

## UNIVERSITY OF PRIMORSKA

CALL FOR ENROLMENT  
INTO MASTER'S DEGREE  
STUDY PROGRAMMES

## IN THE ACADEMIC YEAR 2023/2024

University of Primorska offers the following master's degree study programmes in the academic year 2023/2024:

Faculty (member of the University of Primorska)	Study programme
Master's degree study programmes	
FACULTY OF HEALTH SCIENCES (UP FVZ)	<a href="#">KINESIOLOGY</a>
	<a href="#">DIETETICS AND CLINICAL NUTRITION</a>
	<a href="#">PHYSIOTHERAPY</a>
	<a href="#">PHYSICAL EDUCATION, <i>pedagogical</i></a>
	<a href="#">NURSING</a>

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FACULTY OF HEALTH SCIENCES

Polje 42, SI-6310 Izola, Slovenia

Website: <https://fvz.upr.si/en/>

Phone: ++386 5 66 26 461 (Student Affairs Office)

E-mail: [info@fvz.upr.si](mailto:info@fvz.upr.si)

University of Primorska Faculty of Health Sciences offers the following master's degree (second cycle) study programmes in the academic year 2023/2024: Kinesiology, Dietetics, Physiotherapy, Physical Education (*pedagogical*) and *Nursing*.

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**STUDY PROGRAMME: KINESIOLOGY**

**TYPE OF STUDY PROGRAMME:** MASTER'S, SECOND CYCLE

**DURATION:** 2 YEARS, 120 ECTS

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

**PLACE OF STUDY:** Izola

**ADMISSION REQUIREMENTS**

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

- a first cycle study programme: Applied Kinesiology, Kinesiology, Sports Education, Sports Training and related study programmes;
- a professional study programme (pre-reform study programme, adopted before 11 June 2004) in the field of sport or similar field;
- a study programme in other professional fields, that is equal to the programmes mentioned under a) or b) in terms of duration and ECTS credit points, provided that the candidate has

completed the additional study obligations in subjects the contents and credit points of which depend on his/her study programme already completed. The candidate is assigned a maximum of three additional subjects from the curriculum of the first cycle academic study programme Kinesiology (UP FVZ).

Individual admission applications for the enrolment of candidates referred to in point c) of the first paragraph shall be considered by the competent Faculty Commission. The candidate completes additional study obligations during the study at the first cycle, in advanced training programmes or by passing exams before enrolling in the study programme. In order to take the differential examinations, the candidate must submit the "Application for taking the differential courses", which is published on the website of the Faculty. Differential examinations must be completed by the end of the application deadline.

**IN CASE OF ENROLMENT LIMITATION** the candidates are selected according to grade point average of the undergraduate study programme (the grade point average also includes the grade of the diploma thesis).

Number of enrolment slots

Kinesiology	1 <sup>st</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	30
Slovenians without Slovenian citizenship	2
Foreign citizens of non-European Union countries	3
Parallel studies	2

#### **ENROLMENT IN THE SECOND 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.

Transferring between study programmes is granted to candidates, provided that the following conditions are met:

- the candidate fulfils the admission requirements for the study programme;
- study programmes at the conclusion of the studies enable the acquirement of similar competencies and learning outcomes;
- according to the ETCS credit system at least half of the study obligations from the first study programme can be recognised and related to the mandatory subjects in the second study programme.

The candidate must fulfil the admission requirements for enrolment into the first year of study programme and requirements for the enrolment second year of study.

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.

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.

