MEMORANDUM OF CO-OPERATION

VPSSS – DHBW STUTTGART

[20th May 2010]

Business School of Applied Studies [VPSSS]
Kralja Petra I 70, 18420 Blace, Serbia [www.vpskp.edu.rs]
Duale Hochschule Baden-Württemberg Stuttgart [DHBW Stuttgart]
Jägerstr. 56, D-70174 Stuttgart, Germany [www.dhbw-stuttgart.de]
A Co-operating partners

Blace Business School of Applied Studies [VPSSS]
Kralja Petra I 70, 18420 Blace, Serbia [www.vpskp.edu.rs]
Duale Hochschule Baden-Württemberg Stuttgart [DHBW Stuttgart]
Jägerstr. 56, D-70174 Stuttgart, Germany [www.dhbw-stuttgart.de]

B Meetings and Study Visits
Several meetings and study visits have taken place since 2005.

(a) May 2006 in Stuttgart
Director Ruzica Stankovic, some professors and students from Blace visited Stuttgart. The three professors had several meetings with Prof. Dr. Joachim Weber, the Director of Berufsakademie Stuttgart, and the students attended lectures at Berufsakademie Stuttgart and visited some historical sites and museums.

(b) February 2007 in Blace
Prof. Dr. Joachim Weber visited Business School in Blace. On that occasion he had a meeting with the school management and discussed the possibilities of a mutual project, which would involve Berufsakademie Stuttgart, Leeds Metropolitan University and Blace Business School as the project participants. Besides that, Prof. Dr. Joachim Weber gave a lecture on “Performance Management In Small Enterprises” for the second year students.

(c) May 2007 in Stuttgart
Professors and students from Blace visited Stuttgart. The professors had a meeting with Prof. Dr. Joachim Weber and the students attended lectures at Berufsakademie Stuttgart and visited Dr. Scheller Cosmetics AG in Eislingen.

(d) September 2007 in Stuttgart
Prof. Ruzica Stankovic, the Director of Blace Business School, and Vesna Jokanovic visited Berufsakademie Stuttgart.

(e) In 2007 Blace Business School transformed in compliance with the new Serbian Law on Higher Education and as of 29th June 2007 it is called Blace Business School of Applied Studies.
May 2008 in Stuttgart
Professors Ruzica Stankovic, Vesna Jokanovic, Nenad Joavanovic and Branislav Jevtovic visited Berufsakademie Stuttgart. They had meetings with Prof. Dr. Joachim Weber, Ms. Gabriele Hanish, the representative of Handwerkskammer Region Stuttgart, and also the representatives of KPMG.

May 2008 in Stuttgart
A group of students from Blace accompanied by prof. Milica Krulj-Mladenovic, paid a visit to Berufsakademie Stuttgart.

December 2008 in Stuttgart
A group of professors and students from Blace paid a visit to Berufsakademie Stuttgart.

In 2009 Berufsakademie Stuttgart transformed and as of 1st March 2009 it is called Duale Hochschule Baden-Württemberg Stuttgart (DHBW Stuttgart).

May 2009 in Stuttgart
A group of students and professors from Blace paid a visit to Duale Hochschule Baden-Württemberg Stuttgart.

January 2010 in Stuttgart
Prof. Ruzica Stankovic, prof. Vesna Jokanovic and the representatives of business schools from Valjevo and Belgrade visited DHBW Stuttgart and had a meeting with Prof. Dr. Joachim Weber, Ms. Sabine Kull and Ms. Dorte Süchting. Prof. Dr. Weber presented the transformation of Berufsakademie Stuttgart into DHBW Stuttgart. The items discussed were a new Memorandum of Co-operation and study visits of Serbian students.

May 2010 in Blace
Prof. Dr. Joachim Weber, paid a visit to Blace Business School and had talks with professors and students.

May 2010 in Stuttgart
Prof. Ruzica Stankovic, prof. Vesna Jokanovic and the representatives of business schools from Valjevo and Belgrade visited DHBW Stuttgart and had a meeting with Prof. Dr. Joachim Weber. At the same time a group of students from Blace, Valjevo and Belgrade paid a visit to Duale Hochschule Baden-Württemberg Stuttgart.

