

Welcome Guide

Information for Exchange Students
of the University of Primorska



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Dear students,

It is our great pleasure to welcome you and thank you for considering the University of Primorska as the host for your student exchange. This booklet was prepared in order to present you our university and give you information that will help you make your stay at the University of Primorska a valuable study experience as well as an unforgettable life experience.

Should any questions still remain unanswered after reading this booklet, please do not hesitate to contact us.

We wish you a pleasant stay at the University of Primorska, on the Slovenian Coast and in Slovenia.

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I. Welcome to the University of Primorska

Dobrodošli na Univerzi na Primorskem

The University of Primorska is a public educational institution founded in 2003. It has a short history, but it does not lack the determination to grow and strive for excellence. The university is located in Slovenia's coastal region, between the borders of Italy and Croatia in an officially bilingual region (Slovene, Italian) and Slovenia's most ethnically and culturally diverse region. The core values of the University of Primorska - freedom, responsibility, diversity, extroversion and excellence - arise from the University's integration into the national area situated at the crossroads of historical, cultural, linguistic and global paths and its complete extroversion towards the world.

Until today, the University of Primorska has signed several bilateral agreements with leading universities from Europe, North and South America, Australia and Asia, with the goal to develop international mobility of students, researchers, higher education teachers and staff members as well as creating joint study programmes and research projects. The University actively participates in international networks and is a member of several international associations. Some of the most important ones are:

- EUA - European Universities Association
- AARC - Rectors' Conference of the Universities of the Alps Adriatic Region
- DRC - Danube Rectors' Conference
- UNIADRION - Virtual University of the Adriatic-Ionian Basin

The University of Primorska is today being attended by more than 5000 students to whom we offer a rich variety of academic and scientific disciplines. These include Humanities and Arts (History, Cultural Heritage, Slovene Language, Italian Language, Translation, Media Studies), Educational Sciences and Teacher Education, Social Sciences (Anthropology, Geography, Psychology, Management, Law), Mathematics and Financial Mathematics, Computer Science and Informatics, Natural Sciences (Biodiversity, Nature Conservation, Bioinformatics, Biopsychology), Agriculture, Built Environment, Nursing, Dietetics, Applied Kinesiology and Tourism.

Members of the University of Primorska

Studies are organised at six faculties that offer high-quality, diverse and content attractive studies.

- Faculty of Humanities
- Faculty of Management
- Faculty of Mathematics, Natural Sciences and Information Technologies
- Faculty of Education
- Faculty of Tourism Studies – Turistica
- Faculty of Health Sciences

The University of Primorska consists also of:

- Andrej Marušič Institute
- Student Residences
- University Library

And two associate members:

- Faculty of Design Ljubljana
- Valdoltra Orthopaedic Hospital



Faculty of Humanities

The Faculty of Humanities is a modern faculty where interesting and current topics in the social sciences and humanities are taught in an innovative fashion. Through its educational, research and public work, the Faculty promotes the understanding of linguistic, racial, religious, cultural and national differences and encourages the transcending of historically and otherwise preconditioned antagonisms. The Faculty offers both undergraduate and postgraduate courses. Various forms of individual research work are accessible to students so they can tailor their own study programmes to their individual interests. The Faculty also offers other study programmes for personal improvement, summer schools, courses in the Slovene language for foreigners and other forms of lifelong learning.

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Faculty of Management

The Faculty of Management is a higher education institution for teaching and research in the highly interdisciplinary field of business management. Although the Faculty's emphasis is on management, the interdisciplinary study and research programmes also cover economic, business, legal, organisational and behavioural sciences. In addition to education and research, the faculty also provides consultancy to companies and other organisations, publishing and library activities and organisation of international conferences.

The study programmes are internationally comparable; students and higher education lecturers and researchers are included in the system of national and international exchange. The Faculty participates in numerous national and international research projects.

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Faculty of Mathematics, Natural Sciences and Information Technologies

Faculty of Mathematics, Natural Sciences and Information Technologies (UP FAMNIT) offers modern, interdisciplinary oriented courses on all three cycles of higher education, where students have a chance to gain knowledge, skills and practical experiences which are essential in the society of fast developing technology. Lectures are delivered also in English language by visiting professors from all around the globe and by teaching staff with international experiences. Mathematics and Computer Science are offered entirely in English language, although courses in English are delivered in all our programmes. With its 20% of international students coming from more than 20 countries, the Faculty is widely open to the world, becoming international leader in different research areas. In addition, students can benefit from extra academic activities such as projects, conferences, workshops and seminars, but also from fun, sport and cultural events organized by their mates.

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Faculty of Education

The study programmes of the Faculty of Education are designed in line with contemporary educational trends and adhere to the guidelines of the Bologna process. Besides being fully committed to contribute to the development of education in Slovenia, our teaching professionals are highly engaged in international co-operation and various research projects. An important aspect of our education philosophy is also active student participation. Through seminars and practical classes, our students have the opportunity to transfer and apply the theoretical knowledge gained in the study programme into practice and at the same time share their experiences with other students.

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Faculty of Tourism Studies – Turistica

The Faculty of Tourism Studies – Turistica is the only faculty of tourism in Slovenia that offers multi-disciplinary teaching and research of tourism and educates human resources for high-quality planning, management and an excellent tourism offer. Our students are engaged in tourist service practices and are obliged to do some form of research. Problem-based learning, fieldwork and excursions are among the priorities of the curricula. Through common values, like excellence in teaching, environmental awareness, tolerance and work ethics, the Faculty of Tourism Studies – Turistica strives to achieve quality in tourism education and research.

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Faculty of Health Sciences

The Faculty of Health Sciences strives to be among the best educational institutions for health sciences in Slovenia. The Mediterranean climate of the Primorska region creates a pleasant study and informal environment for Erasmus+ students and enables a wide range of activities. Thanks to our relatively small size, we are able to devote time and attention to every student. The Faculty of Health Sciences is a place where students can confront their views, acquire knowledge and make discoveries, while developing lifelong friendships during the various extracurricular activities organized by the Faculty Student Council, the University of Primorska Student Organisation (ŠOUP), and different societies and clubs.

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Your Mobility Coordinators

All students who participate in the Erasmus+ and other student exchange programmes get support both at the university and faculty level.

The University Department for Education, International Cooperation and Quality Assurance provides information about application procedures and deadlines, helps with accommodation arrangements and other areas related to studying and living in Slovenia.

