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UNIVERSITÀ DEL LITORALE  
UNIVERSITY OF PRIMORSKA

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## CALL FOR ENROLMENT INTO THE DOCTORAL DEGREE THIRD CYCLE STUDY PROGRAMME

UNIVERSITY OF PRIMORSKA, FACULTY OF MATHEMATICS,  
NATURAL SCIENCES AND INFORMATION TECHNOLOGIES

IN THE ACADEMIC YEAR 2021/2022

Glagoljaška 8, SI-6000 Koper, Slovenia

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Study programmes are published on the Faculty's website at:  
<https://www.famnit.upr.si/en/education/doctoral>

University of Primorska Faculty of Mathematics, Natural Sciences and Information technologies offers the following doctoral degree (third cycle) study programmes in the academic year 2021/2022: Mathematical Sciences (*in Slovene and English language*), Renewable Materials for Healthy Built Environments (*in Slovene and English language*), Computer Science (*in Slovene and English language*), international joint programme (with University of St Andrews, Scotland) Computer Science (*in English language*) and Suicidology and Mental Health.

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**STUDY PROGRAMME: MATHEMATICAL SCIENCES**

**TYPE OF STUDY PROGRAMME:** DOCTORAL, THIRD CYCLE

**DURATION:** 3 YEARS, 180 ECTS

**MODE OF STUDY:** part-time study

**PLACE OF STUDY:** Koper

**Study programme is offered in Slovene and English language.**

### ADMISSION REQUIREMENTS

Admission to the first year of study shall be granted to candidates who have completed:

- a master's (second cycle) study programme in Mathematics;
- an unified master's study programme, if the study programme carried 300 ECTS credit points and lasted 5 years;

- c) an undergraduate academic study programme (pre-reform study programme, adopted before 11 June 2004) in Mathematics, Computer and Information Sciences Information Science and Mathematics, Natural Sciences.

Admission is granted to an candidate who has completed a comparable master degree study programme, similar to Mathematics (Computer and Information Sciences, Information Science and Mathematics, Natural Sciences) and has met the necessary additional requirements (i.e. passed differential exams in Algebra and Analysis).

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to their performance demonstrated in master's studies (average grade, Master's thesis grade).

### **ENROLMENT IN A HIGHER YEAR OF STUDY (ACCORDING TO THE CRITERIA FOR TRANSFERRING BETWEEN STUDY PROGRAMMES AND CONDITIONS FOR ACCELERATED ADVANCEMENT)**

Transferring between study programmes is possible according to the Higher Education Act, Criteria for transferring between study programmes and other regulations of this field.

Transfer between study programmes is the enrolment in the higher year of the study programme, in case of leaving the studies in the first (initial) study programme and continuation of studies in another study programme of the same degree. The transition takes into account the comparability of the study programmes and the completed study obligations of the candidate in the initial study programme. The transition between study programmes is also enrolment of the graduate in the higher year study programme of the same degree.

Transfer is possible between study programmes:

1. which on completion of studies ensure the acquisition of comparable competencies, *and*
2. between which it is possible, under the recognition criteria, to recognise at least half of study requirements under the ECTS system from the first study programme relating to compulsory subjects of the second study programme.

Access to year 2 or year 3 of the doctoral degree programme on the basis of the Criteria for transferring between study programmes is open to candidates of a related third-cycle doctoral degree programme, provided that the following conditions have been met:

- the candidate fulfills the requirements for admission to the study programme of Mathematical Sciences;
- completion of the first study programme which the candidate is transferring from ensures the acquisition of comparable competencies as those envisaged by the study programme of Mathematical Sciences; and
- other conditions in accordance with the Criteria for transferring between study programmes have also been met (a comparable course structure, course requirements completed).

Admission to the second year of doctoral degree study programme Mathematical Sciences according to the Criteria for transferring between study programmes is also open to graduates of a related Master of Science study programme (pre-reform study programme, adopted before 11 June 2004).

Applications for transferring between study programmes are considered by the relevant Commission. In accordance with the Criteria for transferring between study programmes the Commission takes into account the comparability between study programmes and study obligations the candidate has completed in the previous study programme, that can be recognized in this study programme. The candidate may also be required to complete differential exams as defined by the relevant Faculty Commission.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme.

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to their average grade obtained during the study programme they are transferring from.

