Dean

1. The Dean is the governing authority in each University faculty, represents it and acts in its name and on its behalf.
2. The Dean is an academic staff member in the “Professor” category.

Article 42
Functions and powers of the Dean

1. The Dean has the following functions:
   a. Directs and represents the Faculty;
   b. Reviews the legality of actions by governing authorities within the faculty.
2. The Dean also exercises the following powers:
   a. Proposes the name of the Vice-Dean for the Rector's approval and appoints the Vice-Dean after approval;
   b. Proposes to the Rector the heads of the relevant faculty's basic units;
   c. Appoints heads of teaching groups, disciplinary and interdisciplinary, on the proposal of the head of the basic unit;
   d. Oversees the proper conduct of teaching and scientific activities in basic units, coordinating and cooperating with their heads;
   e. Approves qualification examination and graduation defence committees for the study programmes the faculty covers and any other committee assisting the faculty in performing its duties and functions;
   f. On the basis of the faculty's needs and development, proposes to the Rector vacancies and changes in the number and positions of the faculty's human resources to prepare recruitment;
   g. Establishes the ad hoc recruitment committee for the relevant faculty;

h. Directs recruitment for the relevant faculty on the basis of the Rector's plan for that process;
i. For each academic year, proposes to the Rector the list of students for approval as registered to continue studies in programmes covered by the faculty;
j. Proposes to the Rector the expulsion of students in cases provided for in the Faculty Regulations;
k. Each year, submits to the Rectorate the report on the faculty's teaching, scientific and financial activities after prior discussion and approval by the dean's office;
l. Organizes admission competitions for new faculty students and checks the proper functioning of admissions committees;
m. Approves internal regulations of units within the faculty;
n. After review by the dean's office and on the proposal of the head of the basic unit, approves chairs and members of examination, admission, qualification examination and graduation defence committees; admission and qualification examination papers and graduation project topics; and research projects and plans of scientific employees of the relevant research centre or basic teaching and research units;
o. Announces the results of admission competitions;
p. In exercising powers, the Dean acts through orders and instructions;
q. In flagrant cases or serious violations of laws and subordinate acts by the head of a basic unit, proposes dismissal to the Rector. The Rector responds within one month. If the Rector does not respond within that period, the head remains in office;
r. The Dean designates one of the heads of research, scientific or teaching groups, disciplinary or interdisciplinary, depending on the unit in which the violation occurred, to replace the suspended governing authority until the new authority is appointed.
s. Signs diplomas without the right to delegate the signature.

3. The Dean performs other duties prescribed by legislation in force, the University Statute or other acts.

Article 43

Term, appointment and dismissal of the Dean

1. The Dean is appointed by the decreed Rector in accordance with this Statute and the procedures in the University's Election Regulations, with the right to appointment only once to the same position at the same higher education institution.
2. Academic staff of the relevant faculty or individuals from outside it in the “Professor” category may nominate themselves to the Academic Senate for Dean. Outside candidates who are successful become academic staff members of the relevant faculty.
3. The Faculty Dean is appointed for a 4-year term with the right to re-election only once.
4. In flagrant cases or serious violations of laws and subordinate acts by a Dean, the Rector orders dismissal. The Rector designates the Vice-Dean, or one of the Vice-Deans where there is more than one, to replace the dismissed Dean until a new Dean is appointed.

Article 44

Termination of the Faculty Dean's term

1. The Dean's term ends at the end of the period for which the Dean was elected.
2. The Dean's term may end early when the Dean:
   a. Resigns;

b. Dies;
c. Becomes physically or mentally unable to perform the function;
ç. Is dismissed;
d. Is convicted of a criminal offence by a final court decision.

Section XI
HEAD OF BASIC UNITS
Article 45
Head of Basic Units

1. The head of a basic unit (Head of Department/Director of the Scientific Research Centre) is the governing authority in a basic unit within the University's main units.
2. The head of a basic unit must be academic staff in the “Professor” category or hold a “Doctor” (PhD) scientific degree obtained at universities in OECD or EU member countries. Where there are no candidates in this category, a lecturer holding the scientific degree of “Doctor” may also stand for head.

Article 46
Functions and powers of the head of a basic unit

The head of a basic unit has the following functions and powers:

a) Directs and represents the basic unit;
b) Directs and oversees all teaching, educational and scientific work in the basic unit;
c) For each semester and academic year, identifies full-time and part-time academic staffing needs on the basis of legal criteria and submits them to the relevant Dean and Rector so academic recruitment can be planned;
d) In cooperation with the Dean, proposes candidates for full-time and part-time teaching staff to the relevant recruitment committee through an advertised and transparent process;
e) Takes organizational and monitoring measures to ensure the normal conduct of teaching and research by staff of the basic unit they lead;
f) Encourages and motivates staff to perform their teaching and scientific research duties effectively;
g) Requests reviews and improvements of study programmes and curricula based on academic needs and indicators;
h) Proposes to the relevant Dean arrangements for professional placements in commercial companies (SHPK, SHA) and/or other institutions;
i) Proposes specific student registration criteria to the Dean, who forwards them to the Senate for approval;
j) Proposes admission quotas for each study programme to the Senate for approval.
k) Performs other duties prescribed by legislation in force, the University Statute or other acts.