The Department cooperates closely with faculties' international offices as at each faculty of the University of Primorska a coordinator is available to students who participate in mobility programmes. You can find the list of all coordinators at the end of this booklet.





II. Studying at the University of Primorska

The University of Primorska offers study programmes at undergraduate (first cycle) and postgraduate level (second and third cycles). All study programmes are international comparable. The workload of one year of study equals 60 ECTS credits.*

*ECTS – European Credit Transfer System

The European Credit Transfer System is based on the total amount of work a student has to produce; it not only takes class hours/attendance into account but also time spent on personal research (whether at home or in libraries), as well as preparing for and taking exams or tests.

1 ECTS credit is the equivalent of approximately 30 working/learning hours. Credits are awarded only when the course has been completed and all required examinations have been successfully taken. The use of this system makes transfers from foreign institutions easier.

Academic Calendar

The academic year is divided into two semesters and three examination periods:

- *Autumn (first) semester: from the beginning of October to the end of January*
- *Winter (first) examination period: from the end of January to mid-February*
- *Spring (second) semester: from the mid-February to the beginning of June*
- *Summer (second) examination period: from the beginning of June to the beginning of July*
- *Autumn (third) examination period: from mid-August to the beginning of September*

At some faculties the academic year may be divided into quarters.

3rd Wednesday in October – Rector's Day
17th March – the University of Primorska's festivity day

Grading System

| Slovenian grading scheme | ECTS grading scheme | Description of the grades |
|--------------------------|---------------------|---|
| 10 (Excellent) | A (Excellent) | Outstanding performance with only minor errors. |
| 9 (Very Good) | B (Very Good) | Above the average standard but with some errors. |
| 8 (Very Good) | C (Good) | Generally sound work with a number of notable errors. |
| 7 (Good) | D (Satisfactory) | Fair but with significant shortcomings. |
| 6 (Poor) | E (Sufficient) | Performance meets the minimum criteria. |
| 5 – 1 (Unsatisfactory) | F, FX (Fail) | Considerable further work is required. |

The University of Primorska is in the process of converting the grading system, following the European Grade Conversion System - EGRACONS. The Egracons project was a Life-long Learning project (2012-2015) co-funded by the European commission aiming to facilitate exchange mobility by working out a conversion system based on ECTS grade conversion tables. The project aimed to build up a wide-spread awareness and common understanding of the different grading systems in Europe and to enable an accurate interpretation of grades given abroad, leading to a fair and manageable conversion of these grades to a local grade in the home institution. The project also developed an online, web-based EGRACONS Grade Conversion Tool that offers a user-friendly web-based tool for grade conversion.

STUDY

A close-up photograph of five light-colored wooden blocks arranged in a row on a wooden surface. Each block has a black letter printed on its top face, spelling out the word 'STUDY'. The background is softly blurred, showing stacks of books on either side and a teal-colored wall or board in the center.

Language of Instruction

In principle, the language of instruction is Slovenian. However, during personal consultations foreign students can communicate with their professors and lecturers in English. Exams are also held in English. At some faculties, individual courses may be conducted in English if enough students are registered. The list of these courses is available at the university official website (www.upr.si).

Beside study programmes in Slovenian, the University of Primorska strives to expand its offer of study programmes in English language.

Learn Slovenian!

The Faculty of Humanities offers Slovenian language courses as a part of regular study programme (elective course), intended for international students of University of Primorska. For detailed information on the course and the deadline for applications, please visit www.upr.si.

International students may also attend the Summer School of the Slovenian language on the Slovenian Coast known as "Hello, this is the Slovenian Mediterranean!" held every year in July at the Faculty of Humanities. During the Summer School session you can take the elementary, intermediate or advanced 40-hour, 2-week course, with accompanying activities (field trips, workshops, lectures and theme nights). For more information please visit www.fhs.upr.si/sl/poletne-sole/halo.



How to say it in Slovene

Yes ▪ Ja

No ▪ Ne

Maybe ▪ Mogoče

That's great! ▪ Kul!

Good morning ▪ Dobro jutro

Good afternoon ▪ Dober dan

Good evening ▪ Dober večer

Goodbye ▪ Nasvidenje

Good night ▪ Lahko noč

Hello ▪ Zdravo / Živijo

Of course ▪ Seveda

Excuse me ▪ Oprostite

Please ▪ Prosim

Thank you ▪ Hvala

What's your name? ▪ Kako ti je ime? (familiar) / Kako vam je ime? (formal)

My name is ▪ Ime mi je ...

I come from ▪ Sem iz .../ Prihajam iz ...

How are you? ▪ Kako si? (familiar) / Kako ste? (formal)

Excuse me, how can I reach ▪ Oprostite, kako pridem do ...

I don't understand ▪ Ne razumem

I don't know ▪ Ne vem

Cheers! ▪ Na zdravje!

Shop ▪ Trgovina
Train ▪ Vlak
Train station ▪ Železniška postaja
Bus ▪ Avtobus
Bus station ▪ Avtobusna postaja
Post office ▪ Pošta
Breakfast ▪ Zajtrk
Lunch ▪ Kosilo
Dinner/supper ▪ Večerja
Bread ▪ Kruh
Milk ▪ Mleko
Water ▪ Voda
Coffee ▪ Kava
Tea ▪ Čaj
Juice ▪ Sok
Beer ▪ Pivo
Wine ▪ Vino
Meat ▪ Meso
Vegetable ▪ Zelenjava
Fruit ▪ Sadje

Pronunciation

- č is pronounced ch
- š is pronounced sh
- ž is pronounced like the soft g in »garage«
- j is pronounced like y in »yellow«

Application Procedures for Exchange Students

Students who wish to study at the University of Primorska as part of a mobility exchange should follow the ON-LINE APPLICATION PROCEDURE and submit the online Student Application Form available at <https://vis.upr.si/studij/studexchange>.

Student Application Form is formed by Learning Agreement, Housing Request Form and Student Card Form.

The deadline for the submission of applications:

- *15th June for the first semester or full academic year;*
- *15th November for the second semester.*

For more precise information concerning the enrolment in specific type of mobility exchange programme (Erasmus+/CEEPUS/other) please consult our web page: www.upr.si (section: International Relations).

Acceptance Letter

The Acceptance Letter for study exchange at the University of Primorska will be sent to students by the Faculty coordinators after the deadline for applications expires.