Number of enrolment places

Mathematical Sciences	1 <sup>st</sup> Year	2 <sup>nd</sup> Year
Koper	Part-time	Part-time
<i>in Slovene language</i>		
Citizens of Slovenia and EU member states	6	6
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	4	4
<i>in English language</i>		
Citizens of Slovenia and EU member states	6	6
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	4	4

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**STUDY PROGRAMME: RENEWABLE MATERIALS FOR HEALTHY BUILT ENVIRONMENTS**

**TYPE OF STUDY PROGRAMME:** DOCTORAL, THIRD CYCLE

**DURATION:** 3 YEARS, 180 ECTS

**MODE OF STUDY:** part-time study

**PLACE OF STUDY:** Koper

**Study programme is offered in Slovene and English language.**

#### **ADMISSION REQUIREMENTS**

Admission to the first year of study shall be granted to candidates who have completed:

- a master's (second cycle) study programme;
- an unified master's study programme, if the study programme carried 300 ECTS credit points and lasted 5 years;
- an undergraduate academic study programme, adopted before 11 June 2004.

The Faculty highly recommends prior education in the areas of Built Environment, Civil Engineering, Wood Science and Architecture.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme. The Faculty Commission manages individual applications of candidates for enrolment.

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to:

- success at previous study (average grade, final grade) – 70 %,
- grade of the oral examination – 30 %.

The selection procedure will also evaluate the candidate's presentation of the previous research work and his previous achievements in the scientific and professional field (published scientific and professional articles, awards, prizes and other). The UP FAMNIT Commission defines the scoring method.

**ENROLMENT IN A HIGHER YEAR OF STUDY (ACCORDING TO THE CRITERIA FOR TRANSFERRING BETWEEN STUDY PROGRAMMES AND CONDITIONS FOR ACCELERATED ADVANCEMENT)**

Transferring between study programmes is possible according to the Higher Education Act, Criteria for transferring between study programmes and other regulations of this field.

Transfer between study programmes is the enrolment in the higher year of the study programme, in case of leaving the studies in the first (initial) study programme and continuation of studies in another study programme of the same degree. The transition takes into account the comparability of the study programmes and the completed study obligations of the candidate in the initial study programme. The transition between study programmes is also enrolment of the graduate in the higher year study programme of the same degree.

Transfer is possible between study programmes:

- which on completion of studies ensure the acquisition of comparable competencies, *and*
- between which it is possible, under the recognition criteria, to recognise at least half of study requirements under the ECTS system from the first study programme relating to compulsory subjects of the second study programme.

Access to year 2 or year 3 of the doctoral degree programme on the basis of the Criteria for transferring between study programmes is open to candidates of a related third-cycle doctoral degree programme, provided that the following conditions have been met:

- the candidate fulfills the requirements for admission to the study programme *Renewable Materials for Healthy Built Environments*;
- completion of the first study programme which the candidate is transferring from ensures the acquisition of comparable competencies as those envisaged by the study programme *Renewable Materials for Healthy Built Environments*; and
- other conditions in accordance with the Criteria for transferring between study programmes have also been met (a comparable course structure, course requirements completed).

Admission to the second year of doctoral degree study programme *Renewable Materials for Healthy Built Environments* according to the Criteria for transferring between study programmes is also open to graduates of a related Master of Science study programme (pre-reform study programme, adopted before 11 June 2004).

Applications for transferring between study programmes are considered by the relevant Commission. In accordance with the Criteria for transferring between study programmes, the Commission takes into account the comparability between study programmes and study obligations the candidate has completed in the previous study programme that can be recognized in this study programme. The candidate may also be required to complete differential exams as defined by the relevant Faculty Commission.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme.

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to their average grade obtained during the study programme they are transferring from.

Number of enrolment places

Renewable Materials For Healthy Built Environments Koper	Part-time	
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year
<i>in Slovene language</i>		
Citizens of Slovenia and EU member states	6	6
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	4	4
<i>in English language</i>		

Citizens of Slovenia and EU member states	6	6
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	4	4

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**STUDY PROGRAMME: COMPUTER SCIENCE****TYPE OF STUDY PROGRAMME:** DOCTORAL, THIRD CYCLE**DURATION:** 3 YEARS, 180 ECTS**MODE OF STUDY:** part-time study**PLACE OF STUDY:** Koper**Study programme is offered in Slovene and English language.****ADMISSION REQUIREMENTS**

Admission to the first year of study shall be granted to candidates who have completed:

- a) a master's (second cycle) study programme;
- b) an unified master's study programme, if the study programme carried 300 ECTS credit points and lasted 5 years;
- c) an undergraduate academic study programme (adopted before 11 June 2004) in Computer Science or Computer and Mathematical Science or Mathematics or Electrical Engineering.

