



**SCHOOL OF ELECTRICAL AND COMPUTER ENGINEERING
OF APPLIED STUDIES**

REPUBLIC OF SERBIA, BELGRADE, 283 Vojvoda Stepa Street

REG. NO.: TAX NO.: 100373303

07040512

Telephone/Fax

011/2471-099

Webpage

www.viser.edu.rs

Email

office@viser.edu.rs

Date: _____, 2019

Number: ____/____

Based on Article 26 Paragraph 1 Items 17 and 26 of the Statute of the School of Electrical and Computer Engineering of Applied Studies in Belgrade (reg. number 2546/1 of November 15, 2018) Teaching and Professional Council of the School of Electrical and Computer Engineering of Applied Studies has, at a sitting held on _____, 2019 adopted the decision determining as follows:

LANGUAGE POLICY

I BASIC INFORMATION AND THE PURPOSE OF LANGUAGE POLICY

School of Electrical and Computer Engineering of Applied Studies in Belgrade (hereinafter referred to as: VISER) is an institution of higher education committed to education in technical-technological field of study, through study programmes of undergraduate studies: Audio and Video Technologies, Automation and Vehicle Control Systems, Environmental Engineering, Electronics and Telecommunications, Information Systems, New Energy Technologies, New Computer Technologies and Computer Engineering, as well as through study programmes of master studies: Electrical Engineering, Multimedia Engineering and Computer Engineering. Despite the fact that VISER does not offer undergraduate studies of humanities, nor does it have a foreign language centre, VISER is very committed to the development of linguistic competencies of its students and teachers. Foreign language courses are a compulsory part of all study programmes at the level of undergraduate studies, wherein students have the opportunity to choose, through the courses offered, one of the two foreign languages: the English language or the German language.

The primary goal of Language Policy is to raise awareness of teachers and students of the importance of language and its use in a competitive local and international professional community. Special emphasis is laid on the significance of learning foreign languages, particularly the English language, in higher education, and its prevalence, not only as a *lingua franca*, but also as the language of globalization, economy and publications.

Language policy determines the principles VISER adheres to in the development of competencies over the course of studies and is related to all students and staff at both study levels, including the incoming students and the staff in international exchange programmes.

II LANGUAGE OF TEACHING

The official language of teaching at VISER is the Serbian language. For incoming students,

certain courses are offered in the English language. A full Catalogue of Courses of VISER in both Serbian and English is available on the official webpage of the School.

In its offer, VISER differentiates between:

1. Study programmes in the Serbian language – Article 95 of [The Law on Higher Education \("Official Gazette RS", no. 88/2017, 27/2018 – state law and 73/2018\)](#), stipulates the following:

"Institution of higher education organises and realises studies in the Serbian language.

Institution of higher education may organise exams and realise certain segments of studies, as well as organize execution and defense of final, master or specialization thesis and doctoral thesis in a minority language or a foreign language in accordance with the Statute.

Institution of higher education may realise a study programme in a minority language if such a programme has been approved, i.e. accredited.

Institution of higher education may realise study programmes or certain segments of study programmes in sign language, for students with disabilities. "

Article 39 of the [Statute of VISER](#) stipulates the following:

"At all types and levels of studies, the School organises and realises courses in the Serbian language. In order to enroll in a study programme realised by the School, a candidate must know the language of teaching. "

Pursuant to the above, at all types and levels of studies realised by VISER, the courses are currently realised in the Serbian language.

2. Selection of courses in the English language for international mobility students – Although the official language of teaching at VISER is Serbian, the courses offered in master studies have a narrow field of expertise and may easily be adjusted for a small group of students and the needs of international students. Therefore, certain courses in master studies will be offered to international exchange students in the English language. The selection of courses organised and realised in English is determined by the Teaching and Professional Council of VISER.

III GUIDING PRINCIPLES

Guiding principles of the Language Policy of VISER are as follows:

- High linguistic competencies are a prerequisite for international mobility of students and teachers;
- Development of multilingual competencies of our students and teachers is indispensable for a more active presence in the international context;
- Motivating our students to obtain the necessary linguistic competence makes them more prepared to face the process of employment in local and international companies, in which, in the technical-technological field, special emphasis is laid on the English language.

IV GOALS

1. Improvement of linguistic competencies

Recognizing the importance of foreign languages for the professional development of students, VISER constantly works on improving its students' linguistic competencies.