Article 47
Term, appointment and dismissal of the head of a basic unit

1. The head of a basic unit is appointed by the Rector of the relevant faculty in accordance with this Statute and the procedures in the University's Election Regulations.
2. The Head of Department/Director of the centre is appointed for a 4-year term.

Article 48

Termination of the head of a basic unit's term

1. The head of a basic unit's term ends at the end of the period for which the head was elected.
2. The head of a basic unit's term may end early when the head:
   a. Resigns;
   b. Dies;
   c. Becomes physically or mentally unable to perform the function;
   ç. Is dismissed;
   d. Is convicted of a criminal offence by a final court decision.

Section XII

THE UNIVERSITY VICE-RECTOR AND VICE-DEAN

Article 49

Number and duties of the Vice-Rector

1. “Aldent” University has one or more Vice-Rectors appointed by the Rector;
2. The Vice-Rector performs the following duties:
   a. Replaces the Rector when absent with the latter's authorization;
   b. Organizes and oversees teaching, educational and scientific work throughout the University.
   c. Follows the preparation and implementation of teaching plans and programmes in faculties and departments;
   d. Follows and monitors progress in scientific work at research centres;
   e. Organizes and supervises long-term specialization, within and outside the country, of the University's teaching and scientific staff;
   f. Prepares the draft academic teaching calendar University-wide and submits it to the Rector for approval;
   g. Supervises the organization and conduct of admission competitions for new students;
   h. Reviews and consolidates the experience of the University's faculties and basic teaching units in the teaching and educational process;
   i. Follows and promotes scientific cooperation between University units and scientific institutions, other higher schools, firms, manufacturing enterprises and others;
   j. Organizes studies on the University's future development in the fields covered and submits them to the Rector;
   k. Submits possible scientific work projects to the Rector;
   l. Performs other duties prescribed by legislation in force, this Statute or other acts.
3. The University Rector may propose to the Academic Senate a change in the number of Vice-Rectors, also specifying their duties.

Article 50

Selection, approval, appointment and dismissal of the Vice-Rector(s) at “Aldent” University

1. The Vice-Rector must hold the title of “Professor” or “Associate Professor”, or a scientific degree of “Doctor” obtained in OECD or EU countries.
2. The University Rector proposes the selected Vice-Rector candidate(s) to the Academic Senate.
3. At its first meeting, the Academic Senate approves the proposal(s) submitted by the Rector.

4. The University Rector appoints the Vice-Rector(s) approved by the Academic Senate.
5. The Vice-Rector at “Aldent” University is dismissed by the Rector following the same procedures as for appointment.
6. The Vice-Rector leaves office when:
   a. The Vice-Rector resigns;
   b. The Rector dismisses the Vice-Rector for violating legal or subordinate legal acts, or for actions that undermine the University's normal operations and integrity;
   c. Physical or mental reasons make the Vice-Rector unable to perform assigned duties;
   ç. The Vice-Rector is convicted of a criminal offence by a final court decision.
7. If the Vice-Rector is dismissed, the Rector proposes the name of the new Vice-Rector to the Academic Senate.

Article 51
Vice-Dean at “Aldent” University

1. The Vice-Dean is appointed and dismissed by the Rector on the relevant Dean's proposal.
2. The Vice-Dean must lecture in a subject, be employed by the relevant faculty and have completed at least Doctoral-level studies.
3. The Vice-Dean exercises the powers specified in the act of appointment.
4. The Vice-Dean replaces the Dean when the latter is absent or in other cases provided by legislation in force.
5. Other provisions concerning the Vice-Dean may be specified in the Faculty Regulations.

Section XIII
ADMINISTRATION OF “ALDENT” UNIVERSITY

Article 52
Administrative authorities

1. The University's administrative authorities are:
a. the University Administrator;
b. the Administrator(s) of the Main Units.
2. Other authorities are appointed in accordance with legislation in force and this Statute.

