



## UNIVERSITY OF PRISHTINA

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Based on the competencies defined in Article 14, paragraph 2, subparagraphs 2.6 and 2.13 of the Statute of the University of Prishtina, the Governing Council of the University of Prishtina, upon the proposal of the Rector, in the meeting held on 22.05.2025, approved:

### **REGULATION FOR THE INCOME AND COMPENSATION OF ACADEMIC STAFF IN THE UNIVERSITY OF PRISHTINA**

#### **General Provisions**

##### **Article 1**

##### **The Purpose**

The purpose of this regulation is to determine the rules of the compensation of the regular and engaged academic staff in the university of Prishtina, including also the supplements for the exercise of functions, commissions and additional work, or other aspects that, directly or indirectly, affect the income and compensation of the academic staff, based on the applicable legislation, including this regulation and other acts in force in the UP.

##### **Article 2**

##### **The Scope**

The provisions of this regulation apply for all employees in the university of Prishtina, in their role as academic staff, whether under a regular employment relationship or through a contractual agreement with the University of Prishtina.

### **Article 3**

#### **Definitions and Abbreviations**

For the purposes of this regulation, the following expressions and abbreviations have the following meanings:

- **MESTI (MASHTI)**- Ministry of Education, Science Technology and Innovation.
- **UP**- University of Prishtina
- **External Collaborator**- Engaged teacher, lecturer or assistant in an irregular employment relationship with the UP or a suspended regular employment relationship, based on laws and relevant decisions with a certain number of hours and in accordance with the criteria's and determined procedures based on the regulation in force of the UP. This includes even the engaged academic staff through embassy corporation, state agency and international organizations as well as experts who hold practical (clinical) hours according to accredited programs, based on agreements with UP or academic units, respectively based on the regulation in force for the engagement of external collaborators at UP.
- **Full Rate**- means funds for the teaching hours for academic staff in a regular employment relationship with UP, which is also reflected in the employment contract.
- **Extra Work**- work or engagement with extra hours, that extends the determined hours for the full rate, in case of the academic staff in a regular employment relationship at UP.
- **Coefficient**- means a numerical expression that corresponds to the class and salary group. Based on this coefficient, the basic salary for each position is calculated.
- **Legislation in Force**- for the purpose of implementing this regulation, means the law in force for the public officials; the law in force for the salaries in the public sector; the law in force for the higher education; the statute of the UP and other acts in force in the university of Prishtina.
- **Additional Salary**- additional salary in the percentage of the basic salary, that belongs to the academic staff for working longer than the full-time hours and for working during the weekend.
- **Functional Allowance**- Functional allowance, which belongs to academic staff for exercising the relevant function, as provided for in the applicable legislation and in the Statute of UP.
- **Public Officials** - means: elected officials; members of the government and their deputies; officials appointed by the Assembly of the Republic of Kosovo, the President of the Republic of Kosovo, the Government of the Republic of Kosovo, heads or members of the collegial governing bodies of independent constitutional institutions and independent agencies; political appointees at the central and local levels; directors or members of the collegial governing bodies of regulatory agencies.
- **Visiting/Invited Professor** - Refers to a lecturer engaged by a university or other international institution of higher education.
- **SEMS** - Student Electronic Management System.

#### **Article 4**

##### **Planning expenses for compensation of academic staff**

1. The University of Prishtina, in coordination with the academic units and other bodies within UP, prepares the annual budget plan to cover the cost of compensating both regularly employed and engaged staff. The funds for compensating regular and engaged academic staff are planned within the framework of the approved annual budget of UP.
2. The amount of income and other compensations is determined on the basis of coefficients and ranks, according to the unique coding for all public education employees in Kosovo.
3. the respective finance unit of UP calculates the income and other compensations based on the decisions and contracts signed with the academic staff of UP. On this basis, the management of UP issues orders for the execution of payments in accordance with the decisions and contracts concluded with the employed and engaged academic staff.
4. For the implementation of this regulation, during each fiscal year, UP, in cooperation with the academic units and other mechanisms determined by the applicable regulations, prepares the budget planning for the employment of new academic staff, the promotion and reappointment of existing staff, as well as the engagement of external collaborators.

