



UNIVERSITY OF SARAJEVO
**School of Economics
and Business**



University of Sarajevo - School of Economics and Business

Guide for International Students





MESSAGE FROM THE DEAN

DEAR STUDENTS,

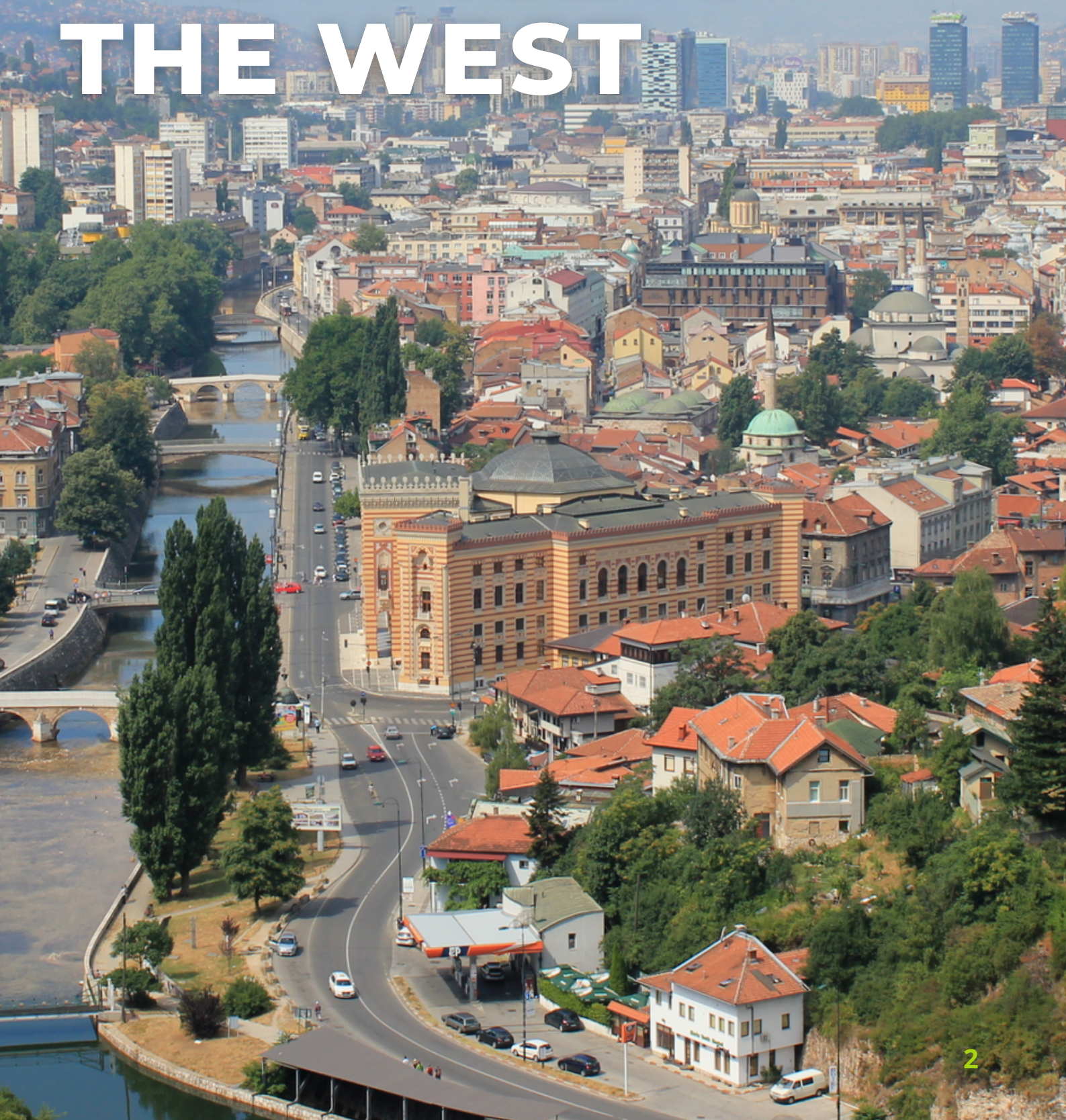
The Manual for International Students has been crafted with the primary aim of furnishing comprehensive information about our offerings for international students. Embarking on a journey of studying abroad is undeniably a challenge, and studying at the University of Sarajevo - School of Economics and Business (SEBS) promises to be an exhilarating experience!