For the sake of better performance in the study programme, the Faculty particularly recommends prior education in the fields of Computer Science, Mathematics and Electrical Engineering.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme. Prior to enrolment the candidate must apply for the recognition of completed education.

**IN THE CASE OF ENROLMENT LIMITATIONS** preference is granted to candidates already possessing prior education in the following fields: Computer Science, Computer and Mathematical Science, Mathematics, and Electrical Engineering. Candidates will be selected according to their performance demonstrated in their second-cycle studies (average grade, Master's thesis grade) and academic excellence.

**ENROLMENT IN A HIGHER YEAR OF STUDY (ACCORDING TO THE CRITERIA FOR TRANSFERRING BETWEEN STUDY PROGRAMMES AND CONDITIONS FOR ACCELERATED ADVANCEMENT)**

Transferring between study programmes is possible according to the Higher Education Act, Criteria for transferring between study programmes and other regulations of this field.

Transfer between study programmes is the enrolment in the higher year of the study programme, in case of leaving the studies in the first (initial) study programme and continuation of studies in another study programme of the same degree. The transition takes into account the comparability of the study programmes and the completed study obligations of the candidate in the initial study programme. The transition between study programmes is also enrolment of the graduate in the higher year study programme of the same degree.

Transfer is possible between study programmes:

1. which on completion of studies ensure the acquisition of comparable competencies, *and*

2. between which it is possible, under the recognition criteria, to recognise at least half of study requirements under the ECTS system from the first study programme relating to compulsory subjects of the second study programme.

Access to the second or third year of the doctoral study programme Computer Science in accordance with the Criteria for transferring between study programmes is open to candidates of a related third-cycle doctoral degree programme, provided that the following conditions have been met:

- the candidate fulfills the requirements for admission to the study programme Computer Science;
- completion of the first study programme which the candidate is transferring from ensures the acquisition of comparable competencies as those envisaged by the study programme Computer Science; and
- other conditions in accordance with the Criteria for transferring between study programmes have also been met (a comparable course structure, course requirements completed).

Entry into the second year of the doctoral study programme Computer Science according to the Criteria for transferring between study programmes is also open to graduates of a related Master of Science study programme (pre-reform study programme, adopted before 11 June 2004). Candidates must complete a *comprehensive course* in computer science (in the first semester of study) instead of a seminar in the second year.

Applications for transferring between study programmes are considered by the relevant Commission. In accordance with the Criteria for transferring between study programmes the Commission takes into account the comparability between study programmes and study obligations the candidate has completed in the previous study programme, that can be recognized in this study programme. The candidate may also be required to complete differential exams as defined by the relevant Faculty Commission.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme.

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to average grade obtained during the study programme they are transferring from.

#### Enrolment places

Computer Science	1 <sup>st</sup> Year	2 <sup>nd</sup> Year
Koper	Part-time	Part-time
<i>in Slovene language</i>		
Citizens of Slovenia and EU member states	6	6
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	4	4
<i>in English language</i>		
Citizens of Slovenia and EU member states	6	6
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	4	4

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**STUDY PROGRAMME: COMPUTER SCIENCE**

**TYPE OF STUDY PROGRAMME:** INTERNATIONAL JOINT PROGRAMME, DOCTORAL STUDY PROGRAMME, THIRD CYCLE

**PARTNER UNIVERSITY:** UNIVERSITY OF ST ANDREWS, SCHOOL OF COMPUTER SCIENCE, SCOTLAND

**DURATION:** 4 YEARS, 240 ECTS

**MODE OF STUDY:** full-time study

**PLACE OF STUDY:** Koper (Slovenia) / St Andrews (Scotland)

**International joint study programme is offered in English language.**

**ADMISSION REQUIREMENTS**

Admission to the first year of study shall be granted to candidates who have completed:

- a) a master's (second cycle) study programme;
- b) an unified master's study programme, if the study programme carried 300 ECTS credit points and lasted 5 years;
- c) an undergraduate academic study programme, adopted before 11 June 2004.

In the previous studies, the candidate must achieve a minimum average grade 8.

The Faculty highly recommends prior education in the fields of Computer Science, Mathematics and Electrical Engineering (because of their academic performance) for a better performance during the study process.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme. Prior to enrolment the candidate must apply for the recognition of completed education.