Article 53
University Administrator

1. The Administrator is the highest administrative authority and is responsible for the University's sound financial operation. The Administrator is its legal representative for financial and administrative matters.
2. The Administrator is appointed and dismissed by the Board of Administration.
3. The Administrator may be a member of the Partners' Assembly (a partner).
4. The Administrator must have higher education of at least Master of Science level in law or economics and at least 7 (seven) years' work experience in those fields.
5. The institution's Administrator may hold no other academic or administrative function.
6. The Administrator reports on activities to the Board of Administration and the Academic Senate, respectively concerning fulfilment of financial and administrative obligations and academic obligations.
7. The Administrator performs the following principal functions:

a) Prepares the draft annual budget based on proposals from main and basic units, supported by the institution's Strategic Development Plan and medium-term budget plan;
b) Proposes criteria for administering financial and material resources, submits them to the Board of Administration for approval and supervises their allocation and implementation;
c) Follows and monitors implementation of the institution's annual budget in subordinate structures;
d) Implements all financial and administrative decisions of the Board of Administration and Academic Senate;
e) At the end of each academic year, submits a report on the institution's financial activity to the Board of Administration and Academic Senate;
f) Cooperates with the institution's other authorities and structures on daily administration matters;
g) Appoints and dismisses faculty administrators and all administrative staff of the institution;
h) Meets the Rector's requests to fulfil academic, administrative and financial needs;
i) Directs the administration's activities;
j) Directs recruitment procedures and performance assessment of administrative employees; signs individual employment contracts with administrative employees;
k) Represents or jointly represents the institution in all court proceedings or settlement of disputes with third parties, natural or legal persons;
l) Is a member of the Rectorate;
m) The Administrator performs other duties prescribed by legislation in force, this Statute or subordinate acts.

Article 54

Appointment and dismissal of the University Administrator

The following procedures apply to selecting and appointing the institution's administrator:

a) The Board of Administration approves the criteria candidates must meet;
b) The University publicly announces the vacancy and criteria for administrator candidates and announces the start of candidate evaluation and selection;
c) The Board of Administration prepares the candidate assessment scheme, describing the evaluation method in detail;
d) An interview may be provided in addition to review of the application file;
e) Each Board member evaluates each candidate in writing under the approved scheme and, based on accumulated points, the candidate ranking is announced;
f) The Board may select by secret ballot one of the candidates with the highest scores. The candidate receiving 2/3 of members' votes is declared successful;
g) After selecting candidates, the Board publicly announces the successful candidate;
h) The Board's procedures for dismissing the Administrator and the voting method are the same as those used for selection.

Article 55

Administrator of the Main Unit

1. The faculty administrator (main unit administrator) is responsible for its sound financial and administrative operation.

2. The faculty administrator is selected from applicants for this governing position. The faculty Dean proposes the selected candidate to the institution's Administrator, who appoints and dismisses the main-unit administrator.

3. The main-unit administrator must have university education of at least Master of Science level in law or economics and at least five years' work experience in those fields.

4. The faculty administrator may hold no other academic or administrative function.

5. The faculty administrator reports on activities to the institution's Administrator and informs the relevant Dean of everything concerning support for teaching and research.

6. The faculty administrator's principal functions are:

a) performs the faculty's daily financial administration;

b) supervises and monitors the faculty's financial activities;

c) meets the Dean's requests to fulfil academic, administrative and financial needs;

d) cooperates with other authorities in faculty structures on fundamental administration matters;

e) performs other functions provided in the Institution's and/or Faculty Regulations.

PART THREE
UNIVERSITY STAFF

Article 56
University staff

1. University staff consist of academic staff, academic support staff and administrative staff.

2. Staff may be employed under fixed-term or indefinite-term contracts and engaged full-time or part-time.

3. Staff rights and obligations are set out in this Statute and internal acts in accordance with legal and subordinate legal acts in force.

CHAPTER III
Academic Staff

Article 57
Status of academic staff

1. Academic staff enjoy special status and treatment under the Law.

2. Aspects of special treatment and other academic staff benefits are determined by the Board of Administration in accordance with its regulations.

Article 58
Categories of academic staff

l. Academic staff conduct teaching and scientific research, provide support and development services for the institution and counselling to students, and carry out other activities.

2. Academic staff may have a teaching and/or scientific research orientation. According to their role and activity, academic staff are categorized as:

a) professors;

b) lecturers;

c) assistant lecturers,

Salary levels for academic staff categories are approved by the Board of Administration.

3. The “Professors” category includes persons responsible for courses or modules and leaders of scientific research. They hold the academic titles of “Professor” or “Associate Professor” and are employed under indefinite-term contracts.

4. The “Lecturers” category includes academic staff who conduct teaching and scientific research, hold the scientific degree of “PhD” or “Doctor”, have at least three years' teaching experience before or after obtaining that degree, and are employed under indefinite-term contracts.

5. The “Assistant Lecturers” category includes academic staff who conduct teaching and research, hold at least a “Master of Science” diploma and are employed under fixed-term contracts of at least one year, renewable.

6. The annual teaching workload of academic staff is established by Academic Senate decision. It differs for the staff categories referred to in paragraphs 3, 4 and 5 of this Article.

Article 59

Visiting academic staff

1. The institution's basic units may request the contractual employment,

for short periods, of domestic or foreign researchers or distinguished figures in the field.

2. In selecting visiting academic staff, their qualifications are matched to

the basic unit's teaching or scientific research needs.

