



KOLEGJI - COLLEGE  
**BIZNESI**  
Prishtinë

Regulation on Publication in “Biznesi” College was drafted in accordance with the Decision of the High Scientific Teaching Council, based on Law no. 04 / L-037 “On Higher Education in the Republic of Kosovo”, on the Statute of the College Article 81; in the Rules of Procedure of BIZNESI College, chapter 8 and Article 65; as well as on all other applicable legislation and which has been approved by the Decision of the High Scientific Teaching Council dated 27 September 2019 rendered by BIZNESI College.

## **Regulation on Publication**

### Article 1

#### Scope of the Regulation

1.1. The scope of the publishing activity is regulated through this regulation.

### Article 2

Biznesi College Publishing House announces an open competition for the submission of scientific papers and scientific books.

2.1. The deadline for publication of scientific papers is announced from the beginning of the academic year and must be finalized by the second semester of the academic year.

2.2. While the deadline for publication of scientific books and other types of publications, the deadline for submission of manuscripts can be done throughout the academic year.

### Article 3

#### Right to Publication

The following are entitled to publishing:

- Academic staff
- Associates of College
- Joint works by professor-student
- Independent researchers
- College students and other students from public universities and colleges as well as international students
- International researchers

#### Article 4

4.1 Scientific papers and books ready for publication must meet the defined technical criteria (the college has criteria and must apply here)

#### Article 5

The works and books submitted for publication in Biznesi College Publishing House must be original,

5.1 The statement that the work or book is original must be signed before publication.

5.2. Before the work is published the software will be used for checking to avoid plagiarism.

#### Article 6

##### Evaluation Commission

6.1. For the evaluation of scientific works and books and other books, an evaluating commission is established, composed of the chairman and two members.

6.2. The commission decides whether out of three members, two of them members of the Evaluation Commission give a positive opinion on the criteria for publication.

6.3. The commission in the period n of 14 days after the closing of the competition issues a decision for publication or non-publication of individual or joint works.

6. Two or more authors may publish the scientific work and books.

#### Article 7

##### Procedure for submission of papers and scientific books

7.1. Scientific papers final version to be submitted in word or PDF and electronically

7.2. The scientific book is submitted in the final version in Word/PDF

7.3. Other papers are submitted in Word/PDF version and electronically

#### Article 8

8.1. All works are financed by Biznesi College

8.2. Papers can also be published through donors.

Article 9

9.1 Biznesi College Publishing House enters into cooperation agreements with public universities, colleges and international universities for joint publications.

Article 10

10.1. The regulation enters into force on the day of signing by the Dean of Biznesi College.

Prishtina

Dt ....2020.

Dean

Biznesi College

Prof. Dr. Shyqeri Kabashi