We trust that you will find immense value in our diverse range of courses, providing not only academic enrichment but also the opportunity to immerse yourself in a new culture, adopt new habits, and embrace different ways of life.

Your exchange and study period at SEBS extend beyond academic excellence; it is an opportunity to cultivate lifelong friendships with individuals from around the globe. Come, be part of an experience where the meeting point of Eastern and Western cultures defines the city. We are confident that your time here will be nothing short of rewarding.

Yours sincerely,
Professor Meliha Bašić, PhD
Dean

SARAJEVO - WHERE THE EAST MEETS THE WEST





ABOUT SEBS

University of Sarajevo - School of Economics and Business (SEBS) was established in 1952 as the Faculty of Economics. It is the leading institution in the Bosnian and Herzegovinian higher education system, and a major contributor in creating and disseminating knowledge in the fields of economics and business administration. Endeavouring to make its curriculum and syllabus as modern as possible, as well as to intensify steps towards the internationalization and international recognition of its degrees, the School was the first in Bosnia and Herzegovina to adopt and implement (during the academic year of 2001/2002) a curriculum based on the European Credits Transfer System — ECTS. An appreciable level of cooperation has been achieved with elite schools of economics both in Europe and worldwide, providing students with a wider array of choices, and allowing their own influence on the development of the programs in which they participate. The second step in implementing the ECTS-based concept of study at the School started in 2005 with the introduction of the “3+2+3” system.

SEBS is the only business school in BiH with international accreditations. In 2015 SEBS was initially accredited by **AACSB** (Association to Advance Collegiate Schools of Business) in 2015 and reaccredited in 2021. Also, SEBS's Bachelor Undergraduate Programme Set: Financial Management and Marketing Management (FM&MM) has been initially accredited by **EFMD** (European Foundation for Management Development) in 2012 and reaccredited in 2015, 2018 and 2021.



The School of Economics and Business Sarajevo is a public higher education institution in Bosnia and Herzegovina (BiH). It is a member of the University of Sarajevo (UNSA), the largest and oldest university in the country and it was founded in 1952. The School introduced its first generation of graduates that did their studies based on the ECTS concept in October 2008 and a doctoral program starting in the academic year of 2009/2010.

SEBS positions itself as the leading academic research institution in the field of economics and business at the national level.

The main organizational unit of SEBS is the department that controls a variety of similar subjects from the curriculum activity. SEBS has 9 different departments and more information is available at [departments](#).



**WHERE
SUCCESS STARTS**



Inside SEBS there are several market oriented organizational units: Economic Institute, Business Academy, Publishing unit, Centre for Management and Information Technologies (MIT Centre), E – Net Centre and others.

The centers are presented within the table below.

Name of the Center	Contact Information
Students' Admission Office	studentska.sluzba@efsa.unsa.ba
Center for Management and Information Technologies	mit@efsa.unsa.ba
Public Relations Office	pr@efsa.unsa.ba
Library-Information Center	bic@efsa.unsa.ba
International Office	cms@efsa.unsa.ba
Quality Management Office	kvalitet@efsa.unsa.ba
Center for Entrepreneurship and Knowledge Management	
Center for Education and Reserach	cei@efsa.unsa.ba
Career Centre	karijera.studenata@efsa.unsa.ba
Center of Excellence for Evaluation and Policy Research	
Center for Forensic Accounting	cfa@efsa.unsa.ba



AACSB
ACCREDITED



EFMD
ACCREDITED

BACHELOR



UNDERGRADUATE PROGRAMME FM & MM PROGRAMME (ENGLISH)