#### **Article 5**

##### **Limitations in full-time employment relationship and compensation**

1. The staff employed with a regular employment relationship with the UP cannot have another contract with full-rate in another university or institution. The academic staff can be engaged in other institutions in an expert consultant quality, or in other bodies in accordance with the criteria set out in the relevant decision of the UP Governing Council.
2. Criteria for the limitations on additional commitments of academic staff in another institution, whether inside or outside the country are determined by applicable legislation and the relevant decisions of the UP Governing Council.
3. Academic staff that holds the position of deputy in the Kosovo Assembly based on the applicable laws, is compensated only if he/she holds teaching hours, up to 20% of the salary in accordance with the academic call he/she holds.
4. Academic staff that holds another position in the Republic of Kosovo, based on the applicable legislation, is compensated only for the hours held, based on this regulation.

## **II. COMPENSATION OF ACADEMIC STAFF IN REGULAR EMPLOYMENT RELATIONSHIP**

### **Article 6**

#### **Compensation of Academic Staff within the employment relationship framework**

1. Academic staff with a regular employment relationship at UP are employed with a fixed-term employment contract, in accordance with the legislation in force and the conditions for appointment according to the academic title specified in the UP Statute.
2. In cases where the employment contract for academic staff expires due to objective delays beyond his/her control in the reappointment or promotion process (as a result of the postponement of the competition or appointment/reappointment procedures), the existing contract is automatically extended in the same academic title until the completion of the relevant advancement/re-appointment procedures.
3. For regular academic staff with full-time employment contracts (40 hours per week), job duties include:
  - 3.1 Preparation and development of lectures and exercises in the academic unit/units where the staff is employed, in accordance with the norm set out in table 1 of this regulation;
  - 3.2 Supervision (mentoring) of diploma theses at bachelor and master levels. For the master level up to the norm specified in Appendix 1 of this regulation;
  - 3.3 Participation in academic committees within the academic unit, including committees for bachelor's and master's theses
  - 3.4 Organization and administration of examinations and consultations with students.
  - 3.5 Involvement in the accreditation process of the study programs of the academic unit.
  - 3.6 Engagement in the implementation of competition procedures for the admission of students into bachelor, master, and doctoral programs;
  - 3.7 Participation in the meetings of collegial bodies: the council of the academic unit; committees established by the academic unit; departments of the academic unit;
  - 3.8 Carrying out other academic duties and engagements within the academic unit in which one is elected, as defined in the normative acts of the University of Prishtina and the employment contract.
4. The compensation of academic staff for engagements according to the full-time norm, as well as for additional duties and responsibilities, is carried out in accordance with the decisions of the competent bodies of the University of Prishtina, issued under this regulation, as well as the individual contracts concluded between the University and the academic staff.

### **Article 7**

#### **Full- rate compensation for the academic staff**

1. Compensation for the regular academic staff for full-time job is considered with a duration of forty (40) hours a week.
2. For the academic staff with a regular employment relationship the full rate of weekly teaching hours is set, salary level based on the academic title as well as the relevant tasks include in the normal rate.
3. For extra hours that exceed the full weekly rate, academic staff have the rights for extra compensation, calculated as a percentage of the base salary in accordance with the legislation in force and based on this regulation.

4. The full rate of weekly teaching hours and the relevant payment are defined as follows:

**Table 1<sup>1</sup>**

Nr.	Academic Title	full rate of weekly teaching hours	Coefficient		Basic salary	
			January 2025	July 2025	January 2025	July 2025
1.	Full Professor	6 (six)	12.9	13.4	1,419	1,474
2.	Associated Professor	6 (six)	11.9	12.4	1,309	1,364
3.	Professor/ Assistant	6 (six)	10.9	11.4	1,199	1,254
4.	Lecturer	6 (six)	9.1	9.6	1,001	1,056
5.	Instructor	10 (ten)	8.0	8.5	880	935
6.	Tutor	10 (ten)	8.0	8.5	880	935
7.	Assistant	10 (ten)	7.7	8.2	847	902

