

## **HOME**

### **About us**

American Northwest University is quality oriented rather than quantity based institute. Consequently, our students Work in small groups to maximize both the commitment of Lecturers and staff and to ensure the commitment and in-depth learning of the students.

### **Quality policy**

American Northwest University has implemented a Quality Assurance System in order to systematically and continuously examine and promote the quality of academic programs, tuition, textbooks, equipment and non-teaching activities with our facilities. This encompasses the evaluation of the teaching staff and instructional methods as assessed by students and auditors in compliance with the Faculty established criteria and academic standards.

### **Our mission**

The mission of American Northwest University is to produce professionals of the highest quality. We believe that our role in nurturing academic success via education will provide professionally competent individuals in their respective countries of origin, and enable them the opportunities to transfer their knowledge and skills to any nation for which they wish to pursue a career.

### **Our vision**

American Northwest University is dedicated to materialize the idea of a modern American institute of higher education recognized for the achievements of its faculty members and students alike. It is our policy to establish ourselves and continually reassess our contributions and place among the equal partners in the world of academia in American, European and global educational, professional, scientific and research trends.

## **FACULTIES**

### **About American Northwest University**

The American Northwest University is the first private University with Medical and Nursing School in Eastern Europe and the Balkans. It was founded in 2012/2013. The School enrolls a small number of students annually and therefore places are at a premium, and this is to ensure fulfillment of the highest quality standards applied in Europe and the USA.

American Northwest University offers personal assistance and programs on the graduate and professional school application process, including program selection, the personal statement, faculty recommendations, admissions tests, and financial assistance. Please review this section of our web site for important information needed to be considered and think about as you plan your coursework.

The Faculty organizes and carries out Academic Study Programs and Continuing Medical Education. The American Northwest University School of Medicine has a unique position among the Medical schools in the country and the Balkans, because its goal is not quantitative in the process of educating Medical Doctors. The primary objective of the school is quality rather than quantity. Students work in small groups to maximize both the commitment of lecturers and staff and to ensure the commitment and in-depth learning of the students. The American Northwest University, School of Medicine is located in Travnik, Bosnia and Herzegovina.

The facilities include classrooms, laboratories, a library, administrative and support staff offices, in accordance with the requirements of our Academic Programs. Each student is provided with the full range of technical equipment required for a modern and competitive Medical Pre-Clinical teaching program. The onsite Library has more than 7000 volumes. Practice in Clinical Courses are taught at the ANU, School of Medicine in both Private and Government Hospitals and Clinics within the country, as well as many well known hospitals in the USA.

## **Academics**

American Northwest University is all about encouraging students to think by their own instead of regurgitating what is believed to be expected from professors and echoing what fellow students/colleagues say. For every individual student, there is a professor or doctor to help discover novel information and reconsider the theories and the opinions once taken for granted.

There is much more to ANU instruction than the "chalk and talk" approach many experience in the high school setting. Our professors expect students to speak up in class, contribute to original ideas and question perceived assumptions. The lively intellectual exchanges taking place in our classrooms nurture academic potential of the future of the mankind.

ANU faculty members are highly dedicated instructors, professors, doctors and active researchers that contribute to an academic environment for perpetuation of those willing to join the world of academia in the like manner they did. Our professors come from the top organizations; they lead national academic groups and are regularly recognized for their scholarly contributions. Most have doctoral degrees, and nearly half of our professors serve as mentors and personal advisers.

## **School of Medicine**

The American Northwest University School of Medicine is dedicated to advancing medical knowledge and clinical practice through scholarly research, physician education and high-quality care.

Our school nurtures the development of medical students, resident physicians and scholars in the clinical and basic sciences and supports the dissemination of research advances for the benefit of society. All of our professors have great

experience in the areas they are teaching. They are very receptive and supportive of student interactions with the goal of success.

We are committed to provide the high quality education leading to a Doctor of Medicine (M.D.) degree at very affordable fees. Our curriculum provides with the foundation and support to prepare and expand your medical practice. American Northwest University School of Medicine produces thoroughly educated graduates who realize that the medical profession is not just simply a trade to be learned but that it donates a sense of social responsibilities.

We are seeking applicants who demonstrate strong drive and desire to succeed and to focus on the humanitarian aspects of the medical profession. Students who wish to pursue a career helping others, the field of medicine may be the option to consider. Our goal is to design a better future and to help you get there.

### **About ANU MED**

American Northwest University School of Medicine is a faculty dedicated to providing its medical students with quality education on a global platform. This is attained via professors with a diverse clinical background in a variety of countries spanning North America, Western Europe and the Balkans. Our preclinical program provides intensive instruction, yielding confident medical students that are prepared for the real world clinical environment.

Students who have successfully completed pre-clinical studies have the option of continuing their medical education in Bosnia and Herzegovina in various government and privately operated facilities. This provides regional experience for medical students wishing to practice in this vicinity not willing to pursue practice licensure in Western Europe or North America. Students also have the option to proceed with medical clerkship in the USA, where they will be able to attune medical knowledge and become familiar with practices in a dedicated metropolitan teaching hospital. This enables invaluable experience on the global scale and advances perspective with regards to international medical practice. More information about clerkship opportunities in Europe and North America can be ascertained in our page dedicated to Affiliated Institutions.

Our professors are Medical Doctors merited by numerous qualifications and publications. This team of instructing professionals has been assembled from an array of environments extending from regions of Eastern Europe, Western Europe

and North America. This is essential for providing students with global perspectives on medical knowledge as practices differ across political boundaries.

## The Dean of Medicine Dr. Zoran Kalinic

Our Dean of Medicine Dr. Zoran Kalinic is an established scholar with specialization in social studies, management, human resources and finance management. He completed his undergraduate studies in 1990 at Djuro Pucar Stari University in Banja Luka. From here, he continued his Masters studies and PhD in management at the European Center for Peace and Development in Belgrade and the Faculty of Finance at the University of Novi Sad, respectively.

A list of his publications in scholarly volumes and textbooks are depicted below:

1. Kalinić Z., Lakić M., Doprinis i razvoj institucionalnih investitora na finansijskom tržištu BiH/RS- mogućnosti investiranja, 2. Međunarodna poslovna konferencija, zbornik radova, Celje 2010, str.216-221.
2. Kalinić Z., Izborne kampanje u političkom marketing, LEMIMA 2011, zbornik radova, ALFA Univerzitet, Beograd,
3. Kalinić, Z. Klupski menadžment kao factor efektivnog sportskog sponzorstva, 9 th International Conference dependability and quality management, Beograd, 2006., str. 221-227.
4. Kalinić Z., Nova filozofija osiguranja na prostorima ex Jugoslavije – izazovi i mogućnosti, SVAROG br.2, NUBL, Banja Luka 2011. 116-127.UDK 368.1/3(497.1)
5. Kalinić Z., Župljanin S., Uticaj svjetske ekonomske krize na pripreme industrije osiguranja BiH za ulazak globalnih kompanija na lokalna tržišta, Evropska unija uslovi i uslovljavanja, zbornik radova, NUBL, Banja Luka, 2011.139-154 UDK 330.3:339.9(497.6)
6. Kalinić Z., Biočanin R., Radović S., Management of new technologies with economic and ecological aspects of production, Research and development in mechanical industry, zbornik radova, RaDMI 2011., Volume 2, SaTCIP, Vrnjačka Banja, 2011. 634-638.
7. Kalinić Z., Savremene komunikativne strategije političkih partija, SVAROG br.4, NUBL, Banja Luka 2012. 9-19.UDK 329:321.7 DOI 10.7251/SVR1204009K
8. Kalinić Z., Aulić Lj. Uloga savjetnika u političkom sistemu, Svarog br.5, NUBL, Banjaluka 2012.str.56-77. UDK 349.22:352.08 Doi br. 10.7251/SVR1205056K
9. Barašin O., Kalinic Z., Milutinovic M., Odgovornost za javnu riječ, Svarog br.6, NUBL, Banja Luka 2013., str.118-140 UDK 316.334.3:316.77 DOI 107251/SVR1306118B COBISS.BH-D 3690520
10. Pavić Ž., Kalinić Z., Kalinić G., Doktorske studije u Republici Srpskoj komparativna analiza i perspektive, Svarog br.7, NUBL, Banja Luka 2013., str.9-12,UDK 001.89:378.425.2(497.6RS) DOI 10.7251/SVR1307009P COBISS.BH-ID 3941912
11. Kalinić Z., Parlamentarizam u Bosni i Hercegovini i njegova kriza, Svarog br.8, NUBL, Banja Luka 2014., str.20-39 UDK 342.53(497.6) DOI 10.7251/SVR1408020K COBISS.SI-ID 4262168

## TEXTBOOKS

1. Kalinić Z., Funkcije menadžmenta u animiranju sponzora, FPDN, Banja Luka, 2006.
2. Kalinić Z., Kostov S., Kako da pobijedimo na izborima, NUBL, Banja Luka, 2008.
3. Marović B., Kalinić Z., Osnovni principi osiguranja, NUBL, Banja Luka, 2009.
4. Kalinić Z., Avdalović V., Marović B., Vojinović Ž., Upravljanje rizicima u osiguranju, NUBL, Banja Luka, 2009.
5. Kalinić Z., Vojinović Ž., Žarković N., Životna osiguranja, NUBL, Banja Luka 2012.

## Office of the Vice Dean of Medicine

Prof. Selma Uzunovic, MD, MA, PhD is our Vice Dean of Medicine with numerous works in respected medical journals such as Clinical Microbiology and Infection,

International Journal of Food Microbiology, Journal of Antimicrobial Chemotherapy, and the Journal of Clinical Microbiology. Our Vice Dean of Medicine is also a member of numerous medical organizations; EARSS, ESCMID and EUCAST are just a few of the professional organizations that Prof. Selma Uzunovic, MD, MA, PhD is affiliated with.

ANU is licensed by the ministry of higher education of Bosnia and Herzegovina to admit students and operate as an institution in medical education for cycles resulting in MD, MSc and PhD degrees. Currently ANU is pending IMED registration with FAIMER, and is in the process of registration with the World Health Organization (WHO) as a medical teaching institution.

### **M.D. Program**

The goal of the MD program at American Northwest University is to produce exceptional medical professionals that assist those in need of medical attention while maintaining the utmost standard of care and professionalism. For this, our process is a rigor of academic and practical training in lecture halls and medical facilities. Our programs provide students with quality instruction from professors spanning Europe and North America with a diverse knowledge base. Our Medical Doctors will graduate among the leading edge of medical communities on the international platform.

Students are able to enroll directly from secondary school education and post-secondary school applicants are offered with the four-year MD program pertaining appropriate credits completed in pre-medical studies. Applicants in the process of completing a Bachelor of Science degree will be considered and may be required to compensate for unaccounted credits within the ANU MD program. Upon completion of pre-medical studies (for those applying directly from secondary school), students continue with Basic Medical Sciences; building a thoroughly extensive foundation of which students can apply clinical skills in the subsequent medical clerkship. Students that have completed Basic Medical Sciences and wish to continue with clerkship in the United States of America are required to complete the USMLE Step 1 examination. With this examination, students are eligible to apply for rotations at Louis A. Weiss Memorial Hospital in Chicago. Students remaining in Bosnia and Herzegovina or continuing medical education in Serbia are required to complete regional licensing examinations in respective countries. Additional information about course requirements and curriculum are available at our page dedicated to MD Program Curriculum.

The experience of medical education that ANU provides is invaluable on the international context. Students can rotate through clerkships in both Europe and North America, allowing for professional perspective of practices among different global systems. American Northwest University offers research opportunities for MD students aiming to publish works in globally recognized journals of medicine.

## **Curriculum**

The School of Medicine at American Northwest University has MD programs of varying duration. Students can apply for a six-year MD program directly from secondary school and are required to complete pre-medical sciences. Students with Bachelor of Science degrees are eligible to apply for the four-year MD program beginning directly with Basic Medical Sciences. Both programs entail Basic Medical Sciences to build a foundation of knowledge in medicine; afterwards students are required to rotate through medical clerkships that allow for real world experience in the medical environment. Studies for the Medical Program are instituted in three sequential sections, of which details can be reviewed in the links below.

Pre Medical Studies

4 Year Program

6 Year Program

Clinical Rotations in Bosnia & Herzegovina

Clinical Rotations in the USA

## **Pre Medical Studies**

Pre Medical Studies provide the basis of biological knowledge required to continue the pursuance of a Medical Degree. This includes instruction in basic courses pertaining topics in biology, chemistry and scientific method.

Students are required to solidify knowledge in these areas of instruction; ensuring a student's ability to comprehend scientific studies on a basic level, and providing a foundation for further studies involving in-depth academia.

Biological studies introduce concepts of organic material and its contribution to the function of life. This includes understanding of mechanisms of inheritance via DNA, different modes of reproduction in various classifications of life, and fundamental differences between eukaryotes and prokaryotes in life cycle and metabolism. With this understanding students will be able to apply basic principles to more complicated systems of interaction and manipulation. Metabolism and functional characteristics of eukaryotes will exemplify basic shared mechanisms among living beings and provide a firm basis for acquisition of physiology in the following years of study. The mechanisms of eukaryotic metabolism will be paralleled by study of prokaryotic functioning (in microbiology), and understanding of interactions between the two types of life in terms of differences and similarities can be exploited in the more advanced studies in following years.

Chemistry introduces students to the molecular mechanisms and behaviors of atoms, molecules, and inter/intra-molecular interactions. This is the basis of metabolism, and therefore of life. It is impertinent for students to have a firm understanding of these mechanisms, manipulation, and characteristics, as they are an essential factor in the study of medicine. Students will be challenged with laboratory work as per scientific method, and will be required to compose laboratory reports for in-class experiments and will be assessed on ability to observe fundamentals in chemical nature.

Ethics compose a very prominent portion of the global society. For this reason, at American Northwest University ethical studies are explored from an early period within the provided education, as it an essential attribute to the study of medicine per treatment of respect of any patient. Here, ethical dilemmas will be discussed and presented to students to strengthen the moral fiber of our future Medical Doctors.