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

Enrolment slots

Kinesiology	2 <sup>nd</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year
Slovenians without Slovenian citizenship and foreign citizens of non-European Union countries	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year

Webpage with more information: [Kinesiology](#)

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## **STUDY PROGRAMME: DIETETICS AND CLINICAL NUTRITION**

**TYPE OF STUDY PROGRAMME:** MASTER'S, SECOND CYCLE

**DURATION:** 2 YEARS, 120 ECTS

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

**PLACE OF STUDY:** Izola

### **ADMISSION REQUIREMENTS**

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

1. the first cycle professional study programme Nutrition Counselling – Dietetics or undergraduate study programme abroad, comparable with it to the extent of at least 180 ECTS;
2. the following study programmes:
  - a) the first cycle academic study programme Food Science and Nutrition or a comparable study programme abroad of at least 180 ECTS,
  - b) a first cycle study programme of at least 180 ECTS or higher education professional study programme (pre-reform study programme, adopted before 11 June 2004) in the fields of health care or kinesiology or wildlife sciences or biotechnical sciences, or a comparable study programme abroad of at least 180 ECTS.

Candidates from the study programmes listed under point 2. must pass differential exams from the undergraduate first cycle professional study programme Nutritional counselling – Dietetics before enrolment in the study programme: Biochemistry, Physiology, Clinical Nutrition 1 and Clinical Nutrition 2 (which may amount up to 21 ECTS. Individual admission applications by candidates referred to in point 2 will be considered by the competent faculty Committee. Candidates shall complete additional study requirements during their first-cycle study, through supplementary study programmes or by exam sitting prior to enrolment in the study programme.

To be able to take the bridging exams, the candidate must file in due time the Bridging Exams Application, whose form is available on the faculty's website. The bridging exams must be passed by the deadline for the submission of the enrolment documentation.

**IN CASE OF ENROLMENT LIMITATION** the candidates are selected according to their undergraduate grade point average (their undergraduate final assignment will be considered in the average grade as one of their study requirements).

Number of enrolment slots

Dietetics and clinical nutrition	1 <sup>st</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	30
Slovenians without Slovenian citizenship	2
Foreign citizens of non-European Union countries	3
Parallel studies	2

Website: [Dietetics and Clinical Nutrition](#)

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#### **STUDY PROGRAMME: PHYSIOTHERAPY**

**TYPE OF STUDY PROGRAMME:** MASTER'S, SECOND CYCLE

**DURATION:** 2 YEARS, 120 ECTS

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

**PLACE OF STUDY:** Izola

#### **ADMISSION REQUIREMENTS**

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

- the higher professional study programme Physiotherapy (pre-reform study programme, adopted before 11 June 2004);
- the first cycle study programme Physiotherapy and have achieved at least 180 ECTS credit points,
- a first cycle study programme abroad in the professional field of physiotherapy and have achieved at least 180 ECTS credit points, and in accordance with the law, were granted the right to further education in this study programme.

Selected candidates are required to submit (at the time of enrolment) a medical certificate of medical fitness to perform the work and tasks of a health care worker, issued by the occupational medicine dispensary (referral for preliminary medical examination, DZS form 8.204). Due to the specific conditions and limitations in the implementation of practical work and exercises during the study, it is required that the student's physical and mental condition is appropriate. In case of doubt, the competent commission decides.

**IN CASE OF ENROLMENT LIMITATION** the candidates are selected according to the average grade of their undergraduate study (on average, the final thesis at the undergraduate study is also considered as one of the study obligations).

Number of enrolment slots

Physiotherapy	1 <sup>st</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	30
Slovenians without Slovenian citizenship	2
Foreign citizens of non-European Union countries	3
Parallel studies	2

## ENROLMENT IN THE SECOND 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.

Transferring between study programmes is granted to candidates, provided that the following conditions are met:

- study programmes at the conclusion of the studies enable the acquirement of similar competencies and learning outcomes;
- according to the ETCS credit system at least half of the study obligations from the first study programme can be recognised and related to the mandatory subjects in the second study programme.

Candidate shall fulfil the admission requirements for the first year of study programme and requirements for the enrolment in the second year of study.

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.

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.