3. Visiting staff are employed on a case-by-case basis, and teaching may be organized over a short period under a special plan.

Article 60

Employment of academic staff

1. Employment criteria for full-time academic staff are proposed by the relevant basic unit according to its needs and approved by the Rector. Candidate selection is conducted by an ad hoc committee with a majority from the relevant basic unit.

2. The ad hoc committee ranks the candidates and submits its proposal to the Dean, who forwards it to the Rector. The Rector appoints the employee full-time in accordance with the legal framework in force.

CHAPTER IV
ACADEMIC SUPPORT AND ADMINISTRATIVE STAFF

Article 61

Academic support staff

1. Academic support staff are divided into academic support staff of a teaching character and of an administrative character.

1.1 Academic support staff of a teaching character assist and support teaching and/or scientific research. They are part of the basic unit's staff and support its activities. They include laboratory staff, technicians and others as specified in the institution's internal acts.

1.2 Academic support staff of an administrative character assist and support teaching and/or scientific research and/or institutional development at basic-unit, main-unit or institutional level. They include staff specified in the institution's internal acts.

2. Employment criteria for full-time academic support staff are proposed by the unit served by those staff. The competition is conducted by an ad hoc committee with a majority of representatives from the relevant unit.

3. Rules and procedures for selecting members of the ad hoc committee and selecting academic support staff are established in the institution's internal acts.

Article 62
Administrative staff

1. Administrative staff categories and salary levels are approved by the Board of Administration.

2. Employment criteria are established by the relevant committee set up by the Administrator according to the position. Administrative staff are employed after the relevant committee examines candidates' applications.

3. Disciplinary procedures are those provided by the Labour Code of the Republic of Albania and the institution's Code of Ethics.

PART FOUR
ORGANIZATION OF STUDIES

Article 63
Modes of study and programmes at “Aldent” University

1. University study modes are:
    a) Full-time studies;
    b) Extended-time studies.
2. Study programmes at “Aldent” University are organized in three successive cycles: the first cycle and the second cycle.
3. The University offers accredited study programmes organized in modules and assessed in credits under the European Credit Transfer and Accumulation System (ECTS). The average number of credits accumulated in one year by a full-time student is 60.
4. Study programmes are drafted by departments, which propose them to the Academic Senate for approval.
5. The Rectorate is responsible for publicly announcing the accredited study programmes offered by the University before applications for admission begin.
6. First- and second-cycle study programmes are university study programmes.
7. The University may also offer non-university, post-secondary professional study programmes of no fewer than 120 credits. Their normal duration is at least two academic years, and a “Professional Diploma” is issued in the field studied on completion. Credits accumulated in post-secondary studies may be transferred to first-cycle university studies in accordance with criteria established by the Academic Senate.

Article 64
Academic year and organization of teaching

1. University studies are organized by academic year. The start date of the academic year is announced in accordance with legislation in force.
2. The academic year is organized in accordance with legal and subordinate legal acts in force.

Article 65
Study fees

1. Study fees include registration and tuition fees. Fees differ according to the cycle or mode of study.
2. Fees for all study programmes are proposed by the Academic Senate and approved by the Board of Administration.
3. Students sign the relevant service contracts, which also specify study fees for all programmes and cycles.

Chapter V
FIRST CYCLE OF STUDIES

Article 66
First-cycle study programmes

1. First-cycle programmes aim to provide basic knowledge of general scientific methods and principles and develop specific skills for a wide range of professions and specializations.
2. First-cycle programmes comprise 180 European credits (ECTS, hereinafter credits) and normally last 3 academic years;
3. On completion of first-cycle programmes, a “Bachelor” university diploma is issued in accordance with the rules in this Statute.

Article 67
Admission to the first cycle of studies

1. Any person who has completed the State Matura and meets the statutory grade-point-average requirement may compete for admission to study at “Aldent” University.
2. Albanian and foreign students, as well as students under bilateral or multilateral agreements, may study at “Aldent” University.
3. Albanian and foreign citizens who have completed a higher education programme may also study at “Aldent” University upon payment of the prescribed fee.
4. The University may propose special admission competition criteria for each specialization. “Aldent” University makes these criteria and competition regulations public together with the necessary information on the relevant faculty and basic unit and the programmes offered.

Article 68
Elements of first-cycle study programmes

1. First-cycle study programmes must contain the following elements:
a. general information about the programme, its form and principal objectives, and its study plan together with the compulsory study credits;
b. admission conditions for the study programme and selection criteria where admission numbers are limited;
c. student assessment methods and conditions for progression through the programme;

c. conditions for transfer between programmes and for partial completion of the programme, if it provides for this;
d. academic and professional titles awarded under the law.
2. Other study programme elements may be determined by the Academic Senate.