The latter portion of our PreMedical Studies program is preparation for students to continue with their [Basic Medical Sciences](#). Students will be introduced to human anatomy and human physiology in a manner that extends upon their newly acquired basis in premedical studies. Here students will learn about the basics of human life and interactions of different elements of our nature in a structural and functional manner. This includes perspectives from a gross point of view (anatomy), a microscopic point of view (histology), and chemical nature involving both micro and macro aspects of interactions (physiology and immunology). Students who excel in these areas of study are primed for success in our [Basic Medical Sciences](#) and clinical rotations in health institutions.

Students that are applying to ANU directly from high school are required to enroll in the PreMedical Studies before continuing with [Basic Medical Sciences](#). Students that are applying from another institution, and have evidence of completion of a number of or all the courses listed in the PreMedical Studies program, are subject



to ANU evaluation and may be eligible for credit transfers or direct advancement to the Basic Medical Sciences. Further information regarding this process can be acquired at our department for [Admission's Office](#).

<p>PreMedical Studies (only necessary for students applying directly from secondary school)</p>	<p>Two years of in-classroom lecture and laboratories. Students are required to complete:</p> <p>First Year:</p> <ol style="list-style-type: none"><li>1. Biology</li><li>2. Chemistry</li><li>3. Human Genetics</li><li>4. Ethics</li><li>5. Organic Chemistry</li><li>6. Neuroscience</li><li>7. Microbiology</li></ol> <p>Second Year:</p> <ol style="list-style-type: none"><li>1. Introduction to Histology and Cell Biology</li><li>2. Introduction to Anatomy</li><li>3. Introduction to Physiology</li><li>4. Neuroscience</li><li>5. Basic Microbiology and Immunology</li><li>6. Histology and Embryology</li></ol> <p>Students are required to select from the following electives in the pre-medical program:</p> <ul style="list-style-type: none"><li>• Introduction to Medical Research</li><li>• Medical Communication</li><li>• Introduction to Medicine</li><li>• Geographical Information</li></ul>
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	<p>Systems in Medicine</p> <ul style="list-style-type: none"> <li>• Basics of Clinical Practice</li> <li>• Health Psychology</li> </ul>
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## 4 Year Program

This portion of our MD Program extends upon our [PreMedical Studies](#) and explores normal human biology and chemistry in comparison to pathological states of disease. Basic Medical Sciences is where students will learn the differences in our nature when attributed to any disease process. In essence, students will continue their education as Medical Students.

This two-year portion of the program builds on basic knowledge in science, exposing students to in-class and laboratory aspects of normal and diseased human function. A core component of the Basic Medical Sciences is Human Anatomy, which teaches students in-detail structure of humans from the gross perspective. Students are required to have a fundamental understanding of landmarks of human anatomy and relationships between given structures of the body. Another pillar of the Basic Medical Sciences is Physiology. It is pertinent for students to understand the functions and controls of various processes in the human body, as there are important and prominent changes in diseased-states. Students will understand normal cellular function, signaling between various cells/tissues/organs/systems and functional responsibilities of the cells/tissues/organs/systems in human life.

Clinical Microbiology explains to students how various pathogens can offend normal human anatomy and physiology, and the characteristic diseases they result in. This is the basis for further studies in Infectious Disease and Pathology. Understanding of microbiological processes and interactions with the human body and how manifestations may occur are essential aids in diagnosis of certain ailments.

Non-invasive investigation is an important factor in patient assessment, and one of these modes of investigation pertains to Radiology and Nuclear Medicine. Here, students will learn the basics of how tools in radiology can be used to investigate human disease processes. Also, students will be exposed to case studies/reports that will teach them how to interpret images on their own, coming to conclusions about differential diagnoses and plans of management.

Pathology and Pathophysiology describe to students the changes in gross, microscopic and functional aspects of the human disease. Students will learn to identify various disease processes and classify them in various methods, as well as learning management plans for healing. These pillars of the Medical Program compare states of human cells/tissues/organs/systems during disease with regards to normality (anatomy and physiology) and are essential for identification

and classification. Without being able to identify a disease process, it is not possible to treat.

Pharmacology teaches students the basics of compounds used to treat various ailments. Here, students will be instructed as to complex pharmacokinetics and pharmacodynamics of different classes of drugs and compounds, along with adverse effects, dosing, and management of overdoses. These aspects of medicine are essential for treatment of patients in an appropriate manner.

Towards the end of our Basic Medical Sciences, students are subject to patient exposure in the History & Physical. Students will learn how to take a detailed history of the patient, including Chief Complaint, History of the Present Illness, Past Medical History, Allergies, Medication List, Social History, Family History of Illness and a Review of Systems. This subjective assessment of patient status from the patient themselves usually provides essential clues as to the disease process in question. Additionally, students learn an objective component to patient interaction. This includes a detailed physical examination with inspection, palpation and auscultation to assess various systems in the patient. Together, subjective and objective components provide clues that indicate the disease process in question or indicate a direction of focused of further investigation. Therefore, at American Northwest University, the History & Physical segment of the MD Program is a weight-bearing pillar of education that we deliver special focus to. In order to educate quality Medical Doctors, it is necessary to provide extensive and in-detail instruction as to these subjective and objective assessments. This provides an unmovable base in practice and patient interaction required of further clinical studies in our [Clinical Rotations in Bosnia & Herzegovina](#) or [Clinical Rotations in the USA](#).

<b>Basic Medical Sciences</b>	<b>Two years of in-classroom lecture and laboratories with instruction of more in-depth medical topics. Students are required to complete:</b>  <b>Third Year:</b>  1. Human Anatomy  2. Physiology
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	<ol style="list-style-type: none"> <li>3. Epidemiology</li> <li>4. Clinical Microbiology</li> <li>5. Clinical Genetics</li> <li>6. Radiology with Nuclear Medicine</li> <li>7. English</li> </ol> <p><b>Fourth Year:</b></p> <ol style="list-style-type: none"> <li>1. Pathology</li> <li>2. Pathophysiology</li> <li>3. Pharmacology and Toxicology</li> <li>4. Clinical Toxicology</li> <li>5. Chosen Topics in Physiology</li> <li>6. History and Physical Examination</li> </ol>
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### **Clinical Rotations in Bosnia & Herzegovina**

Clinical practice is where students are introduced to the clinical field of medicine, and are expected to apply knowledge in a practical manner. Additionally, they will learn standard protocols, decision-trees of diagnosis and management, as well as therapeutic standards and protocols.

This clerkship requires completion of core practices in various hospitals and health clinics, instituting a variety of settings to expand student experience. Students will be required to complete mandatory rotations in courses such as Internal Medicine, Surgery, Pediatric Medicine, Neurology and others while having the option to decide between elective rotations for which students will focus the possibility of further specialization.

<b>Clerkship in Bosnia &amp; Herzegovina</b>	<p><b>Clinical courses necessary/offered:</b></p> <ul style="list-style-type: none"> <li>• Internal Medicine</li> <li>• Dermatology</li> </ul>
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	<ul style="list-style-type: none"> <li>• Ophthalmology</li> <li>• Surgery</li> <li>• Pediatric Medicine</li> <li>• Hygiene and Health Ecology</li> <li>• Clinical Pharmacology</li> <li>• Anesthesiology and Reanimation</li> <li>• OB/GYNE</li> <li>• Otolaryngology</li> <li>• Emergency Medicine</li> <li>• Neonatology</li> <li>• Geriatric Medicine</li> <li>• Occupational Medicine</li> <li>• Introduction to Clinical Psychology</li> <li>• Oncology</li> <li>• Radiology</li> <li>• Pain Management</li> </ul>
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## **Clinical Rotations in the USA**

Students opting for medical clerkship in the United States of America will have an unprecedented spectrum of opportunities to further their medical careers, especially when paralleled to other European medical schools. As per the standards of the ANU School of Medicine, all students will be required to complete the USMLE Step 1 exam for graduation regardless of pursuance of medical clerkship in the USA. Therefore, it encouraged of our Medical Students to explore their options with medical clerkships in the USA.

Students will be required to perform in the hospital setting through an intensive clerkship program, rotating through 6 core clerkships and a minimum of 24 weeks of elective clerkships. The core rotations include Internal Medicine, Surgery, Pediatric Medicine, Family Practice, Psychiatry and OB/GYNE. The length of our core rotations allows for considerably more exposure and learning surface

area in each specialty as compared to high-ranking US Medical Schools. This presents an unprecedented experience for medical students wishing to forward their abilities and clinical knowledge in a more practical and workplace setting as opposed to classroom review. Additionally, this presents the opportunity to collaborate with North American medical students and establish a career in the USA. Below is an overview of the core rotations as well as a list of electives that are required of students to complete the US clerkship program.

<b>Clerkship in the USA</b>	<p><b>Core Rotations:</b></p> <ol style="list-style-type: none"> <li>1. Internal Medicine (12 weeks)</li> <li>2. Surgery (12 weeks)</li> <li>3. Pediatric Medicine (6 weeks)</li> <li>4. Family Practice (6 weeks)</li> <li>5. Psychiatry (6 weeks)</li> <li>6. OB/GYNE (6 weeks)</li> </ol> <p><b>Elective Rotations:</b> (minimum of 24 weeks total; each rotation is 4 weeks duration)</p> <ul style="list-style-type: none"> <li>• Cardiology</li> <li>• Infectious Disease</li> <li>• Intensive Care Unit</li> <li>• Emergency Medicine</li> <li>• Pulmonology</li> <li>• Nephrology</li> <li>• Pain Management Medicine</li> <li>• Gastroenterology</li> <li>• Oncology</li> <li>• Radiology</li> <li>• Plastic Surgery</li> <li>• Geriatric Medicine</li> <li>• Rheumatology</li> </ul>
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## 6 Year Program

## **Premedical Studies**

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The latter portion of our PreMedical Studies program is preparation for students to continue with their [Basic Medical Sciences](#). Students will be introduced to human anatomy and human physiology in a manner that extends upon their newly acquired basis in premedical studies. Here students will learn about the basics of human life and interactions of different elements of our nature in a structural and functional manner. This includes perspectives from a gross point of view (anatomy), a microscopic point of view (histology), and chemical nature involving both micro and macro aspects of interactions (physiology and

immunology). Students who excel in these areas of study are primed for success in our [Basic Medical Sciences](#) and clinical rotations in health institutions.

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**PreMedical Studies**

(only necessary for students applying directly from secondary school)

**Two years of in-classroom lecture and laboratories. Students are required to complete:**

**First Year:**

1. Biology
2. Chemistry
3. Human Genetics
4. Ethics
5. Organic Chemistry
6. Neuroscience
7. Microbiology

**Second Year:**

1. Introduction to Histology and Cell Biology
2. Introduction to Anatomy
3. Introduction to Physiology
4. Neuroscience
5. Basic Microbiology and Immunology
6. Histology and Embryology

**Students are required to select from the following electives in the pre-medical program:**

- Introduction to Medical Research
- Medical Communication
- Introduction to Medicine
- Geographical Information Systems in Medicine
- Basics of Clinical Practice
- Health Psychology

## **Basic Medical Sciences**

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Pharmacology teaches students the basics of compounds used to treat various ailments. Here, students will be instructed as to complex pharmacokinetics and pharmacodynamics of different classes of drugs and compounds, along with adverse effects, dosing, and management of overdoses. These aspects of medicine are essential for treatment of patients in an appropriate manner.

Towards the end of our Basic Medical Sciences, students are subject to patient exposure in the History & Physical. Students will learn how to take a detailed history of the patient, including Chief Complaint, History of the Present Illness, Past Medical History, Allergies, Medication List, Social History, Family History of Illness and a Review of Systems. This subjective assessment of patient status from the patient themselves usually provides essential clues as to the disease process in question. Additionally, students learn an objective component to patient interaction. This includes a detailed physical examination with inspection, palpation and auscultation to assess various systems in the patient. Together, subjective and objective components provide clues that indicate the disease process in question or indicate a direction of focused of further investigation. Therefore, at American Northwest University, the History & Physical segment of the MD Program is a weight-bearing pillar of education that we deliver special focus to. In order to educate quality Medical Doctors, it is necessary to provide extensive and in-detail instruction as to these subjective and objective assessments. This provides an unmovable base in practice and patient interaction required of further clinical studies in our [Clinical Rotations in Bosnia & Herzegovina](#) or [Clinical Rotations in the USA](#).

<b>Basic Medical Sciences</b>	<p><b>Two years of in-classroom lecture and laboratories with instruction of more in-depth medical topics. Students are required to complete:</b></p> <p><b>Third Year:</b></p> <ol style="list-style-type: none"><li>1. Human Anatomy</li><li>2. Physiology</li><li>3. Epidemiology</li><li>4. Clinical Microbiology</li><li>5. Clinical Genetics</li><li>6. Radiology with Nuclear Medicine</li><li>7. English</li></ol> <p><b>Fourth Year:</b></p> <ol style="list-style-type: none"><li>1. Pathology</li><li>2. Pathophysiology</li><li>3. Pharmacology and Toxicology</li></ol>
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	4. Clinical Toxicology 5. Chosen Topics in Physiology 6. History and Physical Examination
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### **Clinical Rotations in Bosnia & Herzegovina**

Clinical practice is where students are introduced to the clinical field of medicine, and are expected to apply knowledge in a practical manner. Additionally, they will learn standard protocols, decision-trees of diagnosis and management, as well as therapeutic standards and protocols.

This clerkship requires completion of core practices in various hospitals and health clinics, instituting a variety of settings to expand student experience. Students will be required to complete mandatory rotations in courses such as Internal Medicine, Surgery, Pediatric Medicine, Neurology and others while having the option to decide between elective rotations for which students will focus the possibility of further specialization.

