



**REPUBLIC OF MACEDONIA**  
**UNIVERSITY "GOCE DELCHEV" STIP**

**DIPLOMA  
SUPPLEMENT**

**FACULTY OF TOURISM AND  
BUSINESS LOGISTICS**

|            |  |   |
|------------|--|---|
| <b>1.</b>  | <b>Data for diploma holder</b>   |   |
| <b>1.1</b> | <b>Name</b>  |   |
| <b>1.2</b> | <b>Last</b>  |   |
| <b>1.3</b> | <b>Date of birth, place and country of birth</b>   |   |
| <b>1.4</b> | <b>ID Number</b>   |   |
| <b>2.</b>  | <b>Data acquired qualification</b>   |   |
| <b>2.1</b> | <b>Date of issue</b>   |   |
| <b>2.2</b> | <b>Title of qualification</b>  | <b>Graduate Manager of Tourism</b>  |
| <b>2.3</b> | <b>Name of the study program, or main study area field and field of study</b>                              | <b>Tourism</b><br><br>Social Sciences, Tourism and Hospitality, Hotels, Gastronomy, Travel Agencies, Tourism Policy, Tourism Promotion, Economics and Organization of Tourism Management space travel, hospitality knowledge of goods and food, tourism and cultural heritage, Restaurant management, etc.  |
| <b>2.4</b> | <b>Name and status of higher education / scientific institution that issued the diploma</b>                | University "Goce Delchev" in Stip<br><br>Faculty of Tourism and Business Logistics Gevgelia, dispersed studies in Stip.<br><br>Act establishing the State University (Official Gazette no. 40 from 30.03.2007 year)<br><br>Resolution of parent committee to start work no. 12-8143/1 from 28.10.2008 g.<br><br>Decision to start the work of the Ministry of Education and Science of br.12-8143/2-08 06.02.2009 year. |
| <b>2.5</b> | <b>Name and status of higher education / science institution (if different) which administered diploma</b> | /   |
| <b>2.6</b> | <b>Language of instruction</b>   | Macedonian language   |

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| <b>3.</b>  | <b>Data level (cycle) qualification</b>                      |   |
| <b>3.1</b> | <b>Type of qualification (academic / vocational) studies</b> | University academic studies   |
| <b>3.2</b> | Degree (cycle) qualification                                 | First cycle undergraduate, VI A   |
| <b>3.3</b> | Duration of the study program: years ECTS credits            | Three years / six (6) semesters / 180 ECTS  |
| <b>3.4</b> | Terms of enrollment study                                    | <p>- The right to enroll the first cycle university studies and professional candidates to have completed four years of secondary education (applicants with a state exam, candidates who have completed in previous years before 2007/2008 and did not take the state exam or school graduation) in secondary schools verified by an Act of the Ministry of Education and Science, candidates who have completed four years of secondary education (graduate school graduation), as well as candidates who have completed four years of secondary education (completed international matriculation). Average score of all years of high school</p> <p>The method of selection and ranking of candidates:</p> <p>a) study programs where selection of candidates will be based on the success of secondary education (60 points) and the success achieved at the state graduation (40 points);</p> <p>b) programs of study where the selection is made only by the success of secondary education, general success in all subjects with 100% and on that basis can get up to 100 points;</p> <p>c) study programs where selection of candidates will be based on the success of secondary education (60 points) and achieve success in school graduation (20 points);</p> |
| <b>4.</b>  | <b>Data content and results</b>                              |   |
| <b>4.1</b> | Mode of study (full-time, part-time)                         | Full-time / part-time   |
| <b>4.2</b> | Requirements and results of the study program                | <p>To obtain the degree a student must hold at least 180 credits. During the semester are awarded maximum of 30 ECTS or 60 ECTS One school year.</p> <p>The study program in Tourism (2008/2009) contains 36 items, including graduate work, of which 20 are compulsory courses and 16 electives. One ECTS prodrabira 30 hours of student work. Out of 1860 hours, 1080 (58%) are teaching classes, 780 (42%) are provided for exercise classes.</p> <p>The program is implemented through lectures, tutorials and practical work. For all subjects compulsory attendance at lectures, tutorials and project assignment or paper.</p> <p>Student during the summer months Ferijal implemented mandatory practice facilities, companies, firms, agencies, associations, centers of tourism and hospitality.</p> <p>At the end of studies during the last semester VI, a third year student reports, prepare and defend Bachelor's thesis (final exam).</p> <p>Average rating of study is calculated as the average of all grades in all subjects, including the assessment with no final exam, or Bachelor thesis. Graduate thesis consists of an oral presentation / presentation on before a three-member committee.</p>   |

