

Under Paragraph 1 of Article 25 of “Pravilnik o prispevkih in vrednotenju stroškov na Univerzi na Primorskem» (Regulations on Tuition Fees and Evaluation of Charges at the University of Primorska) (No. 002-19/18, 27 September 2018 and changes No. 002-1/23, 6 January 2023) and Article 65 of the Statute of the University of Primorska (Official Gazette of the Republic of Slovenia, No. 51/2015 – UPB2 with changes and amendments), the Dean of the Faculty of Mathematics, Natural Sciences and Information Technologies has adopted the following

**General Terms and Conditions for the Payment of Tuition Fees and Charges  
at the Faculty of Mathematics, Natural Sciences and Information Technologies  
of the University of Primorska (UP FAMNIT)**

Article 1

These *General Terms and Conditions for the Payment of Tuition Fees and Charges at UP FAMNIT* (hereinafter General Terms and Conditions) regulate the payment of tuition fees and charges (enrolment and other study contributions) and set out the terms of payment of tuition fees and exemptions from or reductions in tuition fees for the study programmes offered by the Faculty of Mathematics, Natural Sciences and Information Technologies of the University of Primorska (hereinafter UP FAMNIT).

“Pravilnik o prispevkih in vrednotenju stroškov na Univerzi na Primorskem» (Regulations on Tuition Fees and Evaluation of Charges at the University of Primorska) and other general acts of the University or of UP FAMNIT, published on faculty web-page, shall apply for all issues not regulated by the present General Terms and Conditions.

Article 2

A student who is *liable for payment of the tuition fee*, pays tuition fee for each year of study he enrolls in for the first time (first enrolment in a year of study).

The enrolment fees are paid by the enrolled student at the time of enrolment, for each academic year in which he has student status.

Other study contributions are: contributions for field lessons and professional excursions; insurance costs coverage; documents duplicate contributions; contributions for examinations and applications as regulated by the Tariff part of the Regulations on Tuition Fees and Evaluation of Charges at the University of Primorska.

The total amount of fees and charges is determined in accordance with the applicable price list of UP FAMNIT for each individual academic year.

Tuition fees and charges must be paid in the amount and within the time specified on the invoice, that the student receives from UP FAMNIT. A contract is concluded with the student for the payment of the tuition fee.

Article 3

The candidate for enrolment and a student, who has to pass differential exams, must pay for them in accordance to the current price list after the examination.

Article 4

The enrolment fees for each academic year must be paid in full prior to the enrolment in each academic year in accordance with the invoice.

Article 5

The tuition fee for each year of study can be paid by the student in accordance with the invoices issued, as follows:

- a) a student who is enrolling in the 1<sup>st</sup> year of study for the first time or in a higher year of study for the first time, in a Bachelor's or Master's degree study programme:
  - the first instalment of the tuition fee (20 % of tuition fee) must be paid until the enrolment,
  - the second instalment of the tuition fee (40 % of tuition fee) must be paid by 31 December of the current calendar year,
  - the third instalment of the tuition fee (20 % of tuition fee) must be paid by 31 March of the following year,
  - the fourth instalment of the tuition fee (20 % of tuition fee) must be paid by 31 May of the following year.,
- b) a student who is enrolling in the higher year of a Bachelor's or Master's degree study programme:
  - the first instalment of the tuition fee (60 % of tuition fee) must be paid by 31 December of the current calendar year,
  - the third instalment of the tuition fee (20 % of tuition fee) must be paid by 31 March the following year,
  - the fourth instalment of the tuition fee (20 % of tuition fee) must be paid by 31 May the following year.,
- c) a student who is enrolling in the 1<sup>st</sup> or higher year of a doctoral study programme:
  - the first instalment of the tuition fee (60 % of tuition fee) must be paid by 31 December of the current calendar year,
  - the third instalment of the tuition fee (20 % of tuition fee) must be paid by 31 March the following year,
  - the fourth instalment of the tuition fee (20 % of tuition fee) must be paid by 31 May the following year.

#### Article 6

If the payer of the tuition fee or other charges is a legal entity (hereinafter: the Payer), the student shall submit to Student Services UP FAMNIT a billing form "Statement by the Payer", which shall be completed and approved by the Payer. The form is published on the UP FAMNIT website and is valid for the current academic year only. Upon the submission of the approved form, the student will be allowed to enrol and the payer will be invoiced.

#### Article 7

The dean of UP FAMNIT decides on the exemption from payment, reduction of tuition fees and other study fees in case of justifiable reasons or payment of the tuition fee in several instalments upon a justified request of the student.

Refusal to issue a resident permit to a student who is a foreign national shall not be considered as a valid reason for a tuition fee exemption or reduction. In the event of a student's withdrawal due to the refusal to issue of the residence permit, the provisions of Article 10 of these General Terms and Conditions and Article 27 of the Regulations on Contributions and the Valuation of Expenses at the University of Primorska shall apply.

The student submits a request so Student Services UP FAMNIT. The form is published on the UP FAMNIT website.

#### Article 8

In the event of late payment of tuition fees or other charges, UP FAMNIT shall charge the student or the Payer statutory interest for late payment for the period from the due date of the invoice until payment. In the event of

non-payment of the amount overdue, the non-payer shall be informed of their outstanding liabilities by two reminder letters, after which the amount owed shall be recovered in accordance with the provisions on enforcement.

If the Payer fails to pay their outstanding liabilities, the student is obliged to pay all remaining liabilities towards UP FAMNIT under the rules of subsidiary guarantee.

#### Article 9

If a student who has not settled all financial obligations to UP FAMNIT may attend lectures and other forms of knowledge provisions, but may not enrol in a higher year of study and perform study obligations.

#### Article 10

If a student discontinues their studies at their own request he must inform the Students Services UP FAMNIT. The student will only be withdrawn once all outstanding financial obligations are settled and the borrowed material is returned to the University Library of the University of Primorska.

#### Article 11

If a student discontinues their studies by 31 October of the current academic year, UP FAMNIT is entitled to 10% of the total tuition fee and enrolment fee paid upon enrolment.

If a student terminates their studies by 31 January of the current academic year, UP FAMNIT is entitled to 50% of the total tuition fee and enrolment fee paid upon enrolment.

#### Article 12

Any disputes arising from the application of these General Terms and Conditions shall be settled by common consent. If this is not possible, the dispute shall be decided upon by the court of competent jurisdiction in Koper.

#### Article 13

These General Terms and Conditions shall come into effect upon adoption by the Dean of UP FAMNIT and shall remain in effect from the academic year 2024/2025 onwards, until their withdrawal or amendment.

Upon the entry into force of these General Terms of Conditions, the General Conditions for the Payment of Tuition Fees and Contributions for Study at UP FAMNIT on 26 June 2023 shall cease to apply.

#### Article 14

By signing the enrolment paper, the student indicates that they have read and agreed to these General Terms and Conditions.

Koper, 21 March 2024

Number: 1-PA-1/2024

Prof. Ademir Hujdurović, PhD  
Dean