

Study
at the University of Primorska
Enrollment Guide for Foreigners

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at the University of Primorska

Enrollment Guide for Foreigners



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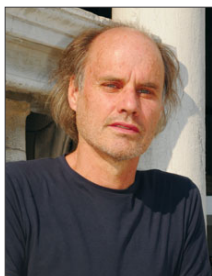
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Dear students and future colleagues,

It is my great pleasure to address you at the beginning of our Enrollment Guide for Foreigners.

The University of Primorska is the youngest public university in Slovenia, and we perceive this to be as one of our most important advantages. We are dynamic and curious, willing to learn and experiment. We are open to new ideas, but never forgetting knowledge and experiences from the past.

We believe the university is a place of free creativity of the human mind where all that we already know and understand is inextricably intertwined with all that we do not know yet or find it difficult to understand. Our joint goal is therefore to cherish what has proved useful in the past in order to better understand our present and to co-create new knowledge for our common future. In order to achieve this goal, we can adopt several different approaches; some are based on rational thinking and logic and form the core of the scientific method, and others are intuitive and are used both in science and art. At the University of Primorska, you will have the opportunity to use and develop them all, because we believe science and the arts complement one another.

The University of Primorska has a unique geostrategic position. Situated in a bilingual area, just a stone's throw from the sea, we have a wide horizon in front of us, literally and metaphorically. The sea means lots of sun and a warm climate throughout the year, which means that you can spend a lot of your free time outdoors. When strolling down the streets of our coastal towns – Koper,



Izola, Portorož, where our faculties are located, you will notice a number of historical monuments testifying our rich intercultural past. The University of Primorska operates right at the spot where three great cultures – Slavic, Romance and Germanic – meet, and we are proud to promote the values of mutual respect and peaceful co-existence through our courses and extracurricular activities.

This booklet was prepared in order to present you the University of Primorska. If you have any other questions, do not hesitate to contact us.

I am looking forward to meeting you and sharing our knowledge and experiences with you.

In the words of a great, albeit controversial scientist Wilhelm Reich: »Love, work and knowledge are the well-springs of our life. They should also govern it.«

Prof. Dragan Marušič, PhD
Rector

»*Education is not received.*

It is achieved.«

Unknown Source

I. Welcome to the University of Primorska

Dobrodošli na Univerzi na Primorskem

The University of Primorska was established on 29 January 2003 by the Slovenian Parliament and was registered at the State Portal of the Circuit Court in Koper on 17 March 2003; the 17th of March is now commemorated as a festive day for the university.

The University was founded in the area, which is considered as the contact point between Central Europe, Southeast Europe and the Mediterranean as well as a meeting point of international cultural and economic trends. The geographical location has strong connections with the strategic mission and the vision of the University of Primorska, which strives to become a centre of excellence in knowledge formation and transmission. Its mission is to actively contribute to the goal of the European Union to create a knowledge-based society and to co-operate with other universities and research institutions at home and abroad.

The activities of the University of Primorska focus on offering quality study programmes and actively including students in research work and researchers in teaching and on internationally comparable achievements in the field of research and education. By consolidating current and creating new partnerships, the University strives to develop international mobility of students, researchers, higher education teachers and staff members. In its efforts to fulfil its mission and strategy in the field of international relations, the University actively participates in international networks and associations and carries out international projects. The University of Primorska has signed several bilateral agreements with universities from all over the world.



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 purchase a vignette (toll sticker) and attach it to the inside of your car windscreen; these can be found at petrol stations, etc.