|                 |  | <p>University issued a special final transcript of grades (transcripts) that are attached along with the Diploma Supplement.</p> <p>The student has knowledge, understanding, abilities and skills to solve theoretical and practical problems in the field of tourism and hospitality.</p> <p>Special attention is paid to the ability of a professional approach to work. Additional emphasis is given to developing individual management and teamwork in the process of collecting, analyzing, resolving and overcoming the problems of tourism and hospitality practice.</p>  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
|-----------------|--|--|--------|----------|----------|-------|----------|------|------|--------|-------|-----------|------|-------|------|------------|------|-------|-------|------------|------|-------|-------|-----------|------|-------|-------|-----------------|------|------|--------|----------|--|--|--|--|--|
| <b>4.3</b>      | <b>Data for the study program (course study / module grades. ECTS credits)</b> | <p>See Appendix 1 - Transcripts</p> <p>List of all examinations, grades and graduation job title, given in the certificate transcripts (must be submitted as part of the accompanying document)</p>  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>4.4</b>      | <b>Grading system (grades scheme and criteria for the assessment)</b>          | <table border="1"> <thead> <tr> <th>Points</th> <th>From-to</th> <th>Criteria</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>lectures</td> <td>0-10</td> <td rowspan="5">70 %</td> <td>91-100</td> <td>10(A)</td> </tr> <tr> <td>exercises</td> <td>0-10</td> <td>81-90</td> <td>9(B)</td> </tr> <tr> <td>colloquium</td> <td>0-20</td> <td>71-80</td> <td>8 (C)</td> </tr> <tr> <td>colloquium</td> <td>0-20</td> <td>61-70</td> <td>7 (D)</td> </tr> <tr> <td>seminar /</td> <td>0-10</td> <td>51-60</td> <td>6 (E)</td> </tr> <tr> <td>Essay / Project</td> <td>0-30</td> <td>30 %</td> <td>под 50</td> <td>5 (F,FX)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Points | From-to  | Criteria | Score | lectures | 0-10 | 70 % | 91-100 | 10(A) | exercises | 0-10 | 81-90 | 9(B) | colloquium | 0-20 | 71-80 | 8 (C) | colloquium | 0-20 | 61-70 | 7 (D) | seminar / | 0-10 | 51-60 | 6 (E) | Essay / Project | 0-30 | 30 % | под 50 | 5 (F,FX) |  |  |  |  |  |
| Points          | From-to  | Criteria   | Score  |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| lectures        | 0-10   | 70 %   | 91-100 | 10(A)    |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| exercises       | 0-10   |  | 81-90  | 9(B)     |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| colloquium      | 0-20   |  | 71-80  | 8 (C)    |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| colloquium      | 0-20   |  | 61-70  | 7 (D)    |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| seminar /       | 0-10   |  | 51-60  | 6 (E)    |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| Essay / Project | 0-30   | 30 %   | под 50 | 5 (F,FX) |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
|                 |  |  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>4.5</b>      | <b>Average rating during the study</b>   | Average 6-10 (A-E)   |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>5.</b>       | Data on the use of qualification   |  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>5.1</b>      | Access to further studies  | Postgraduate studies (Master-graduate studies) for a period of 2 years, 120 ECTS credits.  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>5.2</b>      | Professional status (if applicable)  | <p>Title graduate manager of tourism, with 180 ECTS is on the professional status of employment in all areas of the field of tourism and hospitality activity.</p> <p>Graduated Manager of Tourism (NQF VI B)</p>  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>6.</b>       | additional information   |  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>6.1</b>      | Additional information about student   | /  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
|                 | Additional information about the education institution                         | <p>Faculty of Tourism and Business Logistics - Gevgelia</p> <p>Dispersed studies in Stip.</p> <p>Str. Misirkov "bb posh.fah. 201 Stip</p> <p>Tel.: +389 32550352, +389 34216600,</p> <p>Fax: +389 32390700</p> <p>institution</p> <p><a href="http://www.ugd.edu.mk">http://www.ugd.edu.mk</a></p> <p>Organizational Unit (Faculty)</p> <p><a href="http://ftb.ugd.edu.mk">http://ftb.ugd.edu.mk</a></p>   |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>7.</b>       | Verification of the Diploma Supplement   |  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>7.1</b>      | Date and place   |  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |
| <b>7.2</b>      | Name and signature   |  |        |          |          |       |          |      |      |        |       |           |      |       |      |            |      |       |       |            |      |       |       |           |      |       |       |                 |      |      |        |          |  |  |  |  |  |