Article 69
Issuance of diplomas and other documents

1. The University provides students who have completed all study programme requirements within the time limits set by applicable legislation with the corresponding diploma, which is an official document.
2. First-cycle diplomas are accompanied by a Diploma Supplement.
3. The Diploma Supplement is prepared in accordance with European Higher Education Area requirements. In particular, it describes the nature, level, content and results of studies undertaken and successfully completed by the diploma holder, etc.
4. The content and form of the diploma and Diploma Supplement are determined by the Academic Senate in accordance with instructions from the ministry responsible for education.
5. Before any diploma or certificate is issued, it is registered in the State Register of Higher Education and Scientific Research Diplomas and Certificates maintained by the ministry responsible for education.

Article 70
Titles of first-cycle diplomas at “Aldent” University

1. “Aldent” University issues “Bachelor” diplomas for first-cycle studies according to the study programmes.

Article 71
Transfers in the first cycle of studies

1. “Aldent” University offers student transfers among programmes in all cycles within “Aldent” University or from/to other higher education institutions.
2. The teaching structure admitting the student decides whether accumulated credits are recognized in full or in part for continuing studies.
3. The principal criteria for full recognition of a student's accumulated credits are:
a. Identity of the study programme;
b. The time when studies were completed;
c. Inclusion in the Bologna system.
4. The principal criteria for partial recognition of a student's accumulated credits are:
a. Similarity of the study programme;
b. The time when studies were completed;
c. Inclusion in the Bologna system.
5. Other, more detailed criteria for recognition under paragraphs 3 and 4 of this Article are set out in the University's teaching regulations.

CHAPTER VI
SECOND CYCLE OF STUDIES

Article 72

Second-cycle study programmes

The second-cycle programmes offered by UAL are “Master of Science” and “Professional Master”.

1. Second-cycle programmes provide advanced theoretical and practical knowledge and training for independent research in a field within a specialization.
2. These programmes comprise 60 or 120 credits, including credits for the research project or thesis. Their normal duration is one or two academic years.
3. Students in this programme must also take an English-language examination based on internationally recognized tests accepted by the ministry responsible for education.
4. On completion of second-cycle programmes, a “Master of Science” or “Professional Master” university diploma is issued in the field studied. Second-cycle diplomas are issued in accordance with this Statute.

Article 73

Elements of second-cycle study programmes

1. Second-cycle programmes must contain the same elements specified for first-cycle study programmes.
2. Other elements of second-cycle programmes may be determined by the Academic Senate.

Article 74

Admission to the second cycle of studies

1. Individuals may apply to enrol in the second cycle of studies if they have completed a first-cycle programme and meet the academic standards of the admission criteria of “Aldent” University.
2. Admission quotas and criteria for second-cycle programmes at “Aldent” University are approved by the Academic Senate.

Article 75

Transfers in the second cycle of studies

1. The University offers transfers between second-cycle programmes within “Aldent” University or from/to other higher education institutions.
2. The teaching structure admitting the student decides whether accumulated credits are recognized in full or in part for continuing studies.
3. The principal criteria for full recognition of a student's accumulated credits are:

a. Identity of the study programme;
b. The time when studies were completed;
c. Inclusion in the Bologna system.

4. The principal criteria for partial recognition of a student's accumulated credits are:

a. Similarity of the study programme;
b. The time when studies were completed;
c. Inclusion in the Bologna system.

5. Other, more detailed criteria for recognition under paragraphs 3 and 4 of this Article are set out in the teaching regulations of “Aldent” University.

Article 76

Titles of second-cycle diplomas at “Aldent” University.

1. The University issues second-cycle diplomas according to the study programmes in each faculty.
2. Faculty diplomas are issued in accordance with titles approved by the competent authorities. Diploma titles may change depending on those approvals.

Article 77

Integrated second-cycle study programmes

The organization and rules for integrated second-cycle programmes at “Aldent” University comply with legislation in force. Such programmes are approved by the competent State authorities.

CHAPTER VII
SECOND STUDY PROGRAMME

Article 78

Pursuing a second study programme

1. Individuals who have completed a study programme may pursue a second programme.
2. Individuals wishing to pursue a second programme must meet all admission criteria for it, as must first-time entrants.
3. Individuals pursuing a second programme may seek recognition of equivalence for their first programme.

CHAPTER XVII
Third Cycle of Studies

Article 79

Third-cycle study programmes

Third-cycle programmes comprise “Doctor” study programmes and long-term specialization programmes corresponding to level 8 of the Albanian Qualifications Framework.

1. Third-cycle programmes are entirely academic in nature and are based on scientific research and independent creative activities in a field within a specialization.
2. “Doctor” programmes are undertaken full-time at the basic unit or on an extended basis where the doctoral candidate is employed as academic staff at another higher education institution or as research staff at a basic or applied research institution.
3. Doctoral studies are based on individual programmes for candidates' independent training in scientific research in fields specified by the basic or main unit.
4. Students in this programme must also take a foreign-language examination based on internationally recognized tests accepted by the ministry responsible for education.
5. On completion of third-cycle programmes, a university diploma for the scientific degree of “Doctor” is issued.
6. Long-term specialization programmes are professional training programmes providing knowledge for specific professions. They last at least two academic years and comprise at least 120 credits.