<b>Clerkship in Bosnia &amp; Herzegovina</b>	<b>Clinical courses necessary/offered:</b> <ul style="list-style-type: none"> <li>• Internal Medicine</li> <li>• Dermatology</li> <li>• Ophthalmology</li> <li>• Surgery</li> <li>• Pediatric Medicine</li> <li>• Hygiene and Health Ecology</li> <li>• Clinical Pharmacology</li> <li>• Anesthesiology and Reanimation</li> <li>• OB/GYNE</li> <li>• Otolaryngology</li> <li>• Emergency Medicine</li> <li>• Neonatology</li> </ul>
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	<ul style="list-style-type: none"> <li>• Geriatric Medicine</li> <li>• Occupational Medicine</li> <li>• Introduction to Clinical Psychology</li> <li>• Oncology</li> <li>• Radiology</li> <li>• Pain Management</li> </ul>
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## **Clinical Rotations in the USA**

Students opting for medical clerkship in the United States of America will have an unprecedented spectrum of opportunities to further their medical careers, especially when paralleled to other European medical schools. As per the standards of the ANU School of Medicine, all students will be required to complete the USMLE Step 1 exam for graduation regardless of pursuance of medical clerkship in the USA. Therefore, it encouraged of our Medical Students to explore their options with medical clerkships in the USA.

Students will be required to perform in the hospital setting through an intensive clerkship program, rotating through 6 core clerkships and a minimum of 24 weeks of elective clerkships. The core rotations include Internal Medicine, Surgery, Pediatric Medicine, Family Practice, Psychiatry and OB/GYNE. The length of our core rotations allows for considerably more exposure and learning surface area in each specialty as compared to high-ranking US Medical Schools. This presents an unprecedented experience for medical students wishing to forward their abilities and clinical knowledge in a more practical and workplace setting as opposed to classroom review. Additionally, this presents the opportunity to collaborate with North American medical students and establish a career in the USA.

Below is an overview of the core rotations as well as a list of electives that are required of students to complete the US clerkship program.

**Clerkship in  
the USA**

**Core Rotations:**

1. Internal Medicine (12 weeks)
2. Surgery (12 weeks)
3. Pediatric Medicine (6 weeks)
4. Family Practice (6 weeks)
5. Psychiatry (6 weeks)
6. OB/GYNE (6 weeks)

**Elective Rotations:** (minimum of 24 weeks total; each rotation is 4 weeks duration)

- Cardiology
- Infectious Disease
- Intensive Care Unit
- Emergency Medicine
- Pulmonology
- Nephrology
- Pain Management Medicine
- Gastroenterology
- Oncology
- Radiology
- Plastic Surgery

	<ul style="list-style-type: none"> <li>• Geriatric Medicine</li> <li>• Rheumatology</li> </ul>
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### **Clinical Rotations in Bosnia & Herzegovina**

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	<ul style="list-style-type: none"> <li>• OB/GYNE</li> <li>• Otolaryngology</li> <li>• Emergency Medicine</li> <li>• Neonatology</li> <li>• Geriatric Medicine</li> <li>• Occupational Medicine</li> <li>• Introduction to Clinical Psychology</li> <li>• Oncology</li> <li>• Radiology</li> <li>• Pain Management</li> </ul>
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### **Clinical Rotations in the USA**

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	<ul style="list-style-type: none"> <li>• Gastroenterology</li> <li>• Oncology</li> <li>• Radiology</li> <li>• Plastic Surgery</li> <li>• Geriatric Medicine</li> <li>• Rheumatology</li> </ul>
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## Admission Requirements

The goal of the admissions department of ANU is to select individuals with potential to succeed in our program, and become exceptional medical practitioners, scholars, and researchers.

Selection requirements vary among specific programs.

The six-year MD program requires high school completion with diploma or equivalent in respective countries.

The four-year MD program requires a Bachelor of Science degree with diploma from a recognized post-secondary institution, and should include course subject matter such as Biology, Chemistry, Physiology, Histology and some others. More information will be provided to applicants in due process. Omission of certain courses may need to be compensated for within the ANU program. MCAT scores are not necessary for application, but sufficient scores will be considered as substitution for the Admission Examination at ANU. Students in BSc programs that are not completed (i.e. third year) will be considered if GPA pertains to standards, and missing credits can be compensated for within the ANU MD program.

Ideal applicants excel both in the lecture hall and outside of it. Therefore, our selection process encourages information about extracurricular activities, volunteer experience or work experience in related fields in conjunction with academic achievements. We may use this as a measure of an individual's ability to time manage and excel in various environments and fields. This ensures that

our students maintain a standard that is respected in the medical community. Any requirements set forth by the [Admissions Office](#) with regards to GPA minimums and other selection criteria is subject to change on an annual basis, to ensure that academic standards are met without sacrificing the quality of our program and its graduates.

Applicants are also required to submit an essay regarding their life experience and why they wish to pursue a medical career with ANU. These entries will be carefully reviewed and considered in conjunction with all other application materials.

Our [Admissions Office](#) can describe the admission process directly, or online information in step-wise fashion is provided at [Admission Process](#). Admission forms and checklist of documents can be downloaded on the [Admission Process](#) page. Information for Unsuccessful Applicants, which could be due to lack of qualifying factors for our program, or due to the limited number of seats available, is also provided.

## **Admission Process**

Applicants for ANU School of Medicine are required to complete admission forms provided in PDF format, provide an essay regarding life experience and why they wish to pursue the medical profession with ANU. Additional information regarding extracurricular activities, academic achievements and professional experience can be included in a detailed *curriculum vitae*. Optional MCAT scores can be submitted with scanned high school/undergraduate academic transcripts and diplomas. Applicants are also required to provide a criminal record background check from their state or country.

To attend medical rotations, students are required to comply with a confidentiality agreement (HIPAA in the USA), provide medical approval from a physician indicating health status including results of a PPD test, provide a criminal record check from authorities of respective states or countries, documentation of immunization records, drug screening within 12 months of the medical rotation, scanned copies of photo IDs valid in respective states or countries (i.e. Driver's license or Passport identification) and documentation of USMLE Step I scores.

## **Application Instructions:**

1. Completed application form. Your application will not be processed if it is incomplete.
2. Four passport-sized photographs with name, social security number and signature on the back (if applicable). An application fee of USD \$1,800 is required. Applications will not be processed without this payment. If you plan on writing a money order, please make it payable to American Northwest University. For wire transfers please contact us for instructions.
3. Two recommendation forms from professors, employers or a professional committee. Referees should send these letters directly to American Northwest University. Letters from friends or family are unacceptable. If you are a transfer student, two letters of recommendation are required from faculty members of the institution(s) where credits are acquired. It is preferred that one of the letters of recommendation comes from a Dean.
4. Essays must be submitted as separate documents. Please ensure your essays are double-spaced and legible. Applicants are required to submit essays in English proficient with professional standards.
5. Official transcripts. These should be sent directly from each institution attended. Official SAT, ACT, MCAT and other examination scores should be sent directly from the testing agency if the applicant has taken these exams. TOEFL or IELTS could be submitted if English is not native language.
6. *Curriculum vitae*. Referee name should be included with telephone and e-mail address.
7. Letter of good conduct or background check from the police department. Please submit photocopies. All original documents are to be brought to the registration office. Please complete a health form and have your immunization records forwarded to [studentusa@anu.edu.ba](mailto:studentusa@anu.edu.ba)

More information is available from the [Admissions Office](#), which can be contacted by email or phone.

#### Application Checklist

- [Application Form](#)
- [Application Instructions](#)

#### **USMLE Exam**

The United States Medical Licensing Examination (USMLE) is a three-step examination for medical licensure in the United States and is sponsored by the Federation of State Medical Boards (FSMB) and the National Board of Medical Examiners (NBME).



The USMLE assesses a physician's ability to apply knowledge, concepts, and principles, and to demonstrate fundamental patient-centered skills, that are important in health and disease and that constitute the basis of safe and effective patient care. Each of the three Steps of the USMLE complements the others; no Step can stand alone in the assessment of readiness for medical licensure.

In the United States and its territories, the individual medical licensing authorities (State Medical Boards) of the various jurisdictions grant a license to practice medicine. Each medical licensing authority sets its own rules and regulations and requires passing an examination that demonstrates qualifications for licensure. Results of the USMLE are reported to these authorities for use in granting the initial license to practice medicine. The USMLE provides them with a common evaluation system for applicants for initial medical licensure.

American Northwest University School of Medicine is offering its students and students from other schools around the world preparation courses for the USMLE. The courses are held in the USA and delivered by very motivated and highly experienced professors. Eligibility for the USMLE requires the attendant school to be registered on the IMED registry database as provided by FAIMER; ANU is pending IMED registration.

Details on programs offered (see Dr. Khamis)

## **School of Nursing**

The American Northwest University will make sure that nursing students will be provided with the highest quality of education. Our schooling goal in Europe and the US is to make sure the nurses achieve their goals in turn becoming one of the best nurses in the world.

Nursing professionals provide preventative and restorative health care to patients in a variety of settings. Nurses work to promote health, prevent disease, and help patients cope with illnesses. Nursing is a science that requires in-depth knowledge, skills and understanding. Nursing deals not only with a person's biological needs, but their psychosocial and cultural needs as well.

There are many areas open to nursing graduates, including the traditional hospital nurse who may work in pediatrics, maternity, the operating room, medical/surgical units, critical care, trauma, or the ER. Also found in hospitals are nursing educators, quality assurance nurses, nurse managers, nurse epidemiologists, and nursing supervisors. At the masters degree level the various

specialties available to graduates include: nursing administration, certified nurse-midwifery, clinical specialist, nurse anesthetist, and nurse practitioner. Nurses holding doctoral degrees often take positions in research or academic settings.

### **About ANU School of Nursing**

Nursing is a career with a bright future with a growing trend for workplace need in developed nations. The U.S. Department of Labor projects that more than one million new and replacement registered nurses will be needed by 2018. By choosing a career-focused college major like nursing, you will be preparing for a future of endless learning and growth potential.

ANU students interested in pursuing a position in the nursing profession can choose from several training programs.

### **Choosing the Right Program for Yourself:**

As a student considering a nursing career, there are three main options. You can earn a practical-nursing diploma and become a licensed practical nurse (L.P.N.), also known as a licensed vocational nurse (L.V.N.). Or you can earn either an associate degree or a bachelor's degree and become a registered nurse (R.N.). Generally, the more education completed, more opportunities are available.

### **Practical Nursing Training**

A diploma in licensed practical nursing is achievable in approximately one year. During that time, a balance of practical experience within hospitals and other settings with a course load involving topics ranging from anatomy to nutrition. Upon graduation and exam completion, an individual will be qualified to provide some care directly to patients. You will also assist R.N.s and doctors in the field.

### **The A.D.N.**

Attending American Northwest University for two to three years allows for completion of an associate degree in nursing (A.D.N.). During this added education exposure, A.D.N. students pick up related courses such as microbiology; take more specialized nursing courses such as geriatric nursing; and spend longer hours in each class. With an A.D.N. from ANU, any student will be able to provide direct patient care in many settings.

### **The B.S.N.**

A wide variety of graduate programs are available to students that fall in the category of B.S./B.S.N graduates. This four-year program prepares nurses for practice in all healthcare settings as well as providing the opportunity to continue education in related fields.

As a B.S.N. student, there will be more time to develop skills in communication, critical thinking and leadership. Of course, there will be exposure to more

advanced nursing courses, studying such subjects as complex illnesses and perhaps conducting scientific research.

These are just some of the programs American Northwest University can help you achieve.

## **School of IT**

Information technology is projected to be the second largest area of job growth in the United States and Europe. Employers in the field want employees with broad backgrounds who can develop new solutions. Students who integrate their liberal arts studies with IT programs are valuable and rare, while the demand for well-rounded IT professionals continues to grow in the United States. Nearly every business relies on information technology managers and technical experts to oversee information systems that support operations and drive commerce. Employees with expertise in systems analysis, networking, programming, and software engineering, in addition to finance and management, are in high demand.

Education in information technology prepares students for careers that go beyond traditional programming and networking. In this program of study, students can blend their creativity and technical expertise to explore careers in computer animation, graphic and Web design, digital gaming and music, or technical writing.

With a degree in computer information technology, American Northwest University School of IT graduates will be prepared to balance the demands of being a business professional and a technologist. A degree in IT degree also prepares students to study the effect technology has on society. For example, the implications of artificial intelligence and the impact of technology on children. Students at American Northwest University obtain real-world experience in their programs.

## **About ANU School of IT**

American Northwest University's School of Information Technology offers a technology-integrated academic foundation that prepares students for the challenges of our ever-changing global society. We use technology to drive teaching, learning and creating opportunities for students to graduate among the top of a very competitive industry. We offer courses that give students a

technological edge in their future.

Computers and Information technology permeates all aspects of business and social life. Here at American Northwest University, they are central to solving many of the persisting challenges facing society and are capable of positively impacting the lives of millions of people worldwide.

Our professionals and researchers work to find innovative solutions, build scalable infrastructure, develop new products, manage data, improve efficiencies and facilitate communication. With a computational perspective on problem solving, designing systems and understanding human behavior, we can apply these ideas and techniques to a number of disciplines including business, engineering, natural and social sciences.

Information technology professionals create and manage business applications, websites, systems and the IT environment for organizations. Drawing upon computer science and information systems, it involves the study of computers and the programs that run on them as well as the creation of computer systems that satisfy individual and organizational needs.

### **School of philosophy**



**Prof. Dr. Shahab Yar Khan**

Prof. Dr. Shahab Yar Khan born in 1967 in Lahore, Pakistan, is living and working in Bosnia and Herzegovina since 1998. Coming from an ancient family of teachers of the Sub-continent, Dr. Khan has introduced his traditional teaching method of what he calls 'spiritual intellectualism' in various Bosnian universities. Primarily, ranked as one of the most enthusiastic Shakespearean experts in the region, Dr. Khan's contributions in updating and modernizing the English literature courses throughout the country place him among the most insightful professionals in the field today. With a worldwide experience of teaching English literature since 1993, publishing books/articles on regular basis and performing Shakespearean drama on stage annually, Dr. Khan's presence in the School of Philosophy gives students a wide range of opportunities to materialize their own creative potential.