5. In case of academic staff with the title of professor, If the regular teaching load of lectures is at risk, for compensation purposes, the same staff may hold up to two (2) hours of exercises within the semester in order to fulfill the teaching hours defined as the regular load under the contract.
6. For purposes of compensation and budgetary implications, a condition for announcing a competition for new positions at UP, for teaching staff, assistants, lecturers, and tutors, is the fulfillment of at least 50% of the hours foreseen by the full workload in mandatory courses, while the remaining part may be in elective courses or in clinical practice at the Faculty of Medicine. The full workload is calculated for one academic year.
7. Assistants authorized to give lectures at the bachelor level, in accordance with the Statute of UP, are compensated for the hours held as exercises, based on the basic salary.
8. The calculation and compensation for work experience are carried out in accordance with the current legislation of the Republic of Kosovo, based on the basic salary determined in the table referred to in paragraph 4 of this article.

## **Article 8**

### **Compensation of academic staff for additional hours and commitments**

1. Academic staff in a regular employment relationship in UP has the right for additional compensation for each teaching hours kept out the full rate based on article 7, paragraph 4, table nr. 1 and based on Appendix 1 and deposits of this regulation.
2. Academic staff in a regular employment relationship in UP is entitled to additional compensation for any additional engagement that is not included in the work duties, determined by Article 6 of this Regulation and based on Annex 1 of this Regulation and other applicable acts of the University of Prishtina.

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<sup>1</sup> Based on the decision of the government/parliament, the coefficient for the year 2025 will change with effect from July 1, 2025. The value of the coefficient and the coefficient will change automatically according to the decisions of the government/parliament.

3. The right to additional compensation applies up to the limit of 30% of the base salary and in proportion to the number of extra working hours. The calculation of compensation for extra hours and other duties, as provided in paragraph 2 of this Article, is based on the base salary according to the academic title.
4. In addition to teaching hours, extra work shall also include the hours of engagement that exceed the prescribed norm for other duties and responsibilities, as specified below:
  - 4.1 Supervision of Master's theses within one academic year, in accordance with Annex I of this Regulation;
  - 4.2 Participation in commissions, professional bodies, and the performance of additional duties assigned by the governing bodies of the University of Prishtina, including the Governing Council, the Rector, and the Senate, based on Annex I of this Regulation.
5. For the engagement of regular academic staff in duties outside the academic unit, including participation in commissions or bodies at the level of the University of Prishtina, as provided in Annex I, which are not included in the job description defined in this Regulation, the University may compensate the staff for these additional duties, provided that they have been previously approved by the Governing Council, the Senate, or the Rector, through an appropriate decision. Compensation for additional duties shall be made in accordance with the provisions of this Regulation and the applicable legislation regulating the salaries of public servants.
6. Additional working hours cannot be transferred from one semester to another. In order to determine and compensate additional hours within an academic year, it is a mandatory condition that the full norm for the academic year has first been fulfilled. Once the full norm has been completed by the academic staff within the framework of the program or department (lecturers with lectures and assistants with exercises), any further hours may be compensated as additional work in accordance with the applicable legislation.
7. Regardless of the calculation of the full norm for an academic year, compensation for additional teaching hours shall only be made in the respective semester of the academic year in which these hours were delivered.

### **III. COMPENSATION FOR ENGAGED STAFF**

#### **Article 9**

##### **Engagement and compensation of academic staff under non-regular contracts**

The University of Prishtina, in accordance with its internal regulations and based on academic needs, has the right to engage and compensate academic staff for specific periods, as determined below:

- 1.1 Eternal collaborators for lectures and exercises;
- 1.2 Visiting professors
- 1.3 Practice experts for conducting clinical hours in accredited study programs, in accordance with agreements made by the University or the academic units;
- 1.4 Emeritus Professors;
- 1.5 External members of doctoral committees

1.6 Retired academic staff who previously had a regular employment relationship with the University of Prishtina (according to the government decision in force), but not beyond the age of 70.