The Faculty coordinators will also provide the confirmation of Learning Agreements and therefore any questions relating to study contents should be addressed to them.

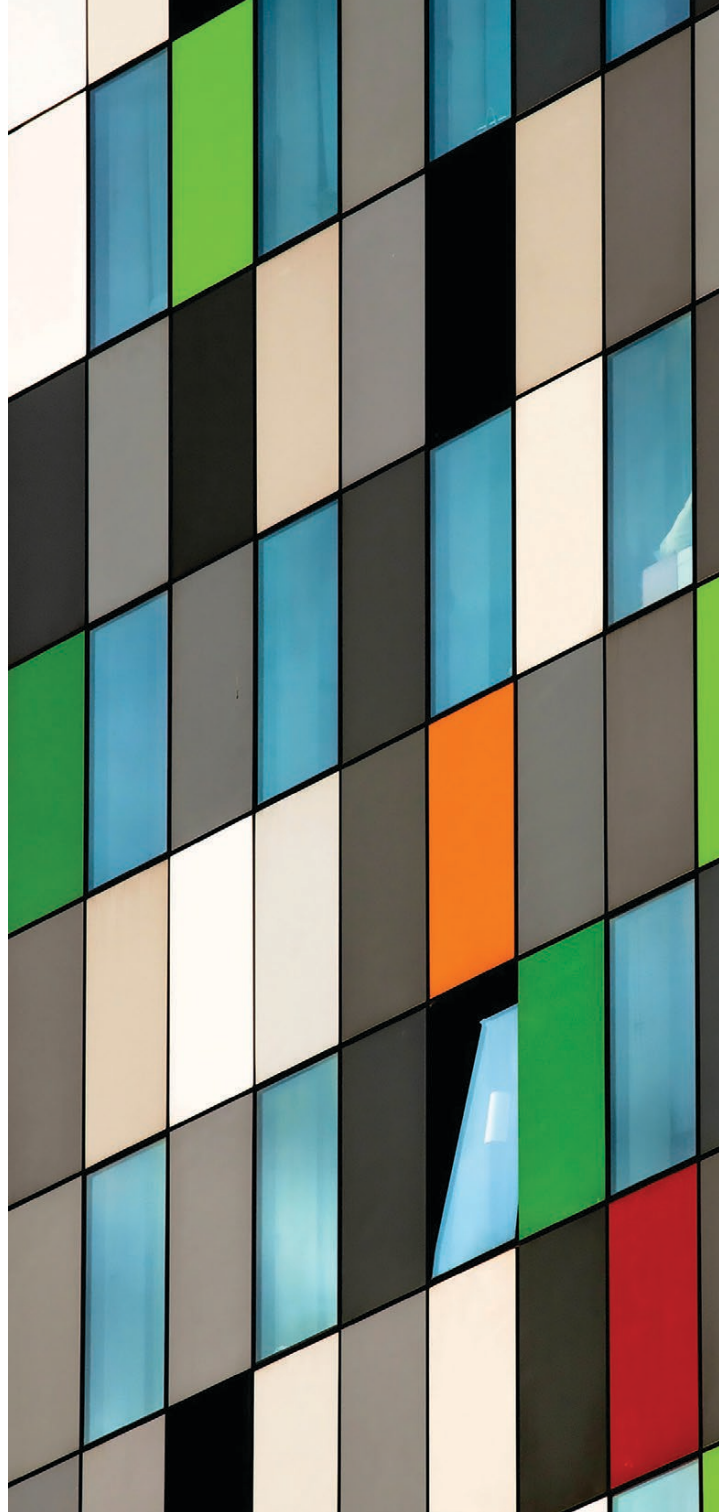
International students who wish to enrol in the first year at the University of Primorska follow a different application procedure. For more information please contact the Admissions Office (VPIS UP): <https://www.upr.si/en/study/enrolment>

Student Identification Card

Exchange students receive a student ID card that permits entry to various university facilities. In addition, it allows students to eat in numerous restaurants and eating facilities at reduced prices. The card allows discounts when purchasing entry tickets for swimming pools, fitness centres, museums, shops and some types of public transport.

Accommodation

The Department for Education, International Cooperation and Quality Assurance and the Student Residences of the University of Primorska will help you find appropriate accommodation. Do not forget to submit the Housing Request Form. There are two student dormitories: one in Koper - the Študentski dom Koper (at Ankaranska cesta 7) and one in Portorož (at Obala 11; about 20 km from Koper) for those studying at the Faculty of Tourism Studies - Turistica in Portorož. In the period from 1 July to 31 August both student homes function as a hostel and offer rooms to young tourists and participants of summer seminars and summer schools at low prices. We cannot guarantee in which student dormitory, if at all, a student will be placed. It depends on the number of applications we receive and the number of vacancies. Students can also live in private apartments where the prices for a bed vary from € 180 and € 230 per month (including living expenses like electricity, water etc.).



III. I feel Slovenia

Where the Alps meet the Mediterranean and the Pannonian Plain meets the Karst, there is Slovenia. This small green country measures 20,273 km² in area. The collision of four major European geographical units has created a very invigorating landscape. The changing landscape is ever surprising. You can cast your eyes across the sea, then look in the other direction and see high mountains. Heading up into the forests, you can see the green plains below you. From upland meadows your view stretches into river gorges. This close proximity of opposites and contrasts is one of the country's hallmarks.

Facts about **Slovenia** - the only country with the word **love** in its name!

