

## UP FAMNIT, vpis v študijskem letu 2020/2021

### Možnosti prošenj študentov za vpis

#### Podaljšanje statusa študenta zaradi COVID-19

Študentom UP FAMNIT, ki niso opravili študijskih obveznosti vsaj v obsegu, ki ga je kot minimum za napredovanje v višji letnik zaradi izrednih razmer določil UP FAMNIT, se omogoči podaljšanje statusa študenta v študijskem letu 2020/21.

S tem ukrepom se uvaja možnost dodatnega leta, in sicer ne glede na to ali je študent predhodno že ponavljal letnik in/ali je že koristil možnost podaljšanja statusa študenta iz upravičenih razlogov v skladu z veljavnim tretjim odstavkom 70. člena Zakona o visokem šolstvu. Naj omenimo, da podaljšanje statusa študenta ne vpliva na nadaljnje možnosti ponavljanja letnika in / ali možnosti podaljšanja statusa študenta iz upravičenih razlogov.

Študent mora za podaljšanje statusa študenta zaradi COVID-19 oddati prošnjo v svojem ŠISu. Pod utemeljitev na kratko zapiše zakaj želi podaljšati status študenta. Prošnjo nato natisne, podpiše in odda v referat najkasneje do 11. 9. 2020 do 15. ure.

#### Leto plus

Študentom, ki so ob vpisu v 1. letnik oddali prijavo za Leto plus, se ob zaključku tekočega študijskega leta in ob dejstvu, da je študent pridobil skupno najmanj 30 kreditnih točk (KT), od tega najmanj 6 kreditnih točk (KT) iz znanja slovenskega jezika ter 24 KT iz obveznosti 1. letnika, omogoči podaljšanje statusa v 1. letniku na podlagi prijave za Leto plus.

Študent mora za koriščenje Leta plus v ŠISu oddati prošnjo za podaljšanje statusa študenta ter v utemeljitev zapisati, da želi podaljšati status na podlagi prijave za Leto plus. Prošnjo nato natisne, podpiše in odda v referat najkasneje do 11. 9. 2020 do 15. ure.

#### Podaljšanje statusa študenta

V skladu z Zakonom o visokem šolstvu (70. člen.) lahko študent v času študija zaprosi za podaljšanje statusa študenta, vendar največ za eno leto in mora zato imeti upravičene razloge.

Študent mora za podaljšanje statusa v ŠISu oddati prošnjo za podaljšanje statusa študenta ter v utemeljitev zapisati, da želi podaljšati status ter razloge zakaj želi podaljšati status študenta. Prošnji mora priložiti ustrezna dokazila s katerimi izkazuje razloge, ki jih je navedel v utemeljitvi.

Prošnjo nato natisne, podpiše ter priloži ustrezno dokumentacijo in odda v referat najkasneje do 11. 9. 2020 do 15. ure.

#### Ponovni vpis v letnik

Študent, ki ni opravil vseh obveznosti, določenih s študijskim programom za vpis v višji letnik, lahko, ob upoštevanju določil Zakona o visokem šolstvu, v času študija enkrat ponavlja letnik (SK-UN: Za ponovni vpis v letnik mora zbrati vsaj 28 KT vpisanega letnika; PMA, PRIN, PZ: Študent lahko v času študija enkrat ponavlja letnik, če zbere vsaj 18 KT vpisanega letnika; VN, TGO: Študent lahko v času študija enkrat ponavlja letnik, če doseže najmanj 24 kreditnih točk vpisanega letnika).

Študent mora za koriščenje ponovnega vpisa v ŠISu oddati prošnjo za ponovni vpis v letnik. Prošnjo nato natisne, podpiše in odda v referat najkasneje do 11. 9. 2020 do 15. ure.

## Vpis v višji letnik brez opravljenih študijskih obveznosti

Študent se lahko izjemoma vpiše v višji letnik, tudi če ni opravil vseh obveznosti, določenih s študijskim programom za vpis v višji letnik, kadar ima za to opravičene razloge, kot npr.: materinstvo, daljša bolezen, izjemne družinske in socialne okoliščine, priznan status osebe s posebnimi potrebami, aktivno sodelovanje na vrhunskih strokovnih, kulturnih in športnih prireditvah, aktivno sodelovanje v organih univerze.

Študent mora za vpis v višji letnik brez opravljenih študijskih obveznosti oddati prošnjo v svojem ŠISu. Pod utemeljitev na kratko zapiše zakaj ni opravil študijskih obveznosti. Prošnjo nato natisne, podpiše in skupaj z dokazili, s katerimi izkazuje razloge, ki jih je navedel v utemeljitvi, odda v referat najkasneje do 11. 9. 2020 do 15. ure.