GENERAL AGREEMENT
FOR THE PROMOTION OF INTERNATIONAL COOPERATIVE EXCHANGE
VPSSS – DHBW STUTTGART
[20th May 2010]
A  **Co-operating partners**

Blace Business School of Applied Studies [VPSSS]
Kralja Petra I 70, 18420 Blace, Serbia [www.vpskp.edu.rs]

Duale Hochschule Baden-Württemberg Stuttgart [DHBW Stuttgart]
Jägerstr. 56, 70174 Stuttgart [www.dhbw-stuttgart.de]

B  **Opportunities for cooperation**

1. **Student exchanges**
   a) Short term stays of VPSSS students in Stuttgart
   b) Short term stays of DHBW Stuttgart students in Blace
   c) The requirements for Blace Business School graduates who would like to proceed to Master programmes at DHBW Stuttgart.

   ➡️ **Coordinators:** Ms. Dorte Süchting (DHBW Stuttgart, suechting@dhbw-stuttgart.de) and
   Ms. Vesna Jokanovic (VPSSS, vjokanovic@vpskp.edu.rs)

2. **Teaching staff exchanges**
   a) The possibility of engaging some DHBW Stuttgart professors/lecturers as guest lecturers in International Business Administration study programme at VPSSS, as well as in other study programmes.
   b) The possibility of engaging some VPSSS professors as guest lecturers at DHBW Stuttgart.

   ➡️ **Coordinators:** Ms. Dorte Süchting (DHBW Stuttgart, suechting@dhbw-stuttgart.de) and
   Ms. Vesna Jokanovic (VPSSS, vjokanovic@vpskp.edu.rs)

3. **Projects**
   The participation in joint projects carried out by the institutions, professors or students.

   ➡️ **Coordinators:** Ms. Dorte Süchting (DHBW Stuttgart, suechting@dhbw-stuttgart.de) and
   Ms. Vesna Jokanovic (VPSSS, vjokanovic@vpskp.edu.rs)

Stuttgart, 20\(^{th}\) May 2010
Dr Ruzica Stankovic          Prof. Dr. Joachim Weber
Director of Blace Business School          Rector of Duale
Hochschule of Applied Studies [VPSSS]          Baden-Württemberg
Stuttgart          [DHBW Stuttgart]
MEMORANDUM OF CO-OPERATION
BCB - UCES
[14 February 2005]

Viša poslovna škola - Blace - Business College Blace [BCB]
Krnja Patria 70, 19420 Blace [www.vpsb.edu.yu]
University of Cooperative Education (BA) Stuttgart [UCES]
Jägertor 56, 70174 Stuttgart [www.ba-stuttgart.de]
PROTOCOL OF CO-OPERATION
[14th of February 2003]

A. Co-operating partners

Representatives of the following institutions have met on several occasions:

• Business College Blace [BCB] - Viška poslovna škola - Blace
  Kralja Petra I 70, YU-18420 Blace [www.upskb.edu.yu]

• University of Cooperative Education (BA) Stuttgart [UCES],
  Jügerstr. 55, D-70174 Stuttgart [www.ba-stuttgart.de]

B. Meetings & Results

Several meetings took place in Serbia & Montenegro and also in Germany:

(a) Friday, 25th of January 2002 in Stuttgart

(b) From 30th of September to 2nd of October 2002 in Valjevo:
    Prof. Dr. Schneider visited Valjevo and met representatives of Blace in Belgrade.

(c) From 7th to 14th of December 2002 in Stuttgart:
    Representatives of colleges of Serbia & Montenegro visited the UCES in Stuttgart.
    Prota Mateja Nenadovic - College of Economics,
    Viška poslovna škola - Blace
    Kralja Petra I 70, 18420 Blace [www.upskb.edu.yu]

    Viška elektrotehnička škola - College of Engineering,
    Vojvode Stepe 263, Belgrade [www.ves.edu.yu; www.bogdgrad.org.yu]

    Viška poslovna škola - Blace - Business College Blace,
    Kralja Petra I 70, 18420 Blace [www.upskb.edu.yu]

    University of Cooperative Education (BA) Stuttgart,
    Jügerstr. 55, 70174 Stuttgart [www.ba-stuttgart.de]

Hereby the representatives of all institutions agreed to begin an affiliation for the purpose of international cooperative education and academic cooperation. They further agree to attempt to achieve this affiliation through the exchange of students, faculty members, staff, and academic information.