Full name ■ *Republic of Slovenia*

State ■ *Democratic parliamentary republic since 25th June 1991; Member of the European Union since 1st May 2004*

Capital ■ *Ljubljana (the European Green Capital 2016)*

National flag ■ *Horizontal stripes in white, blue and red with Slovenian coat of arms on its left upper side*

Coat of arms ■ *Three six-pointed yellow stars are symbols of the Counts of Celje with Triglav as a symbol of Slovenehood and underlying two wavy lines symbolizing Slovenian rivers and the sea*

Anthem ■ *The seventh stanza of Zdravljica, a poem by France Prešeren, set to music by Stanko Premrl*

Official Language ■ *Slovene, in some nationally mixed border areas also Italian and Hungarian*

Size ■ *20,273 sq km (7,827 sq miles)*

Length of borders ■ **1,370 km:** *with Austria 318 km, with Italy 280 km, with Hungary 102 km, with Croatia 670 km*

Length of coastline ■ *46.6 km*

Neighbouring states ■ *Austria, Italy, Hungary, Croatia*

Largest towns ■ Ljubljana (261,700), Maribor (108,600), Kranj (39,400), Celje (38,400)

Highest mountain ■ Triglav 2,864 m

Longest river ■ Sava 221 km

Currency ■ EUR 1= 100 cents

Phone dial code ■ +386

Internet domain ■ .si

Time Zone ■ Central European Time GMT + 1

National Holidays

- 1st and 2nd January - New Year
- 8th February - Prešeren's Day, Slovenian Cultural Holiday
- Easter Sunday and Monday
- 27th April - Day of Uprising Against Occupation
- 1st and 2nd May - Labour day
- Whit Sunday
- 8th June - Primož Trubar's Day *
- 25th June - Statehood Day
- 15th August - The Assumption
- 17th August - Day of Slovenes in Prekmurje Incorporated into the Mother Nation *
- 15th September - Day of Restoration of the Primorska Region to the Motherland *
- 31st October - Reformation Day
- 1st November - All Saints Day
- 23rd November - Rudolf Maister's Day *
- 25th December - Christmas
- 26th December - Independence and Unity Day

* working day



The Slovene Coast – »Obala«

The term Slovenian Istria designates the northernmost and northwestern part of the Istrian Peninsula between the Kvarner Gulf and the Gulf of Trieste. Slovenian Istria fascinates with its unique blend of Roman, medieval and Venetian influences and the beauty of its nature. This is a very picturesque and varied area with old city cores, picturesque villages and hamlets, characterised by vineyards, olive trees and Mediterranean fruit trees.

Slovenia's coastline is short (app. 47 kilometres), but has a number of attractions. Here is a natural reserve with a rich fund of marl and sandstone and the unique, eighty-meter Strunjan cliff, the highest flysch wall on the Adriatic coast. Here is the Sečovelje Salina Landscape Park with salt pans, a unique saltworks landscape where you can learn first-hand all about traditional salt production.

There are three famous ancient coastal towns in the region: Koper, Izola and Piran. Also of importance is the seaside resort of Portorož, with its lively tourist industry, which began in the early 1900's. The town of Koper has an important commercial port, Luka Koper.

A wide range of events is offered on the Slovenian coast all year round, both in coastal towns and in the surrounding villages. You can enjoy in an incredible number of festivals as well as several sports events ashore and at sea. For more information, visit the Tourist Information Offices.

Average summer temperature: 24,9 °C
Average winter temperature: 7,6 °C
Average sea temperature in summer: 24,2 °C



Koper

The oldest town in Slovenia, Koper was developed on a rocky island with the Roman name Capris. The importance of Koper in this region can be sought in its rich history that has seen changes of various reigns and states, all of which marked the city with their specific traits and names. A diverse palette of cultural experiences enriches the city streets and squares, especially in the summer months.

Today, Koper is a commercial, tourist and university city that continues developing its offer in terms of seaside resorts, nautical tourism, culture, sports and shopping. The University of Primorska brought to Koper the spirit of youth with new ideas and energy. The University's head office is located in the centre of Koper where the majority of University' members are located as well.



Izola

In the Italian language, Izola (isola) means 'an island'. Although in the course of time the island became part of the mainland, its story is closely linked to the sea. Izola is a picturesque mosaic of tradition, history, architectural sights and hospitable people, a place featuring the harmonious coexistence of different nationalities. A host of art galleries and pleasant inns can be found when walking along the streets of the old city centre. Izola is also well-known for the Izola General Hospital that cooperates closely with the University, especially the Faculty of Health Sciences, which is located right next to the Hospital.



Piran

The old port town with remnants of a medieval wall is protected as a cultural and historical monument. Narrow streets with closely constructed houses descending from the hill and its church to the central square on the coast only emphasise its Mediterranean character. This worldly coastal town, which developed under the influence of Venice, is considered to be one of the most authentic and most photogenic towns on the Adriatic coast. In addition to architecture, the Maritime Museum, an aquarium and other attractions, visitors flock to this town to enjoy events, the culinary offerings, and nearby special natural features. Piran is a member of the European Walled Cities Association.



Portorož

While the Mediterranean towns of Piran, Izola and Koper entice with their medieval town cores, Portorož invites with its holiday attractions. Portorož has been known as a health resort since the 13th century, when the healing properties of sea-water and sea mud were discovered. This tradition continues even today. The modern image of Portorož with its hotels, marina, airport, casinos, wellness centres and numerous events in the 'port of flowers' (the literal translation of the town's name) differs considerably from that of the old days. In Portorož, the Faculty of Tourism Studies – Turistica was established as the first Slovenian public faculty of tourism studies.



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Other Slovenian beauties



Škocjan Caves

This magnificent natural monument listed among the UNESCO world heritage sites is a must-see. The Škocjan Caves are the most prominent subterranean karst phenomenon in Slovenia, and rank among the world's most famous underground caves. The fascinating stalactite and stalagmite structures, bifurcated cave tunnels, the deepest and largest underground canyon in the world are all truly awe-inspiring.



Lipica

Did you know that the noble white Lipizzaner horses are from Slovenia? Their original stud farm has been in Lipica since 1580. It is a cultural and historical monument, which impresses visitors with its horses and its surprising landscape. After entering the estate, tour the oldest barn with representatives of all the classic Lipizzaner lines, visit the Lipizzaner and horse carriage museum, walk on pastures, through avenues of trees and parks, and learn about the special features of Lipica and the Karst Region. There is a playground in the park as well.



Postojna Cave

A legendary tourist train takes you to the underground network of karst tunnels, galleries, and halls. Postojna Cave is the only karst cave with a cave railway. For 140 years it has been taking visitors to see stalactites and stalagmites and other features created by water. During an hour and a half long guided tour, you learn about all of the most important karst features, you see the largest, 5-metre-high stalagmite known as Brilliant, you visit the oldest underground post office in the world and the most famous underground animal – the human fish (proteus).



Ljubljana

Ljubljana is a green city, friendly for its residents and visitors alike. Its social and environmental awareness have a long tradition that you will feel with every step, and it is no coincidence that the city was named the European Green Capital of 2016. The cityscape, guarded by the prominent Ljubljana Castle, was shaped by the widely-celebrated architect Jože Plečnik. Whether you are a lover of culture and art or seek culinary delights, Ljubljana has something to offer that will not fail to impress. Have a walk along the Ljubljanica River, stop for a coffee and don't forget to visit the farmers' market.