Vse prošnje, ki študent odda v ŠISu mora nato tudi natisniti, podpisati ter pravočasno dostaviti v Referat za študete. Prošnje, ki bodo pravočasno dostavljene, obravnava Komisija za študijske in študentske zadeve UP FAMNIT.

**Prošnje je potrebno v referat oddati najkasneje do 11. 9. 2020 do 15. ure.** Študenti bodo o izidu prošnje pravočasno obveščeni, da lahko nato uredijo vse potrebno za vpis v višji letnik oziroma za ponovni vpis v letnik.

Za dodatna pojasnila se lahko obrnete na Referat za študente ([referat@famnit.upr.si](mailto:referat@famnit.upr.si)).

## **UP FAMNIT, enrollment in the academic year 2020/2021**

### **Enrollment requests for students**

#### **Extension of the student status due to COVID-19 Epidemic**

UP FAMNIT students who have not completed their study obligations at least to the extent determined by UP FAMNIT as a minimum for the advancement to a higher year due to extraordinary circumstances are allowed to extend their student status in the 2020/21 academic year.

This measure introduces the possibility of an additional year, regardless of whether the student has previously repeated the year and / or has already used the option of extending the student status for justified reasons in accordance with the applicable third paragraph of Article 70 of the Higher Education Act. It should be noted that the extension of the student status does not affect further possibilities of repeating the year and / or the possibility of extending student status for justified reasons.

The student must submit the request in his / her ŠIS for the extension of the student status due to COVID-19. Under the justification, he briefly writes down why he wants to extend his student status. The application is then printed, signed and submitted to the Student Services UP FAMNIT no later than 11 September 2020 by 15.00.

#### **Year plus**

Students that have submitted the application for year plus with the enrollment paper in the 1st year, and if the student has obtained at the end of the current academic year a total of at least 30 credits (ECTS), of which at least 6 credits (ECTS) from knowledge Slovene language and 24 ECTS from the obligations of the 1st year, enables the extension of the status in the 1st year on the basis of the application for Year plus.

In order to use Year plus, the student must submit an application in ŠIS for the extension of student status and state in the justification that he / she wishes to extend the status on the basis of the application for Year Plus. The application is then printed, signed and submitted to the Student Services UP FAMNIT no later than 11 September 2020 by 15.00.

#### **Extension of the student status**

In accordance with the Higher Education Act (Article 70), a student may apply for an extension of student status during his / her studies, but for a maximum of one year and must therefore have justified reasons.

In order to extend his / her status in ŠIS, the student must submit an application for the extension of the student's status and state in the justification that he / she wants to extend the status and the reasons why he / she wants to extend the student's status. The application must be accompanied by relevant evidence showing the reasons given in the statement of reasons.

The application is then printed, signed and together with the evidence proving the reasons stated in the justification, submitted to the Student Services UP FAMNIT no later than 11 September 2020 by 15.00.

#### **Repeating the year (Re-enrollment)**

A student who has not completed all the obligations set out in the study program for enrollment in a higher year may, taking into account the provisions of the Higher Education Act, repeat the year once during their studies (SK-UN: Students to re-enroll in the same study year must collect at least 28 ECTS; PMA, PRIN, PZ: A student may repeat a year once

during his / her studies if he / she collects at least 18 ECTS of the enrolled year; VN, TGO: A student may repeat a year once during his / her studies if he / she achieves at least 24 credits of the enrolled year).

To use the re-enrollment, the student must complete the request in ŠIS.

The application is then printed, signed and submitted to the Student Services UP FAMNIT no later than 11 September 2020 by 15.00.

### **Enrolment in a higher study year without completed study obligations**

Exceptionally, a student may enroll in a higher year, even if he / she has not fulfilled all the obligations set out in the study program for enrollment in a higher year, when he / she has justified reasons, such as: maternity, illness, exceptional family and social circumstances, students with special needs, active participation in top professional, cultural and sports events, active participation at the University.

The student must submit an application in his / her ŠIS for enrollment in a higher year without completed study obligations. Under the justification, he briefly writes down why he did not complete his study obligations and why he wants to enrol in a higher study year. The application is then printed, signed and, together with the evidence proving the reasons stated in the justification, submitted to the Student Services UP FAMNIT no later than 11 September 2020 by 15.00.

All applications submitted by the student in ŠIS must then be printed, signed and delivered to the Student Office in a timely manner. Applications that are delivered on time are considered by the UP FAMNIT Commission for Study and Student Affairs.

Applications must be submitted to the student services no later than 11 September 2020 by 15.00.

Students will be informed about the outcome of the application in a timely manner, so that they can then arrange everything necessary for enrollment in the higher year or for re-enrollment in the year.

For additional explanations, you can contact the Student Services ([referat@famnit.upr.si](mailto:referat@famnit.upr.si)).