By plane

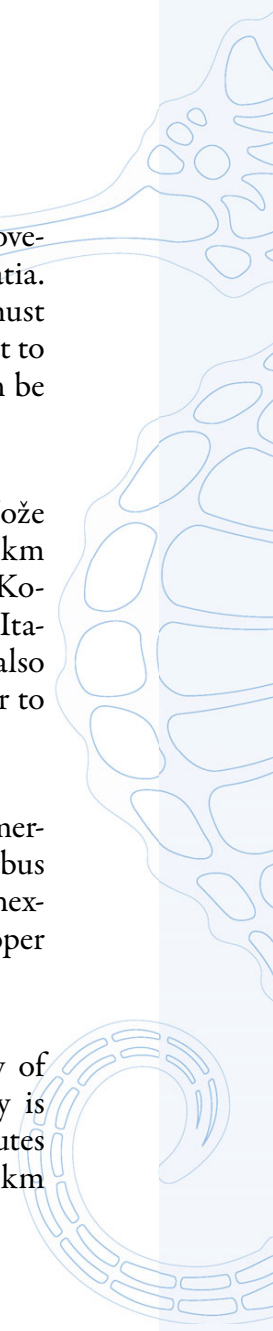
The nearest airports are the international Jože Pučnik Airport in Ljubljana, Slovenia (23 km north-west of Ljubljana and 135 km from Koper) and the Trieste International Airport, Italy (Ronchi – 62 km from Koper). There are also many excellent bus lines that connect Koper to Ljubljana and Trieste.

By bus or train

Buses and trains run to Slovenia from numerous European cities every day. Internal bus transport is well organised and relatively inexpensive. From Ljubljana, you can reach Koper by bus or local trains.

By sea

From May to October, an alternative way of getting to the Slovenian Coast from Italy is by powerboats that operate on frequent routes between Venice (Italy) and Izola (about 6 km from Koper).



Members of the University of Primorska

The University of Primorska has 11 members:

Seven faculties:

- *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*
- *Faculty of Built Environment*

Two research institutes:

- *Science and Research Centre*
- *Andrej Marušič Institute*

And:

- *Student Residences*
- *University Library*

As well as two associate members:

- *Academy 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 way. Its underlying principles, such as the excellence of its study programmes, vigour, contemporary infrastructure and equipment, harmonious professional environment, professional progress and well-being of students as well as efficient networking within the University and in the Slovenian and international environment guarantee the quality of its activities. The Faculty has become recognised both locally and internationally for its study programmes, which emphasise the themes of cultural contact environments and multiculturalism. 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 inclusion of research activities in the pedagogical process and the improvement of study programmes is very important, and the Faculty is realising this mission in collaboration with the Science and Research Centre of Koper and other institutions. The Faculty also offers other study programmes for personal improvement, summer schools, courses in Slovenian language for foreigners and other forms of lifelong learning.

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Undergraduate study programmes

1. European and Mediterranean Heritage
2. Geography
3. Italian Studies
4. Slovenian language and Literature
5. History
6. Media Studies
7. Mediation of languages and cultures
8. Two-course (program of) Italian Studies
9. Two-course Slovenian Studies
10. Two-course History Studies
11. Two-strand Cultural Studies
12. Two-strand Anthropology Studies
13. Two-course Geography Studies
14. Two-course European and Mediterranean Heritage
15. Two-course Philosophy

Postgraduate study programmes (master's - 2nd cycle – professional master's degree)

1. Archaeological Heritage of the Mediterranean
2. Cultural Studies and Anthropology
3. Geography
4. History
5. Communication and Media
6. Performance Studies and Creative Writing
7. Two-course History (Major) with Education Studies (Minor)
8. Two-course Geography (Major) with Education Studies (Minor)
9. Two-strand master's programme in Slovenian Studies (Major) and Education Science (Minor)
10. Slovenian Studies (Major) and Education Science (Minor)
11. Italian Studies (Major) with Education Studies (Minor)

12. Sustainable Development Management (interdisciplinary study programme involving the Faculty of Humanities, the Faculty of Health Sciences and the Faculty of Management)

13. Heritage Tourism (interdisciplinary study programme involving the Faculty of Humanities and the Faculty of Tourism Studies – Turistica and the Science and Research Centre)

14. Italian Studies

15. Latin American Studies

Doctoral study programmes

1. Slovenian Language and Literature

2. Philosophy and Theory of Visual Culture

3. Geography

4. History of Europe and the Mediterranean

5. Diversity Management


6. Anthropology

7. Archaeology

Faculty of Management

The Faculty of Management (UP FM) is a higher education institution for education and research in the fields of social sciences and business management, with an emphasis on management, which has interdisciplinary links to economic, business, legal, organisational and behavioural sciences. In addition to education and research, the basic activities of the faculty provide consultancy to companies and other organisations, publishing and library activities and organisation of international conferences.

