**Exchange Students**

**INCOMING EXCHANGE STUDENTS AT THE UNIVERSITY OF NOVI PAZAR**

If you want to spend part of your study period as an exchange student at the University of Novi Pazar, please fill in the [application form](http://uninp.edu.rs/wp-content/uploads/2019/01/KA1-Mobility-Application-for-students.doc)and email it to [s.bacicanin@uninp.edu.rs](mailto:s.bacicanin@uninp.edu.rs).

**Procedures at the University of Novi Pazar for all incoming exchange students**:

1. Please make sure you have the appropriate **health insurance** before starting your exchange.
2. Please make sure to register at the **Police Department** within 24 hrs from your arrival to Serbia.[Guidelines for registering at the Police Department](http://uninp.edu.rs/wp-content/uploads/2019/01/FOREIGN-STUDENTS-RESIDENCE-REGULATION6342.pdf)

Once you come to the University, here is what you need in order to officially become our student.

**1**. Please **visit the International Relations Office**at the University. The Office is at the University of Novi Pazar, Dimitrija Tucovića bb, Novi Pazar.   
  
Erasmus+ students need to present the following documents: copy of the passport, signed *Learning Agreement*and the *Grant Agreement.*Additionally, the *Arrival & Departure form* is also signed at the International Relations Office at the University.

**2.** Buy and fill in the following enrollment forms:   
- ***STUDENT'S ID BOOKLET***(available at the Student Service Office)  
**- *FORM ŠV***(available at the Student Service Office)    
**- *APPLICATION FORM***(available at the Student Service Office)   
**- *TWO PHOTOGRAPHS***

**3**. Hand the documents in at the **Student Service Office**

**4**. Fill in the following[form](http://uninp.edu.rs/wp-content/uploads/2019/01/Registration-Form-for-the-Stutent-on-Exchange.docx) and email it to [s.bacicanin@uninp.edu.rs](mailto:s.bacicanin@uninp.edu.rs).

**5**. Contact your academic coordinator to discuss the academic matters (courses you will attend etc.)