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| 7.3 | Function of signatory   |  |
| 7.4 | seal  |  |
| 8.  | Data for the system of higher education in the Republic of Macedonia      |  |
| 8.1 | Types of higher education institutions                                    | University "Goce Delchev" in Stip highest autonomous public higher education, scientific or artistic institution that provides uniformity in the performance and development of higher education, science, art and expertise directly and through its various units of study areas transmit knowledge from multiple scientific or artistic fields and disciplines.   |
| 8.2 | <b>Type of studies</b>  | <p>Accredited studies The University "Goce Delchev" in Stip empower students to pursue activities in science and higher education, in business, public sector and society at large through training development and application of scientific and professional achievements.</p> <p>Expert studies provide students with the knowledge and skills that enable the performance of professional occupations and training for direct involvement in the work process.</p>   |
| 8.3 | <b>Accreditation of higher education institution</b>                      | Provision and evaluation of the quality of higher education has made Accreditation Board and evaluation of higher education through approval, validation and pre-znavanje the higher education institution and study program by assessing the quality of a high-performing educational activities, management, financing, academic and other activities and priorities.  |
| 8.4 | <b>Structure of higher education university (academic) study programs</b> | <p>Higher university (academic) degree programs for acquiring education is arranged in three cycles:</p> <ul style="list-style-type: none"> <li>- <b>first cycle of university studies</b> lasts three to four years and its completion obtained from 180 to 240 ECTS credits. These studies enable students to enter the second cycle of university studies and are given the option of hiring some professional jobs.</li> </ul> <p>A person who has completed the first cycle of studies obtained a degree with a note of the relevant profession. In international trade and diploma in English, academic title after the first cycle is baccalaureus, or baccalaurea.</p> <ul style="list-style-type: none"> <li>- <b>second cycle of university studies</b> lasts one year curriculum (3+2) and two years (4+1) and their completing their gain from 60 to 120 ECTS credits.</li> </ul> <p>The total number of loans that are acquired during the first and second cycle of university studies is 300 ECTS credits. After the second cycle person acquires a scientific name - MA, or other name studies. In international trade and diploma in English, scientific name after the second cycle is master.</p> <ul style="list-style-type: none"> <li>- <b>Third cycle of university studies</b> - doctoral studies last three years and carry 180 ECTS credits. The public defense of the doctoral thesis acquire academic title Doctor of Science (dr.sc) or Doctor of Arts (dr.art).</li> </ul> |
| 8.5 | <b>Structure of higher professional studies</b>                           | <p>Higher vocational studies last three years and completing acquire 180 ECTS credits, with the exception can last four years and these studies are acquired 240 ECTS credits.</p> <p>With the completion of professional studies degree acquired in the relevant note to the profession, and in international trade and a degree in English, the title after the first cycle of</p>   |

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|            |   | <p>professional studies is baccalareus or baccalaurea with a note of trades.</p> <p>Specialized professional studies of second cycle lasts one to two years and completing their specialist acquires title from a specific profession (spec.) which are used in addition gain the title of professional studies or academic studies of first cycle.</p> <p>In international communication and Diploma in English, student name after the second cycle of a specialist professional studies with a note of trades.</p>   |
| <b>8.6</b> | <b>Conditions for registration of studies</b> | <p>The first cycle of university and professional studies may enroll a person who passed the matriculation exam or international matriculation. Right of entry of first cycle studies may have people who have passed matriculation in the school gymnasium or final exam of professionally finished high school in four years.</p> <p>The first cycle of university studies in the arts can enroll a person who passed the matriculation exam, graduation or international school graduation in art education.</p> <p>The study programs of the second cycle of university studies may enroll a person who completed the relevant study programs of the first cycle.</p> <p>The doctoral degree may enroll a person who completed additional studies in the second cycle or after completion of study programs for regulated professions to 300 ECTS credits</p> |
| <b>8.7</b> | <b>Grading system</b>                         | <p>System evaluation is conducted through the continuum of testing the student in the educational process is expressed in points.</p> <p>The final assessment is a numerical score of 5 to 10 and must be entered in the Index or in any other document in the application for final assessment.</p> <p>The fulfillment of obligations examination (for parts or as a whole) the student can make up 100 points or a positive report which is expressed by 10 (ten), with scores indicating the following statement:</p> <ul style="list-style-type: none"> <li>10 - excellent</li> <li>9 - Excellent</li> <li>8 - very good</li> <li>7 - Good</li> <li>6 - sufficient</li> <li>5 - insufficient</li> </ul> <p>Average student success is the arithmetic mean of the scores of the final assessment for all subjects in the study, including the final exam.</p>  |

Structure of the education system in the Republic of Macedonia