They conclude with a qualification examination or graduation thesis, and a “Specialization Diploma” is issued in the relevant field of the programme.

Article 80
Admission to the third cycle of studies

7. Individuals who have completed a second-cycle programme, obtained a “Master of Science” diploma and meet the admission criteria of “Aldent” University may apply to enrol in the third cycle.
8. Admission quotas and criteria for third-cycle programmes at “Aldent” University are approved by the Academic Senate.
9. More specific rules on programme design, admission quotas, candidate selection criteria, academic features, duration and third-cycle diplomas are set out in the relevant regulations of “Aldent” University.

Article 81
Titles of third-cycle diplomas at “Aldent” University.

1. “Aldent” University provides students who have completed all requirements of a third-cycle programme with the relevant diploma, which is an official document.
2. The content and form of the diploma and Diploma Supplement are determined by the Academic Senate in accordance with instructions from the ministry responsible for higher education.
3. The diploma is prepared and issued in Albanian.

CHAPTER VIII
OTHER PROGRAMMES
Article 82
Interdisciplinary study programmes

1. Faculties at “Aldent” University may organize joint interdisciplinary study programmes.
2. “Aldent” University may organize interdisciplinary study programmes with other higher education institutions.
3. On completion of interdisciplinary programmes, a joint diploma is issued by “Aldent” University and the other higher education institution.

Article 83
Joint study programmes

1. Joint study programmes are delivered at “Aldent” University or one of its faculties in cooperation with one or more other higher education institutions within or outside the Republic of Albania.
2. Joint study programmes are organized by the higher education institutions themselves. On completion, a joint diploma or double diploma is issued.

Article 84
Continuing education programmes

1. In addition to its various study programmes, “Aldent” University offers continuing education programmes as a form of lifelong learning. These provide short-term specialization, supplementary and advanced learning, and knowledge refreshment. They may also be advanced research programmes.
2. Continuing education programmes help individuals improve their qualifications and professional skills.
3. As part of continuing education programmes, the University also organizes other forms of informal learning, such as courses, summer schools and similar activities.
4. The structure, duration and credits of programmes under paragraphs 1 and 2 are determined by the University in accordance with this Statute's rules for study programmes.
5. On completion of continuing education programmes, the University issues the relevant certificates.

CHAPTER IX
RECOGNITION AND EQUIVALENCE OF DIPLOMAS AND PERIODS OF STUDY

Article 85
Recognition of foreign diplomas, certificates, degrees and titles

1. Through recognition, a foreign diploma is deemed equivalent to an Albanian diploma for the right to continue education and the right to employment. This also applies to recognition of foreign certificates, degrees or titles.
2. The institution responsible for official recognition in the Republic of Albania of diplomas or certificates issued by foreign higher education institutions is the ministry responsible for education, which conducts this process through the unit responsible for diploma recognition.

Article 86
Recognition and equivalence of diplomas and periods of study

1. Through equivalence, parts of programmes, complete programmes or diplomas obtained from other domestic or foreign institutions are recognized as equivalent for the right to continue education in the same or a similar programme.
2. Equivalence is determined by “Aldent” University. The application, required documentation and equivalence procedures are specified in this Statute in accordance with legislation in force.

PART FIVE
SCIENTIFIC RESEARCH

CHAPTER X
Article 87
Scientific research and development

1. “Aldent” University may conduct scientific research, development studies and projects, and other creative activities in accordance with its specific objectives.
2. Research and development at “Aldent” University also aims to improve educational quality. It gives students methodological research skills, provides ongoing opportunities to enrich

teaching disciplines with advanced knowledge, improves academic staff qualifications and creates material resources.

3. Academic staff are free to conduct research and development for third parties, provided they:
   a. fulfil their employment contract obligations;
   b. fulfil the relevant faculty's or department's scientific research obligations.
4. Research and development for third parties is carried out at the University only under agreements to which the University is a party with domestic or foreign, public or private entities.
5. Agreements are approved by the Board of Administration in accordance with this Statute.

Article 88
Research activities

1. Research and development activities must ensure the integration of research and teaching.
2. Research topics or time frames, areas and workload are determined by the basic and main units under the procedures in the scientific research regulations. They are based on the country's development needs, the importance of research for student education, scientific cooperation programmes, academic staff development, the institution's strategic objectives and available financial resources.
3. “Aldent” University also provides third parties with various specialized services, including expert assessments, analyses, consultancy, monitoring and information services, in accordance with faculty regulations.
4. These activities are financed by the interested parties. Income from them is considered institutional income. Part of it may be used to reward and motivate participating staff in accordance with legislation in force.
5. The University may prepare collaborative research programmes and projects with other public or private institutions within and outside the country, and with associations, foundations and others.
6. The University prepares an annual report on scientific research or creative activity of every kind.