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

Enrolment slots

Physiotherapy	2 <sup>nd</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year
Slovenians without Slovenian citizenship and foreign citizens of non-European Union countries	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year

Website: [Physiotherapy](#)

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**STUDY PROGRAMME:** **PHYSICAL EDUCATION**

**TYPE OF STUDY PROGRAMME:** MASTER'S, SECOND CYCLE, *PEDAGOGICAL*

**DURATION:** 2 YEARS, 120 ECTS

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

**PLACE OF STUDY:** Izola

**ADMISSION REQUIREMENTS**

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

- the first cycle study programme Physical Education or the study programme Physical Education (pre-reform study programme, adopted before 11 June 2004);
- a first cycle study programme Applied Kinesiology, Kinesiology, Sports Training and Sports Recreation, and have fulfilled study obligations that are prerequisites for the continuation of the studies in the range of 10 to 60 ECTS according to the missing competences, determined by the competent faculty's commission;
- a first cycle pedagogical study programme and have fulfilled the study obligations that are prerequisites for the continuation of the studies in the range of 10 to 60 ECTS according to the missing competences, determined by the competent faculty's commission.

Individual applications for enrolment of candidates referred to under b) and c) of admission requirements are discussed by the competent faculty's commission. In order to take the differential exams, the candidate must submit the »Application for taking the differential courses« in time, which is published on the Faculty's website. Differential exams must be completed by the end of the prescribed deadline for submitting documentation at the time of application. The candidate may fulfil additional study obligations while studying in the first cycle, in advanced training programmes or by passing the exams prior to enrolling in the master's degree study programme.

**TEST OF MOTOR SKILLS**

Prior to enrolment, the candidates must pass a test to meet the minimum standards of motor skills, designed by the Chair of Kinesiology and physiotherapy of the faculty and approved by the faculty's Senate. Instructions for taking the test will be sent few days prior the test to the registered candidates at their e-mail addresses listed in the application. All information on the test is published on the faculty's website: [www.fvz.upr.si](http://www.fvz.upr.si).

In the first application period, the tests of motor skills will be held on **1 September 2023**. If there will be free places after the selection procedure in the first application period, the test of motor skills in the second application period will be held on 20 September 2023.

**Successfully passed test of motor skills is valid only for the current year.**

Selected candidates are required to submit a medical certificate on medical fitness to perform the work and tasks of an employee in the field of education, issued by the Occupational Health Clinic (referral for a preliminary medical examination, form DZS 8.204). Due to the specific conditions and limitations regarding practical work and exercises during the studies, the student's physical and mental condition is required to be suitable. In case of doubt, the competent commission shall decide.

**All candidates registered within the first application period are required to submit a medical certificate by 24 August 2023. Candidates registered in the second application period must submit a medical certificate by 14 September 2023. The certificate must be issued after 3 July 2023 and submitted electronically via the eVŠ web portal.**

**IN CASE OF ENROLMENT LIMITATION** the candidates are selected according to the average undergraduate grade (incorporated in the calculating of the average is also the final paper of the undergraduate studies as one of the study obligations).

Number of enrolment slots

Physical Education	1 <sup>st</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	30

Slovenians without Slovenian citizenship	2
Foreign citizens of non-European Union countries	3
Parallel studies	2

### ENROLMENT IN THE SECOND 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.

Transferring between study programmes is granted to candidates, provided that the following conditions are met:

- study programmes at the conclusion of the studies enable the acquirement of similar competencies and learning outcomes;
- according to the ETCS credit system at least half of the study obligations from the first study programme can be recognised and related to the mandatory subjects in the second study programme.

Candidate shall fulfil the admission requirements for the first year of study programme and requirements for the enrolment in the second year of study.

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.

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.

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

Enrolment slots

Physical Education	2 <sup>nd</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year
Slovenians without Slovenian citizenship and foreign citizens of non-European Union countries	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year

Website: [Physical Education](#)

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**STUDY PROGRAMME:** **NURSING**

**TYPE OF STUDY PROGRAMME:** MASTER'S, SECOND CYCLE

**DURATION:** 2 YEARS, 120 ECTS

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

**PLACE OF STUDY:** Izola

#### **ADMISSION REQUIREMENTS**

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

- d) the first cycle study programme Nursing in the amount of at least 180 ECTS or the professional study programme Nursing (pre-reform study programme, adopted before 11 June 2004) or a comparable undergraduate study programme abroad in the amount of at least 180 ECTS credit points;
- e) a first cycle study programme in the amount of at least 180 ECTS in the field of nursing and care (723) or a professional study programme (pre-reform study programme, adopted before 11 June 2004) in the field of nursing and care (723) or with it comparable undergraduate study programme abroad in the amount of at least 180 ECTS. Before enrolling, candidates must pass the study obligations (differential exams) that are essential for enrolment in the study programme. Differential examinations in the amount of up to 60 ECTS credit points are determined by the Commission for Academic Affairs of the Faculty of Health Sciences, on the basis of an individual application of the candidate.