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The study programmes are internationally comparable; students and higher education lecturers, and researchers are included in the system of national and international exchange. The research activity of the Faculty of Management is closely embedded in numerous national and international research projects, within which it co-operates with many domestic and foreign higher education institutes and centres. It also co-operates closely with the business sector. The Faculty of Management publishes the results of scientific research work of domestic and foreign professionals in two scientific reviews (*Managing Global Transitions* and *Management*).

Undergraduate study programmes

1. Management – Academic study programme
2. Management – Professional study programme

Master study programmes

1. Management
2. Economics and Finance
3. Law for Management
4. Sustainable Development Management – Interdisciplinary study programme

Doctoral study programme

1. Management





Faculty of Mathematics, Natural Sciences and Information Technologies

The establishment of the Faculty of Mathematics, Natural Sciences and Information Technologies (UP FAMNIT) in 2006 has given the University of Primorska a much needed balance between social sciences, natural sciences and information technologies. The Faculty's development is based on high-quality mono-disciplinary and interdisciplinary study programmes. The study programmes are complementary in nature and seek to establish an interdisciplinary environment through the employment of a universal scientific language (mathematics) in the optimal communication field (computer science). Graduates are highly qualified professionals who have many different career options (especially in transport, banking, insurance, the gambling industry, computer companies and modern high-tech economy). Today's world needs people who can clearly present complex scientific ideas to a laic audience. The university environment demands that students and graduates are capable of independently expressing their ideas in different scientific disciplines. Training in mathematics, natural sciences and information technologies represents the key to solving questions of modelling social and economic processes. Mathematics, representing the purest form of thought, and computer science, representing the sharpest materialisation of that thought, have become ever more vital for such research. The Faculty's research work is linked with research institutions throughout Europe and the rest of the world.

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SI-6000 Koper
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referat@famnit.upr.si
www.famnit.upr.si

Undergraduate study programmes

1. Mathematics
2. Mathematics in Economics and Finance
3. Computer Science
4. Bioinformatics
5. Biodiversity
6. Mediterranean Agriculture
7. Biopsychology
8. Applied Kinesiology

Postgraduate study programmes:

1. Mathematical Sciences
2. Computer Science
3. Mathematics with Financial Engineering
4. Nature Conservation
5. Applied Kinesiology

Doctoral study programmes:

1. Mathematical Sciences
2. Computer Science
3. Applied Kinesiology

Faculty of Education

The Faculty of Education's study programmes are designed in line with contemporary educational trends in Slovenia and the world and adhere to the guidelines of the Bologna process.

Besides being fully committed to developing new guidelines in the educational field in Slovenia, our teaching professionals are highly engaged in international cooperation in the framework of participation in research

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projects and being members of distinguished professional bodies.

Students also actively participate in the educational process. During seminars and practical classes, they upgrade and exchange their theoretical knowledge, while the applied study activities enable them to transfer their theoretical knowledge into practice. The study process is based on the Bologna guidelines, which provide modern teaching methods with lectures incorporating multimedia components.

Undergraduate study programmes

- Pre-school Teaching
- Primary School Teaching
- Educational Sciences

Postgraduate (Master's) study programmes

- Inclusive Pedagogy
- Early Learning
- Adult Education and Career Development
- Primary School Teaching

Doctoral study programmes

- Educational Sciences
- Early Learning

Faculty of Tourism Studies – Turistica

The Faculty of Tourism Studies – Turistica is the only national higher education institution in the area of tourism which offers all three levels of study: bachelor, master's and doctoral. Contemporary theories of tourism are upgraded in the work environment of the tourism indus-

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dekanat@turistica.upr.si
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try. Students are engaged in tourist service practices and are obliged to undertake research. Problem-based learning, field work and excursions are among the priorities of the curricula. Through common values like excellence in teaching, environmental awareness, tolerance and work ethics, Turistica strives to achieve quality in tourism education and research.

The following *professional study programmes* are available on the higher education level (3-year programme):

- Tourism Destination Management
- Tourism Enterprise Management
- Cross-cultural Mediation in Tourism

The faculty offers the undergraduate study programme:

- Tourism

Two master study programmes:

- Tourism
- Heritage Tourism

Doctoral study programme

- Innovative Tourism

The graduates of Turistica are being employed in tourism-related organisations locally, nationally and internationally. They work in regional planning institutes, the municipalities offices and in head offices of protected areas.