Article 89
Planning research activities

1. Research activities are conducted on the basis of plans, programmes and projects approved by the basic and main units.
2. Research performance of all types and levels is assessed by the Standing Committee on Scientific Research and the Academic Senate in accordance with this Statute's relevant provisions.
3. Second-cycle study programmes are considered research work and are also subject to planning.

PART SIX
QUALITY ASSURANCE AT “ALDENT” UNIVERSITY

CHAPTER XI
QUALITY OF TEACHING
Article 90
Internal quality assurance

1. The Academic Senate of “Aldent” University evaluates, guarantees and is responsible for internal quality assurance at the institution in accordance with State standards.
2. The University drafts the criteria and procedures for establishing and operating this internal quality system in cooperation with ASCAL, based on State quality standards.
3. Internal quality evaluation results are made public.

Article 91
External quality assurance

External quality assurance is carried out through external quality evaluation and accreditation processes within the time limits, procedures and by the authorities prescribed by higher education legislation in force.

Article 92
Accreditation

1. Accreditation is carried out according to the procedures and time limits and by the bodies prescribed by legislation in force.
2. Every accredited programme/institution is subject to periodic evaluation and accreditation.
3. Periodic evaluation and accreditation take place every 6 years.
4. The institution itself bears the costs of external quality evaluation.
5. External evaluation and accreditation results are made public.

PART SEVEN
BUDGET, FINANCIAL AND PROPERTY MATTERS

CHAPTER XII
Article 94
General principles

1. Income generated by the University is administered under the legal framework in force.
2. All collection transactions, including payments, are carried out through the banking system, respecting all financial control rules in accordance with legislation in force.

Article 95
Sources of funding

1. “Aldent” University is financed from:
   a. Owner's capital and other assets made available by the owner;
   b. Income generated;
   c. Other lawful sources.
2. The University approves regulations on the use of funds generated from income.

Article 96
University income

1. University income includes:
a. study fees;

b. income from organizing training or qualifications for third parties under agreements concluded;
c. income from publishing, documentary production, various research of community interest and other services.
ç. income from commissioned research work and other specialized services;
d. income generated by making assets available to third parties through lease agreements and other contractual forms;
dh. public and private gifts, bequests and donations;
ë. other lawful funding.

Article 97
Preparation of the budget

1. The draft budget of “Aldent” University is prepared by the Administrator, based on the budget programme for the relevant year and proposals from constituent structures, and is approved by the Academic Senate after approval by the Board of Administration.
2. The budget is prepared in accordance with the standards established by the legal framework in force.

Article 98
Movable and immovable property of “Aldent” University.

Movable and immovable property needed for its activities is used by “Aldent” University and administered by the company “Universiteti ‘Aldent’ SHPK”.

Article 99
External inspection and audit

External inspection and audit of the University is conducted by external auditors selected by the ministry responsible for education from the list updated annually by the Ministry of Finance and at fees approved by the Ministry of Finance.
Regarding external audit, I clarify that:

Inspection and audit

1. Internal inspection and audit in higher education institutions and their constituent units are carried out by the institution's internal audit units. Establishment and operation of internal audit units follow the higher education institution's internal acts.

2. External inspection and audit in higher education institutions are conducted by internal or external auditors selected by the ministry responsible for education from the list updated annually by the Ministry of Finance.

From this perspective, we consider it necessary to provide in the Statute for:

1. Internal audit

2. External audit

PART EIGHT
STUDENTS

CHAPTER XIII
STUDENTS AND STUDENT DATA

Article 100
Acquisition, suspension and loss of student status

1. Student status is acquired through registration at the University. It is lost upon receipt of the relevant diploma or certificate or upon deregistration from the University.
2. A student may suspend and resume studies in accordance with the rules in the University Regulations.
3. A student may not be registered simultaneously in more than one study programme at the University.

Article 101
Student rights and obligations

1. Students have the right:
a) to attend all teaching activities within the study programme in which they are enrolled;
b) to use the infrastructure made available by “Aldent” University for teaching and benefit from the institution's support services;
c) to participate in University decision-making in accordance with the Law and this Statute;
d) to express their assessment of teaching quality and the work of University staff;
e) to sign a service contract upon registration at the University in the form and with the elements prescribed by the minister responsible for education;
f) to be insured by the University with an insurance company for the full prescribed duration of studies against interruption of activities or other risks, as provided in the joint instruction of the ministers responsible for education and sport and for finance.
2. Students have the duty:
a) to comply with rules established by the University;
b) to respect the rights of staff and other students;
c) to pay the prescribed fees;
d) to comply with the Code of Ethics.