(d) 2nd of September to 5th of September 2003 in Herceg Novi in Montenegro:
    Prof. Dr. Weber gave several presentations on cooperative education in Germany.

(e) 6th of September 2003 in Belgrade:
    Prof. Dr. Weber gave several presentations on cooperative education in Germany for teaching staff from Blace.

(f) From 10th to 12th of November 2003 in Belgrade, Niš and Blace:
    Prof. Dr. Weber visited the Business school in Blace. He also met the vice president of the University of Niš.
    Finally, Prof. Dr. Weber visited the College of Electrical Engineering in Belgrade. He also met representatives from Valjevo in Belgrade.

(g) From 29th to 30th of April 2004:
    Short term visit of 6 professors and 25 students from Blace and Valjevo to Stuttgart (company visits, UCES lectures, and visits to some cultural events, historical sites, and museums).

(h) From 11th to 16th of June 2004 in Stuttgart:
    Prof. Dr. Stankovic and Prof. Vesna Jovanovic visited UCES in Stuttgart.

(i) From 24th to 28th of November 2004 in Blace:
    Prof. Dr. Weber visited the Business school in Blace.

(j) From 14th to 17th of February 2005 in Stuttgart:
    A group of 12 professors of BCB visited UCES.
C  Next steps intended

(a) We intend to arrange a first stay of UCES students in Belgrade in 2005.
(b) We intend to arrange a second stay of BCB students in Stuttgart in 2005.
(c) UCES will check and compare materials and documents of BCB. Prof. Dr. Weber will coordinate the evaluation of the equivalence of the programmes on Business Administration of BCB and UCES.
(d) We should check the financial framework.
(e) We should check the opportunities of visiting lecturers in Serbia and Montenegro (list of UCES lecturers and of BCB modules, the BCB schedule etc.).
(f) We should check the opportunities of visiting lecturing in Stuttgart (list of BCB lecturers and of UCES modules, the UCES schedule etc.).
(g) We could set up a working group for establishing an UCIF programme in Belgrade.
GENERAL AGREEMENT
FOR THE PROMOTION OF INTERNATIONAL COOPERATIVE EXCHANGE
BCB – UCES (WITHOUT PREJUDICE)
[16th of February 2005]

A Co-operating partners
Representatives of the following institutions have met on several occasions:

- Business College BiHco [BCB]
  Viša poslovna škola - BiHco
  Kralje Petra 170, 18420 BiHco [www.vpshp.edu.yu]

- University of Cooperative Education [BA] Stuttgart [UCES],
  Jagststr. 55, 70174 Stuttgart [www.ubw-stuttgart.de]

Hence the representatives of all institutions agreed to begin an affiliation for the purpose of international cooperative education and academic cooperation. They further agreed to attempt to achieve this affiliation through the exchange of students, faculty members, staff, and academic information.

B Opportunities for cooperation
[1] Short term visits:
(a) UCES could arrange a short term stay of BCB students in Stuttgart. We discussed the opportunity of 3 or 2 weeks. This stay will include one or more company visits, joining some UCES lectures (European law and German language), and visits to some cultural events, historical sites, and museums.

(b) BCB could arrange a 3 to 6 days stay of UCES students in BiHco stays would include one or more company visits, joining some BCB lectures, and visits to some cultural events, historical sites, and museums.

- Costs: The students have to pay for the transfer (by aircraft, train, or car), the accommodation, and the costs of living (in youth hostels, families or other locations). Incoming foreign BCB students could get financial aid (by DAAD grants).

- Student prerequisites: Business students of the 4th semester can go to UCES or BCB.