Bachelor Undergraduate Programme Set: Financial Management and Marketing Management (FM&MM) is our School's flagship degree programme. From the academic year 2011/2012, the classes are held completely in the English language. The reason behind the introduction of a programme fully delivered in the English language is to keep in line with the latest global trends in higher education. Specifically, the students gain many benefits by studying in English, among which is mastering the language that you will require in your future professional specialization. The very fact that you will be studying in this way increases your opportunities for studying abroad, participating in student exchanges, benefits when enrolling on the Master's (II cycle) study and, of course, greater chances for employment.

The Programme has been accredited by **EFMD (European Foundation for Management Development)** with their EPAS programme accreditation in 2012 and reaccredited in 2015, 2018 and 2021. The fact that the programme is recognized internationally, adds great value for our students.

Since this programme is specially designed for studying in the English language, it is the perfect choice for incoming exchange students. Every year, there is an increase in interest in the Programme by incoming students, and our goal is to define the highest standards of international education, here in Sarajevo. Incoming students have the possibility to enrol in any of the courses from the FM/MM Programme. It provides a variety of courses, from different areas of interest for a prospective Management student. If you wish to spend a semester or year studying in Sarajevo, FM/MM should be your first choice. Below you can find the programme structure, courses offered and respective ECTS credits.

Year	Semester	Courses	MM	FM	ECTS
I	I Fall/Winter	Principles of Economics Introduction to Business Business Law Principles of Management Mathematics for Management Business Informatics			5
					5
					5
					5
					5
					5
					5
					5
					5
					5
II	III Fall/Winter	Strategic Management Quantitative Methods in Management Management of Information Systems Financial Accounting Quantitative Models in Finance International Economics and Business			5
					5
					5
					5
	IV Spring/ Summer (MM)	Marketing Management Consumer Behaviour Marketing Research Digital Marketing and Social Media Business Ethics			6
					6
					6
					6
	IV Spring/ Summer (FM)	Financial Management Fundamentals of Financial Analysis Insurance Banking Business Ethics			6
					6
					6
					6
III (MM)	V Fall/Winter	Marketing Channels Price Management Services Marketing Elective Internship Research Project			5
					5
					5
					5
					5
					5
III (FM)	V Autumn	Financial Risk Management International Financial Management Portfolio Management Elective Internship Research Project			5
					5
					5
					5
					5
					5
	VI Spring/ Summer	Actuarial Models Financial Markets and Institutions Taxes and Corporations Elective Elective Bachelor's Thesis			5
					5
					5
					5
					5

LIST OF ELECTIVE COURSES*

Courses**		ECTS***
Enterprise and Innovation	B2B Marketing	5
Project Evaluation and Monitoring	Communication Skills	5
Introduction to valuation	International Business Law	5
Enterprise Risk Management	Digital Innovation	5
Urban Economics	Professional selling	5
Operations Management	Behavioural economics	5
Applied Statistical Analysis	Econometritcs	5
Methods and Models of Optimisation	Principles of Islamic Banking and Finance	5
Applied Multivariate Analysis		5

* Elective Courses are chosen beforehand by all Degree students enrolled in the programme. Nevertheless, Exchange students have the possibility to enroll in the course, and upon their arrival, they would have the opportunity to make changes to their Learning Agreement.

** Students can choose any elective course they like, but some courses do require students to have previously passed certain obligatory courses or their equivalents. You can refer to the Programme set for more details.

