

GOCE DELCEV UNIVERSITY – STIP

UNIVERSITY SENATE – 246th SESSION

Adopted: 10 September 2025

Reference No.: 0201-635/8

DECISION

on the Adoption of the Fee Schedule for Education and Administrative Services at Goce Delcev University – Stip for First, Second, and Third Cycle Studies, harmonised with the Law on Higher Education (Official Gazette of RSM No. 82/18, 154/19, 178/21, 58/24, and 124/25) and the requirements of the electronic student record

Article 1

The Fee Schedule for education and administrative services at Goce Delcev University – Stip for first, second, and third cycle studies is hereby adopted, harmonised with the Law on Higher Education (Official Gazette of RSM No. 82/18, 154/19, 178/21, 58/24, and 124/25) and the requirements of the electronic student record.

Article 2

The Fee Schedule from Article 1 forms an integral part of this Decision.

Article 3

This Decision enters into force on the date of its adoption.

Prepared by: Adviser for General and Legal Affairs, M.Sc. Kristina Ćorgievska

Approved by: Secretary General, M.Sc. Risto Kosturanov

President of the University Senate

Prof. Dr. Snežana Mirasčieva

FEE SCHEDULE

for Education and Administrative Services at Goce Delcev University – Stip

First, Second, and Third Cycle Studies | All prices in Macedonian Denars (MKD)

PART ONE: FIRST CYCLE OF STUDIES (UNDERGRADUATE)

SERVICE / FEE DESCRIPTION	PRICE (MKD)
1. ENROLLMENT AND SEMESTER VERIFICATION	
1. Semester enrollment	500
2. Semester verification	200
3. Application for enrollment competition	300
4. Application for enrollment competition with knowledge assessment	500
2. EXAMINATIONS AND ACADEMIC SERVICES	
5. Exam registration	20
6. Exam registration in supplementary exam session (all students)	300
7. Exam registration for part-time students	300
8. Registration for final exam / graduation thesis	600

SERVICE / FEE DESCRIPTION	PRICE (MKD)
9. Registration for project assignment / individual work	100
10. Registration for commission exam	900
11. Re-enrollment of a subject for state-quota students (price per credit)	100
12. Re-enrollment of a subject for co-financed and part-time students (price per credit)	200
13. Re-enrollment of a subject for study programmes in Macedonian language for foreign students (price per credit)	700
14. Re-enrollment of a subject for study programmes in English language (price per credit)	1,000
15. Re-enrollment of a subject for foreign students in English-language study programmes at Faculty of Medical Science (price per credit)	3,000
3. ISSUANCE OF DOCUMENTS	
16. Diploma issuance	3,000
17. Duplicate diploma issuance	3,900
18. Diploma issuance in English for English-language study programmes	5,000
19. Preliminary/early diploma issuance	3,000
20. Diploma supplement issuance	500
21. Diploma supplement issuance in English for English-language study programmes	1,000
22. Student confirmation issuance	100
23. Student confirmation issuance in English for English-language study programmes	500
24. Certificate of passed exams issuance	500
25. Certificate of passed exams issuance in English for English-language study programmes	1,000
26. Duplicate certificate issuance	650
27. Duplicate index (student record book) issuance	1,500
28. Transcript issuance	1,000
29. Curriculum and syllabus issuance	1,000
30. Student guide / student informational booklet issuance	600
31. Diploma folder	400
4. CHANGES AND RECOGNITION	
32. Change of study programme / class / faculty or transfer from another university	2,000
33. Change of student status (payment method and mode of study: full-time to part-time and vice versa)	2,000
34. Change of graduation thesis topic	200
35. Name/surname change in document	100
36. Recognition of exams passed at other universities	200

SERVICE / FEE DESCRIPTION	PRICE (MKD)
37. Re-activation of interrupted studies	1,000
38. Signature purchase – maximum two per semester (100 MKD per credit of exam for which student did not receive signature)	100 per credit
5. ADDITIONAL FEES	
39. Student insurance (any insurance company)	Min. 150
40. Solidarity fund fee	300
41. Library fund fee	300
42. Notebooks, cipher books, forms for all written exams during the academic year	100
43. Semester sheet	30
44. Index (student record book)	450
45. Pink application form	40
46. Application form 20	30
6. SPECIALISED PROGRAMMES AND INTERNSHIP	
1. Enrolment in graduates' internship	1,200
2. Enrolment in "Professional and Vocational Training Programme for Acquiring Pedagogical-Psychological and Methodological Competencies at the Faculty of Educational Sciences"	As per faculty competition
3. Pedagogical internship at the Faculty of Educational Sciences	5,000
7. LABORATORY AND FIELD ACTIVITIES	
4. Laboratory exercises and field teaching for all faculties, for Macedonian students	1,000
8. STUDENT ACTIVITIES AND ORGANISATIONS	
5. IT and cultural activities	760
6. Student sports activities	390
7. Student ombudsman and student parliament or other forms of student organization	150

* Study programmes in English cover all study costs, unless otherwise defined in the table above.

** For study programmes in English, study costs are paid in two instalments.

PART TWO: SECOND AND THIRD CYCLE OF STUDIES (POSTGRADUATE)

SERVICE / FEE DESCRIPTION	PRICE (MKD)
1. Application for enrollment competition	1,200
2. Exam registration	500
3. Semester verification	200
4. Transfer of student from one unit/stream/study programme or another university (second cycle)	2,000
5. Expulsion from faculty	1,200
6. Duplicate transcript issuance	1,200

SERVICE / FEE DESCRIPTION	PRICE (MKD)
7. Diploma issuance	2,500
8. Diploma supplement issuance	500
9. Certificate of passed exams issuance	500
10. Certificate of completion of second/third cycle studies issuance	500
11. Duplicate diploma issuance	3,750
12. Duplicate certificate issuance	750
13. Regular student confirmation issuance	200
14. Diploma folder	400
15. Duplicate index (student record book) issuance	1,000
16. Registration for project assignment / individual work	1,000
17. Registration of thesis topic for master's/specialist/doctoral thesis	1,500
18. Name/surname change in document	100
19. Certificate of completion of second/third cycle studies in English for English-language study programmes	1,000
20. Exam retake	600
21. Change of elective subject (per credit)	800 per credit
22. Student guide / student informational booklet issuance	600
23. Recognition of exams from other universities (second cycle)	500 per credit
24. Recognition of exams from other universities (third cycle)	600 per credit
25. Re-activation of interrupted studies	6,000
26. IT and cultural-sports activities	650
27. Student insurance (any insurance company)	Min. 150
28. Solidarity fund fee	300
29. Library fund fee	300
30. Notebooks, cipher books, forms for all written exams during the academic year	100
31. Semester sheet	30
32. Index (student record book)	450
33. Pink application form	40
34. Application form ŠB 20	30
35. Student ombudsman and student parliament or other forms of student organization	150
36. Exam registration	20
37. Pink application form	40
38. Semester sheet	30
39. Index (student record book)	450

SERVICE / FEE DESCRIPTION	PRICE (MKD)
40. Request for extension of study deadline after the contractual study deadline has expired (third cycle only)	12,000
41. Urgent diploma issuance second cycle / third cycle	5,000 / 10,000
42. Registration for pilot research project	1,500