Candidates can fulfil the obligations defined by the Commission within the first cycle of studies or prior to enrolment into the study programme. It is recommended to apply as soon as possible.

**IN CASE OF ENROLMENT LIMITATION** the candidates are selected according to the average grade of their undergraduate study (on average, the final thesis at the undergraduate study is also considered as one of the study obligations).

Number of enrolment slots

Nursing	1 <sup>st</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	30
Slovenians without Slovenian citizenship	2
Foreign citizens of non-European Union countries	3
Parallel studies	2

#### **ENROLMENT IN THE SECOND 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.

Transferring between study programmes is granted to candidates, provided that the following conditions are met:

- the candidate fulfils the admission requirements for the study programme;
- study programmes at the conclusion of the studies enable the acquirement of similar competencies and learning outcomes;
- according to the ETCS credit system at least half of the study obligations from the first study programme can be recognised and related to the mandatory subjects in the second study programme.



Candidate must fulfil the admission requirements for the first year of study programme and requirements for the enrolment in the second year of study.

The transfer is possible from study programmes in the field of nursing, which are accredited in Slovenia, or from study programmes in the field of nursing, which are carried out in the countries of the European Union. If the candidate has not previously completed the higher professional study programme Nursing, they must pass differential exams of up to 60 ECTS credit points from the first cycle professional study programme Nursing (UP FVZ) before enrolling 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.

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

Enrolment slots

	2 <sup>nd</sup> Year
Izola	Full-time
Slovenian citizens and citizens of Member States of the European Union	Places are limited by the Number of enrolment places for 1 <sup>st</sup> year of study in the previous academic year

Website: [Nursing](#)

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#### PROCEDURES FOR APPLICATION FOR ENROLMENT

PROCEDURES FOR APPLICATION FOR ENROLMENT AND APPLICATION PERIODS ARE PUBLISHED IN THE DOCUMENT »PROCEDURES AND APPLICATION PERIODS FOR SUBMITTING THE APPLICATION FOR ENROLMENT INTO MASTER'S DEGREE STUDY PROGRAMMES OF THE UNIVERSITY OF PRIMORSKA IN THE ACADEMIC YEAR 2023/2024«.

Candidates are required to submit the evidence of fulfilment of the enrolment conditions and all supporting documents electronically via the eVŠ web portal.

Scanned documents or photographs of original certificates and other required documents are considered as proof that the enrolment conditions in the application and admission procedure have been met.

#### DOCUMENTS REQUIRED FOR THE ADMISSION PROCEDURE (EVIDENCE OF FULFILMENT OF THE ENROLMENT CONDITIONS)

For enrolment in the first year candidate must submit:

- an e-copy or photograph of the Diploma certificate – mandatory document,
- an e-copy or photograph of the Transcript of records or Diploma supplement (the average grade of the previous study shall be evident) – mandatory document.

For enrolment in the first year (parallel studies) candidate must submit:

- an e-copy or photograph of the Transcript of records - the average grade of the study shall be evident – mandatory document,
- an e-copy or photograph of the approval of the (parent) higher education institution – mandatory document.

Graduates of the UP Faculty of Health Sciences are not required to enclose Transcript of records and Diploma certificate.

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

- a. an e-copy or photograph of the Diploma certificate – mandatory document,
- b. an e-copy or photograph of the Transcript of records or Diploma supplement (the average grade of the previous study shall be evident) – mandatory document.