*** Each elective course is worth 5 ETCS points.



INCOMING STUDENT'S CHECKLIST



Pre-arrival checklist

- Contact International Office (IO) by email (cms@efsa.unsa.ba).
- Make sure your passport is valid and not about to expire.
- Find out if you have to apply for a BiH visa or a residence permit.
- Make your travel and insurance arrangements (the University of Sarajevo doesn't provide insurance for foreign students and staff members. This means that if your insurance is not included in your scholarship – check with your home coordinators – you will have to provide it by yourselves for the period of your stay in Sarajevo.
- Make sure that your insurance covers your health and life activities in Sarajevo.
- Arrange for housing/accommodation (SEBS does not provide any).
- If you take prescribed medication, take it with you and, if possible get a short description from your doctor explaining what it is for.
- Check if you have done all your needed documentation regarding your scholarship (contract, payments procedure, etc).
- Make sure that the structure and syllabus of SEBS' courses and programmes is consistent with your needs; also get a confirmation that courses passed at SEBS will be recognized at your home university.
- Make sure to take all financial documents and information with you.
- Make sure to bring with you all the necessary documentation required for admission at SEBS.



INCOMING STUDENT'S CHECKLIST



Registration at the Students' Admission Office

- Copy of passport or ID is required.
- Birth certificate (original or certified copy).
- Nationality/Citizenship Certificate (original or certified copy).
- Transcript of records/grades (signed and stamped by an authorized person).
- Certificate of enrolment (from home education institution).
- Learning Agreement/Contract.
- 2 passport - sized pictures.
- After arrival you have to retrieve the White Card document.

When you arrive at SEBS you will need to make an additional payment for Admission materials, including index and admission papers costing approximately 15 €.

Kindly ensure to send the final details of your arrival to the SEBS International Office via email. This will enable our volunteers to provide assistance upon your arrival in Sarajevo and facilitate your check-in at the office.



TUITION FEES

Exchange students participating in programs like ERASMUS+, CEEPUS, etc., or those arriving through bilateral or multilateral agreements between institutions are exempt from tuition fees for the duration of their stay at SEBS. However, other exchange students not covered under these programs are required to pay tuition fees.

Tuition fees for non-mobility programme exchange students

Scholarship	2000 KM / 1022.58 EUR per semester
Index and enrollment papers	30 KM / 15.33 EUR
ISSS University	10 KM / 5.11 EUR
ISSS School	10 KM / 5.11 EUR





COURSEWARE

After your enrolment at the School of Economics and Business, you will get an **ISSS account**, which enables registration for exams (Ispiti → Prijava ispita), selection of elective courses, registration of various certificates, etc. There will be an official announcement on the website in regard to the registration dates for the final exams.



The courseware is based on **Moodle open source platform** (www.moodle.org). All course materials such as presentations, learning materials, and articles, as well as additional materials, notifications, schedules, and general information are uploaded on Moodle. It can be accessed via:

<https://nastava.efsa.unsa.ba/login/index.php>

You should receive your login credentials for both ISSS and Moodle from the Center for Management of Information Technologies (MIT Center). If due to some circumstances, you do not receive your credentials, please contact the SEBS International Office.



OTHER **USEFUL** INFORMATION

You can find useful information relating to other administrative procedures, orientation programs, the academic calendar, travel and transport, emergency numbers, housing and accommodation, etc. on the University of Sarajevo's website for international students and staff:

<https://international.unsa.ba/eng/>



Sarajevo, the city where East meets West

Sarajevo is the cultural, economic, and educational center of Bosnia and Herzegovina. It is one of the historically most interesting and varied cities in Europe. Sarajevo is called *European Jerusalem* because, besides Jerusalem, it is the only place in the world where you can find a Mosque, Synagogue, Catholic Church, and Orthodox church within a two-block radius. If you know English, you'll be in great shape, especially among younger Bosnians.

For latest updates on events and attractions in Sarajevo check the websites below:

- [Visit Sarajevo](#)
- [Destination Sarajevo](#)
- [Trip Advisor Sarajevo](#)



**WE WISH YOU THE BEST OF
LUCK WITH YOUR FUTURE
EDUCATION WITH US!**



CONTACT US

University of Sarajevo - School of Economics and
Business
International Office

Location: Trg oslobođenja - Alija Izetbegović 1,
71000 Sarajevo, office 37a / 2nd floor
Phone: +387 33 275 955
Email: cms@efsa.unsa.ba

*Stay updated on all the
major events!*