- Certificates: Both parties will offer certificates to the visiting students (including subjects, marks, and credits). Then the students possibly could replace some assignments or examinations on a module with this "short term visit."

- Coordinators: Mrs. Nicole Bastian (UCES, bastian@ubw-stuttgart.de) and Mr. Vevaro Jokanovic (BCB, vjokanovic@vshp.edu.yu)

[2] BCB graduates who fulfill all formal prerequirements for becoming admitted to the regular BA-programmes could possibly become graduated as Diplom-Betriebswirt (BA).

- Costs: The students have to pay the transfer (by aircraft, train, or car), the accommodation, and the costs of living (in youth hostels, families or other locations).

Stuttgart Student accommodation: In general, students will need about 500 EUR per month. This will cover the following:
- Rent for private rooms: 140 EUR - 260 EUR (electricity, water and heat are all included)
- Health insurance: 50 EUR
- Monthly ticket for public transport: 25 EUR
- Food and meals: 200 EUR
- Other incidentals: 50 EUR

- Student prerequisites: According to the admission rules of the "Berufskollegiestaat" (BA) of the State of Baden-Württemberg (e.g., full university entry qualification equal to the German "Abitur"):
  - A general university entry qualification (as an equivalent to the German "Abitur")
  - (I) Successful passing the entry exam / assessment for a scientific university (any state university of Serbia & Montenegro)
(2) Successful passing of the first year of a Business/Management/Economics-Programme at a higher vocational school in Serbia.
- German and English language skills (i.e., DAF German language proficiency test, not required for incoming students from Austria and Luxemburg).
- a training contract with one of the training firms or institutions co-operating with the University of Cooperative Education.
- It stipulates that employers pay a training allowance varying from € 500.- to more than € 1000.- per month. The allowance is also being paid for the months that the students spend during the theoretical courses at the University of Cooperative Education.
- Students have to pay an annual administration fee (50 € in 2004). There are no further tuition fees.
- Certificates: Successful students could be awarded as “Diplom-Betriebswirt/in (W)”.
- Coordinators: Prof. Dr. Joachim Weber (UCEC, weber@ba-stuttgart.de) and Ms. Vesna Jokanović (BCB, vjokanovic@psip.edu.rs)

[3] BCB graduates could get certificates for the stay with a duration from 1 week to 1 year at UCEC (regarding § 8c BAG):
- BCB graduates who do not fulfill all formal prerequisites for becoming admitted to the regular UCEC-programme could get BA certificates.
- Costs: The students have to pay the transfer (by aircraft, train, or car), the accommodation, and the costs of living (in youth hostels, families or other locations).
- Student prerequisites: no
- Certificates: We could offer certificates to the visiting students (including subjects, marks, and credits).
- Coordinators: Prof. Dr. Joachim Weber (UCEC, weber@ba-stuttgart.de) and Ms. Vesna Jokanović (BCB, vjokanovic@psip.edu.rs)

[4] UCEC lecturers could teach in Belgrade:
UCEC lecturers could teach in Belgrade as visiting professors. This requires that the GTZ in Germany has the opportunity to give some financial support.
- Short time stay in Serbia and Montenegro (1 - 3 weeks) for lecturing in classes or for teacher's training (see attachment III).
- Shared Professorship
- Full time professorship
- Costs: The salaries of about 65 EUR per 45 minutes could be paid equivalent to local BCB salaries and be completed by additional GTZ paying. The transfer (by aircraft, train, or car), the accommodation, and the costs of living should also be covered by BCB and/or by GTZ.
- Lecturer prerequisites: teaching in the English language
- Coordinators: Prof. Dr. Spielberg (concerning teaching at UCEC, spielmann@ba-stuttgart.de) and Prof. Dr. Stanković (concerning teaching at BCB)