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

- a. an e-copy or photograph of the Diploma certificate – mandatory document,
- b. an e-copy or photograph of the Transcript of records – mandatory document.

**Graduates of the UP Faculty of Health Sciences are not required to enclose Transcript of records and Diploma certificate.**

#### 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 enrol in master study programme.

Candidate who has completed studies abroad proves 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 has completed education abroad and has already obtained a **decision of recognition of foreign education** proves fulfilment of the conditions for enrolment in the first or higher year of study by submitting a decision of recognition.

#### IMPORTANT

Candidate with a foreign certificate must submit an electronic application for enrolment via the eVŠ web portal education <https://portal.evs.gov.si/prijava/?lang=en>

For candidate with a foreign certificate in education, who **does not have a decision on recognition of education yet**, the application for enrolment is also **considered as an application for the recognition of foreign education** via the eVŠ web portal. 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 document »PROCEDURES AND APPLICATION PERIODS FOR SUBMITTING THE APPLICATION FOR ENROLMENT INTO MASTER'S DEGREE STUDY PROGRAMMES OF THE UNIVERSITY OF PRIMORSKA IN THE ACADEMIC YEAR 2023/2024«.

**Candidates are required to submit the evidence of fulfilment of the enrolment conditions and all supporting documents electronically via the eVŠ web portal.**

**Scanned documents or photographs of original certificates and other required documents are considered as proof that the enrolment conditions in the application and admission procedure have been met.**

#### DOCUMENTS REQUIRED FOR RECOGNITION OF FOREIGN EDUCATION FOR ADMISSION IN THE FIRST YEAR OF STUDY

For enrolment in the first year candidate must submit:

- a. an e-copy 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 they want 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 »Procedures and application periods for submitting the application for enrolment into master's degree study programmes of the University of Primorska in the academic year 2023/2024«.*

- b. an e-copy or photograph of the 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) – mandatory only if the diploma was not issued in English, Italian or Croatian language,
- c. an e-copy or photograph of the Transcript of records of previous studies which includes grade point average – mandatory document,
- d. an e-copy or photograph of the 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) – mandatory only if the certificate was not issued in English, Italian or Croatian language,
- e. short chronological description of the entire education (stated by the candidate - in Slovene, English, Italian or Croatian language) – mandatory document,
- f. an e-copy 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).

*Appendix is not required. If the faculty needs access to an identity document to establish the identity and citizenship of an individual, they will be invited to enable this access. The faculty is obliged to obtain and verify the evidence required for applying for enrolment and recognition of education for the purpose of continuing education, as determined by the regulations governing proof that the enrolment conditions are met, and documentation is to be attached to the application for 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.

#### DOCUMENTS REQUIRED FOR RECOGNITION OF FOREIGN EDUCATION FOR ADMISSION IN THE SECOND YEAR OF STUDY (ACCORDING TO CRITERIA FOR TRANSFERRING BETWEEN STUDY PROGRAMMES)

For enrolment in the first year candidate must submit:

- a. e-copy 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 they want 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 master's degree study programmes.*
- b. e-copy or photograph of the 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) – mandatory only if the diploma was not issued in English, Italian or Croatian language,
- c. e-copy or photograph of the Transcript of records of previous studies which includes grade point average – mandatory document,
- d. e-copy or photograph of the 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) – mandatory only if the certificate was not issued in English, Italian or Croatian language,
- e. short chronological description of the entire education (stated by the candidate - in Slovene, English, Italian or Croatian language) – mandatory document,
- f. e-copy 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).

*Appendix is not required. If the faculty needs access to an identity document to establish the identity and citizenship of an individual, they will be invited to enable this access. The faculty is obliged to obtain and verify the evidence required for applying for enrolment and recognition of education for the purpose of continuing education, as determined by the regulations governing proof that the enrolment conditions are met, and documentation is to be attached to the application for 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:
UP FVZ	+386 (5) 66 26 461	<a href="mailto:referat@fvz.upr.si">referat@fvz.upr.si</a>	<a href="https://fvz.upr.si/en/">https://fvz.upr.si/en/</a>