The list of works representative of Professor Dr. Shahab Yar Khan's prowess in the field of literature can be reviewed below.



#### MAJOR BOOKS:

1. *IQBAL ZA SVE*, IBN SINA INSTITUTE SARAJEVO, 2014.
2. *ENGLISH NOVEL OF 18<sup>TH</sup> AND 19<sup>TH</sup> CENTURY*, DOBRA KNJIGA, SARAJEVO, 2013
3. *O ŠEKSPIROVIM TRAGEDIJAMA* (VOL. II), DOBRA KNJIGA, SARAJEVO, 2012.
4. *O ŠEKSPIROVIM TRAGEDIJAMA*, DOBRA KNJIGA, SARAJEVO, 2008.
5. *FROM RENAISSANCE TO CLASSICISM*, DŽEMAL BIJEDIĆ UNIVERSITY, MOSTAR, 2006.
6. *CRITICAL NOTES ON HAMLET*, FAMOUS BOOKS, LAHORE, 1993.
7. *CRITICAL NOTES ON DR. FAUSTUS*, FAMOUS BOOKS, LAHORE, 1993.
8. *GAYAAN* (collection of Urdu poetry), COLLEGE BOOK DEPOT, LAHORE, 1991.

#### IMPORTANT LECTURES SINCE 2012:

1. 2014, MARCH, WOMEN IN SHAKESPEAREAN DRAMA AND SUFI LITERATURE.  
(LECTURE ORGANIZED BY ISLAMICCOMMUNITY OF CROATIA)
2. 2013, SHAKRSPEARE AND ILLUMUNATIONIST PHILISOPHY  
(LECTURE ORGANIZED BY IBN SINA, SARAJEVO)
3. DECEMBER, 2012. 'SHAKESPEARE-A NON-WESTERN PERSPECTIVE'.  
(LECTURE ORGANIZED BY IQBAL ACADEMY, LAHORE, PAKISTAN)
4. 2012, DECEMBER, SHAKESPEARE IN THE SUB-CONTINENT  
(LECTURE ORGANIZED BY KINNAIRD COLLEG, LAHORE).
5. 2012, APRIL. ***HOW TO PERFORM SHAKESPEARE.***  
(LECTURE ORGANIZED BY THE EMBASSY OF THE GREAT BRITAIN AT THE RESIDENCE OF EXCELLENCY THE AMBASSADOR OF THE UK IN BOSNIA)
6. 2012, JANUARY. ***IQBAL IN BOSNIAN PHILOSOPHICAL PERSPECTIVE.***  
(LECTURE ORGANIZED BY IQBAL CHAIR AT THE FACULTY OF ISLAMIC STUDIES)
7. 2011, NOVEMBER. ***SHAKESPEARE-'FROM EAST TO WESTERN INDES'.*** (SPECIAL LECTURE ORGANIZED BY ENGLISH CLUB, DZEMAL BIJEDIC UNIVERSITY, MOSTAR)

#### IMPORTANT ARTICLES SINCE 2010:

1. 2014, IQBAL'S CRITICAL APPROACH ON THE WESTERN CIVILIZATION, FIN, SARAJEVO.
2. 2014, POETIC EXPERIENCE, IUS, SARAJRVO.
3. 2014, QUINTESSENCE OF DUST, FIN, SARAJEVO.

4. 2014, WOMEN IN SHAKESPEAREAN DRAMA AND SUFI LITERATURE. ISLAMIC COMMUNITY MAGAZINE, ZAGREB, CROATIA.
5. 2011. SHAKESPEARE, THE ILLUMINATIONIST.  
(KELAM-AL SIFA, SARAJEVO, BOSNIA)
6. 2011. SHAKESPEARE-NEW DIMENSION-THE WAY OF LIFE.  
(SOCIAL SCIENCES, SECOND INTERNATIONAL SYMPOSIUM, INTERNATIONAL BURCH UNIVERSITY)
7. 2010. MULTICULTURALISM, A LITERARY MYTH, A DREAM, A REALITY.  
(UNITY AND PLURALITY IN EUROPE, INTERNATIONAL FORUM BOSNA)

## **English Literature**

The American Northwest University School of English Literature grounds students in the knowledge and practice of literary interpretation and history, as well as rhetorical theory and practice. In addition, we train teachers in a variety of teaching methods and encourage them to reflect critically upon the teaching profession. We offer courses in creative writing, and a variety of national and transnational literatures. We produce literate students and teachers of exceptional merit, with the ability to interpret and contextualize acts of signification in relation to their conditions of production and reception.

As a student of English at you will gain the following:

- Knowledge of canonical and non-canonical works in American and British literatures in their historical contexts.
- Awareness of global perspectives in the study of language and literature.
- Ability to analyze and interpret texts using appropriate critical terminology and methods.
- Understanding of major theoretical and critical approaches to the study of literature, and culture.
- Familiarity with the structure and/or history of the English language.
- Proficiency in written and oral expression.
- Commitment to effective teaching of language and literature.

## **About American Northwest University**

### **About ANU School of English Literature**

American Northwest University's program is committed to imaginative, interdisciplinary and theoretical engagement with literatures in all their historical, formal, generic, and global diversity.

The field affords students the opportunity to master the allied skills of thinking, reading, and writing through immersion in the currency of language. Courses in linguistics and composition impart knowledge essential for the management of language. Courses in literature help students to appreciate the full range of human expression, leaving them better equipped to engage with words and the world. Courses in the art of teaching enable majors and minors to convey the earned legacy of their education to future generations.

The American Northwest University's literature faculty strives to produce a rigorous, innovative, interdisciplinary scholarship. Our degree program offers students advanced education in the appreciation, interpretation, and criticism of texts and emphasizes critical thinking and writing. We place equal emphasis on innovative scholarship, pedagogical practice, and professional involvement. We encourage our students to gain expertise in established fields and to pursue new lines of inquiry. We train them to become inspiring teachers, to lead in their professional communities, and to communicate their knowledge to diverse audiences.

### **About ANU School of English Literature**

American Northwest University's program is committed to imaginative, interdisciplinary and theoretical engagement with literatures in all their historical, formal, generic, and global diversity.

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## **Turkish Literature**

Though Turkish literature departments vary on some minor points, there are some essential conditions to get an education in literature. First and foremost, the student must be able to think analytically. Mastering this ability will also help master another important skill: interpretative capacity. Furthermore, while a literature student is expected to be prone to learning foreign languages, they are also required to have a passion for reading and an ability to analyze texts. Once equipped with these skills, the students are also expected to reach the level of being able to examine literary works. In addition to these academic skills, students are also expected to be open to learning different cultures and living together with people from different cultures as the texts that they encounter should be considered to be the representative of these other cultures.

Job opportunities for the graduates of literature departments are actually better than usually assumed. Teaching and academic career opportunities constitute the first and most common type for the literature graduates. Academic prospects also include many of the Departments of Middle Eastern and Near Eastern Studies in Europe and USA. Moreover, there are some natural job opportunities for them in such sectors as publishing, editing, and advertising, all of which are actually run by graduates of literature departments.

## **ADMINISTRATION**

### **Administration**

Our administrative team is responsible for managing institutional operations through administrative units for American Northwest University schools. They know firsthand what it's like to teach and have an impact on the next generation. They also see opportunities for change and growth at our school, and have what it takes to lead to the success of students and educators.

## **RECTOR**

**Rector of American Northwest University**

### **Marinko Markić, MSc, PhD**

Professor Dr. Marinko Markić was born in Siroki Brijeg, 1958. In 1981 he

completed his undergraduate degree at the Faculty of Economics at the University of Mostar. Afterwards, he continued his education at the Faculty of Medicine at the University of Sarajevo with the theme of *Human Resources Management in Health Care*, as well as at the Faculty of Economics at the University of Mostar with the theme of *Leadership Styles of Companies*. Dr. Marinko Markić's doctoral dissertation was *The Interdependence of Leadership Styles and Organizational Effectiveness* and was defended at the Faculty of Economics at the University of Mostar.

We here at American Northwest University are fortunate to have a scholar with proficiency in leadership and management skills. Dr. Markić is an active member of the academic community, including chairing the ANTIM 2013 international conference hosted in Belgrade, Serbia. Furthermore, Dr. Maric has participated as a member of Supervisory Boards of *Unis Alatinica* and *Bond Invest* and has been a mentor for scholars achieving their Master's and Doctoral degrees. This type of participation in furthering academic success is precisely the environment American Northwest University provides for its students and can be executed through the expert leadership skills possessed by the Rector of the university.

The list of works representative of Professor Dr. Marinko Markić's prowess in his fields of study and as a chief administrator for American Northwest University can be reviewed below.

1. **Lidership Styles in Small Enterprises of Transition Country: AnEmpirical Research in Bosnia and Herzegovina**, 43 ICBS World Conference „Entrepreunership at the Threcshold of 21 Century“, 8 - 10 June 1998, Singapur
2. **Business System Effectiveness Measurement Business System Menagment**, 31 May - 2 June 2001, Mostar, B&H
3. **Economic and Businness**, December, 2000, Ljubljana, **The Relationship Between Leadership Styles and Managers Characteristic in Small Enterprises: Empirical Research in Bosnia and Herzegovina**
4. **Rad „Stilovi vođenja u malim poduzećima“**, Mostar 2008. **Mostariensia**
5. **Izbor optimalnog režima obrade sa aspekta najveće dobiti**, Zbornik radova 2010. godine, Visoka tehnička škola Uroševac
6. **Dr.sc. Marinko Markić, dr.sc. Namik Čolaković “Instrumenti politike zaštite okoliša“, stručni rad - Međunarodna naučno-stručna konferencija“ Uloga korporativnog menadžmenta u održivom razvoju i u razvoju savremenog turizma“**, Neum, septembar 2010, Zbornik radova „Univerzitetska hronika 1“, Univerzitet u Travniku, 2011. godine
7. **Analiza bilanse putem pokazatelja**, Simpozij u Neumu 2010. godine
8. **Mjerenje efikasnosti poslovnih sustava“**, Univerzitet u Travniku 2010. godine
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10. **3 International Conference"Application of New Technologies in Management"**, ANTiM 2012, 19-21 April 2012, Belgrade, Serbia, Prof. Dr sc. Marinko Markić: **INDICATOR MODELS FOR ASSESSING THE EFFECTIVENESS OF BUSINESS**
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12. **Knjiga, udžbenik „Međunarodne finansijske i trgovinske institucije“ autora: Dr.sc. Mladena Bodirože i dr.sc. Marinka Markića**, izdavač Internacionalni univerzitet „Philip Noel - Baker“ Sarajevo 2010. godine
13. **Knjiga „Računovodstvo“**, autor Dr.sc. Marinko Markić, izdavač Internacionalni univerzitet „Philip Noel - Baker“ Sarajevo 2010. godine

14. Knjiga „Finansijski menadžment“ , autor Dr.sc. Marinko Markić, izdavač Internacionalni univerzitet „Philip Noel - Baker“ Sarajevo 2010. godine
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25. Izračun matematičkih rezervi u osiguravajućim društvima primjenom aktuarske matematike, SVAROG, 2014. godine
26. Knjiga „Međunarodni finansijski menadžment“, autor Dr. sc. Marinko Markić
27. Knjiga „Ekonomika zdravstva“, autor Dr. sc. Marinko Markić
28. Knjiga „Ekonomika poduzeća“, autor Dr. sc. Marinko Markić
29. Knjiga „ Matematika za poslovnu ekonomiju“, autor Dr. sc. Marinko Markić
30. Knjiga „ Računovodstvo neprofitnih organizacija“, autor Dr. sc. Marinko Markić
31. Knjiga „ Finansijska i aktuarska matematika“ autor dr.sc. Marinko Markić

## **School of medicine**

### **Office of the Dean of Medicine**

Our Dean of Medicine Dr. Zoran Kalinic is an established scholar with specialization in social studies, management, human resources and finance management. He completed his undergraduate studies in 1990 at Djuro Pucar Stari University in Banja Luka. From here, he continued his Masters studies and PhD in management at the European Center for Peace and Development in Belgrade and the Faculty of Finance at the University of Novi Sad, respectively.

A list of his publications in scholarly volumes and textbooks are depicted below:

1. Kalinić Z.,Lakić M., Doprinos i razvoj institucionalnih investitora na finansijskom tržištu BiH/RS- mogućnosti investiranja, 2. Međunarodna poslovna konferencija, zbornik radova, Celje 2010, str.216-221.
2. Kalinić Z., Izborne kampanje u političkom marketing, LEMIMA 2011, zbornik radova, ALFA Univerzitet, Beograd,

3. Kalinić, Z. Klupski menadžment kao factor efektivnog sportskog sponzorstva, 9 th International Conference dependability and quality management, Beograd, 2006., str. 221-227.
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- 10.Pavić Ž., Kalinić Z., Kalinić G., Doktorske studije u Republici Srpskoj komparativna analiza i perspektive, Svarog br.7, NUBL, Banja Luka 2013.,str.9-12,UDK 001.89:378.425.2(497.6RS) DOI 10.7251/SVR1307009P COBISS.BH-ID 3941912
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## **Office of Associate Dean of Clinical Rotations - USA**

### **Mohammad Khamis, MD**

Dr. Mohammad Khamis is an internist at Weiss Memorial Hospital in Chicago. He also serves as the CEO, President and the Director of Internal Medicine at Northwest Medical and Urgent Care Center where students can experience medicine on an office setting.

Dr. Khamis attained Medical Degree at the University of Belgrade, and internship was completed at Rush University in Chicago. Evidently, Dr. Khamis understands and implements the processes necessary for continuing medical education between borders and over oceans.

Dr. Khamis' office is located on the north side of Chicago, equipped with high-tech medical equipment as well as a dozen medical professionals who are passionate about their practice.

