



# SHARED SPORTS FACILITIES POLICY

Prishtinë, 2024

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## **1. Introduction**

UNI – Universum International College is committed to maintaining transparency, accountability, and the highest standards of institutional governance. This Policy Review Report evaluates the existing Access to Universum College Sport Facilities Policy (2023) and provides updated recommendations for 2025 in line with Kosovo’s national legislation, institutional frameworks, and international best practices in higher education facility management.

## **2. Policy Statement**

This Review Report operates within the framework of Kosovo’s legal system and the institutional policies of UNI – Universum International College. This policy applies to all individuals, including students, faculty, staff, contractors, and visitors. UNI - Universum International College holds the right to share sports facilities with the local community such as local schools or with the general public. However for such purposes, a request should be sent to UNI representatives and approved in advance.

## **3. Scope**

This review applies to all sport and recreational facilities managed by UNI – Universum International College, including outdoor areas, and training halls used for educational, recreational, or community engagement purposes. It covers internal users (students and staff) and external educational partners.

## **4. Objectives**

- Ensure compliance with national legislation and institutional standards.
- Strengthen procedures for facility management, access, and safety.
- Promote inclusivity, equal opportunity, and community collaboration.
- Recommend improvements for sustainable and transparent operations.

## **5. Governance**

Responsibility for managing sport facilities will be assigned to the Activities Office that will be responsible for.

- Approve all booking and access requests.
- Monitor compliance with rules and safety procedures.
- Resolve scheduling or usage conflicts.
- Report annually to the Vice President for Academic Affairs.

## **6. Operational Procedure**

To ensure that the process runs smoothly, step-by-step procedures will be implemented:

- Bookings will be made through an online form or digital system (e.g., Canvas).

- Academic activities will have first priority.
- External users must request access in advance and sign an agreement.
- Cancellations or changes must be made within a defined timeframe. These rules will make the system fair, transparent, and easy to manage.

## 7. Safety Management

All facilities must follow health and safety rules.

The updated policy will ensure:

- Accessibility for people with disabilities.
- Equal opportunities regardless of gender or background.
- Alignment with the Law on Protection from Discrimination.
- Training for staff to support inclusive access.

## 8. Accessibility and Inclusivity

All facilities must be accessible to every member of the community.

The updated policy will ensure:

- Accessibility for people with disabilities.
- Equal opportunities regardless of gender or background.
- Alignment with the Law on Protection from Discrimination.
- Training for staff to support inclusive access.

## 9. Policy Review and Approval Process

This Review Report guides the official update of the *Access to Universum College Sport Facilities Policy (2024)*. After approval by the Vice President for Academic Affairs the revised policy will take effect immediately and remain valid until further revision.



  
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**Prof. Dr. Isabel Salvat**

*Vice President for Academic Affairs*

*Chair of the Academic Council*