[5] BCB lecturers could teach in Stuttgart:
BCB lecturers could teach in Stuttgart as visiting professors.
- Short time stay in Stuttgart (1 - 3 weeks) for lecturing in classes.
- Shared Professorship
- Costs: UCEC could pay local salaries (about 50 EUR per 45 min lecturing). The transfer (by aircraft, train, or car), the accommodation, and the costs of living will partly be covered according to the law of Baden-Württemberg.
- Lecturer prerequisites: teaching in the English or in the German language
Coordinators: Prof. Dr. Spielberg (UCEC, spielmann@ba-stuttgart.de) and Prof. Dr. Stanković (BCB)
BCB could establish an IUCE programme:

There is a possibility for BCB to establish a programme of cooperative education (regarding the UCE in Baden-Württemberg). BCB students could finish their studies at UCES, if they have successfully passed this programme. BCB graduates who fulfill all formal prerequisites for becoming admitted to the regular BA-programmes could possibly become graduated as Diplom-Beiratswirt (BA).
THIS MEMORANDUM OF CO-OPERATION

was made on the 26th day of January 2009

between

MOSCOW BUSINESS SCHOOL (MBS) (Moscow)

and

BUSINESS SCHOOL OF APPLIED STUDIES (Belgrade)

1. Business School of Applied Studies - Belgrade and Moscow Business School (MBS) share a commitment to the provision of high quality education and both institutions recognize the value of the international dimension of their activities and the mutual development of education, research and teaching activities.

2. This Memorandum of Co-operation witnesses that the institutions wish to explore the possibility of developing collaboration in the areas of developing MBA program, staff exchange, research collaboration. The institutions acknowledge that any academic progression and curriculum development arrangements may need to be subject to both a quality assurance event and the development of a formal contract.

3. This Memorandum of Co-operation establishes the commitment of both Business School of Applied Studies - Belgrade and Moscow Business School (MBS) to pursue the possibility of developing closer academic links. It is therefore agreed that the institutions do not wish to be legally bound by this Memorandum but may enter into formal contractual arrangements in the future. No financial obligation on either institution is implied by this Memorandum.

Signed: Evgeniy V. Pluzhnik
For and on behalf of Moscow Business School (MBS)

Signed: P. Cimanka
For and on behalf of Business School of Applied Studies - Belgrade

Date: 24.02.2009
On 27.02.2002, in Valjevo the representative of CITY College Dr Megakis Petmezas from Thessaloniki and Director of Business College Kosovo Polje - Blace, Mr Ružica Stanković, M.A. signed

PROTOCOL OF COOPERATION

Article 1.
CITY College from Thessaloniki and Business College Kosovo Polje - Blace agreed to improve their mutual cooperation in the field of teaching, educational and research process.

Article 2.
The signers of protocol agreed to examine possibility of mutual visit of teaching staff and students in order to meet the realization of curricula and educational processes.

Article 3.
If there is need, the signers of protocol will provide whole-hearted mutual help in preparing curriculum and the planning of further development of these academies.

Article 4.
The heads of the above mentioned schools will take care of applying this protocol.

For Business College Kosovo Polje - Blace

For CITY College

Dr Megakis Petmezas

Ružica Stanković, M.A.
On 28.03.2002 in Belgrade, the representative of CITY College Ph.D. Megaklis Petmezas from Thessaloniki and Director of "VISA POSLOVNA SKOLA", from Blace, Yugoslavia signed

PROTOCOL OF COOPERATION

Article 1.
CITY College from Thessaloniki and "VISA POSLOVNA SKOLA", from Blace agreed to improve their mutual cooperation in the field of teaching, educational and research process.

Article 2.
The signers of protocol agreed to examine possibility of mutual visit of teaching staff and students in order to meet the realization of curricula and educational processes.

Article 3.
If there is need, the signers of protocol will provide whole-hearted mutual help in preparing curriculum and planning of further development of these academies.

Article 4.
The undersigned representatives of the above mentioned organizations will take care of applying this protocol.

For CITY College

Ph.D. Megaklis Petmezas

For VISA POSLOVNA SKOLA"

[Signature]

[Name]

[Title]

[Stamp]
Nottingham Business School  
The Nottingham Trent University  
Nottingham UK  
And  
Blace Business College  
Blace  
Serbia

Statement of Intent to Co-operate on Student and Staff Exchange

By signing this statement it is the intention of Nottingham Business School and Blace Business College to work towards a Memorandum of Understanding to facilitate student and staff exchange.