## **Director of International Collaboration and Studies**

### **Stella Berry, BEd, MA, PhD**

Professor Dr. Stella Berry is the Director of International Collaboration and Studies at American Northwest University. She completed her Bachelor of Education at the University of Leicester in the United Kingdom, followed by her Master of Arts in Dyslexia and Learning Difficulties at ACU Albuquerque N.M. and a Doctor of Philosophy in Education at ACU Los Angeles. Evidently, Dr. Berry is primed for understanding paralleling standards of education in its international aspects.

English will be instructed to students requiring additional proficiency in English through the International Collaborations division of American Northwest University.

## **School of nursing**

### **Office of the Dean of Nursing**

Our Dean of Medicine and Nursing Dr. Zoran Kalinic is an established scholar with specialization in social studies, management, human resources and finance management. He completed his undergraduate studies in 1990 at Djuro Pucar



Stari University in Banja Luka. From here, he continued his Masters studies and PhD in management at the European Center for Peace and Development in Belgrade and the Faculty of Finance at the University of Novi Sad, respectively.

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## Office of the Vice Dean of Nursing

The Vice Dean of Medicine at American Northwest University is a respected member of the global medical community, having completed her Doctor of Medicine, Master of Arts and Doctor of Philosophy at the University of Zagreb, Croatia with specific focus on Microbiology and Parasitology. The Vice Dean of Medicine's extensive recognition in the medical field is accentuated by her numerous honors and awards presented by the International Biographical Center of Cambridge, England; with titles such as *International Scientist of the Year Award (2007)*, *Leading Educators of the World (2007)* and *Outstanding Intellectuals of the 21st Century (2007)* just to name a few.

Prof. Selma Uzunovic, MD, MA, PhD has instructive experience as an Associate Dean at the University of Zenica as well as being an Assistant Professor at both the University of Zenica and the University APEIRON. The ANU Vice Dean of Medicine has also been involved in numerous scientific studies that have been published in internationally recognized medical journals such as *Clinical Microbiology and Infection*, *International Journal of Food Microbiology*, *Journal of Antimicrobial Chemotherapy*, and the *Journal of Clinical Microbiology*. These include:

1. Kamberović F, Ibrahimagić A, Uzunović S, Budimir A, Rijnders MI, Stobberingh EE. mecA-positive methicillin-sensitive Staphylococcus aureus clinical isolates in Zenica-Doboj Canton, Bosnia and Herzegovina. J Chemother 2014.1973947814Y0000000207. [Epub ahead of print]
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4. Selma Uzunović, Amir Ibrahimagić, Farah Kamberović, Manja Kunarac, Michelle I. A. Rijnders, Ellen E. Stobberingh. Inducible clindamycin resistance in methicillin-susceptible and methicillin-resistant Staphylococcus aureus of inpatient, outpatient and healthy carriers in Bosnia and Herzegovina. Med Glas (Zenica)

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### **Teachers and Assistants**

## **School of Turkish Literature**

### **Teachers and Assistants**

## **Secretary**

### **Office of Secretary**

### **Melvedin Jasarevic, MSC**

Mr. Jasarevic is the acting Secretary of American Northwest University. He has previous experience as an assistant for subjects in business law, corporate law, traffic business law, environmental law, stock exchange and stock exchange business at the Open University Vitez Travnik and International University of

Travnik.

Our secretary completed his undergraduate degree in 2007 at the University of Sarajevo Faculty of Law, followed by his Master of Science in Law at the University of Zenica. Furthermore, Mr. Jasarevic has had experience as a secretary of economic and technical logistics faculties at the International University of Travnik.

Mr. Jasarevic can be contacted with inquiries pertaining to American Northwest University at [melvedin@anu.edu.ba](mailto:melvedin@anu.edu.ba).

## **Financial Department**

### **Tanja Bulatović**

Ms. Tatijana Bulatovic (Born Laban), was born in Peć. She gained her Economists degree in Belgrade in 2004. Working experience in the corporate and education was continuous as a part of the managerial team, or employer through managing projects at all levels in the economic field. Extensive work experience and a long time work as a CEO, recommender her to the owner of American Northwest University for a representative of his interests in the Balkans. She gained her Masters degree in 2009.

American Northwest University Director of the Financial Department coordinates tuition, payments and funds for various departments at the University. She can be consulted for inquiries pertaining tuition for a given program and/or semester, as well as providing instruction for payment methods and deadlines.

#### **Contact Information:**

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## **Office of International Collaborations**

## **Student Services**

## **Code of Ethics-Faculty**

### **Code of Ethics**

*From the Statute of American Northwest University Senate at its session held on 6/05/2014*

#### PART ONE - GENERAL PROVISIONS

##### *Article 1*

The Code of Ethics of American Northwest University (hereinafter University) is the basic ethical principles in higher education, publishing research results, relative to intellectual property, the relationship between the teachers and staff, other employees and students of the University, with the public and the media

and at the occurrence of the University, teachers and staff, other staff and students in the legal system.

#### *Article 2*

The aim of the Code of Ethics of the University is based on respect for moral principles and the principles of professional ethics, which in their professional and public activities should comply with the teachers, staff, scholars, researchers, artists, and all other employees of the University, which is appropriately applied to students and other persons who are not employees of the University, if they participate in the work and activities of the University and if the behavior and actions of these people can directly connect with the University.

#### *Article 3*

(1) For the purposes of the Code of Ethics, certain terms should be interpreted in the following way:

- a) The term "members of the university community" means all persons who study, teach, engage in research work, cooperate in carrying out research and teaching programs, and act within the joint and support services, regardless of the type and duration of the contract under which the exercise rights and liabilities of the University;
- b) The term "university community" means the totality of the members of the university community;
- c) The term "members of the academic community" means all persons involved in teaching, artistic work, scientific research and mentoring activities at the University;
- d) The term "academic community" means the totality of the members of the academic community;
- e) the term "teacher and associate" includes all persons who participate in teaching (lectures and exercises) at the University, regardless of the type and duration of the contract under which they teach;
- f) The term "student" includes all persons who follow a program of education at the University, regardless of their status and cycles attending.

(2) If any of the terms used in this Code of Ethics applies to natural persons, all terms in the masculine gender shall be construed to include female persons and vice versa.

### PART TWO - BASIC PRINCIPLES AND RULES

#### CHAPTER I. PRINCIPLES OF ETHICAL CONDUCT

##### *Article 4*

(The principle of peaceful enjoyment of rights)

(1) Every member of the university community must ensure the enjoyment and respect of all human rights, which are realized within the university community, and respect for the rights guaranteed by the Constitution and laws of Bosnia and Herzegovina.

(2) The rights of members of the university community may be restricted only for the purpose of exercising the rights of other members of the university community and the public, in accordance with the objectives of the University and to the extent absolutely necessary.

##### *Article 5*

(The principle of respect for the integrity and dignity of persons)

(1) All members of the university community should be respected as a person in

accordance with the guaranteed rights to life, integrity and dignity.

(2) All members of the university community must be given the right to privacy.

#### *Article 6*

(Principle of autonomy)

(1) All members of the university community have the right to act autonomously from the University within the limits of their status in accordance with the objectives of the University.

(2) All members of the university community should be entitled to unrestricted professional development and training in accordance with their personal capabilities and plans, to the extent that at the same time does not violate the same right to others.

(3) All members of the university community have obligations and responsibilities to others in terms of fair, honest and impartial conduct and acceptance criteria of quality in all areas in order to achieve the common good of the university community.

#### *Article 7*

(The principle of equality and fairness)

(1) Each member of the university community should act in accordance with the principle of equality and justice in a way that excludes any discrimination, abuse, harassment and exploitation.

(2) The members of the university community must not misuse their authority and must not allow personal interests and relationships resulting in situations that may affect objective judgment, and ethical and professional conduct of their work duties.

(3) All members of the university community are to ensure equal conditions of the professional obligations of expressing intellectual abilities and progress.

#### *Article 8*

(The right to academic freedom)

(1) Academic Freedom at the University is the freedom of every teacher, staff and students to conduct their academic activities in accordance with the Constitution and the law.

(2) The members of the academic community in their research should be guided by the idea of freedom of scientific and artistic creativity, and perform their traditional right to question and criticize social values and the spirit of responsible, objective and honest search for truth, and the acquisition and distribution of knowledge.

(3) The University supports and encourages freedom of thought and expression of opinion as a core value in all aspects of university life and work.

#### *Article 9*

(Principle of professionalism)

(1) Members of the academic community are expected to act responsibly, diligently, professionally and ethically impeccable to meet all obligations to students, colleagues and other employees of the University, which in its activities

means following the principles of objectivity, impartiality, prudence, fairness, dialogue and tolerance.

(2) The liability of the members of the academic community respect the criteria of competence and quality, and in accordance with the continuous professional development within chosen professional area, and laying the foundations of professional and ethical assessment of available evidence, excluding the bias of any kind.

(3) All members of the academic community should maintain and encourage cooperation in professional relationships and seek the effective use of university resources, seeking to enhance the benefits of science and the university community reducing losses whenever possible.

(4) All members of the academic community are expected to act in the spirit of common goals without participation in out-of-university activities, which will be in conflict of their professional obligations to the University or harm these obligations, as well as the reputation of the University.

(5) Verbal and nonverbal communication of members of the academic community should be in accordance with their functions and role in the community.

#### *Article 10*

(The principle of respect for the law and legal procedures)

(1) All members of the university community are expected to respect all legal provisions and legal proceedings related to their duties as members of the university community.

(2) The University has an obligation to provide the conditions necessary to meet the members of the university community with all relevant regulations relating to their duties.

(3) In all proceedings relating to the realization of the principles of the Code of Ethics or in connection with it, members of the university community involved with the rights and interests concerned should provide the opportunity to participate in the proceedings, with the right to vote on the relevant allegations to present their case, and equal status in the proceedings in relation to other participants who are in the same or a similar position.

(4) Any case in which there is disagreement as to the interpretation and application of the code of ethics, members of the university community are required to ensure that the issue is resolved first within the environment in which the injury occurred or when the competent authorities of the University, in accordance with the provisions of the Code of Ethics. Appeal to bodies outside the University is restricted only to cases where it is appropriate and necessary.

(5) The competent authorities of the University are obliged to act in a timely manner in order to prevent and suppress violations of the Code of Ethics and to that end initiate proceedings and take other actions within its jurisdiction, and previously explored all the signed application in which is suspected of ethics conduct of members of the university community.

## CHAPTER II. UNACCEPTABLE BEHAVIOR

#### *Article 11*



(Discrimination)

(1) In accordance with the principles set out in Article 4 and 10 of the Code of Ethics, it is unacceptable to in any form to directly or indirectly discriminate based on religion, ethnic or national origin, marital status, pregnancy, family responsibilities, age, disability, physical appearance, political orientation and health.

(2) The sole criteria for evaluation and promotion can be expertise, skills, and professional merit, competence and results in the performance of certain types of activities, tasks and assignments.

#### *Article 12*

(Government harassment)

(1) The University prohibits any type of harassment between members of the university community.

(2) Harassment is any inappropriate behavior toward another person that aims to breach their personal dignity and hampering the performance of tasks or reducing the quality of their life, particularly as any act, single or repeated verbal, non-verbal or physical, that creates or contributes to the creation of unpleasant and hostile working and learning conditions or any other form of intimidation, offense or humiliation.

(3) It is unacceptable for any sexual harassment that is characterized by the absence of consent or refusal on the other hand, including making repeated unwanted verbal and physical suggestions of a sexual nature to another person, physical assault, repeated unwanted use of jokes and remarks which are sexually colored, including reference to gender and sexual orientation, mockery and ridicule that is sexually colored, exposure to sexually offensive and disturbing material, and requesting sexual favors in exchange for a specific act or omission from a position of authority.

(4) Regular communication, well-meaning jokes and criticism, as well as concerns of sexual and other intimate nature between members of the academic community, which is based on mutual consent and respect shall be considered an area of privacy, and are not in themselves a violation of the Code of Ethics, but to avoid situations in which such relationships between members of the academic community can lead to a violation of the Code of Ethics: Objectivity and impartiality and conflict of interest, especially in relationships between members of the academic community which are in direct hierarchical relationship that involves assessing someone else's work and achievements and/or decision on the status, professional advancement, benefits and rewards.

(5) Every person has the right to report any harassment committed by a member of the university community.

#### *Article 13*

(Prejudice)

(1) All members of the university community should be objective and not be allowed to prejudice of any kind influencing their objectivity in academic, research, administrative, business and management activities.

(2) Evaluation of activities and professional competence of any member of the university community must be based on criteria that are not directly relevant to

the conduct of business or professional duties.

### CHAPTER III. ETHICAL RULES IN EDUCATIONAL, SCIENTIFIC AND ARTISTIC WORK

#### *Article 14*

(Professional duties in teaching)

Teachers and assistants at the University shall have the following duties:

- a) seek to achieve and transmitting high level of scientific knowledge in their subject;
- b) ensure accuracy, precision, representativeness of the subject content and appropriate position of the subject within the program of study, lifestyle, financial status, origin, family to students as effectively achieve the goals of the case;
- d) offer equivalent opportunities for improving knowledge for all students ensuring equal progress;
- e) process all topics in an open, honest and positive way, especially topics that students have any reason to be regarded as particularly sensitive;
- f) contribute to the intellectual development of students within the area in which the teaching is done and avoid all activities that could impede the development;
- g) ensure that the students of their work, which is valid, open, fair, objective and completed in a timely manner;
- h) to ensure transparency for public examinations, as well as the objectivity of the evaluation;
- i) respect the dignity of their colleagues and collaborate with them in order to work in the interest of the progress of students;
- j) comply with the educational objectives, strategies and standards of the institution where teaching is taking place, in the interest of development of students;
- k) to refrain from any conditioning of the exam requirements that are not contained in the provisions of the curriculum, particularly the imposition of conditions that the teacher makes personal economic and other gains;
- l) take into account the opinions and assessments of students about their teaching competence in order to improve the quality of teaching.