Bled

This Alpine lake with the only island in Slovenia has been a world-renowned paradise for centuries, impressing visitors with its natural beauty, wealth of legend, and special powers to restore well-being. Traditional wooden boats – pletnas – have been taking visitors to the island in the middle of the lake for centuries. After landing, climb 99 stone steps to reach the Assumption of Mary Church, listen to the church bell and ring it yourself. Legend has it that this will make your wishes come true. As you return to the lake shore, view the island on the lake from the castle or from the walking and horse-carriage trails that lead you around the lake.



Entry into the Republic of Slovenia

The ways and conditions of entry into the Republic of Slovenia (RS) differ with regards to whether you are a citizen of a EEA Member State (EEA citizens are nationals of EU Member States, Norway, Iceland and Liechtenstein) or Switzerland or a third-country national (all other states).

EEA Citizens and Swiss Nationals

A national of another EEA Member State or Switzerland may enter the RS with a valid personal identification card or passport, and does not require an entry permit (visa) or residence permit, regardless of the purpose of entering and residing in the RS (including entry for employment, study, self-employment or residence purposes).

Residence Registration Certificate

An EEA citizen or Swiss national may apply for a certificate immediately after entering the Republic of Slovenia, although for the first three months after entry, an EEA citizen or Swiss national may reside in the Republic of Slovenia without registering residence. However, if the period of residence exceeds three months, they must register the residence (i.e. submit an application for the issue of a residence registration certificate) at the administrative unit in the region where they reside before the expiry of the authorised three-month residence period. The application for a certificate should be submitted at the administrative unit in the region where they reside.

For the purposes of studies or other forms of education an EEA citizen or Swiss national may be issued a residence registration certificate if they have:

- a valid personal identity card or passport,
- a document attesting acceptance by an educational institution for the purposes of studies or other forms of education,
- a document attesting sufficient funds (the student's statement of having sufficient funds shall be regarded as appropriate evidence) and
- appropriate health insurance.

The administrative unit shall issue the residence registration certificate, valid for five years or for the duration of the intended period of residence in the Republic of Slovenia if the latter is less than five years, to an EEA citizen or Swiss national who fulfils the conditions for issuing the certificate. At the request of the EEA citizen or Swiss national, the residence registration certificate may be extended under the same conditions as it was issued.

Swiss nationals should check also the website of the Slovenian Ministry of the Interior:
www.mnz.gov.si/en/services/
www.infotujci.si
<http://www.bern.embassy.si/index.php?id=1859&L=1>

Third-country Nationals

A national of a third country who wishes to enter and reside in the Republic of Slovenia for the purposes of a tourist, business, personal or other type of visit should obtain a visa at a diplomatic mission or consular post of the Republic of Slovenia prior to their entering the country, unless they come from a group of countries which do not require a visa or if they are already in possession of visa type C or D or residence permit.

Visa regime

Visa regime applied in Slovenia is a part of EU aquis. It separates visa countries, which require a permission (visa) to enter and non-visa countries, which do not require a visa to enter. Slovenian diplomatic missions and consular posts issue Schengen (type A and C) and national visas (type D). To be issued a visa, a third-country national must submit the required documentation in person and meet the requirements that are prescribed by the laws. Upon submitting the application, the applicants should give all ten fingerprints.

Type C

A uniform visa (Type C) is a permission to enter the country and is issued to a third-country national for a short-term stay (up to 90 days). The visa application is deposited at the Schengen country which is the goal of the travel and not just any country. This type of visas can be issued for Slovenia by other Schengen countries if they have a valid agreement on visa matters. Type C visa can be extended in extreme situation that makes it impossible for the holder to return to their country.

Letter of Guarantee

To obtain a visa, a third-country national must submit a relevant visa application form and required documentation, which can be different to that in their local country. The list of required documentation is posted on the webpage of the diplomatic mission or consular post, which has the authority to issue visas. During the procedure, the applicant must also present a guarantee letter, authenticated at the nearest administrative unit.

Type D

Type D or a national visa gives a permission to enter and stay in the country for the duration of more than 90 days and less than one year. This visa may be issued to certain categories of third-country nationals, which are defined in Article 20 of the Aliens Act. Third-country nationals who do not require a visa may also apply for it. Type D visa can not be extended. The holder of a visa can apply for a residence permit directly at an administrative unit.

Holders of a type C visa, issued by one of the Contracting Parties to the Convention implementing the Schengen Agreement may, during the visa validity period, enter the Republic of Slovenia and stay in it as long as the total length of their stay in the territories of all the Contracting Parties, except in the territory of the Contracting Party which issued the visa, does not extend beyond 90 days in any 180-day period, or until the expiry of the visa if the visa should expire before the end of the 90 days period. The remaining number of days left in the Schengen Area, can be calculated by using the online calculator.

A holder of a residence permit issued by one of the Contracting Parties to the Convention implementing the Schengen Agreement may enter the Republic of Slovenia with the residence permit and a valid passport and stay in the country, provided that the total length of their stay in the territories of all the Contracting Parties, except in the territory of the Contracting Party which issued the residence permit, does not extend beyond 90 days in any 180-day period, or until the expiry of the residence permit if the permit should expire before the end of the 90 days period.

A holder of a long-stay visa (type D), issued by one of the Contracting Parties to the Convention implementing the Schengen Agreement, may enter the Republic of Slovenia with this visa and a valid passport and stay in the country, provided that the total length of their stay in the territories of all the Contracting Parties, except in the territory of the Contracting Party which issued the residence permit, does not extend beyond 90 days in any 180-day period, or until the expiry of the residence permit if the permit should expire before the end of the 90 days period.

| | |
|---|---|
| Administrative Unit Koper Trg Brolo 4, SI-6000 Koper Tel.: + 386 (0)5 663 76 00 | Police Station Koper Ljubljanska cesta 8, SI-6000 Koper Tel.: + 386 (0)5 611 67 00 |
| Administrative Unit Izola Cesta v Pregavor 3A, SI-6310 Izola Tel.: + 386 (0)5 660 04 00 | Police Station Izola Drevored 1. maja 11, SI-6310 Izola Tel.: + 386 (0)5 616 13 00 |
| Administrative Unit Piran Lucija, Obala 114a, SI-6320 Portorož Tel.: + 386 (0)5 671 04 00 | Police Station Piran Lucija, Liminjska 116, SI-6320 Portorož Tel.: + 386 (0)5 617 16 00 |

Residence permit

A residence permit gives permission to enter and stay in the Republic of Slovenia for a specified time and a specified purpose, as regulated by the Aliens Act. All foreign nationals planning to work, study, do voluntary work, etc. must obtain a resident permit.