2. Retired academic staff, who previously had a regular employment relationship with the University of Prishtina, may be engaged in teaching up to four (4) hours per week, depending on the academic title. Compensation for these teaching hours shall be based on the percentage (%) determined for additional compensation of staff in regular employment, as specified in Annex No. 1 of this Regulation. The engagement of such staff shall be based on the needs of the academic units and in compliance with the criteria set out in the applicable legislation, until the position is filled with regular staff.

3. Professors holding the title of *Emeritus* may be compensated up to the age of 70, in accordance with the Statute of the University of Prishtina.

### **Article 10**

#### **Compensation for External Collaborators at the University of Prishtina**

1. External Collaborators are entitled to compensation for each hour of teaching conducted, in accordance with the provisions of Annex No. 1 of this Regulation.
2. External Collaborators are entitled to compensation for a period not exceeding eight (8) months within the academic year, based on the hours delivered, as determined in this Regulation.
3. Practitioner experts who hold clinical hours based on the accredited programs are also entitled to compensation in this category, based on the achieved agreements from the UP or academic units with the relevant public institutions. Compensation amount for this category is determined in Appendix 1 of this regulation.

### **Article 11**

#### **Compensation for visiting Professors**

1. The visiting professor are compensated in accordance with Appendix 1 of this regulation:
  - 1.1. Compensation for visiting professors is carried out after their engagement according to the applicable rules of the UP and the relevant regulations for external collaborators;
  - 1.2. Visiting professors may not be compensated for more than twenty-four (24) teaching hours per month, which may be conducted in a block system, but not exceeding six (6) hours within a single working day.
  - 1.3. Visiting professors from places outside the region will have their travel expenses covered, but only one (1) return ticket, at a reasonable (economic) cost. The ticket is ensured and paid by University of Prishtina based on the relevant procedures.
  - 1.4. The budget for visiting professors is approved from Governing Council after the proposal of rector and is reviewed at certain annual intervals (at least two times a year);
  - 1.5. With reasonable request from the rector, the scheme of beneficiaries from among visiting professors may be expanded by a decision of the Governing Council, but only within the limits of the budget approved for the respective year.

## **Article 12**

### **Fund of Hours for Contracted Academic Staff and Visiting Professors**

The compensation of contracted academic staff for lectures and exercises, as well as of visiting professors, shall be carried out based on the fund of hours determined in Appendix No. 1 of this Regulation.

## **Article 13**

### **Compensation of Practice Experts for Conducting Clinical Hours in Accredited Study Programs**

1. The compensation of practice experts engaged in conducting clinical hours in accredited study programs shall be carried out in accordance with the agreements concluded by the University or the academic units, and based on the amount determined in Annex No. 1 of this Regulation.
2. The fund of hours for practice experts shall be determined in Annex No. 1 of this Regulation.

## **Article 14**

### **Compensation in doctorate studies**

1. Teaching hours conducted within doctoral studies shall be calculated as additional hours, in accordance with Annex I of this Regulation, or as part of the regular workload in cases where the academic staff member has not completed the required number of hours at other levels of study.
2. The compensation of the mentor and external members of the evaluation committees in doctoral studies shall be carried out based on Annex I of this Regulation.

## **IV. Compensations for managing positions and their function**

### **Article 15**

#### **Compensations for managing positions and their function in Up level and academic unit**

1. Academic staff, in cases where they perform specific functions, shall receive a functional allowance for the exercise of such functions. The value of this allowance may not exceed twenty percent (20%) of the base salary of the function holder.
2. If the engagement as academic staff or university professor is suspended during the exercise of functions as Rector, Vice-Rector, Dean, or Vice-Dean, the salary coefficient shall apply as determined in the respective Annex of the Law on Salaries in the Public Sector. If the engagement as academic staff is not suspended during the exercise of these functions, the staff member shall be entitled to compensation for the hours delivered, up to thirty percent (30%).
3. The retired university professor, whom the senate has given the title of "Professor Emeritus" will be compensated through a monthly allowance of 20% for the members, of the basic salary of the NAO.
4. Unless otherwise provided by a special act, the level of compensation for the Chairman/woman and members of the Governing Council shall be determined at thirty percent

(30%) for the Chairman/woman and twenty percent (20%) for the members of the base salary of the Academic Staff Council. This compensation shall apply to members appointed by the competent ministry and to members elected by the Senate.