#### *Article 15*

(Unacceptable practices in the classroom)

(1) Students are required to refrain from cheating, regardless of the form of evaluation of student work.

(2) Transcription is considered unauthorized; taking and giving assistance that aims to affect the fairness of grading exams and other forms of evaluation activities and results of members of the academic community.

(3) The members of the university community should not be encouraged to transcribe, and enable its toleration.

(4) Members of the academic community engaged in teaching or practice with children should be handled with respect to the relevant standards and the rights of children.

#### *Article 16*

(Fabrication of results)

(1) Fabrication of results is unacceptable in scientific and research work.

(2) Fabrication is the intentional presentation, dissemination and publication of the alleged results of scientific and research work, despite the knowledge that

scientific work and research referred to is in reality not implemented.

#### *Article 17*

(Forgery)

(1) Counterfeiting/falsification of any scientific and research work is unacceptable.

(2) Forgery includes any action which is contrary to the principles of scientific integrity by manipulating objects, equipment or process research with the purpose of intentionally set or tendentious interpretation of the results of scientific research.

#### *Article 18*

(Plagiarism)

(1) Any form of plagiarism of works and ideas is considered a violation of the Code of Ethics.

(2) All members of the academic community involved in scientific research and artistic work must guarantee authenticity of published scientific papers and artwork, as well as the authorship of which is attributed to them, and the accuracy and fairness of the presentation, and the disclosure of information about the origin of ideas and statements which are the paper used.

(3) Members of the university community are expected to be listed as authors of all their works and only those participants in the creation of a given scientific work, which contributed to the intellectual process.

(4) It is necessary to protect the intellectual property rights of the results of research and collected data of all members of the university community.

(5) During the election or re-election in scientific teaching candidates, they should submit a statement of authenticity which will confirm that all their work and achievement referred to was in the original result of their work, and that this work does not contain any sources other than those listed in the paper.

(6) In the election or re-election of candidates for scientific and teaching, University Senate may decide to establish the text of the statement referred to in paragraph (5) of this Article.

#### *Article 19*

(Fabrication and falsification of recommendations)

Fabrication and falsification of recommendations and misrepresentation of academic achievement is not permitted and constitutes a serious violation of the principles of ethical behavior.

#### *Article 20*

(Acceptance of gifts and other goods)

(1) Members of the university community from among the teaching and non-teaching staff should not ask for gifts, encourage donation or receive any gifts, either for himself or for another person for whom there is a reasonable presumption that directly or indirectly affect their objectivity, fulfilling professional obligations and respect the professional rights and responsibilities of all parties.

(2) Liability lies with the members of the university community to attempt eliminate all sources of corruption.

#### *Article 21*

(Conflict of Interest)

(1) All members of the university community are required to avoid conflicts of interest, which may be caused by family relationships, close friendships, intimate relationships, antagonisms, etc.

(2) Nepotism is unacceptable in any form; specific person(s) placed in a privileged position in relation to other people who have equal or better ability.

#### *Article 22*

(Transparency and confidentiality)

(1) The University encourages and promotes transparency in regulations and actions, while maintaining relative confidentiality.

(2) All members of the academic community should take into account the value of transparency and accessibility criteria and procedures for evaluating the fulfillment of professional obligations (exams, enrollment, professional advancement and the like).

(3) All members of the academic community, who by virtue of their position at the University, have the data as to an individual's status are obligated to maintain confidentiality and should protect the confidentiality of such information.

#### *Article 23*

(The right and duty of continuing education and lifelong learning)

(1) All members of the university community have the right and duty to continually improve and persevere to improve the quality and level of their knowledge and expertise within the selected areas.

(2) The members of the academic community plan, implement and report on their scientific research and educational activities in accordance with accepted standards of scientific and teaching competence.

#### *Article 24*

(Professional development)

(1) Performance evaluation exercise of professional misconduct and professional competence of any member of the university community should be objective and impartial, and based on pre-defined and transparent criteria.

(2) Any form of direct or indirect discrimination in the process of evaluating the conditions of professional advancement and progress in the procedure is considered to be unacceptable.

(3) All members of the university community must ensure equal opportunities of progress on the fulfillment of professional obligations, and to create conditions for the rejuvenation of the scientific and educational communities.

#### *Article 25*

(Public appearances)

(1) The University is aware of its social responsibility and encourages the right of members of the university community on public participation and freedom of expression, which includes performances before audience on radio and television, to express their views in newspapers, books and magazines, as well as other forms of action for the benefit of the community.

(2) The members of the academic community with a higher academic degree or professional status shall not prohibit or limit the personal public speaking members of the community with lower academic degree or professional status, or the performance of which was conditional.

(3) The members of the university community authorized for public appearances on behalf of the University are required to clearly display and exhibit attitudes of the University, where it is expected that they are acting in accordance with the highest ethical and professional standards.

#### *Article 26*

(Responsibility to the university community)

(1) The professional activities of members of the university community should contribute to the realization of the tasks of the University.

(2) The members of the university community should take care of the property and interests of the University in the spirit of academic freedom - testing, argumentative debate, criticism, tolerance, and the responsible and honest search for the optimal solution.

(3) The members of the university community shall be granted:

- a) intentional interference with activities carried out by the University or encouraged to achieve the tasks set through a free and reasoned debate;
- b) any type of action (lobbying, abuse of position of authority and so on.), which seeks to create a privileged position of individuals and groups at the expense of objective professional criteria;
- c) lack of relationship to the assets of the University, and disabling or impeding other members of the university community to use property;
- d) the use of university property or benefits for personal, commercial, political, religious, social and other out-of-university purposes without special permission;
- e) encouraging other members of the university community in contempt of university rules, which are aimed at meeting the generally accepted tasks of University;
- f) intentionally presenting personal opinions as the official opinion of the University in order to gain personal benefits;
- g) the use of the name or logo of the University for private activities, in order to create an unjustified impression of the university authorities.

### PART THREE - BODY AND PROCEDURES FOR IMPLEMENTATION OF THE CODE OF ETHICS

#### CHAPTER I. IMPLEMENTATION OF THE CODE OF ETHICS

#### *Article 27*

(General duty)

All the bodies of the University and its organizational units shall, each within its jurisdiction, care for the realization and promotion of ethical standards of the University and the implementation of this Code of Ethics.

### *Article 28*

(Liability for violations of the Code of Ethics)

(1) Failure to comply with the principles of this Code, or their violation represents a violation of the honor and obligation of teachers, staff, students and other employees of the university community, which must bear responsibility.

(2) Applications for violations of the Code of Ethics addressed to the body for the implementation of the Code of Ethics of the University.

(3) Disciplinary ad-hoc committee is a body that is appointed by the Rector of the University, and Dean of the University organizational unit, which is responsible for carrying out procedures in the event of violations of the Code of Ethics by employees from among the academic staff of the University, or organizational unit of University.

## CHAPTER II. PROCEDURE FOR DETERMINING INJURIES

### *Article 29*

(Initiation of Proceedings)

(1) The procedure for the determination of a violation of the code of ethics of the University shall be initiated by filing of the infringement bodies for the implementation of the Code of Ethics of the University under Article 29 of this Code of Ethics, in writing, explaining all necessary information and evidence about individuals, time, place and any witnesses to the violation and signed by the submittee.

(2) The bodies for the implementation of the Code of Ethics of the University under Article 29 of this Code of Ethics will not be considered as an anonymous report.

(3) Notification of a violation of the code of ethics of the University can be made by:

- a) Rector and Dean/organizational unit of the University of violations by teachers and staff of the University,
- b) The Dean of the organizational units of the University for violations by students,
- c) immediate supervisor (Rector, Dean) for violations by employees from among the academic staff of the University.

(4) The notification of the infringement shall be filed no later than three (3) days of learning of the infringement.

(5) The application of the infringement, which was submitted to authorities for the implementation of the Code of Ethics of the University beyond the established time limit referred to in paragraph (2) of this Article shall be rejected as untimely conclusion.

### *Article 30*

(Procedure Ethics Committee by the timely application)

(1) Upon timely submitted report about violation of a Code of Ethics, professors and staff of the University Ethics Committee carries out the procedure for determining the existence of a violation of the principles within 7 (seven) days.

(2) If the Ethics Committee determines the absence of a violation of the Code of Ethics of the University, the same conclusion rejecting the application as

unfounded.

(3) If the Ethics Committee finds a violation of a Code of Ethics, professors and staff of the University are in compliance, suggesting the University Senate imposition of the following measures: written warning or public reprimand.

(4) If the Ethics Committee determines that a violation of a Code of Ethics, and professors and staff of the University are both a violation of the provisions of the Labor Law of FBiH, the University Statutes and the employment contract Ethics Committee proposes to initiate proceedings in accordance with the provisions of the rules of work of the University; its delivery to the first instance of management bodies defined to decide in the first instance on individual rights, obligations and responsibilities of the employee from employment or related to employment law on higher education SBK/KSB.

#### *Article 31*

Proceedings of the Disciplinary Commission Scientific Council of the organizational unit of the University is carried out in accordance with the provisions of the Statute of the University.

### CHAPTER III. LIABILITY FOR VIOLATION OF STUDENTS' OBLIGATIONS

#### *Article 32*

(Disciplinary procedure ad-hoc committee on the timely application)

(1) Upon timely submitted report about violation of a Code of Ethics, University and the employees from the ranks of non-teaching staff of the University, or organizational unit of the University appointed disciplinary ad-hoc committee carries out the procedure for determining the existence of a violation of the code of ethics of the University within 7 (seven) days.

(2) If the disciplinary ad-hoc committee established the absence of a violation of the Code of Ethics of University, the same conclusion rejecting the application as unfounded.

(3) If disciplinary ad-hoc committee finds a violation of a Code of Ethics, University and the employees from the ranks of non-teaching staff of the University, the same conclusion suggests Rector and Dean imposition of measures per written warning or public reprimand.

(4) If disciplinary ad-hoc committee determines that a violation of a Code of Ethics is in effect, University and the employees from the ranks of non-teaching staff of the University are both a violation of the provisions of the Labor Law of FBiH, the University Statutes and the employment contract disciplinary ad-hoc committee proposes initiating proceedings in accordance with the provisions of the Rules of Procedure of the University, its delivery to the first instance of management bodies defined to decide in the first instance on individual rights, obligations and responsibilities of the employee from employment or related to employment pursuant to the Law on Higher Education.

#### *Article 33*

(Decision of the Senate, the Rector and Dean)

(1) The decision of the Senate of the University, submitted for conclusion by the Ethics Committee on the proposed measures referred to in Article 31 paragraph (3) of this Code of Ethics shall be final.

(2) The decision of the Rector and Deans, submitted for conclusion by the disciplinary ad-hoc committee on the proposed measures referred to in Article 33 paragraph (3) of this Code of Ethics shall be final.

#### *Article 34*

(1) The Ethics Committee is a permanent organ of the Senate with the following responsibilities:

- a) monitor the implementation/compliance with the principles established in the Code of Ethics (hereinafter the Code);
- b) carries out the procedures for determining the existence of a violation of the principles of the Code;
- c) impose appropriate measures (personal admonition or public reprimand) after determining that there has been a violation of the ethical principles of the Code;
- d) submit proposals to the Rector for the imposition of other sanctions/measures if the violation of the principles contained in the Code is a violation of a duty;
- e) review the content and substance of the Code which has been applied in accordance with identified needs, propose an amendment and;
- f) perform other duties that are consistent with this Statute and the Code.

(2) The Ethics Committee is composed of one representative from each organizational unit and two representatives from among the students, who are appointed by the Senate, the proposal LSC/EU students for a period of two (2) years.

(3) The Ethics Committee shall exercise its jurisdiction at the meetings convened by the President, who is elected by its members from their ranks, and provisions in more detail the issues of scheduling, operation and decision making to determine the Rules of Procedure.

### PART FOUR - FINAL PROVISIONS

#### *Article 35*

(Supervision of implementation)

Supervision of the implementation and interpretation of this Code of Ethics is performed by the University Senate.

#### *Article 36*

(Amendments)

Amendments to this Code of Ethics shall be made in the manner and procedure of its adoption.

#### *Article 37*

(Entry into force)

The Code of Ethics of the University shall enter into force upon its adoption.

Chairman of the Senate of the University

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V.d Rector, Prof. Dr. Marinko Markić



## **STUDENTS**

### **CHICAGO**

The City of Chicago covers an area of 60,000 hectares and sits 176 meters (578 feet) above sea level on the southwestern shore of Lake Michigan. At 190 km wide and 495 km long, it's the 5th largest body of fresh water in the world. The city is traversed by the Chicago and Calumet rivers. Chicago's extensive parklands, including 3,000 hectares of city parks attract an estimated 86 million visitors annually.

As a multicultural city that thrives on the harmony and diversity of its neighborhoods, Chicago today embodies the values of America's heartland—integrity, hard work and community and reflects the ideals in the social fabric of its 77 distinct neighborhoods.

Chicago is recognized across the United States as a very passionate sports town.

Chicago is a leader in reforming public schools, enhancing public safety and security initiatives, providing affordable housing in attractive and economically sound communities, ensuring accessibility for all and fostering, social, economic and environmental sustainability.

### **TRAVNIK**

Travnik is a town and municipality in central Bosnia and Herzegovina, 90 kilometers (56 miles) west of Sarajevo. It is the capital of the Central Bosnia Canton, and is located in the Travnik Municipality. Travnik today has some 16,534 residents, with a metro (municipality) population that is probably close to 57,543 people. It is famous for being the capital city of the governors of Bosnia from 1699 to 1850, and having a cultural heritage dating from that period.

Although there is evidence of some settlement in the region dating back to the Bronze Age, the true history of Travnik begins during the first few centuries AD. Dating from this time there are numerous indications of Roman settlement in the region, including graves, forts, the remains of various other structures, early Christian basilicas, etc. In the city itself, Roman coins and plaques have been found. Some writing found indicates the settlement is closely connected to the known Roman colony in modern day Zenica, 30 km (19 mi) away.