One of the forms of improving language skills is a compulsory foreign language course in undergraduate studies in all study programmes organised by VISER. Students have the option of choosing a foreign language as early as their first year of studies, which offers English and German. These two languages are deemed by VISER as languages of utmost importance for their field of study. In these two courses, students acquire linguistic knowledge for general purposes, while special attention is given to using a foreign language in professional literature. In addition, as a publisher, the School offers an English language course book adapted to the students of VISER, among other of its publications.

The second approach to improving foreign language skills is reflected in course literature. Apart from the literature in Serbian, students are also encouraged to use the literature in English. Hence, in the Catalogue of Courses of VISER, published on the webpage in both Serbian and English, one may quite frequently find bibliographical units in the English language in the Course Literature section. Students are advised to use specialized course books, standards, published articles and webpages in the English language. In this way, by using contemporary professional literature, the teachers of VISER improve their knowledge of foreign languages, as well.

The third approach to improving foreign language skills is manifested in students' work on their final thesis (undergraduate studies) or master thesis (master studies), in which student has his/her final opportunity to improve his/her knowledge of a given foreign language through a more direct use of literature in that language for the purpose of finalizing his /her thesis. In this way, students are prepared to pursue further studies or seek future employment.

2. Introduction of study programmes in the English language

As defined in the Strategy for Internationalization, and in accordance with the goals set in that Strategy, VISER will endeavor to define and provide conditions for the introduction and realisation of a corresponding study programme of master studies which would be entirely executed in the English language. After that, VISER will initiate the process of accreditation of such a study programme.

3. Linguistic support to international mobility

3.1. The necessary level of linguistic competence

Linguistic competence is a prerequisite for a successful exchange of students and staff of VISER. VISER and its partner institution of higher education sign an agreement defining the necessary level of linguistic competence for a given language of teaching in international mobility. The lowest level incoming and outgoing students of VISER must obtain is B1/B2 (reading comprehension, writing comprehension and speaking comprehension) in alignment with CEFR (*Common European Framework of Reference for Languages*) or its equivalent. In the process of application, a number of certificates are accepted, without additional student testing: IELTS, TOEFL, Cambridge and PTE, which clearly define the necessary level of linguistic competence. When students apply for international mobility, VISER does not only take into consideration current linguistic competence of a student, but also his/her ability to improve his/her language skills.

3.2. Linguistic support to outgoing students

In order to be able to get the most of their international mobility, all students who wish to participate in exchange programmes must have a certificate of the English language or the local

language of the host institution. If a student does not have an internationally accepted certificate of the English language, listed in Article 3.1, VISER offers its immediate support, while its English language teachers organise additional testing prior to mobility. If a student has previously passed the compulsory foreign language course with a grade 9 or 10, an additional oral test is needed, whereas if a student has passed the exam with a grade 8 or below, he/she has to do both an oral and a written test. In case a student does not have the necessary level of linguistic competence, teachers offer consultations on how to help him/her make some progress prior to his/her mobility programme. Upon student's request, English language teacher may test the level of linguistic competence of an outgoing student in order to determine whether that student has the necessary level of knowledge required by the host institution.

3.3. Linguistic support to incoming students

Incoming students also have to meet certain criteria when it comes to their knowledge of the English language, as stipulated in Article 3.1, unless English or Serbian is their mother tongue, or they have completed the previous level of studies in English or Serbian. Some courses at VISER are offered in the English language. Given that such courses are offered in master studies, they belong to the category of courses with a narrow field of expertise and thus may be adapted to the needs of international students in a smaller group. This mentoring approach of the professors who are proficient in English aims at developing linguistic competencies of incoming students. If desired, incoming students may attend foreign language classes offered by VISER if they want to improve their language skills. Although it does not offer study programmes of humanities, nor does it have a language institute, VISER supports its incoming students to learn the Serbian language. While striving to offer support to incoming students to gain the basics of Serbian, necessary for everyday communication, and adjust to the new environment more easily, VISER will make sure to establish cooperation with relevant organisations (institutes and such) and create favourable conditions for incoming students to master the basic use of the Serbian language.

PRESIDENT OF THE TEACHING AND PROFESSIONAL COUNCIL
SCHOOL PRINCIPAL

Professor, PhD Vera Petrovic