

INFORMATION SHEET 2014-2015

FULL LEGAL NAME OF THE INSTITUTION

University of Ljubljana, Faculty of Economics

Address

Kardeljeva ploščad 17
1000 Ljubljana
Slovenia

Institution's web site

<http://www.ef.uni-lj.si/en>

Accreditations

AACBS
EQUIS
TedQual

INTERNATIONAL OFFICE

Contact

Head of International Office

Mrs. Danijela Voljč, M.A.
danijela.voljc@ef.uni-lj.si
Tel.: +386 1 5892 486
Fax: +386 1 5892 693

Coordinator for INCOMING students

Ms. Alma Elezović
alma.elezovic@ef.uni-lj.si
Tel.: +386 1 5892 518
Fax: +386 1 5892 693

Coordinator for OUTGOING students

Ms. Tina Vujašković
tina.vujaskovic@ef.uni-lj.si
Tel.: +386 1 5892 453
Fax: +386 1 5892 693

Coordinator for EU Projects

Mrs. Mojca Maher Pirc, MSc
summer.school@ef.uni-lj.si
Tel.: +386 1 5892 805
Fax: +386 1 5892 693

Coordinator for Summer School and-academics and staff mobility

Ms. Adrijana Lazić
Adrijana.lazic@ef.uni-lj.si
Tel: +386 1 5892 843
Fax: +386 1 5892 693

Erasmus Mundus Projects Assistant

Mrs. Klavdija Besednjak
klavdija.besednjak@ef.uni-lj.si
Tel.: +386 1 5892 592
Fax: +386 1 5892 693



INFORMATION FOR ALL INCOMING EXCHANGE STUDENTS

Web site for Incoming students	http://www.ef.uni-lj.si/content/static_english/international_office/exchange_students/ies.asp
Contact person	Ms. Alma Elezović alma.elezovic@ef.uni-lj.si int.office@ef.uni-lj.si Tel.: +386 1 5892-518 Fax: +386 1 5892-693
Students organization	http://www.sou-lj.si/reception@sou-lj.si
Housing	University's residence hall: alma.elezovic@ef.uni-lj.si (available places are very limited) Private accommodation: http://www.studenthousing.si/rooms@sou-lj.si
Course Catalogue	http://www.ef.uni-lj.si/content/static_english/international_office/exchange_students/course_catalog.asp
ECTS Users' Guide	http://www.ef.uni-lj.si/content/static_english/izobrazevanje/important_dates.asp
Visa Information	http://www.ef.uni-lj.si/content/static_english/international_office/resident_health.asp
Insurance Information	http://www.ef.uni-lj.si/content/static_english/international_office/resident_health.asp

APPLICATION INFORMATION

Language requirements	<p>Language Skills in English- students must present a certificate of their English language skill:</p> <ul style="list-style-type: none"> - Language skills in English are listed on the Transcript of Credits of the home university; or - Submit the Language Certificate with CERF scale; <p>or</p> <ul style="list-style-type: none"> - Submit TOEFL score of 79 (IBT) or IELTS score of 6.
------------------------------	--



WINTER SEMESTER 2014

Nomination period (partners)	1. March – 1. May Nomination form
Application period (nominated students)	1. April – 15. May
Course registration / Learning agreement	15 June – 15. July
Accommodation deadline	15 May
Orientation week	Last week of September 2014
Classes begin	First week of October 2014 – mid January 2015
National Holidays	31 October; 1 November
Christmas break	23 December – 1 January
Examination period	End of January 2015 – mid February 2015 <small>(two options to pass each exam)</small>

SPRING SEMESTER 2015

Nomination period (partners)	1 March - 1 November Nomination form
Application period (nominated students)	1 September - 15 November
Course registration / Learning agreement	1 November - 1 December
Accommodation deadline	15 November
Orientation week	Mid February 2015
Classes begin	Mid February – beginning of June 2015
National Holidays	27 April; 1 - 2 May
Examination period	Beginning of June – mid July 2015 <small>(two options to pass each exam)</small>

COSTS OF LIVING

Accommodation	Private: 150€ - 300€, Student dormitory: 100 € - 150€
Residence permit and Health insurance	http://www.ef.uni-lj.si/living-in-ljubljana
Study material	Mostly photocopies (0,05 €/copy)
Food	100€ ; student coupon system (3€/meal)
City transportation	20€ (monthly bus ticket); up to 30€ for a used bicycle
Other costs (trips, parties, cinema etc.)	200 €
Approximate monthly costs (in Euro)	Together: from app. 400€ - 600€ per month