The first resident permit for temporary residence in the Republic of Slovenia can be issued only as a single permit for temporary residence. The application for the first resident permit has to be submitted to a diplomatic mission or a consular post of the Republic of Slovenia abroad or to a relevant administrative unit in the Republic of Slovenia. If all conditions are met, the administrative unit will issue a permit for the first temporary residence and send it to the diplomatic mission or a consular post of the Republic of Slovenia, where it will be served upon the applicant. The first permit for temporary residence must be acquired before entering the country, except for extraordinary cases defined by law.

Issuing residence permits is the responsibility of administrative units.

For relevant information please check also the website
of the Slovenian Ministry of the Interior:
www.mnz.gov.si/en/services/
www.infotujci.si
www.mzz.gov.si/en/entry_and_residence/entry_into_slovenia/

Slovenian Embassies and Consulates Abroad

Slovenia has embassies and consulates in many countries around the world where one can obtain general information about Slovenia and, when necessary, apply for a First Residence Permit. A large number of countries have embassies and consulates in Slovenia to assist their citizens visiting our country.

Ministry of Foreign Affairs of the Republic of Slovenia
Prešernova cesta 25, SI-1001 Ljubljana
Tel.: +386 (0)1 478 20 00
info.mzz@gov.si
www.mzz.gov.si/en

Consular services
Šubičeva 10, SI-1001 Ljubljana
Tel.: + 386 (0)1 478 23 05





How to reach us?

By Car

There are major motorways connecting Slovenia with Italy, Austria, Hungary, and Croatia. To drive on motorways in Slovenia you must have a vignette, a toll sticker you must purchase at petrol stations etc. and attach it on the inside of your car windscreen.

By Plane

The nearest airports are the international Jože Pučnik Airport in Ljubljana, Slovenia (Brnik – 23 km north-west of Ljubljana and 135 km from Koper), the Trieste International Airport, Italy (Ronchi – 62 km from Koper), the Pula international Airport, Croatia (Pula – 99 km from Koper) and the Rijeka international Airport, Croatia (Omišalj – 108 km from Koper).

By Bus or Train

Buses and trains to Slovenia drive every day from numerous European cities. It is also possible to arrive by sleeping cars. Internal bus transport is well organised and relatively inexpensive. From Ljubljana you can reach Koper by bus or local trains.

IV. Useful Information

Leisure Activities

When seeking a taste of real student life or searching for an interesting extracurricular activity, students are recommended to contact the Student Organization of the University of Primorska (ŠOUP), which is active in the following areas: sociality and student issues/problems, culture, sports and student recreation, higher education and student counseling, international cooperation.

The Section of International Relations takes care of foreign students who decided to study at our university and provides consultation services to students who wish to study abroad as well as organizes recreational activities for foreign students. The Section for Recreational activities organizes a variety of social gatherings and events to enrich the student life experience at our university. Moreover, this section also takes care of all student sports activities such as recreation and the students' university sports league. The Section for Student Welfare is in charge of student housing, the subsidized student meal program, health, ecology and volunteering. It also helps students with special needs, student families and provides counseling concerning other welfare-related matters. The Section for Higher Education provides advising services to students on matters connected to their curricular activities and keeps students updated with changes in higher education legislation changes.

Together with the university, ŠOUP has established the Academic Choir of the UP. The Counseling Centre of Primorska (PRIMSS) was also established by ŠOUP and implements projects and activities that include psychosocial services, career planning and legal protection.

Student Organization of the University of Primorska (ŠOUP)
University of Primorska Student Center
Čevljarska ulica 27, SI-6000 Koper
Tel.: +386 (0)5 662 62 20
Facebook: ŠOUP ■ info@soup.si ■ www.soup.si

University Library and Public Libraries

University Library has branch libraries operating at different locations. Every faculty has its own library where students can use or borrow study materials and professional literature. Students enrolled at any of the university members can access the libraries of the other members free of charge. Further, the libraries and computer rooms offer students free access to the Internet for study purposes. Wireless Internet is available to all students of the University of Primorska.

Apart from the University Library, public libraries are also located in Koper, Izola and Piran.

Srečko Vilhar Public Library
(Osrednja knjižnica Srečka Vilharja Koper)
Trg Brolo 1, SI-6000 Koper
Tel.: +386 (0)5 663 26 05
www.kp.sik.si

Public Library of Izola
(Mestna knjižnica Izola)
Ulica Osvobodilne fronte 15, SI-6310 Izola
Tel.: +386 (0)5 663 12 84
www.izo.sik.si

Public Library of Piran
(Mestna knjižnica Piran)
Župančičeva 4, SI-6330 Piran
Tel.: +386 (0)5 671 08 72
www.pir.sik.si

Healthcare

The citizens of EU Member States can come to Slovenia with the European Health Insurance Card (EHIC). This card can also be obtained by the citizens of Iceland, Liechtenstein, Norway and Switzerland. EHIC makes it possible to obtain emergency treatment or necessary medical services from medical practitioners and dentists in public health care institutions, as well as from private practitioners having contractual agreements with the Health Insurance Institute of Slovenia – HIIS (Zavod za zdravstveno zavarovanje Slovenije - ZZZS). If you have to pay for health services in Slovenia, you will be reimbursed when you return home. The card (EHIC) covers all necessary medical care to allow you to continue your stay in Slovenia.