Turistica is engaged in international mobility of students and teachers and has realised co-operation in research and study with universities and colleges in and outside the EU.

Diverse international and professional events are organised at the head office of the faculty in Portorož. The national meetings FuTuristica and TIM (*Tourism, Education and Management*), where tourism development issues are discussed, are very well known and recognized. The name “Turistica” is spread internationally through the bi-

annual conference ENCUENTROS, where research results are presented and contemporary theory and practice in tourism are discussed.

Faculty of Health Sciences

The Faculty of Health Sciences (previously the College of Health Care) offers two undergraduate study programmes: Nursing Care and Nutritional Counselling – Dietetics. The latter represents an important novelty in Slovenian higher education. The Nursing Care study programme was reformed in accordance with the Bologna guidelines and the European Union directives in 2008, thereby enabling student mobility and future employment in EU Member States. In co-operation with the Higher Education and Research Centre of Primorska, the Faculty of Health Care initiated the Nursing Care study program in Nova Gorica in the 2006/07 academic year. In the 2008/09 academic year, the Faculty offered the 2nd cycle study programme Nursing Care and in 2011 the 2nd cycle study programme Dietetics. Both master's programmes aim to prepare students to perform demanding expert and development research tasks in the field of nursing care and dietetics, thus fulfilling the national requirements for high quality experts and for new directions in nursing care and dietetics education.

Studying at the Faculty of Health Sciences prepares students for expert work in the areas of nutritional counselling and nursing care, including both autonomous and co-operative treatment of healthy and ill individuals of all

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age groups, families, local communities and other environments. The Faculty is located near the Izola General Hospital and is closely co-operating with the local environment; therefore, a substantial number of its study programmes are realised on such educational basis. The Faculty also works with several similar institutions in both local and international contexts, along with several universities and research institutes in the area of Nursing Care, Biomedicine Sciences and Dietetics.

Undergraduate study programmes

1. Nursing Care*
 2. Nutritional Counselling – Dietetics*
- *Professional study programme

Postgraduate study programmes

1. Nursing Care
2. Dietetics

Faculty of Built Environment

The Faculty of Built Environment, founded in 2011, is the youngest faculty of the University of Primorska. It is still in the initial phase of preparing courses for the first and second cycle study programmes in the field of built environment.

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www.upr.si



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Science and Research Centre

Garibaldijeva 1
SI-6000 Koper
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Fax: +386 5 663 77 10
info@zrs.upr.si
www.zrs.upr.si

Operating on an interdisciplinary basis, the Science and Research Centre of the University of Primorska conducts research in the fields of humanities, social studies and natural sciences. Special emphasis is given to the study of the Mediterranean and Upper Adriatic areas in relation to Central Europe and in particular the whole Slovenian area.

The Centre boasts a wide range of activities that are usually related to several interconnected disciplines. The research fields of the Centre are as follows: contact areas in the past and today, natural and cultural heritage, sustainable development, biodiversity, agriculture and kinesiology. In addition, the Centre prepares expert studies and counselling for various local and outlying organisations, and organises scientific conferences and events. The Annales Publishing House also works within the Centre and is dedicated to publishing of scientific literature.

The Centre's primary activity is scientific research, which is carried out by nine institutes: the Institute for Mediterranean Humanities and Social Studies, the Institute for Biodiversity Studies, the Institute for Mediterranean Agriculture and Olive Growing, the Institute for Mediterranean Heritage, the Institute for Linguistic Studies, the Institute for Kinesiology Research, the Institute for Historical Studies, the Institute for Geographical Studies and the Law Institute. Various Infrastructural Units are operative within the Centre, such as Public Opinion Cen-



tre, Centre for Cooperation with Economy, Information Centre, Library, Laboratory for Molecular Ecology, Olive Oil Testing Laboratory, IKARUS Laboratory, Environmental and Spatial Studies Centre, the Centre for Project Management, Annales University Press and the Inter-University Centre for Venetian History.

The Centre has an active role in the international scientific arena and collaborates with similar foreign institutions. As an important research institution, it believes that the development of young researchers is extremely important, as they represent a reliable staff resource for the university's higher education institutions. All researchers at the Centre are actively involved in the educational processes. They not only provide support for current and future undergraduate and postgraduate study programmes, but also contribute to the scientific development of the University of Primorska, which aims to offer its students alternative, region-specific programmes designed on an interdisciplinary and internationally comparable basis.

