

## **TIMELINE of the application and admission procedure for enrolment into bachelor's and single-cycle master's degree programmes of the University of Ljubljana in the academic year 2023/2024 for foreign citizens of non-member states of the European Union**

### **First application period (Higher Education Application and Information Service – VPIS UL)**

#### **Application for enrolment**

Between **17 February - 20 April 2023** applicants apply for enrolment into the first year of bachelor's and single-cycle master's degree programmes by submitting an electronic application form on the eVŠ web portal.

#### **Information day**

On **17 and 18 February 2023** the information days for undergraduate studies will take place at the academies and faculties.

#### **Documents for enrolment and recognition of foreign education**

Applicants must submit all supporting documents, listed in Annex 4 of the Call for Enrolment.

Applicants who will be completing their secondary education this year will have to submit all supporting documents to the eVŠ by **1 August 2023**, in accordance with the request for completion of the application.

Applicants whose final certificate will be issued after **1 August 2023** and whose decision on the recognition of the education will be issued by **25 August 2023** will also be included in the selection procedure.

Applicants who have already completed secondary education at the time of application and who already have final certificate(s) must submit it via the eVŠ portal by the end of the application period, by **20 April 2023**. Other evidence of having fulfilled the entry requirements (e.g. a certificate of having passed the B2 level Slovenian language exam) must be submitted by **1 August 2023** at the latest.

#### **Tests of ability, capacity and skills**

The tests will be held on **19 May** and **from 23 June to 7 July 2023** at academies and faculties, which will send to candidates a notice of the date and schedule of the tests at least five days before the test.

#### **Number of applications**

On **12 May 2023**, data on the number of applications for each degree programme will be published on the website of the University of Ljubljana.

## Enrolment limitation

On **12 May 2023**, information about the enrolment limit will be published on the website of the University of Ljubljana.

If the number of applicants listed first in the applications for enrolment into bachelor's and single-cycle master's degree programmes exceeds 10 percent or more of enrolment slots available, an enrolment limitation shall be set for those degree programmes.

## Selection procedure

The Higher Education Application and Information Service will carry out the selection procedure for applicants for enrolment no later than **28 and 29 August 2023**.

## Results of the selection procedure

By **31 August 2023** all the applicants with a valid application will be notified of the results of the selection procedure via eVŠ web portal.

## Appeal deadline

The final deadline for appeals is 15 days after receiving the decision on the selection procedure. The Ljubljana University Appeals Committee for Applicants for Admission to the University will decide on any appeal.

## Second application period (at academies and faculties of the university)

### Application for enrolment

In the second application period, on **4 and 5 September 2023**, applicants who have already applied in the first application period and have not been admitted, and who have a decision on the recognition of foreign education issued in the first application period, may apply for the still vacant enrolment slots.

In addition to these, applicants who meet one of the following conditions may also apply:

- who have a decision on the recognition of foreign secondary education issued before 2005,
- who have an International Baccalaureate or European Baccalaureate Diploma,
- who completed secondary education in the SFRY before 25 June 1991,
- who completed secondary education in Slovenia<sup>1</sup>.

Applicants apply for enrolment into the first year of bachelor's and single-cycle master's degree programmes by submitting an electronic application form on the eVŠ web portal together with supporting documents, in accordance with the terms of the call for enrolment.

If the number of applicants listed first in the second application period for enrolment into bachelor's and single-cycle master's degree programmes exceeds the number of enrolment slots available, applicants shall be selected based on the selection criteria specified in case of enrolment limitation in the degree programme.

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<sup>1</sup> Except for applicants who have completed an international secondary school in Slovenia, who must undergo a recognition procedure.

## **Enrolment for accepted applicants**

Up until **30 September 2023** applicants who have been accepted in the first or the second selection procedures may enrol at the faculty or academy on the basis of the decision on the result of the selection procedure.<sup>2</sup>

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<sup>2</sup> 30 September 2023 is a Saturday (a work-free day), so enrolment must be completed no later than Friday **29 September 2023**.