For citizens of other countries, before arriving in Slovenia it is best to take out international travel insurance, including health insurance. General travel insurance is also recommended. For other information regarding health services, please contact HIIS/ZZZS: <http://www.zzzs.si/indexeng.html>

Health Centres:
Zdravstveni dom Koper
Dellavallejeva ulica 3, SI-6000 Koper
Tel.: +386 (0)5 664 71 00

Zdravstveni dom Izola
Ulica oktobrske revolucije 11, SI-6310 Izola
Tel.: 080 12 85

Zdravstveni dom Piran
Cesta solinarjev 1, SI-6320 Portorož
Tel.: +386 (0)5 620 72 00

General Hospital:
Splošna bolnišnica Izola
Polje 40, SI-6310 Izola
Tel.: +386 (0)5 660 62 99

Pharmacies:
Pharmacy Koper
Kidričeva ulica 2, SI-6000 Koper
Tel.: +386 (0)5 611 00 00

Pharmacy Izola
Ulica Oktobrske revolucije 11, SI-6310 Izola
Tel.: +386 (0)5 640 03 00

Pharmacy Piran
Tartinijev trg 4, SI-6330 Piran
Tel.: +386 (0)5 673 01 50

Costs of Living

In order to cover all your basic living costs (accommodation, food, books, public transport etc.) you will need approximately € 500 per month.

Banks

Banks will exchange foreign currency for euro and vice versa. Foreign residents may open euro and foreign currency accounts. Money exchange is also possible at exchange offices in hotels, at petrol stations, tourist agencies, supermarkets, and numerous small exchange offices.

Cash dispensers (ATMs) – you can withdraw cash 24 hours a day from cash dispensers around the country. Most cash dispensers also accept MasterCard, Visa, Maestro, Cirrus and Visa Electron Plus. Many of them also offer other types of services in addition to cash withdrawals.

As a foreigner, you can open a bank account practically in any bank. You will be able to open a residential or a non-residential bank account, depending on your residence permit status.

Anyone who wants to open a bank account in Slovenia, has to obtain a Slovene tax number. If you already have a residence permit, you will be issued a residential tax number, otherwise a non-residential one.

Shops

Working hours are mostly non-stop and do not close for lunch time.

MON–FRI 7.00/9.00 to 19.00/21.00

SAT 7.00/9.00 to 13.00/15.00

SUN 9.00 to 13.00 (large shopping centres, on-duty pharmacies etc.)

*The opening times of shops may vary. Some basic essentials are available 24 hours a day at larger petrol stations.

Calling in Slovenia

Dial 00 to make an international call from Slovenia; to call Slovenia from abroad dial the country code for Slovenia (+386), the area code (without the initial zero) and the number.

There are several mobile operators, which offer their services at very reasonable prices. Upon your arrival, you will also get a chance to buy a Slovene SIM card for your mobile phone. Make sure that your mobile phone is not locked.

Useful Telephone Numbers

Slovene country code: +386

Koper city code: 05

Slovene exit code: 00

Telephone directory inquiries number: 1188

International call request number: 1180

Police: 113

Fire brigade: 112

Emergency first aid: 112

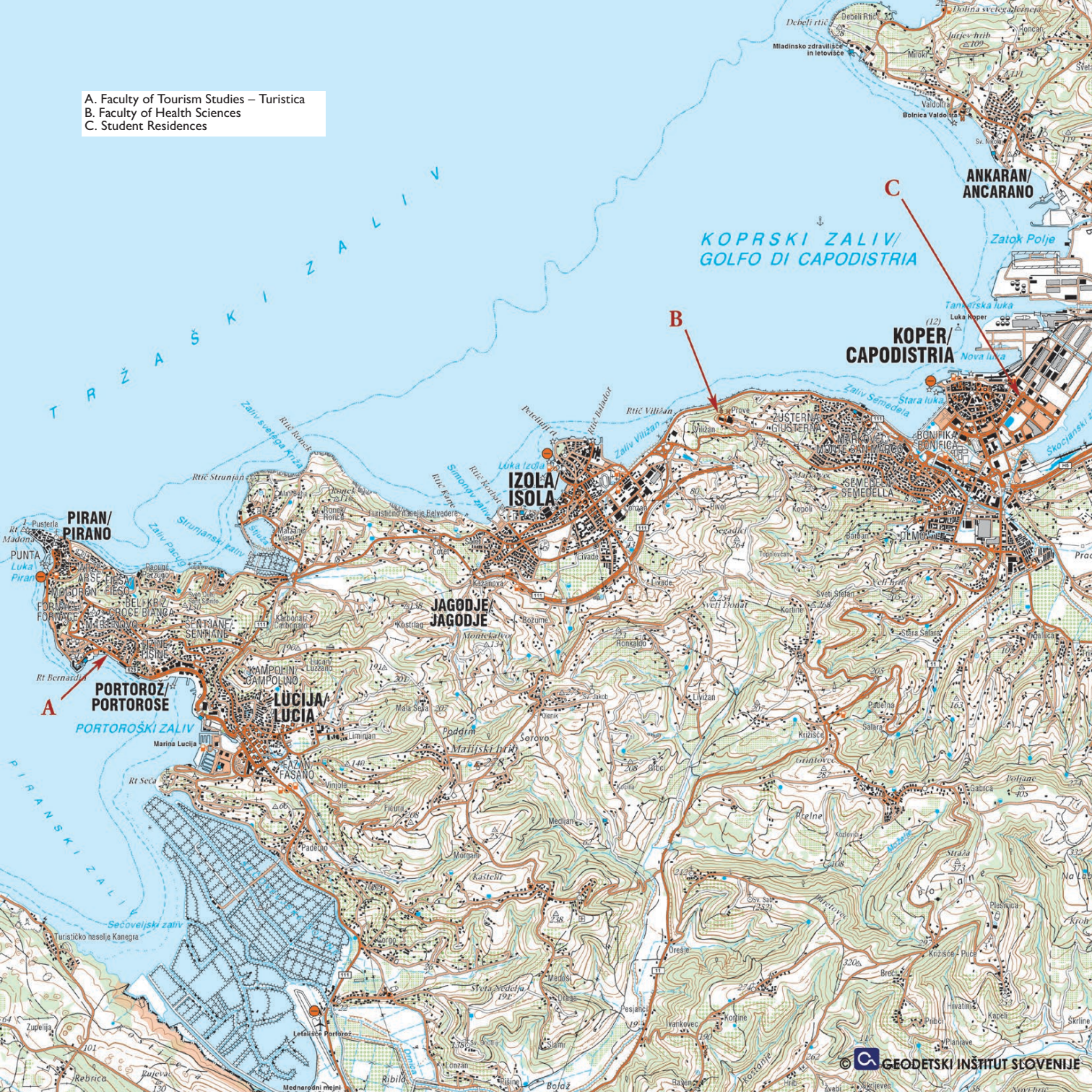
Road assistance number: 1987





1. University of Primorska
2. Faculty of Humanities
3. Faculty of Management
4. Faculty of Mathematics, Natural Sciences and Information Technologies
5. Faculty of Education
6. Andrej Marušič Institute