Andrej Marušič Institute

The Primorska Institute of Natural Sciences and Technology (UP PINT) was founded in 1999 and became a full member of the University of Primorska in 2003. In November 2011 it was renamed the Andrej Marušič Institute (UP IAM) in honour of a deceased colleague.

The Institute's research work is organised into four research Departments and two Centres, covering four main


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areas – science and technology, mathematics, information technologies, and health study with a main focus on mental health. In recent years the development focused on strong interdisciplinary studies in collaboration with all units. The Department of Information Sciences and Technologies cooperates with the Department of Technology within projects concerning environmental issues and with the Department of Health Study on the field of e-health. The Department of Mathematics primarily pursues research in algebra, combinatorics and graph theory with probability theory. The Department of Information Science and Technologies conducts research in data structures, data mining, large distributed grid architectures and others. Protecting the environment and associated technology is the core activity of the Department of Technology. The Department of Health Study conducts research in the fields of mental health and e-health.

The Slovenian Centre for Suicide Research was established within the UP IAM in March 2011. The initiator of this idea was Prof. Diego De Leo, PhD., who wanted to continue the work of his late colleague Assoc. Prof. Andrej Marušič, PhD., and proposed the establishment of an independent unit within the Institute. With the establishment of the Centre, two main topics are addressed: understanding and prevention of suicide, both essential subjects of clinical research work.

The other Centre within the Institute is the Centre for Industrial Applications. Its main tasks are to promote development and research collaboration with industry, promoting knowledge transfer and organisation of intellectual property.

The Faculty for Mathematics, Natural Sciences and Information Technologies (UP FAMNIT) is also integrated into the Institute through its research and development activities. This close-knit connection assures the immediate incorporation of students into research and development work. The Institute and the Faculty attract numerous Slovenian and international students, researchers and visiting professors from abroad. By integrating them in research and pedagogical processes at the same time, UP IAM and UP FAMNIT are emerging as valuable parts of the common European and worldwide educational and research environment. In



conducting its research the UP IAM represents an important partner in the area of Primorska, as well as in the Slovenian and international environments. The Institute is actively collaborating in several national and international projects in both scientific and research fields and in the economy.

Student Residences

Student Residences is a member of the University of Primorska and is responsible for providing accommodation to students and other participants of the educational process.

Activities of the Student Residences represent an important social transfer through which the state provides students with suitable housing. Students can stay in double or triple rooms. Each room has its own bathroom and kitchen.

Accommodation is available at Študentski dom Koper near the city centre of Koper at Ankaranska cesta 7, and at Študentski dom Portorož in Portorož at Obala 11. In the period from 1 July to 31 August, both student homes function as hostels and offer rooms to young tourists and participants in summer seminars and summer schools at low prices.

Student Residences also refers students to Dijaški študentski dom Koper, Dijaški dom Portorož, Dijaški dom Izola, Dijaški dom Nova Gorica as well as private residences and concessionaires in Koper, Izola, Piran, Nova Gorica and Sežana.

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Tel.: +386 5 611 75 07
Fax: +386 5 611 75 31
studentski.domovi@upr.si
www.sd.upr.si



University Library

The 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. Furthermore, 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.

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info@uk.upr.si
www.upr.si

Academy of Design, Ljubljana, Associated member of the University of Primorska

The Academy of Design in Ljubljana offers an elaborated interdisciplinary study programme that positions the school among the modern European institutes of higher education in design. The Academy provides three bachelor and master courses: interior design, visual communications and textiles and clothing design. Although a very young institution, the Academy has become one of the most sought-after educational establishments in the field of design in Slovenia and has around 400 students.

