



**GUIDELINES OF THE UNIVERSITY OF PRIMORSKA
FOR ISSUING DIPLOMAS IN THE FIRST AND SECOND CYCLE STUDY PROGRAMMES
DURING THE COVID-19 EPIDEMIC**

I. Issuing diploma certificates

1. During the Covid-19 Epidemic, diploma certificates are issued to graduates of the first and second cycle study programmes of the University of Primorska (hereinafter: graduates) by e-mail no later than 5 days after the defence of the final work or after completing all study obligations.
2. The faculties of the University of Primorska will send graduates the original diploma certificates (hard copy) by courier to the address recorded in the information system VIS/ŠIS no later than 5 days after the official end of the Covid-19 Epidemic at the national level.
3. Regardless of point I/2, in case of urgent need, the original diploma certificate (hard copy) can be sent by courier to the graduate upon his request even before the official end of the Covid-19 Epidemic at the national level.

II. Issuing of diplomas

1. Members of the University of Primorska shall not organize solemn ceremonies of awarding diplomas during the Covid-19 Epidemic.
2. Diplomas shall be sent to graduates by courier to the address recorded in the information system VIS/ŠIS no later than 30 days after the official end of the Covid-19 Epidemic at the national level.
3. Regardless of point II/2, in case of urgent need, the diploma can be sent by courier to the graduate upon his request even before the official end of the Covid-19 Epidemic at the national level, but with regard to the timeline of the diploma's issuing process.
4. Instead of the solemn ceremony of awarding diplomas, a member of the University of Primorska may organize an online event or publish the dean's inaugural addresses (on its website or through various e-tools), and inform the graduates.
5. The terms used in these guidelines, written in male grammatical form, are used as neutral for men and women.

Prof. Klavdija Kutnar, PhD
Rector of the University of Primorska