

Pursuant to Article 54, in conjunction with Article 88 of the Statute of the Faculty of Humanities and Social Sciences in Split (consolidated text, October 2023), the Faculty Council of the Faculty of Humanities and Social Sciences in Split, at its 10th regular session in the academic year 2025/2026, held on 13 July 2026, hereby adopts the following

REGULATION ON PEER LEARNING SUPPORT AT THE FACULTY OF HUMANITIES AND SOCIAL SCIENCES IN SPLIT

GENERAL PROVISIONS

Article 1

- (1) This Regulation on Peer Learning Support at the Faculty of Humanities and Social Sciences in Split (hereinafter: the Regulation) governs the organization and methods of implementing peer learning support, as well as the rights and obligations of participants in the peer learning support process: the student providing learning support, students receiving peer learning support, the departmental peer learning support coordinator, teaching staff and heads of departments.
- (2) Terms used in this Regulation that have a gender-specific meaning shall refer equally to the male and female gender.

Article 2

- (1) Peer learning support is a form of systematic peer support organized at the Faculty.
- (2) The purpose of peer learning support is to provide additional instruction in courses within all study programmes of the Faculty where such support is needed.
- (3) Students of all years of study enrolled in all study programmes of the Faculty may participate the peer learning support process, depending on their interest in providing or receiving such support.
- (4) The peer learning support process shall be conducted under the supervision of the departmental peer learning support coordinator, the teaching staff responsible for the courses for which peer learning support is organized, and the Vice-Dean for teaching and student affairs.
- (5) The purpose of peer learning support is to:
 - assist students with learning during the semester and preparation for mid-term examinations and exams in courses within their study programme when they assess that they require assistance,
 - assist students in timely completion of the obligations prescribed by course syllabi and in taking examinations,
 - increase study success and completion rates in study programmes,
 - reduce the rate of students dropping out of their studies due to their inability to fulfil student obligations and pass exams.

PARTICIPANTS IN PEER LEARNING SUPPORT

Article 3

- (1) Students participating in the peer learning support process are all students who participate as providers and/or recipients in the process of additional instruction. All students enrolled as full-time students in study programmes of the Faculty, regardless of their year of study, may participate as recipients in the implementation of the peer learning support process (hereinafter: learning support recipient), while students who have successfully completed all requirements for the course for which learning support is provided and who are proposed by

the departmental coordinator may participate as providers (hereinafter: learning support provider).

- (2) The departmental peer learning support coordinator is a Faculty employee holding a teaching or associate position in a department that provides teaching in a study programme within which peer learning support is implemented (hereinafter: learning support coordinator). The learning support coordinator for each individual department is appointed by the Faculty Council upon the proposal of the Head of the Department. The term of office of the learning support coordinator is three academic years and may be renewed once consecutively. The same person may simultaneously serve as the mentoring coordinator and the learning support coordinator.
- (3) A teacher or associate participating in the peer learning support process is a Faculty employee whom students may, as necessary, contact for assistance in implementing peer learning support for a course for which they are the course coordinator and/or instructor (hereinafter: course teacher). The course teacher may provide students acting as peer learning support providers with additional literature or working materials, as well as instructions for the successful implementation of peer learning support.

IMPLEMENTATION OF PEER LEARNING SUPPORT

Article 4

- (1) Peer learning support shall be provided in the Faculty's premises throughout the academic year, including examination periods, in accordance with the Teaching Calendar established for the current academic year.
- (2) Students interested in peer learning support may contact the learning support coordinator of the department responsible for the study programme within which the course for which they require assistance is offered at any time during the academic year.
- (3) Where necessary, the department learning support coordinator shall contact the course teachers, who propose individual students to act as learning support providers. Providing learning support is voluntary. Students who agree to provide such support shall then contact the department learning support coordinator, who shall acquaint them with the rules governing the provision of learning support and keep records thereof.
- (4) Peer learning support may be provided on a one-time basis or repeatedly for as long as there is a need for such support and as long as the provider and recipient voluntarily participate in the process.
- (5) Upon completion of the process, and no later than by the end of the academic year, the participants shall evaluate the learning support provided and submit the evaluation to the department learning support coordinator.
- (6) At the end of the academic year, the department learning support coordinator shall prepare a brief report containing all relevant information (information on the students who participated in the peer learning support process; duration of the support provided; evaluation of the process; information on the recipient's examination performance) and submit it to the department head and the vice-dean for teaching and student affairs.

RIGHTS AND OBLIGATIONS OF PARTICIPANTS IN PEER LEARNING SUPPORT

Article 5

- (1) A student who voluntarily agrees to provide peer learning support shall follow the instructions of the course teacher and the department learning support coordinator.

- (2) The learning support provider shall provide learning support for the duration and in the manner agreed upon with the course teacher and the learning support recipient. Each individual learning support provider may provide learning support to no more than eight learning support recipients in any one academic year.
- (3) The learning support provider shall be obliged to keep the prescribed records of all activities carried out as part of the peer learning support process (information on the student receiving support, the time and duration of each form of support provided).
- (4) The records referred to in paragraph 3 of this Article shall be certified by the signatures of the learning support provider and recipient. The records shall form an integral part of the evaluation referred to in Article 4, paragraph 5 of this Regulation and shall be submitted to the competent learning support coordinator upon completion of the provision of learning support, and no later than by the end of the semester in which the support was provided.
- (5) The learning support recipient shall be obliged to observe the agreed time for instruction and provision of support and to actively participate in the teaching process.
- (6) If, for any reason, a student (learning support recipient or provider) is unable or unwilling to continue participating in the peer learning support process, they shall notify the course teacher thereof.
- (7) Following the termination of an initiated learning support process, the course teacher shall, where possible, assign another learning support provider to a student who remains interested in peer learning support. The course teacher shall notify the competent learning support coordinator thereof.

OBLIGATIONS OF THE FACULTY

Article 6

- (1) In accordance with the available spatial capacities of the Faculty building, the Faculty Administration shall provide suitable premises to ensure the smooth and high-quality implementation of the learning support process.
- (2) The Faculty shall issue the learning support providers with an appropriate certificate of participation in the peer learning support process.
- (3) A learning support provider engaged to provide support pursuant to the provisions of this Regulation shall be entitled to remuneration for their work in accordance with a decision adopted by the Faculty Council for each academic year, based on the recorded activities certified by the competent learning support coordinator.

FINAL PROVISIONS

Article 7

- (1) Amendments to this Regulation shall be adopted in the same manner as the Regulation itself.
- (2) This Regulation shall enter into force on the eighth day following the date of its publication on the notice board and official website of the Faculty.