In the Middle Ages the Travnik area was known as the župa Lašva province of the medieval Bosnian Kingdom. The area is first mentioned by Bela IV of Hungary in 1244. Travnik itself was one of a number of fortified towns in the region, with its fortress Kaštel becoming today's old town sector. The city itself is first mentioned by the Ottomans during their conquest of nearby Jajce. After the Ottoman conquest of Bosnia in the 1400s, much of the local population converted to Islam. The city quickly grew into one of the more important settlements in the region, as authorities constructed mosques, marketplaces, and various infrastructure. During 1699 when Sarajevo was set afire by soldiers of Field-Marshal Prince

Eugene of Savoy, Travnik became the capital of the Ottoman province of Bosnia and residence of the Bosnian viziers. The city became an important center of government in the whole Western frontier of the empire, and consulates were established by the governments of France and Austria-Hungary.

The period of Austrian occupation brought westernization and industry to Travnik, but also a reduction of importance. While cities such as Banja Luka, Sarajevo, Tuzla, and Zenica grew rapidly, Travnik changed so little that during 1991 it had a mere 30,000 or so people, with 70,000 in the entire municipality. A large fire started by a spark from a locomotive in September 1903 destroyed most of the town's buildings and homes, leaving only some hamlets and the fortress untouched. The cleanup and rebuilding took several years. From 1929 to 1941, Travnik was part of the Drina Banovina of the Kingdom of Yugoslavia.

During the Bosnian War, the town mostly escaped damage from conflict with Serbian forces, but the area experienced fighting between local Bosniak and Croat factions before the Washington Agreement was signed in 1994. After the war, Travnik was made the capital of the Central Bosnia Canton.

## **BELGRADE**

Serbia is a country located at the crossroads of Central and Southeast Europe, covering major influential events in the Central Balkan. Serbia is a member of the UN, Council of Europe, Organization for Security and Co-operation in Europe, Partnership for Peace, Organization of the Black Sea Economic Cooperation and Central European Free Trade Agreement. It is also an official candidate for membership in the European Union. Serbia has an upper-middle income economy, which has made the largest progress in the region. The capital of The Republic of Serbia, Belgrade (translates to White City), is among Europe's oldest cities, and one of the largest in Central Europe.

With long history and tradition Belgrade lies steady at the delta of Sava and Danube rivers. It has a distinctive architecture that consists of modern buildings and old structures from various historical periods. Impressive views over the Danube and Sava rivers, Belgrade Fortress, Avala Tower, The Square of the Republic, Vuk's Monument and Kalemegdan Park together represent a cultural spotlight of exceptional importance.

### **Culture activities**

Belgrade has established itself as one of the brightest business centres in this region, offering a diverse selection of cultural events. Festivals such as FEST, BITEF, BELEF and BEMUS as well as The Book Fair have gone beyond the national boundaries and become part of European cultural and artistic stage. Aside from this, there are over 30 museums in Belgrade, such as Nikola Tesla Museum, The Museum of African Art, The Museum of Science and Technology. Galleries and libraries are mostly free of charge for students. For those who enjoy theatre, Belgrade will be a true revelation, with more than 20 professional, and at least as many amateur theatres with amazing repertoires.

## **Sport**

Serbia has a representative in almost every competitive sport. Among the most popular sports are football, basketball, water polo, volleyball, handball, tennis and swimming, followed by cricket and rugby. Students can use most of the sport fields and recreation centers free of charge. Belgrade hosted many international multi-sport events, such as summer and winter Student Universiade.

LSC organizes various sporting events. Students have the opportunity to play cricket at the competitive level against the other Institutions in the national university league. The LSC Cricket Team has been regional champions at the British Universities and Colleges Sports league two years running and has played matches in both, locally and internationally. In 2011, first match occurred between English and Serbian national team in Belgrade. LSC team played and won against Belgrade's cricket team.

## **Night Life**

Belgrade's nightlife has grown in the recent years and now many Europeans travel to Belgrade exclusively to party. Numerous nightclubs, bars, cafes, casinos and cabaret shows stay open until late. Much of the activity takes place on floating river clubs along the Danube and Sava for which Belgrade is

ENROLLMENT

CONTACT FORM

CODE OF ETHICS-STUDENTS

Code of ethics

*From the Statute of American Northwest University Senate at its session held on 6/05/2014*

### PART ONE - GENERAL PROVISIONS

#### *Article 1*

The Code of Ethics of American Northwest University (hereinafter University) is the basic ethical principles in higher education, publishing research results, relative to intellectual property, the relationship between the teachers and staff, other employees and students of the University, with the public and the media and at the occurrence of the University, teachers and staff, other staff and students in the legal system.

#### *Article 2*

The aim of the Code of Ethics of the University is based on respect for moral principles and the principles of professional ethics, which in their professional and public activities should comply with the teachers, staff, scholars, researchers, artists, and all other employees of the University, which is appropriately applied to students and other persons who are not employees of the University, if they

participate in the work and activities of the University and if the behavior and actions of these people can directly connect with the University.

### *Article 3*

(1) For the purposes of the Code of Ethics, certain terms should be interpreted in the following way:

- a) The term "members of the university community" means all persons who study, teach, engage in research work, cooperate in carrying out research and teaching programs, and act within the joint and support services, regardless of the type and duration of the contract under which the exercise rights and liabilities of the University;
- b) The term "university community" means the totality of the members of the university community;
- c) The term "members of the academic community" means all persons involved in teaching, artistic work, scientific research and mentoring activities at the University;
- d) The term "academic community" means the totality of the members of the academic community;
- e) the term "teacher and associate" includes all persons who participate in teaching (lectures and exercises) at the University, regardless of the type and duration of the contract under which they teach;
- f) The term "student" includes all persons who follow a program of education at the University, regardless of their status and cycles attending.

(2) If any of the terms used in this Code of Ethics applies to natural persons, all terms in the masculine gender shall be construed to include female persons and vice versa.

## PART TWO - BASIC PRINCIPLES AND RULES

### CHAPTER I. PRINCIPLES OF ETHICAL CONDUCT

#### *Article 4*

(The principle of peaceful enjoyment of rights)

(1) Every member of the university community must ensure the enjoyment and respect of all human rights, which are realized within the university community, and respect for the rights guaranteed by the Constitution and laws of Bosnia and Herzegovina.

(2) The rights of members of the university community may be restricted only for the purpose of exercising the rights of other members of the university community and the public, in accordance with the objectives of the University and to the extent absolutely necessary.

#### *Article 5*

(The principle of respect for the integrity and dignity of persons)

(1) All members of the university community should be respected as a person in accordance with the guaranteed rights to life, integrity and dignity.

(2) All members of the university community must be given the right to privacy.

#### *Article 6*

(Principle of autonomy)

(1) All members of the university community have the right to act autonomously from the University within the limits of their status in accordance with the objectives of the University.

(2) All members of the university community should be entitled to unrestricted professional development and training in accordance with their personal capabilities and plans, to the extent that at the same time does not violate the same right to others.

(3) All members of the university community have obligations and responsibilities to others in terms of fair, honest and impartial conduct and acceptance criteria of quality in all areas in order to achieve the common good of the university community.

#### *Article 7*

(The principle of equality and fairness)

(1) Each member of the university community should act in accordance with the principle of equality and justice in a way that excludes any discrimination, abuse, harassment and exploitation.

(2) The members of the university community must not misuse their authority and must not allow personal interests and relationships resulting in situations that may affect objective judgment, and ethical and professional conduct of their work duties.

(3) All members of the university community are to ensure equal conditions of the professional obligations of expressing intellectual abilities and progress.

#### *Article 8*

(The right to academic freedom)

(1) Academic Freedom at the University is the freedom of every teacher, staff and students to conduct their academic activities in accordance with the Constitution and the law.

(2) The members of the academic community in their research should be guided by the idea of freedom of scientific and artistic creativity, and perform their traditional right to question and criticize social values and the spirit of responsible, objective and honest search for truth, and the acquisition and distribution of knowledge.

(3) The University supports and encourages freedom of thought and expression of opinion as a core value in all aspects of university life and work.

#### *Article 9*

(Principle of professionalism)

(1) Members of the academic community are expected to act responsibly, diligently, professionally and ethically impeccable to meet all obligations to students, colleagues and other employees of the University, which in its activities means following the principles of objectivity, impartiality, prudence, fairness, dialogue and tolerance.

(2) The liability of the members of the academic community respect the criteria of competence and quality, and in accordance with the continuous professional development within chosen professional area, and laying the foundations of professional and ethical assessment of available evidence, excluding the bias of any kind.

(3) All members of the academic community should maintain and encourage cooperation in professional relationships and seek the effective use of university resources, seeking to enhance the benefits of science and the university community reducing losses whenever possible.

(4) All members of the academic community are expected to act in the spirit of common goals without participation in out-of-university activities, which will be in conflict of their professional obligations to the University or harm these obligations, as well as the reputation of the University.

(5) Verbal and nonverbal communication of members of the academic community should be in accordance with their functions and role in the community.

#### *Article 10*

(The principle of respect for the law and legal procedures)

(1) All members of the university community are expected to respect all legal provisions and legal proceedings related to their duties as members of the university community.

(2) The University has an obligation to provide the conditions necessary to meet the members of the university community with all relevant regulations relating to their duties.

(3) In all proceedings relating to the realization of the principles of the Code of Ethics or in connection with it, members of the university community involved with the rights and interests concerned should provide the opportunity to participate in the proceedings, with the right to vote on the relevant allegations to present their case, and equal status in the proceedings in relation to other participants who are in the same or a similar position.

(4) Any case in which there is disagreement as to the interpretation and application of the code of ethics, members of the university community are required to ensure that the issue is resolved first within the environment in which the injury occurred or when the competent authorities of the University, in accordance with the provisions of the Code of Ethics. Appeal to bodies outside the University is restricted only to cases where it is appropriate and necessary.

(5) The competent authorities of the University are obliged to act in a timely manner in order to prevent and suppress violations of the Code of Ethics and to that end initiate proceedings and take other actions within its jurisdiction, and previously explored all the signed application in which is suspected of ethics conduct of members of the university community.

## CHAPTER II. UNACCEPTABLE BEHAVIOR

#### *Article 11*

(Discrimination)

(1) In accordance with the principles set out in Article 4 and 10 of the Code of Ethics, it is unacceptable to in any form to directly or indirectly discriminate based on religion, ethnic or national origin, marital status, pregnancy, family responsibilities, age, disability, physical appearance, political orientation and health.

(2) The sole criteria for evaluation and promotion can be expertise, skills, and professional merit, competence and results in the performance of certain types of

activities, tasks and assignments.

#### *Article 12*

(Government harassment)

(1) The University prohibits any type of harassment between members of the university community.

(2) Harassment is any inappropriate behavior toward another person that aims to breach their personal dignity and hampering the performance of tasks or reducing the quality of their life, particularly as any act, single or repeated verbal, non-verbal or physical, that creates or contributes to the creation of unpleasant and hostile working and learning conditions or any other form of intimidation, offense or humiliation.

(3) It is unacceptable for any sexual harassment that is characterized by the absence of consent or refusal on the other hand, including making repeated unwanted verbal and physical suggestions of a sexual nature to another person, physical assault, repeated unwanted use of jokes and remarks which are sexually colored, including reference to gender and sexual orientation, mockery and ridicule that is sexually colored, exposure to sexually offensive and disturbing material, and requesting sexual favors in exchange for a specific act or omission from a position of authority.

(4) Regular communication, well-meaning jokes and criticism, as well as concerns of sexual and other intimate nature between members of the academic community, which is based on mutual consent and respect shall be considered an area of privacy, and are not in themselves a violation of the Code of Ethics, but to avoid situations in which such relationships between members of the academic community can lead to a violation of the Code of Ethics: Objectivity and impartiality and conflict of interest, especially in relationships between members of the academic community which are in direct hierarchical relationship that involves assessing someone else's work and achievements and/or decision on the status, professional advancement, benefits and rewards.

(5) Every person has the right to report any harassment committed by a member of the university community.

#### *Article 13*

(Prejudice)

(1) All members of the university community should be objective and not be allowed to prejudice of any kind influencing their objectivity in academic, research, administrative, business and management activities.

(2) Evaluation of activities and professional competence of any member of the university community must be based on criteria that are not directly relevant to the conduct of business or professional duties.

### CHAPTER III. ETHICAL RULES IN EDUCATIONAL, SCIENTIFIC AND ARTISTIC WORK

#### *Article 14*

(Professional duties in teaching)

Teachers and assistants at the University shall have the following duties:

- a) seek to achieve and transmitting high level of scientific knowledge in their subject;
- b) ensure accuracy, precision, representativeness of the subject content and

appropriate position of the subject within the program of study, lifestyle, financial status, origin, family inastojati to students as effectively achieve the goals of the case;

d) offer equivalent opportunities for improving knowledge for all students ensuring equal progress;

e) process all topics in an open, honest and positive way, especially topics that students have any reason to be regarded as particularly sensitive;

f) contribute to the intellectual development of students within the area in which the teaching is done and avoid all activities that could impede the development;

g) ensure that the students of their work, which is valid, open, fair, objective and completed in a timely manner;

h) to ensure transparency for public examinations, as well as the objectivity of the evaluation;

i) respect the dignity of their colleagues and collaborate with them in order to work in the interest of the progress of students;

j) comply with the educational objectives, strategies and standards of the institution where teaching is taking place, in the interest of development of students;

k) to refrain from any conditioning of the exam requirements that are not contained in the provisions of the curriculum, particularly the imposition of conditions that the teacher makes personal economic and other gains;

l) take into account the opinions and assessments of students about their teaching competence in order to improve the quality of teaching.

#### *Article 15*

(Unacceptable practices in the classroom)

(1) Students are required to refrain from cheating, regardless of the form of evaluation of student work.

(2) Transcription is considered unauthorized; taking and giving assistance that aims to affect the fairness of grading exams and other forms of evaluation activities and results of members of the academic community.