5. Academic staff receive compensation for additional positions and functions, according to articles 32 and 38 of the Law on Salaries in the Public Sector and the sub-legal acts in force, based on Appendix No. 1 of the regulation;

6. Despite the fact that the academic staff holds one or more additional functions, The same one cannot be compensated more than 20% of the basic salary as defined with the relevant law deposits for salaries in the public sector. Finance unit will insure the correct accomplishment of this provision.

### **Article 16**

#### **Establishment of Study Groups (for Lectures and Exercises) for the Purpose of Compensation**

Taking into account the financial implications and the purpose of compensating teaching hours, the formation of study groups and the determination of the number of students for each group shall be approved by the Governing Council upon the proposal of the Senate of the University of Prishtina.

## **V. Implementation Supervision**

### **Article 17**

#### **Validity and supervision of lessons held**

1. Every hour held shall be justified through the electronic student lists generated from SEMS and verified from Vice dean for teaching purposes. For compensation purposes, physical attendance lists can be used as evidence of conducting a class only in exceptional cases<sup>2</sup> and as an exception, due to objective reasons, which must be confirmed in writing by the Vice-Dean for academic affairs.
2. Conducted online classes, if authorized from competent bodies, like the council of the faculty, the dean or the senate are justified based on the evidence of electronic registration of student attendance, through the generated reports from SEMS.
3. Classes conducted by retired academic staff, contracted collaborators, and additional work hours performed by regular staff shall be compensated in the following month, based on (electronic) reports submitted and verified by the Vice-Dean for Academic Affairs for teaching purposes. Likewise, classes conducted by visiting professors and practice experts performing clinical hours shall be compensated in the following month, based on (electronic) reports submitted and verified by the Vice-Dean for Academic Affairs for teaching purposes.
4. Verified reports by the Vice-Dean for Academic Affairs for teaching purposes must be submitted for payment to the financial service of the respective academic unit by the 3rd day of the following month. If verified reports for the previous month are not submitted by the 3rd day of the following month (excluding holidays), compensation cannot be processed.

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<sup>2</sup> In this case, "exceptional circumstances" are considered to be power outages and potential problems with SEMS and SEMS equipment in the halls, which are determined by the UP Information Technology Office, and changing halls. In such cases, the teaching officer and the vice-dean for secondary education must be notified via email within the day.

5. Reports for classes conducted more than one month prior shall not be compensated. As an exception, compensation may be made in cases where errors or omissions were made by the officials of the respective academic units and central administration (or academic staff) evidenced and witnessed with additional documents. For this cases compensation can be done only after a reasonable request is submitted.
6. In cases of failure to keep classes or to submit class reports according to the regulations in force, the dean of the academic unit may impose financial sanctions, in accordance with the provisions of this regulation.
7. In cases where no student is present in class, regardless of the presence of the professor or assistant, the class is considered invalid and cannot be compensated.
8. Teaching hours that fall during official holidays determined by law must be substituted, except in cases where the subject teacher assesses that the teaching program has been fully implemented, according to the accredited syllabus. For compensation purposes, for the failure to substitute the class that fall during official holidays and for the fulfillment of the curriculum (according to the syllabus), the dean and vice-dean for teaching must be notified in writing.
9. In cases where academic staff does not submit the report of hours held by the 3rd of the following month, the responsibility for non-payment falls on the academic staff themselves.
10. Exceptionally, in cases where there are insufficient budgetary funds for payment in the relevant month, payment may be postponed to the following months.
11. The Rector has the right to request at any time the verification of the teaching for the respective month, for a specific subject and a specific group of students in the academic unit. The verification is carried out on the basis of official records, including electronic student lists and teaching reports generated by SEMS. This process is carried out with the aim of monitoring and supervising the management of finances, ensuring that the allocation of funds for teaching and academic processes is in accordance with financial planning and legal provisions.
12. Academic units are obliged to provide all necessary documents and evidence within the specified deadlines.

