

## **ENROLMENT IN THE STUDY YEAR 2023/24**

### **Important dates:**

Information day: 16 June 2023

Enrolment applications: 1 September 2023

Examination of recognition requests: up to 8 September 2023

Differential examinations, workshop: 12–15 September 2023

Candidates, who pay the tuition fee, sign of agreement: 21 September 2023

\* All candidates (except for those who has finished First cycle university study programme of Urbanism) will be invited for a meeting and submission of portfolio. Meetings with discussion with candidates about their spatial perception, will be: 5 July 2023; or 8 September 2023

Enrolment into the Urbanism second cycle master's study programme for all candidates: 18–22 September 2023.

**Information day will be held on Friday, 16 June 2023 at 13:00 in the Plečnik room at the Faculty of Architecture, Paralel on zoom:**

Time: Jun 16, 2023 01:00 PM Budapest

Join Zoom Meeting

<https://uni-lj-si.zoom.us/j/97408761367?pwd=U1djS2ljRkdhSkQ2Q3pXMUN2QVlhdz09>

Meeting ID: 974 0876 1367

Passcode: 411299

The call for enrolment into the Urbanism second cycle master's study programme in the 2023/2024 academic year [...more](#)

E-ENROLMENT in the Urbanism second cycle master's study programme 2023/24 [...more](#)

**Enrolment applications must be submitted by Friday, 1 September 2023.**

Enrolment into the Urbanism second cycle master's study programme is granted to:

- a) Graduates from Urbanism first cycle study programme
- b) Graduates from related first cycle study programmes or disciplines, provided that prior to enrolment they complete all requirements necessary for the continuation of studies (individual bridging programme in the form of differential examinations), comprising from 10 to 60 ECTS credits.
- c) Graduates from undergraduate higher professional study programmes in related fields (study programmes adopted prior to 2004), i.e.: Architecture, Landscape Architecture, and Spatial Planning
- d) Graduates from undergraduate higher professional study programmes from other professional field (study programmes adopted prior to 2004), whereby the candidates are assigned an individual bridging programme in the form of differential examinations, comprising from 10 to 60 ECTS credits

e) Graduates who completed equivalent education abroad.

Documents which the candidates need to attach to their application:

#### Degree certificate

Scan or photograph of a certificate issued in the Republic of Slovenia (if the degree certificate has not been awarded yet, the candidate is required to submit a copy of the confirmation of the degree letter). Not necessary for candidates who continue their studies at the same higher education institution where they finished their preliminary education.

#### Certificates

Scan or photograph of the original certificate(s) or the duplicate of the final certificate(s), representing general requirement for access to higher education.

#### Translation of the certificates

Slovene or English translation of the certificate(s), representing general requirement for access to higher education. Please check at the relevant university or higher education institution if this document is required. For the list of authorised translators see: <https://spvt.mp.gov.si/tolmaci.html>

#### Evidence on the contents and duration of education

Scan or photographs of annual report cards, transcripts, a diploma supplement or some other evidence on the contents and duration of education.

#### Diploma supplement

Scan or photograph of the evidence on the contents and duration of education and the requirements fulfilled during the studies; diploma supplement, annual report cards, transcripts or others. Not necessary for candidates who continue their studies at the same higher education institution where they finished their preliminary education.

\* If the candidate has not yet passed all the examinations, the application should also include the Programme Brochure or the full curriculum of the first-cycle study programme, containing brief course presentations, number of hours per subjects, and credits.

If candidates did not complete the Urbanism first cycle academic study programme, they must also attach an overview of completed study requirements during their previous study programme. The latter is possible only if the candidate submits a certificate on the completed examinations during the completed first cycle study programme (or higher education). Depending on the relevance of the candidate's first cycle study programme the Faculty sets differential examinations which the candidate must pass. The number and content of required examinations can be reduced if the candidate submits a portfolio (which must include urbanism-related content). Candidates can submit the above-listed attachments by 2 September 2022.

**DIFFERENTIAL EXAMINATIONS are specified individually, i.e. in relation to the diversity of the professional field.** The candidate may complete these obligations during the first-cycle study, in programmes for additional education, or with the workshop in September 2023 (more is defined in the following text).

The following differential examinations can be assigned:

- Landscape Architecture [...more](#)
- Rural Planning [...more](#)
- Urban and Architectural Renovation [...more](#)
- Urban Design [...more](#)
- Urban Planning [...more](#)
- History and Theory of Urbanism [...more](#)

Upon application, the candidate can also submit a written request for recognition of content from the previous study programme. Depending on the results of such recognition the candidate's tuition fee can be correspondingly decreased (if the candidate needs to pay a tuition fee). Subsequent recognition of such content is possible. However, in this case the amount of tuition fee for arrears is not reduced according to the number of recognised credits.

Application for Assessing the Appropriateness of Previous Education (also for differential exams) [...more](#)

If enrolment is to be restricted, the candidates will be selected on the basis of the following criteria:

- average grade in the first-cycle degree programme (60%),
- grade of the degree examination (diploma) or other form of study completion (10%),
- elective exam where the candidate demonstrates the knowledge and general awareness in the field of the study programme he or she wants to enrol in (30%).

Candidates who are required to pay a tuition fee can find detailed information on the payment of tuition fees on the following link [...more](#)

Examination of recognition requests will be performed at least between 2 and 8 September 2023.

Enrolment requirements will be notified to candidates by 15 September 2023.

Differential examinations will take the form of a one week workshop in September.

Workshop date: 12 – 15 September 2023.

All candidates wishing to enrol in the Urbanism second cycle master's programme who must pass differential examination must attend the one week workshop in person. The workshop begins on 12 September 2023, 09:00, in room 21 of the Faculty of Architecture.

Candidates, who passed differential examinations and/or pay the tuition fee, must sign an agreement prior to enrolment, i.e. 21 September 2023.

Enrolment into the Urbanism second cycle master's study programme for all candidates will take place from 18-22 September 2023.

For more information on the content of the study programme and differential examinations please contact Ms Alenka Fikfak: [alenka.fikfak@fa.uni-lj.si](mailto:alenka.fikfak@fa.uni-lj.si)

For more information on administrative procedures please contact Ms Danijela Šinkovec: [danijela.sinkovec@fa.uni-lj.si](mailto:danijela.sinkovec@fa.uni-lj.si)

More information regarding the entry and residence in the Republic of Slovenia is available on the website of the Ministry of Foreign Affairs of the Republic of Slovenia [...more](#)