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to:

- average grade obtained during their Master's studies (average grade, grade of their Master's Thesis): 30 %,
- academic excellence: 70 %.

Priority will be given to candidates who have already obtained prior education in the following fields: Computer Science, Computer and Mathematical Science, Mathematics, and Electrical Engineering.

**ENROLMENT IN A HIGHER YEAR OF STUDY (ACCORDING TO THE CRITERIA FOR TRANSFERRING BETWEEN STUDY PROGRAMMES AND CONDITIONS FOR ACCELERATED ADVANCEMENT)**

Transferring between study programmes is possible according to the Higher Education Act, Criteria for transferring between study programmes and other regulations of this field.

Transfer between study programmes is the enrolment in the higher year of the study programme, in case of leaving the studies in the first (initial) study programme and continuation of studies in another study programme of the same degree. The transition takes into account the comparability of the study programmes and the completed study obligations of the candidate in the initial study programme. The transition between study programmes is also enrolment of the graduate in the higher year study programme of the same degree.

Transfer is possible between study programmes:

- which on completion of studies ensure the acquisition of comparable competencies, *and*

- between which it is possible, under the recognition criteria, to recognise at least half of study requirements under the ECTS system from the first study programme relating to compulsory subjects of the second study programme.

Access to the second or third year of the joint doctoral degree programme Computer Science on the basis of the Criteria for transferring between study programmes is open to candidates of a related third-cycle doctoral degree programme, provided that the following conditions have been met:

- the candidate fulfills the requirements for admission to the study programme Computer Science;
- completion of the first study programme which the candidate is transferring from ensures the acquisition of comparable competencies as those envisaged by the study programme Computer Science; and
- other conditions in accordance with the Criteria for transferring between study programmes have also been met (a comparable course structure, course requirements completed).

Entry into the second year of the doctoral degree study programme Computer Science based on the Criteria for transferring between study programmes is also open to graduates of a related Master of Science study programme (pre-reform study programme, adopted before 11 June 2004).

Applications for transferring between study programmes are considered by the relevant Commission. In accordance with the Criteria for transferring between study programmes, the Commission takes into account the comparability between study programmes and study obligations the candidate has completed in the previous study programme that can be recognized in this study programme. The candidate may also be required to complete differential exams as defined by the relevant Faculty Commission.

Enrolment is also open to candidates of a comparable study programme abroad who have been, in the process of recognition of their previous studies (in accordance with Assessment and Recognition of Education Act), legally granted the right to continue their studies in the study programme.

**IN THE CASE OF LIMITED ENROLMENT** candidates will be selected based on the average grade obtained during the study programme they are transferring from (30 %) and academic excellence (70 %).

#### Enrolment places

Computer Science, joint international	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year
Koper (Slovenia), St Andrews (Scotland)	Full-time	Full-time	Full-time
<i>in English language</i>			
Citizens of Slovenia and EU member states	3	2	3
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	2	3	2

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#### **STUDY PROGRAMME: SUICIDOLOGY AND MENTAL HEALTH**

**TYPE OF STUDY PROGRAMME:** DOCTORAL, THIRD CYCLE

**DURATION:** 3 YEARS, 180 ECTS

**MODE OF STUDY:** part-time study

**PLACE OF STUDY:** Koper

**Study programme is offered in Slovene and English language.**

#### **ADMISSION REQUIREMENTS**

Admission to the first year of study shall be granted to candidates who have completed:

- a master's (second cycle) study programme; or
- a programme regulated by EU directives or any other fast-track master's programme equivalent to 300 ECTS credits; or



- c) an undergraduate academic study programme, adopted before 11 June 2004 (pre-reform study programme); or
- d) a master's study programme (study programme, adopted before 11 June 2004). Study obligations in the amount of 60 ECTS credits will be recognised to such candidates.

The Faculty highly recommends prior education in the areas of psychology, biopsychology, medicine, biology, statistics, social work, social sciences and humanities.

Admission may be also granted to candidates, who completed comparable studies abroad, and who, in accordance with the law, in the process of recognition of foreign education, have been granted the right to study in the doctoral study programme Suicidology and Mental Health.

**IN CASE OF ENROLMENT LIMITATION** candidates will be selected according to:

In case of enrolment restrictions in the 1<sup>st</sup> year, candidates will be chosen on the basis of:

- average grade of exams in previous study (60 %),
- grade of the final work at the previous study (20 %)
- number of points collected on the entrance exam (20 %)

In the entrance exam the candidate's presentation of the previous research work, his previous achievements in the scientific and professional field (published scientific and professional articles, awards, prizes and other) and motivation letter will be evaluated. The UP FAMNIT Commission defines the scoring method.