**Article 18**  
**Unfulfillment of job duties**

1. Due to unjustified failure to fulfill work duties, such as: failure to hold lectures and exercises, exams, failure to participate in meetings of collegial bodies (council), committees, departments, mentoring of topics and other duties, the dean of the academic unit has the right to issue a decision to impose a ban on the compensation of academic personnel up to 15% of the base salary. The rector may impose such measures against deans and other subordinates at the UP level.
2. The suspension of compensation must be justified and supported by documented evidence, which proves the failure to fulfill work duties without justified reasons.

**Article 19**  
**Final Provisions**

1. This Regulation shall enter into force and apply starting from the academic year **2025/2026**.

2. Upon the entry into force of this Regulation, Regulation No. 2/343, dated 12.10.2023, on the personal income of academic staff, functional allowances, and other compensations at the University of Prishtina “Hasan Prishtina”, shall be repealed.
3. Appendix 1 constitutes an integral part of this Regulation;  
The content of Appendix 1:
  - a. Hourly rate and compensation for additional working hours of non-permanent academic staff;
  - b. Teaching hours and compensation of retired academic staff (employed up to the age of 70);
  - c. Teaching hours and compensation of external collaborators for lectures and exercises;
  - d. Teaching hours and compensation of visiting professors;
  - e. Teaching fees and compensation of practice experts for maintaining clinical offices in accredited study programs, according to the agreement with the university or academic unit;
  - f. Teaching hours and compensation for practice hours of students in bachelor's studies, Faculty of Education;
  - g. External members of the doctoral committee;
  - h. Compensation for additional functions;
  - i. Compensation for additional duties and commitments.

**Article 20**  
**Entry into Force**

This Regulation shall enter into force seven (7) days after its publication on the official website of the University of Prishtina.

**Altin Sahiti,**  
**Chairperson of the Governing Council of the University of Prishtina**

## APPENDIX 1.

The hourly rate and the amount of compensation for additional working hours of regular academic staff, teaching hours of retired academic staff (engaged in teaching up to the age of 70) and teaching hours of staff engaged as external collaborators, etc.

### a. Calculation of compensation for regular academic staff for overtime hours

Nr.	Academic rank	Hours per week	Hours per month (4 weeks)	The salary on which overtime is calculated is up to 30% of the salary according to calculations made for 4 hours per week of lectures/exercises.	Calculation of compensation for one hour of lecture or exercise at 30% of the basic salary	Monthly total
1	Professor/Assistant	4	16	1,254 €	23.51 €	376.20 €
2	Associated Professor	4	16	1,364 €	25.58 €	409.20€
3	Regular Professor	4	162	1,474 €	27.64 €	442.20 €
4	Assistant	6	24	902 €	11.28 €	270.60 €
5	Lecturer/Tutor	6	24	935 €	11.69 €	280.50 €
6	Lecturer	6	24	1,056 €	13.20 €	316.80 €

### b. Calculation of compensation for teaching hours of retired academic staff (engaged in teaching up to the age of 70)

Nr.	Academic rank	Hours per week	Hours per month (4 weeks)	Salary on which compensation for teaching hours is calculated	compensation for one hour	Monthly total
1	Professor/Assistant	4	16	1,254 €	23.51 €	376.20 €
2	Associated Professor	4	16	1,364 €	25.58 €	409.20 €
3	Regular Professor	4	16	1,474 €	27.64 €	442.20 €
4	Assistant	6	24	902 €	11.28 €	270.60 €
5	Lecturer	6	24	1,056 €	13.20 €	316.80 €

- c. Calculation of compensation for teaching hours of personnel engaged from outside the University, considered as external collaborators (without academic titles at UP), according to academic degrees based on predetermined criteria:

Nr.	Academic rank	Hours per week	Hours per month (4 weeks)	Compensation per hour	Monthly total
1	Collaborator engaged for lectures	6	24	20.00 €	480.00 €
2	Collaborator engaged for exercises	10	40	10.00 €	400.00 €
3	Lecturer/Engaged person	10	40	11.00€	440.00 €

- d. Calculation of compensation for teaching hours of visiting professors

Nr.	Academic rank	Hours per week	Hours per month (4 weeks)	Compensation per hour	Monthly total
1	Visiting professor for lectures (from the region — e.g. Bosnia and Herzegovina)	6	24	35.00 €	840.00 €
2	Visiting professor for lectures (outside the region)	6	24	45.00 €	1.80.0 €

- e. Calculation of compensation for teaching hours of practice experts for holding clinical or practical hours in accredited study programs, according to agreements made by the University with the academic units

Nr.	Academic rank	Hours per week	Hours per month (4 weeks)	Compensation per hour	Monthly total
1	Practice Expert	4	16	35.00 €	560.00 €

- f. Calculation of compensation for teaching hours of bachelor students' practice — Faculty of Education

Nr.	Academic rank	Hours per year	Compensation per hour (or compensation per hour for assistant)	Monthly total
1	Professor	4	11.25 €	33.83 €

These hours are calculated according with extra hours. The faculty of Education is in charge for monitoring and executing of this point of the Annex.

**g. Calculation of the compensation of the member of the committee for the evaluation of the doctoral dissertation**

<b>Nr.</b>	<b>Committee rank/ service</b>	<b>Compensation in gross amount</b>
1	Committee member for the evaluation of the doctoral dissertation	200 €
2	<b>Non-regional member:</b> accommodation expenses up to a value of 300 € justified by original invoices	300 €
3	<b>Non-regional member:</b> Traveling expenses (tickets or derivations) according to economic market prices justified by original invoices	
4	<b>Member of the region:</b> Accommodation and travelling expenses up to a value of 300 € justified by original invoices	300 €

**h. Compensation for additional functions**

<b>Nr.</b>	<b>Function</b>	<b>Amount of Compensation</b>	<b>Calculation of Compensation based on the legal opinion No. reference 167/2023, dated 07.08.2023 of the Legal/MPB Department</b>
1	Rector	20%	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
2	Vice Rector	18%	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
3	Dean	15%	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
4	Vice Dean	13%	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
5	Head of Department (Branch, program) or academic unit	125.40 €	Calculation of the monthly supplement in the amount of 10% of the basic salary of the academic position according to the class and coefficient as in Annex No. 8 of Law No. 08/L-196. Example calculation of assistant professor
6	Chairperson of the Steering Council	429.00 €	The Governing Council is the main governing authority of the University. The calculation is made at the level of 30% of the basic salary of the NAO
7	Member of the Steering Council	286.00 €	The Governing Council is the main governing authority of the University. The calculation is made at the level of 20% of the basic salary of the NAO
8	Professor Emeritus	294.80 €	Calculation of the monthly allowance in the amount of 20% of the basic salary of a full-time university professor, as defined in paragraph 2 of article 32 of Law No. 08/L-196
9	Ethics Council	112.86 €	Calculation of the monthly allowance in the amount of 9% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196, or 11,4x110 €. The compensation is done in every held meeting, but not more than two meetings a month.
10	Member of the Senate	112.86 €	Calculation of the monthly allowance in the amount of 9% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law