In order to enable decisions to be made about appropriate degree programmes to exchange, Blace Business School agree to send to Nottingham Business School English translations of the curriculum of their range of degree programmes.

Nottingham Business School agree to provide documentation outlining the range of NBS undergraduate degree programmes.

Once both sets of documents have been exchanged Nottingham Business School will decide how the Blace Business School programmes articulate with NBS programmes and what exchange might be possible.

It is understood that any undergraduate student exchange would be equal.

Both parties agree in principle to the exchange of teaching staff. Blace Business School will provide further details of subject areas where staff are particularly required and also details of the funding through GTZ.

Nottingham Business School will provide details of both the visiting scholars’ scheme and the visiting professors’ scheme.

Blace Business School will provide more details of their request for support round curriculum development and accreditation. Once this information is received NBS will provide details of fees for providing such support.

Once this initial exchange of information has taken place, both parties will work towards a more detailed Memorandum of Understanding.

Signed Nottingham 26 November 2003

Professor John Leopold  
Associate Dean  
Nottingham Business School

Professor Dr Ruzica Stankovic  
Director  
Blace Business School
General Contract

between the
Viša poslovna škola
BLACE, SR Jugoslavija

and the
Berufsakademie Mosbach/Bad Mergentheim
University of Cooperative Education
Mosbach, Federal Republic of Germany

for Cooperation and Exchange

PREAMBLE

This agreement is between the Berufsakademie Mosbach/Bad Mergentheim (University of Cooperative Education), Mosbach, Federal Republic of Germany – here after BA Mosbach – and the Viša poslovna škola, Blace, SR Jugoslavija – here after Viša poslovna škola. Both parties agree herewith, to cooperate at an academic and administrative level. It is agreed that the cooperation will be upheld through regular communication, as well as the exchange of students, teaching staff, administrative staff, and internships.
IMPLEMENTATION OF THE AGREEMENT

The cooperation between the two contract partners is based on a written exchange. The correspondence between the two parties is to be considered part of the agreement.

The BA Mosbach and the Viša poslovna škola have committed themselves to the implementation of the cooperation with the following measures:

I. Within the framework of student exchange between both institutions which should be agreed in advance in a written form, the host institution commits itself to help with the following services:

A. The arranging of an internship place during the practical phase of training.

B. Admission to special lectures, tutorials and seminars in the host institution.*

*The student has a special status within the framework of the exchange programme.

C. Arranging accommodation

II. Within the framework of the exchange programme for lecturers from both institutions, which should be agreed in a written form, the host institution commits itself to helping the guest with the following services:

A. Search for adequate accommodation;

B. Provision of a working place at the host institution assuming there is one available.

The same applies to the administrative staff.
III. For the time that the lecturer teaches actively in the host institution, costs for travel and accommodation will be covered by the host institution on the basis of receipts received. The honorar will be paid at the usual hourly rate. The lecturer arranges for sufficient health, accident and liability insurance cover for themselves during the time in the host institution and cover all costs themselves. The same applies to the administrative staff.

IV. The agreement is valid from the date of signature by the responsible representatives of both institutions and is valid for a period of 3 years from that date. The validity is extended automatically after this period as long as the agreement has not been cancelled.

The period of notice for one-sided cancellation is one year. This should be given at least six months in advance of the period of notice by the first day of the month. It has no disadvantageous effect on the participants of the exchange who are in the programme at that time point.

V. The conditions of this contract can be altered or extended by either party at any time. This must be arranged in mutual agreement in a written form.

The development of further shared programmes is desired from both parties and will be supported by bilateral discussions.
The present contract has been prepared in English and completed in two original copies.

Signed and valid from

VIŠA POSLOVNA ŠKOLA BLACE       BERUFSAKADEMIE MOSBACH

Prof. Ružica Stanković          Prof. Alexander von Freyhold
Director of the Viša poslovnaja škola      Director of the Berufsakademie Mosbach/
Blace                                        Bad Mergentheim