Number of enrolment places

Suicidology and Mental Health	1 <sup>st</sup> Year
Koper	Part-time
<i>in Slovene language</i>	
Citizens of Slovenia and EU member states	3
<i>in English language</i>	
Citizens of Slovenia and EU member states	1
Foreign citizens from countries that are not member states of the EU and Slovenians without Slovenian citizenship	1

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## **PROCEDURES FOR APPLICATION FOR ENROLMENT**

**PROCEDURES FOR APPLICATION FOR ENROLMENT AND APPLICATION PERIODS ARE PUBLISHED IN THE DOCUMENT »COMMON PROVISIONS: CALL FOR ENROLMENT INTO DOCTORAL DEGREE STUDY PROGRAMMES OF THE UNIVERSITY OF PRIMORSKA IN THE ACADEMIC YEAR 2021/2022«.**

Candidates who intend to study in the doctoral study programmes at UP FAMNIT can apply for enrolment, regardless of whether they have already obtained a diploma at the time of submitting the application. Diploma is not a prerequisite for application. Candidates must submit the required evidence of fulfillment of the enrolment no later than the deadlines specified in »Common provisions«.

After the completion of the selection procedure, all registered candidates will receive a decision on the result.

**Candidates are required to submit the evidence of fulfillment of the enrolment conditions electronically through the eVŠ web portal.**

**Scanned images or photographs of original certificates and other required documents are deemed to constitute evidence in the application and admission procedure that the enrolment conditions have been met.**

**DOCUMENTS REQUIRED FOR THE ADMISSION PROCEDURE (EVIDENCE OF FULFILLMENT OF THE ENROLMENT CONDITIONS)**

Along with the application the candidate also provides evidence of compliance with the enrolment conditions.

For enrolment in the first year candidate must submit:

- a. a scan or photograph of the Diploma certificate – mandatory document,
- b. Transcript of records of previous studies which includes grade point average – mandatory document,
- c. Short chronological description with emphasis on professional references – mandatory document,
- d. Research statement (presentation of previous research experience and ideas for research work) – mandatory document,
- e. Written consent of the mentor to take over the mentorship.

For enrolment in the second year (according to Criteria for transferring between study programmes) – if candidate has already obtained a diploma of Master of Science study programme – candidate must submit:

- a. a scan or photograph of the Diploma certificate – mandatory document,
- b. Transcript of records of previous studies which includes grade point average – mandatory document,
- c. Short chronological description with emphasis on professional references – mandatory document,
- d. Research statement (presentation of previous research experience and ideas for research work) – mandatory document,
- e. Written consent of the mentor to take over the mentorship.

For enrolment in the higher year (according to Criteria for transferring between study programmes) – if candidate is a student – candidate must submit:

- a. Transcript of records of previous studies which includes grade point average – mandatory document,
- b. syllabuses (approved by the (parent) higher education institution) – mandatory document,
- c. Short chronological description with emphasis on professional references – mandatory document,
- d. Research statement (presentation of previous research experience and ideas for research work) – mandatory document,
- e. Written consent of the mentor to take over the mentorship.

**INTERVIEW WITH THE STUDY PROGRAM COORDINATOR AND LIST OF POTENTIAL MENTORS**

All candidates will be interviewed by the coordinator after submitting the application for enrolment. All registered candidates will be notified of the date of the interview upon receipt of the application for enrolment.

The list of potential mentors is published on the UP FAMNIT website ([www.famnit.upr.si](http://www.famnit.upr.si)); it is an indicative list to help candidates find a doctoral mentor.

**INFORMATION ABOUT RECOGNITION OF FOREIGN EDUCATION**

Candidates who have completed comparable studies abroad and who (in accordance with the Assessment and Recognition of Education Act in Slovenia) have been granted the right to continue their studies in an individual study programme in the process of recognizing foreign education, may also enroll in doctoral study programmes.

Candidates who have completed education abroad prove fulfilment of the conditions for enrolment in the first or higher year of study by submitting a decision of recognition or by applying for obtaining a decision on the recognition of education obtained abroad.

Candidate who have already obtained a **decision of recognition of foreign education** submits the decision together with the application for enrolment and supporting documents to the Faculty, which delivers the study programme.