Article 102
Students' councils

1. Students may organize in student councils at faculty, University and national levels.
2. Students' councils are independent organizations. They engage in neither political nor economic activity. They promote student participation and coordinate student representation on the governing bodies of “Aldent” University.
3. Students' councils are elected every two years by student vote in accordance with legislation in force. Vacant mandates, including when a student graduates or transfers and in

other cases, are filled for the remainder of the term by the next candidate ranked by votes received in the most recent election.

4. Arrangements and procedures for establishing, organizing and operating students' councils are set out in student council regulations in accordance with the law, also taking account of proposals submitted by students themselves.

5. Students' councils express opinions and make proposals on all issues of general interest to “Aldent” University and the relevant faculty or faculties, including study plans and programmes, opening new programmes, teaching regulations, service quality, tuition fee levels and cultural, artistic, sporting and other activities.

6. “Aldent” University supports students' councils and finances their activities from funds allocated for that purpose in its annual budget.

Article 103

Documentation of the teaching process

1. “Aldent” University is required by the Law to maintain in writing the registers obtained from the ministry responsible for education, namely:

a) the fundamental student register;

b) the academic achievement register;

c) the register of issued diplomas and certificates.

2. The fundamental student register documents student registration at “Aldent” University. This register:

a) shows that each student has been assigned a unique matriculation number, retained until the diploma or certificate is obtained;

b) is deposited in the State Archives in accordance with the legal framework in force, while a certified copy is retained throughout the University's existence or its continuation under a different name, without the right to issue extracts from the register from the day it is delivered to the institution's archive;

c) is also completed electronically.

3. The academic achievement register records the results obtained by each student enrolled at “Aldent” University according to the study programme. This register:

a) is deposited in the State Archives under the legal framework on archives, while a certified copy is retained throughout the institution's existence, without the right to issue extracts from the register from the day it is delivered to the institution's archive.

b) is also completed electronically.

4. The register of issued diplomas and certificates records their issue by “Aldent” University. It records collection of the diploma and Diploma Supplement by each student who has successfully completed academic and other institutional obligations to the University.

The register of issued diplomas and certificates:

a) is deposited in the State Archives under the legal framework on archives, while a certified copy is retained throughout the existence of “Aldent” University without the right to issue extracts from the register from the day it is delivered to the institution's archive;

b) is also completed electronically.

5. “Aldent” University must complete the elements of the registers specified in paragraph 1 of this Article in accordance with subordinate acts. After final completion, the documentation is deposited in the State Archives under the legal framework on archives. A certified copy is retained in the University archive in accordance with legislation in force and University Regulations, without the right to issue extracts from the register from the date it is delivered to the archive. If the University ceases operations, its registers under paragraph 1 of this Article and all other documents are deposited in the State Archives under the legal framework on archives.

Article 104
Student database at “Aldent” University.

1. “Aldent” University retains students' personal data in accordance with the legal framework in force on personal data protection.

The University and its constituent structures store and process student data on the principle of confidentiality and in accordance with personal data protection legislation.

PART NINE
FINAL PROVISIONS

CHAPTER XIV
FINAL PROVISIONS

Article 105
Approval of the Statute

1. This Statute is approved by the Academic Senate of “Aldent” University with 2/3 of the votes of all its members in favour.
2. The Statute of “Aldent” University may be amended in accordance with the procedures and majority required by this Statute.
3. Upon entry into force of this Statute, any other act of equal force at “Aldent” University and any provisions of regulations or other acts that conflict with it are repealed.
4.

Article 106
Transitional provisions

1. Students enrolled in a study programme at “Aldent” University before this Statute enters into force will continue their studies under the same programme for its normal duration.
2. Transitional provisions established by higher education legislation in force apply at “Aldent” University regardless of the provisions of this Statute.
3. Provisions of the Statute that conflict with transitional provisions of legislation in force do not apply. Those provisions of the Statute enter into force when the legal effects of the transitional provisions end, in accordance with the time limits prescribed by legislation in force.

Article 107
Institutional seal

1. “Aldent” University has an official seal according to the model attached to and forming an integral part of this Statute as Annex 3, with the following description:
2. “ALDENT” University has an official seal according to the model approved by the Board of Administration. The seal has a diameter of 30 mm, with the University emblem in the centre and “ALDENT University” written around it.
3. The Rector and UAL Administrator have the right to use the University's official seal. Use by others requires authorization from the Rector or UAL Administrator.

Article 108
Preparation of internal regulations

In accordance with Law No. 80/2015 “On Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania” and this Statute, the regulations specified in this Statute and subordinate acts in force are also prepared.

Article 109
Approval by the Academic Senate

This Statute was approved at the Academic Senate meeting by Decision No. 10 dated 17.03.2017.

Article 110
Entry into force

After review of legality by the relevant ministry, this Statute enters into force in the 2017-2018 academic year.

Chair of the Senate
Prof. Assoc. Agron METO