(3) The members of the university community should not be encouraged to transcribe, and enable its toleration.

(4) Members of the academic community engaged in teaching or practice with children should be handled with respect to the relevant standards and the rights of children.

#### *Article 16*

(Fabrication of results)

(1) Fabrication of results is unacceptable in scientific and research work.

(2) Fabrication is the intentional presentation, dissemination and publication of the alleged results of scientific and research work, despite the knowledge that scientific work and research referred to is in reality not implemented.

#### *Article 17*

(Forgery)

(1) Counterfeiting/falsification of any scientific and research work is unacceptable.

(2) Forgery includes any action which is contrary to the principles of scientific



integrity by manipulating objects, equipment or process research with the purpose of intentionally set or tendentious interpretation of the results of scientific research.

#### *Article 18*

(Plagiarism)

(1) Any form of plagiarism of works and ideas is considered a violation of the Code of Ethics.

(2) All members of the academic community involved in scientific research and artistic work must guarantee authenticity of published scientific papers and artwork, as well as the authorship of which is attributed to them, and the accuracy and fairness of the presentation, and the disclosure of information about the origin of ideas and statements which are the paper used.

(3) Members of the university community are expected to be listed as authors of all their works and only those participants in the creation of a given scientific work, which contributed to the intellectual process.

(4) It is necessary to protect the intellectual property rights of the results of research and collected data of all members of the university community.

(5) During the election or re-election in scientific teaching candidates, they should submit a statement of authenticity which will confirm that all their work and achievement referred to was in the original result of their work, and that this work does not contain any sources other than those listed in the paper.

(6) In the election or re-election of candidates for scientific and teaching, University Senate may decide to establish the text of the statement referred to in paragraph (5) of this Article.

#### *Article 19*

(Fabrication and falsification of recommendations)

Fabrication and falsification of recommendations and misrepresentation of academic achievement is not permitted and constitutes a serious violation of the principles of ethical behavior.

#### *Article 20*

(Acceptance of gifts and other goods)

(1) Members of the university community from among the teaching and non-teaching staff should not ask for gifts, encourage donation or receive any gifts, either for himself or for another person for whom there is a reasonable presumption that directly or indirectly affect their objectivity, fulfilling professional obligations and respect the professional rights and responsibilities of all parties.

(2) Liability lies with the members of the university community to attempt eliminate all sources of corruption.

#### *Article 21*

(Conflict of Interest)

(1) All members of the university community are required to avoid conflicts of interest, which may be caused by family relationships, close friendships, intimate relationships, antagonisms, etc.

(2) Nepotism is unacceptable in any form; specific person(s) placed in a privileged position in relation to other people who have equal or better ability.

#### *Article 22*

(Transparency and confidentiality)

(1) The University encourages and promotes transparency in regulations and actions, while maintaining relative confidentiality.

(2) All members of the academic community should take into account the value of transparency and accessibility criteria and procedures for evaluating the fulfillment of professional obligations (exams, enrollment, professional advancement and the like).

(3) All members of the academic community, who by virtue of their position at the University, have the data as to an individual's status are obligated to maintain confidentiality and should protect the confidentiality of such information.

#### *Article 23*

(The right and duty of continuing education and lifelong learning)

(1) All members of the university community have the right and duty to continually improve and persevere to improve the quality and level of their knowledge and expertise within the selected areas.

(2) The members of the academic community plan, implement and report on their scientific research and educational activities in accordance with accepted standards of scientific and teaching competence.

#### *Article 24*

(Professional development)

(1) Performance evaluation exercise of professional misconduct and professional competence of any member of the university community should be objective and impartial, and based on pre-defined and transparent criteria.

(2) Any form of direct or indirect discrimination in the process of evaluating the conditions of professional advancement and progress in the procedure is considered to be unacceptable.

(3) All members of the university community must ensure equal opportunities of progress on the fulfillment of professional obligations, and to create conditions for the rejuvenation of the scientific and educational communities.

#### *Article 25*

(Public appearances)

(1) The University is aware of its social responsibility and encourages the right of members of the university community on public participation and freedom of expression, which includes performances before audience on radio and television, to express their views in newspapers, books and magazines, as well as other forms of action for the benefit of the community.

(2) The members of the academic community with a higher academic degree or professional status shall not prohibit or limit the personal public speaking

members of the community with lower academic degree or professional status, or the performance of which was conditional.

(3) The members of the university community authorized for public appearances on behalf of the University are required to clearly display and exhibit attitudes of the University, where it is expected that they are acting in accordance with the highest ethical and professional standards.

#### *Article 26*

(Responsibility to the university community)

(1) The professional activities of members of the university community should contribute to the realization of the tasks of the University.

(2) The members of the university community should take care of the property and interests of the University in the spirit of academic freedom - testing, argumentative debate, criticism, tolerance, and the responsible and honest search for the optimal solution.

(3) The members of the university community shall be granted:

- a) intentional interference with activities carried out by the University or encouraged to achieve the tasks set through a free and reasoned debate;
- b) any type of action (lobbying, abuse of position of authority and so on.), which seeks to create a privileged position of individuals and groups at the expense of objective professional criteria;
- c) lack of relationship to the assets of the University, and disabling or impeding other members of the university community to use property;
- d) the use of university property or benefits for personal, commercial, political, religious, social and other out-of-university purposes without special permission;
- e) encouraging other members of the university community in contempt of university rules, which are aimed at meeting the generally accepted tasks of University;
- f) intentionally presenting personal opinions as the official opinion of the University in order to gain personal benefits;
- g) the use of the name or logo of the University for private activities, in order to create an unjustified impression of the university authorities.

### PART THREE - BODY AND PROCEDURES FOR IMPLEMENTATION OF THE CODE OF ETHICS

#### CHAPTER I. IMPLEMENTATION OF THE CODE OF ETHICS

#### *Article 27*

(General duty)

All the bodies of the University and its organizational units shall, each within its jurisdiction, care for the realization and promotion of ethical standards of the University and the implementation of this Code of Ethics.

#### *Article 28*

(Liability for violations of the Code of Ethics)

(1) Failure to comply with the principles of this Code, or their violation represents a violation of the honor and obligation of teachers, staff, students and other employees of the university community, which must bear responsibility.

(2) Applications for violations of the Code of Ethics addressed to the body for the implementation of the Code of Ethics of the University.

(3) Disciplinary ad-hoc committee is a body that is appointed by the Rector of the University, and Dean of the University organizational unit, which is responsible for carrying out procedures in the event of violations of the Code of Ethics by employees from among the academic staff of the University, or organizational unit of University.

## CHAPTER II. PROCEDURE FOR DETERMINING INJURIES

### *Article 29*

(Initiation of Proceedings)

(1) The procedure for the determination of a violation of the code of ethics of the University shall be initiated by filing of the infringement bodies for the implementation of the Code of Ethics of the University under Article 29 of this Code of Ethics, in writing, explaining all necessary information and evidence about individuals, time , place and any witnesses to the violation and signed by the submittee.

(2) The bodies for the implementation of the Code of Ethics of the University under Article 29 of this Code of Ethics will not be considered as an anonymous report.

(3) Notification of a violation of the code of ethics of the University can be made by:

- a) Rector and Dean/organizational unit of the University of violations by teachers and staff of the University,
- b) The Dean of the organizational units of the University for violations by students,
- c) immediate supervisor (Rector, Dean) for violations by employees from among the academic staff of the University.

(4) The notification of the infringement shall be filed no later than three (3) days of learning of the infringement.

(5) The application of the infringement, which was submitted to authorities for the implementation of the Code of Ethics of the University beyond the established time limit referred to in paragraph (2) of this Article shall be rejected as untimely conclusion.

### *Article 30*

(Procedure Ethics Committee by the timely application)

(1) Upon timely submitted report about violation of a Code of Ethics, professors and staff of the University Ethics Committee carries out the procedure for determining the existence of a violation of the principles within 7 (seven) days.

(2) If the Ethics Committee determines the absence of a violation of the Code of Ethics of the University, the same conclusion rejecting the application as unfounded.

(3) If the Ethics Committee finds a violation of a Code of Ethics, professors and staff of the University are in compliance, suggesting the University Senate imposition of the following measures: written warning or public reprimand.

(4) If the Ethics Committee determines that a violation of a Code of Ethics, and professors and staff of the University are both a violation of the provisions of the

Labor Law of FBiH, the University Statutes and the employment contract Ethics Committee proposes to initiate proceedings in accordance with the provisions of the rules of work of the University; its delivery to the first instance of management bodies defined to decide in the first instance on individual rights, obligations and responsibilities of the employee from employment or related to employment law on higher education SBK/KSB.

#### *Article 31*

Proceedings of the Disciplinary Commission Scientific Council of the organizational unit of the University is carried out in accordance with the provisions of the Statute of the University.

### CHAPTER III. LIABILITY FOR VIOLATION OF STUDENTS' OBLIGATIONS

#### *Article 32*

(Disciplinary procedure ad-hoc committee on the timely application)

(1) Upon timely submitted report about violation of a Code of Ethics, University and the employees from the ranks of non-teaching staff of the University, or organizational unit of the University appointed disciplinary ad-hoc committee carries out the procedure for determining the existence of a violation of the code of ethics of the University within 7 (seven) days.

(2) If the disciplinary ad-hoc committee established the absence of a violation of the Code of Ethics of University, the same conclusion rejecting the application as unfounded.

(3) If disciplinary ad-hoc committee finds a violation of a Code of Ethics, University and the employees from the ranks of non-teaching staff of the University, the same conclusion suggests Rector and Dean imposition of measures per written warning or public reprimand.

(4) If disciplinary ad-hoc committee determines that a violation of a Code of Ethics is in effect, University and the employees from the ranks of non-teaching staff of the University are both a violation of the provisions of the Labor Law of FBiH, the University Statutes and the employment contract disciplinary ad-hoc committee proposes initiating proceedings in accordance with the provisions of the Rules of Procedure of the University, its delivery to the first instance of management bodies defined to decide in the first instance on individual rights, obligations and responsibilities of the employee from employment or related to employment pursuant to the Law on Higher Education.

#### *Article 33*

(Decision of the Senate, the Rector and Dean)

(1) The decision of the Senate of the University, submitted for conclusion by the Ethics Committee on the proposed measures referred to in Article 31 paragraph (3) of this Code of Ethics shall be final.

(2) The decision of the Rector and Deans, submitted for conclusion by the disciplinary ad-hoc committee on the proposed measures referred to in Article 33 paragraph (3) of this Code of Ethics shall be final.

#### *Article 34*

(1) The Ethics Committee is a permanent organ of the Senate with the following responsibilities:

- a) monitor the implementation/compliance with the principles established in the Code of Ethics (hereinafter the Code);
- b) carries out the procedures for determining the existence of a violation of the principles of the Code;
- c) impose appropriate measures (personal admonition or public reprimand) after determining that there has been a violation of the ethical principles of the Code;
- d) submit proposals to the Rector for the imposition of other sanctions/measures if the violation of the principles contained in the Code is a violation of a duty;
- e) review the content and substance of the Code which has been applied in accordance with identified needs, propose an amendment and;
- f) perform other duties that are consistent with this Statute and the Code.

(2) The Ethics Committee is composed of one representative from each organizational unit and two representatives from among the students, who are appointed by the Senate, the proposal LSC/EU students for a period of two (2) years.

(3) The Ethics Committee shall exercise its jurisdiction at the meetings convened by the President, who is elected by its members from their ranks, and provisions in more detail the issues of scheduling, operation and decision making to determine the Rules of Procedure.

#### PART FOUR - FINAL PROVISIONS

##### *Article 35*

(Supervision of implementation)

Supervision of the implementation and interpretation of this Code of Ethics is performed by the University Senate.

##### *Article 36*

(Amendments)

Amendments to this Code of Ethics shall be made in the manner and procedure of its adoption.

##### *Article 37*

(Entry into force)

The Code of Ethics of the University shall enter into force upon its adoption.

Chairman of the Senate of the University

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V.d Rector, Prof. Dr. Marinko Markić

## **ADMISSIONS**

### **Application Process**

Our admissions committee carefully reads and thinks about applications and we do not have simple or formulaic ideas about the profile of an admitted student; rather, we believe that there are many ways to demonstrate your interest in learning and how you might bring something important to our community of students.

How do we determine these things by looking at your application? Each required item is requested for a reason and contributes to our evaluation of each applicant. Things we're looking for:

**Admission Requirements.** Admission tuition requirements start at \$1800.00 US. \$1000 is for the initial tuition where the other \$800 will be paid during your education for the remainder of your education. All questions and comments can be cleared with our financial department. Feel free to contact the financial department with any outstanding questions or misconceptions.

**Academic character.** What is important to you, and how do you demonstrate your academic passions? We want to know, because it will tell us a little about what kind of student you might be here at American Northwest University. To get a good idea of where your academic spirit lies, we'll look at your transcripts and testing, but also your teacher and counselor recommendations. Your recommendations are a great place for us to learn about your intellectual curiosity and your level of academic engagement. We're looking at your performance as well as what kind of student you are.

**Impact and initiative.** This will mean different things for different students. We want to see how you pursue different passions that you may have outside of the classroom. For this, we'll be looking at your extracurricular involvement, your teacher recommendations, and your essays. We're trying to determine what kind of impact you've made at your school, which tells us what kind of impact you might make as a student here at American Northwest University.

**Personal contributions.** How do you engage with your community—academic, personal, and social? What personal qualities do you possess that would make you a good fit for our campus? We're looking for students who are eager to follow their interests at the college level and are enthusiastic about joining the campus community. These tend to be students who are resourceful and driven and can make the most of opportunities that they are provided. Again, your recommendations are what we're focusing on, and also your essays.

## **Admission's Office**

For more information, you can reach our Admission's office at:

Donje Putićevo bb  
Travnik, Bosnia and Hercegovina

Email Address:  
[enrollment@anu.edu.ba](mailto:enrollment@anu.edu.ba)

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## **CONTACT**

**Contact form**

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