

Erasmus+ Programme

Scheda informativa sede partner

SI LJUBLJA01 University of Ljubljana

Departmental Coordinator: **Prof. Silvia Cantele**

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ¹ (email, phone)	Website (eg. of the course catalogue)
University of Ljubljana Faculty of Administration	SI LJUBLJA01	Faculty coordinator: Name: Ms Marija Sušnik, LLM Tel: 00386 1 5805 530 E-mail: marija.susnik@fu.uni-lj.si ; international@fu.uni-lj.si University coordinator: intern.office@uni-lj.si	Website of the faculty: http://www.fu.uni-lj.si/en/ Courses in English: http://www.fu.uni-lj.si/en/international-relations/exchange-programs/courses-in-english/ Website of the university: http://www.uni-lj.si/international_cooperation_and_exchange/

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²
				Student Mobility for Studies
SI LJUBLJA01		Slovene	English	B2

² For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Students must present a language certificate of their Slovene or English language skills. Very good language skills refer to level B2 on the CEFR scale of the European Language Portfolio Levels.

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

D. Additional requirements

Student Mobility for Studies

Receiving institution [Erasmus code]	Minimum Number of Credits to be included in the study plan	Available Courses or Modules in the Faculty or Department(s)	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
SI LJUBLJA01	20 per semester for University of Ljubljana students	List of courses in English: http://www.fu.uni-lj.si/en/international-relations/exchange-programs/courses-in-english	Yes, at the Faculty of social studies (to be agreed previously on a case to case basis)	Yes

E. Calendar

N.B. GLI STUDENTI POTRANNO SVOLGERE IL PERIODO DI MOBILITA' SOLAMENTE NEL SECONDO SEMESTRE (=Spring term)

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SI LJUBLJA01	The Faculty of Administration is offering only Spring term exchanges	November 15

F. Information

1. Grading systems of the institutions

University of Ljubljana: http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
SI LJUBLJA01	<i>Incoming:</i> intern.office@uni-lj.si Tel: 00 3861 2418592 <i>Outgoing</i> student.office@uni-lj.si Tel: 00 386 1 2418594	https://www.uni-lj.si/international cooperation and exchange/erasmus-plus-programme/incoming_students/

3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
SI LJUBLJA01	<i>incoming</i> intern.office@uni-lj.si , Tel: 00 3861 2418592 <i>outgoing</i> student.office@uni-lj.si , Tel: 00 386 1 2418594	https://www.uni-lj.si/international cooperation and exchange/erasmus-plus-programme/incoming_students/

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
SI LJUBLJA01	Intern.Office@uni-lj.si Tel: 00 3861 2418592	https://www.uni-lj.si/international cooperation and exchange/erasmus-plus-programme/incoming_students/