			No. 08/L-196 or 11,4x110 €. From this addition the central management and deans of academic units are excluded
11	Chairperson of the Steering Council of the Central University Library	€ 100.32	Calculation of the monthly allowance in the amount of 8% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €.
12	Member of the Steering Council of the central University of Library	€ 62.70	Calculation of the monthly allowance in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €.
13	Central Council for Doctoral Studies	€ 75.24	Calculation of the monthly allowance in the amount of 6% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €.
14	Committee for Studies at the National Level	€ 62.70	Calculation of the monthly allowance in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €.
15	Editorial Council	€ 62.70	Calculation in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €. The Compensation is done in each one held meeting. But not more than two meetings a month
16	Senate Complaints and Petitions Committee	62.70 €	Calculation in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €. The Compensation is done in each one held meeting. But not more than two meetings a month
17	Quality assurance committee	62.70 €	Calculation in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €. The Compensation is done in each one held meeting. But not more than two meetings a month
18	Statutory committee	62.70 €	Calculation in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €. The Compensation is done in each one held meeting. But not more than two meetings a month
19	committee for ethics and scientific research	62.70 €	Calculation in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €. The Compensation is done in each one held meeting. But not more than two meetings a month

### **i. Compensation for tasks and commitments as additional work**

<b>Nr.</b>	<b>Function</b>	<b>Amount of Compensation</b>	<b>Calculation of Compensation based on the legal opinion No. reference 167/2023, dated 07.08.2023 of the Legal/MPB Department</b>
1	Advisor to the Rector	294.80	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
2	Coordinator for Academic Development (ECTS)	188.10	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
3	Dean	125.40	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law

4	Vice Dean	90.20	The calculation is carried out by the Finance Unit of UP in cooperation with the Ministry of Finance, according to the academic title and other specific criteria, in accordance with the applicable law
5	Head of Department (Branch, program) or academic unit	€ 45.10	Calculation of the monthly supplement in the amount of 10% of the basic salary of the academic position according to the class and coefficient as in Annex No. 8 of Law No. 08/L-196. Example calculation of assistant professor
6	Chairperson of the Steering Council	€ 62.70	The Governing Council is the main governing authority of the University. The calculation is made at the level of 30% of the basic salary of the NAO
7	Member of the Steering Council	62.70€	The Governing Council is the main governing authority of the University. The calculation is made at the level of 20% of the basic salary of the NAO
8	Professor Emeritus	€ 62.70	Calculation of the monthly allowance in the amount of 20% of the basic salary of a full-time university professor, as defined in paragraph 2 of article 32 of Law No. 08/L-196
9	Ethics Council	€ 62.70	Calculation of the monthly allowance in the amount of 9% of the basic salary of the assistant Professor, by class and coefficient as in
10	Member of the Senate	45.10	Calculation of the monthly allowance in the amount of 9% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €. From this addition the central management and deans of academic units are excluded
11	Chairperson of the Steering Council of the Central University Library	20.00€	Calculation of the monthly allowance in the amount of 8% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €.
12	Member of the Steering Council of the central University of Library	€ 20.00	Calculation of the monthly allowance in the amount of 5% of the basic salary of the assistant Professor, by class and coefficient as in Annex No. 8 of the Law No. 08/L-196 or 11,4x110 €.

No.	Function	Amount of Compensation	Calculation of Compensation based on the legal opinion No. reference 167/2023, dated 07.08.2023 of the Legal/MPB Department
1	Mentor of a Master's thesis	100.32 €	The calculation is made at the rate of 8% of the base salary of an Assistant Professor, according to the class and coefficient stated in Annex No. 8 of Law No. 08/L-196, or $11.4 \times 110$ €. Compensation is provided for three (3) mentorships during one academic year, after the required number of mentorships according to the regular norm has been completed. The norm for Master's thesis mentorships is three (3) theses per academic year. Payment is made in February and July–September.

No.	Function	Amount of Compensation	Calculation of Compensation based on the legal opinion No. reference 167/2023, dated 07.08.2023 of the Legal/MPB Department
1	Mentor of a Doctoral dissertation	1,128.60 €	The calculation is made at the rate of 5% of the base salary of an Assistant Professor, according to the class and coefficient stated in Annex No. 8 of Law No. 08/L-196, or $11.4 \times 110$ €. The compensation amount of €1,128.60 is cumulative for 18 months and is paid after the defense of the doctoral dissertation. Payment is made in the period February or July–September of the respective year. Within one academic year, no more than one mentorship can be compensated.