

University of Novi Sad  
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Pursuant to Article 70 of the Statute of University of Novi Sad (Council of the University of Novi Sad on 3 October 2006, 23 February 2006, 29 February 2007, 29 February 2008 and 23 May 2008), the Council of the University of Novi Sad on its 7th meeting held on 29 October 2010, made the following

## **DECISION**

on the amount and procedure of payment of a fee for verification of  
authenticity of data

### Article 1

This Decision defines the amount and procedure of payment of the fee for services rendered by the University of Novi Sad (hereinafter: University) relating to the procedure of verification of authenticity of data on acquired academic and professional titles, as well as of diplomas conferred to persons who completed their studies at the University.

### Article 2

An application for verification of authenticity of data and diplomas as stated in Article 1 may be submitted by any interested physical and legal person in writing (including electronic mail).

The subject application must contain applicant's first name and surname, its residence or domicile address or its head office address, applicant's signature and, if applicant is a legal person, signature of a person authorized for representation and its seal.

The application must contain data on the person referred to in the application, i.e. on diploma the verification of which is requested, such as: first name, surname, date of birth, period of studying at the University, name of faculty studied at, conferred academic and professional title, date of issuance of diploma or certificate of completed studies, etc. A photocopy of the diploma or certificate of completed studies the verification of which is requested may be enclosed to the application.

### Article 3

In addition to the application mentioned in Article 2, the applicant is obliged to pay a fee to the account of the University in one the following amounts:

1. RSD 1,500.00 if the applicant is a domestic physical person;
2. RSD 2,500.00 if the applicant is a domestic legal person;
3. EUR 50 if the applicant is a foreign physical person;
4. EUR 80 if the applicant is a foreign legal person.

Foreign physical and legal persons shall pay the amounts stipulated under 3 and 4 of the above paragraph to a foreign-currency account of the University as per payment instruction which is an integral part thereof.

#### Article 4

In the event the applicant fails to do in accordance with Article 3 thereof, University office to which the application is submitted will, after the receipt of the application, remind the applicant of the obligation to pay the fee stipulated in Article 3.

The University will submit to the applicant the requested verified data only after the applicant acts in accordance with the written reminder mentioned in the above paragraph.

#### Article 5

This Decision becomes effective on the day it is made.

The Decision will be published on the web page of the University.

Seal

Council Chairman  
Professor Srđan Kolaković, Ph.D.