- A. Faculty of Tourism Studies – Turistica
- B. Faculty of Health Sciences
- C. Student Residences



Contacts

Rectorate

Titov trg 4, SI-6000 Koper
www.upr.si

Ms. Petra Zidar
Ms. Maja Bratuš Vidmar
Tel.: +386 (0)5 611 76 35/34
erasmus@upr.si

Faculty of Humanities

Titov trg 5, SI-6000 Koper
www.fhs.upr.si

Ms. Valentina Bertok
Tel.: +386 (0)5 663 77 60
valentina.bertok@fhs.upr.si

Faculty of Management

Cankarjeva 5, SI-6000 Koper
www.fm-kp.si

Ms. Marisol Pribac
Tel.: +386 (0)5 610 20 00
erasmus@fm-kp.si

Faculty of Mathematics, Natural Sciences and Information Technologies

Glagoljaška 8, SI-6000 Koper
www.famniti.upr.si

Mr. Aleš Oven
Tel.: +386 (0)5 611 75 96
international@famnit.upr.si

Faculty of Education

Cankarjeva 5, SI-6000 Koper
www.pef.upr.si

Ms. Tina Kadunec
Tel.: +386 (0)5 663 12 67
tina.kadunec@pef.upr.si

Faculty of Tourism Studies - Turistica

Obala 11a, SI-6320 Portorož
www.turistica.upr.si

Ms. Nataša Gržinić
Tel: +386 (0)5 617 70 07
natasa.grzinic@fts.upr.si

Faculty of Health Sciences

Polje 42, SI-6310 Izola
www.fvz.upr.si

Ms. Andreja Brecelj
Tel.: +386 (0)5 662 64 77
erasmus@fvz.upr.si





The rest is up to you ...

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Welcome Guide: Information for Exchange Students of the University of Primorska

Bibliography ▪ University of Primorska, Student Organisation of the University of Primorska, www.slovenia.info, www.koper.si, www.mnz.gov.si/en, www.mzz.gov.si/en, www.infotujci.si, www.kp.sik.si, www.izo.sik.si, www.pir.sik.si, www.zd-koper.si, www.zd-izola.si, www.zd-piran.si, www.sb-izola.si, www.obalne-lekarne.si

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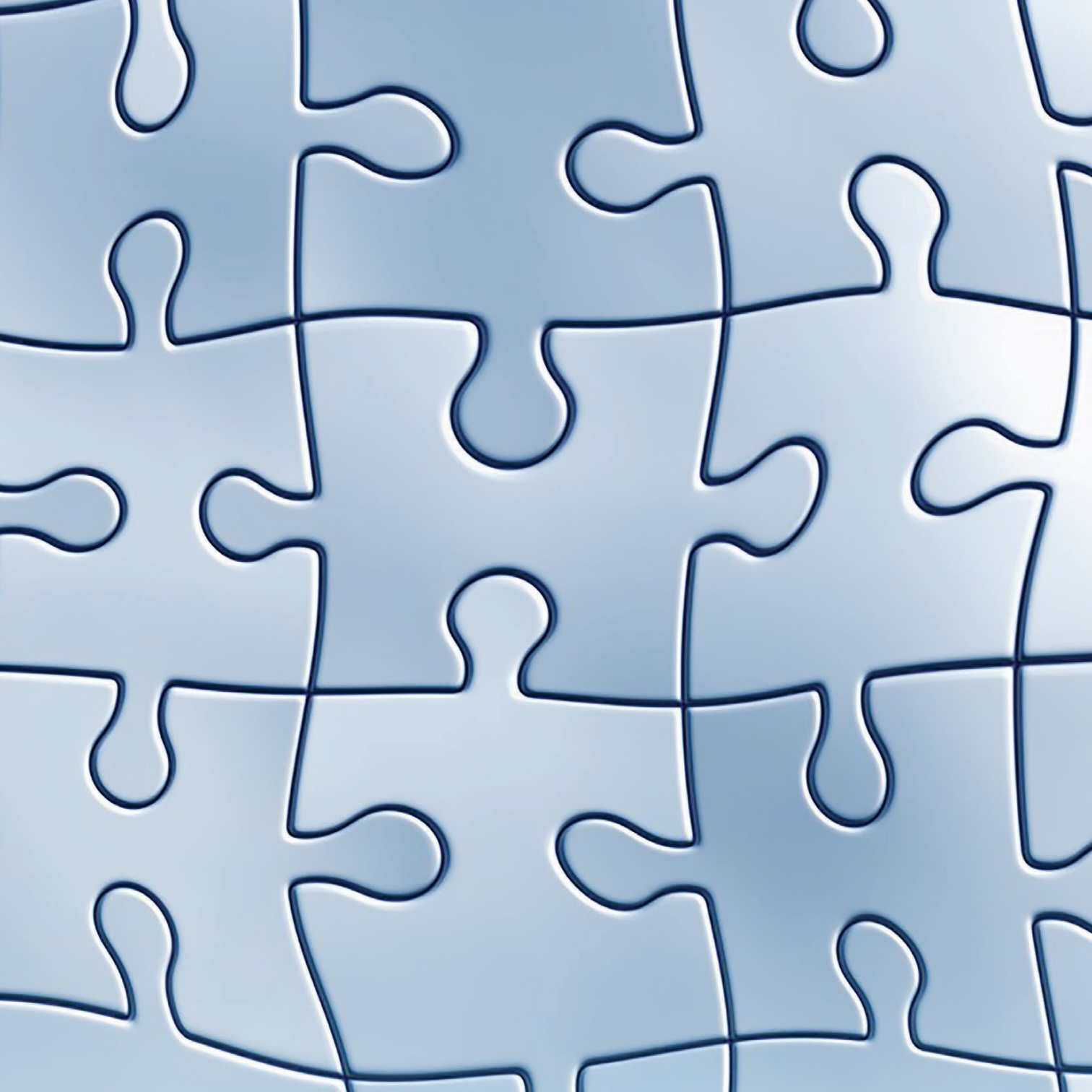
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