**IMPORTANT**

Candidate with a foreign certificate must submit an electronic application for enrolment at the eVŠ web portal education <http://portal.evs.gov.si/prijava/?locale=ent>.

For candidate with a foreign certificate in education, who **does not yet have a decision on recognition of education**, the application for enrolment is also **considered as an application for the recognition of foreign education** on the eVŠ web portal at <http://portal.evs.gov.si/prijava/?locale=en>. Candidate must fill out the section in the application regarding the recognition of foreign education and submit all supporting documents stated in the Call for enrolment.

Candidates comply with the deadlines for the submission of supporting documents for admission and enrolment conditions that apply to the admission and selection procedure described in the section **»APPLICATION FOR ENROLMENT«**.

**Candidates are required to submit the evidence of fulfilment of the enrolment conditions electronically through the eVŠ web portal.**

**Scanned images or photographs of original certificates and other required documents are deemed to constitute evidence in the application and admission procedure that the enrolment conditions have been met.**

**DOCUMENTS REQUIRED FOR RECOGNITION OF FOREIGN EDUCATION FOR ADMISSION**

Candidate with a foreign certificate must submit an electronic application for enrolment at the e-VŠ web portal education. The application is also considered as an application for the recognition of foreign education.

Along with the application the candidate must also provide the evidence of compliance with the enrolment conditions.

For enrolment candidate must submit:

- a. a scan or photograph of the Diploma certificate – mandatory document,  
*The authenticity of a copy of the diploma certificate will be checked by the Faculty at the issuer of the original document or at the competent authority of the country of origin of the document.*  
*If the Faculty is unable to confirm the authenticity of the document, it will ask the candidate to send the original document/s of completed education abroad, for which he/she wants to be recognized for the purpose of continuing studies in the application-admission procedure, legalized according to regulations and country of origin. The requirements for legalization according to the country of origin of the document/s are stated in the Common Provisions of the Call for enrolment of the UP into doctoral degree study programmes in the academic year 2021/2022.*
- b. translation of the Diploma certificate into Slovene language (a copy of the translation of the Diploma certificate from point a. in Slovene performed by a court translator is sufficient), please consult the authorized persons at the Faculty regarding the need for translations – mandatory document,
- c. Transcript of records of previous studies which includes grade point average – mandatory document,
- d. translation of Transcript of records into Slovene language (a copy of the translation of the certificate from point c. in Slovene performed by a court translator is sufficient), please consult the authorized persons at the Faculty regarding the need for translations – mandatory document,

- e. original certificate from the ministry responsible for higher education or accredited universities on the possibility of enrolling the candidate in a doctoral study programme in the home country - – mandatory document,
- f. short chronological description of the entire education (stated by the candidate) – mandatory document,
- g. a scan or photograph of the candidate’s identity document with their written consent for:
  - a citizen of a Member State of the European Union: an identity card or a passport (the page containing the candidate’s personal information which indicates their first and last name, date and place of birth, and citizenship);
  - a citizen of a country that is not a Member State of the European Union: a passport (the page containing the candidate’s personal information which indicates their first and last name, date and place of birth, and citizenship).

The attachment is not mandatory. The Faculty will notify the candidate if an identity document to verify the candidate’s identity and citizenship is required. Article 108 of the Act Determining Temporary Measures to Mitigate and Remedy the Consequences of COVID-19 (Official Gazette of the Republic of Slovenia [Uradni list RS], Nos. 152/20 and 175/20 – ZIUOPDVE) stipulates that, notwithstanding the provisions of regulations governing the implementation of application and admission procedures, in the application and admission procedures of the higher education institutions in the Republic of Slovenia for the academic year 2021/2022, candidates are allowed to submit enrolment applications and all the required attachments to them electronically through the eVŠ information system if the candidate’s identity can be established. The competent body of the Faculty shall obtain and verify the evidence required for enrolment and for the recognition of completed education for the purpose of continuing studies, as specified by the regulations governing the evidence of fulfilment of the enrolment conditions, as well as the documentation enclosed with the application for the recognition of education.

The list of required documents **for recognition of foreign education** may differ according to the state from which the document originates. Candidates are therefore advised to contact the authorised official at the Faculty, which delivers the study programme they are applying.

**MORE INFORMATION**

	Phone (Student Office)	Email	Website:
<b>UP FAMNIT</b>	+386 (5) 611 75 75	<a href="mailto:referat@famnit.upr.si">referat@famnit.upr.si</a>	<a href="http://www.famnit.upr.si">www.famnit.upr.si</a>

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