The study programme emphasises teamwork and broad knowledge from the fields of design, humanities and business as well as specific technical expertise. Special impor-

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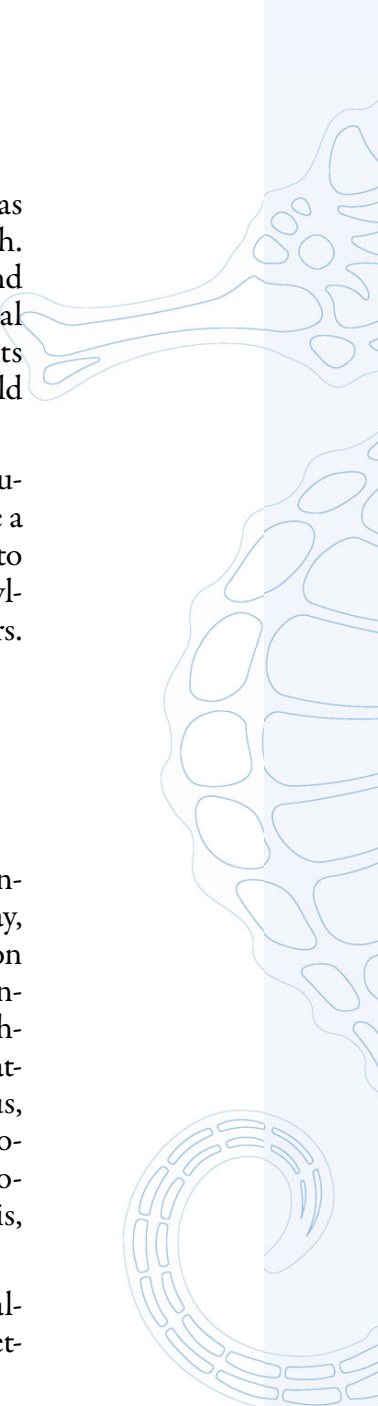
tance is given to knowledge transfer from industry, as well as conceptual, personal and intellectual research. Through extensive cooperation with the industry and lecturers whose backgrounds include both professional practice and academic pursuits, the Academy offers its graduates the possibility of rapid integration in the world of industry.

The master programme “Design” offers postgraduate education and evolves through a modular system to achieve a greater degree of specialisation of the student according to the chosen field and to raise the level and width of knowledge while networking expertise through all semesters.

Valdoltra Orthopaedic Hospital, Associated member of the University of Primorska

The Valdoltra Orthopaedic Hospital has a rich one-hundred-year tradition. It was established in 1909. Today, the hospital is an internationally acclaimed institution with modern diagnostics and therapy in continuous contact with orthopaedic centres in Slovenia and throughout the world. It is a specialised hospital for the treatment of diseases and injuries of the locomotor apparatus, with a special focus on arthroplasty, children’s orthopaedics, diseases and deformities of the spine, endoscopy and sports traumatism, musculoskeletal tuberculosis, and septic orthopaedic surgery.

The Valdoltra Orthopaedic Hospital ensures high-quality services and puts high ethical values as well as meet-





ing patient requirements, needs and expectations first. By continuously improving the quality of services and effectively investing in the development of human resources and technological equipment, the Hospital provides the highest level of medical treatment and patient care based on cutting-edge diagnostic methods, conservative and surgical treatment, and orthopaedic medical care. It became an associate member of the University of Primorska in 2013 after several years of very successful partner cooperation.

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*»Nine tenths of education
is encouragement.«
Anatole France (1844-1924)*

II. Studying at the University of Primorska

Students can choose between 32 undergraduate and 41 postgraduate study programmes. They are all comparable on the European level and designed in accordance with the Bologna guidelines. The undergraduate level (first cycle) offers university programmes and professional study programmes. The postgraduate level (second and third cycle) offers master's and doctoral study programmes. The workload of one academic year equals 60 credits (ECTS).

Levels of education according to study programmes:

Level	Type of study programme post-reform
6/2	Professional study programmes (1 st cycle) / Academic study programmes (1 st cycle)
7	Master's study programmes / (Master's professional degree, 2 nd cycle)
8/1	/
8/2	(3 rd cycle)

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 official website of the University of Primorska.

Slovenian Language Examination

At all higher education institutions of the University of Primorska, the candidates must pass the Slovenian language examination (basic level) prior to enrollment in the second year of studies. For the enrollment in the undergraduate study programme Health Care at the Faculty of Health Sciences, the candidates must pass the Slovenian language examination (basic level) prior to enrollment in the first year of study.

Candidates who completed primary or secondary school in Slovenia or a bilingual secondary school do not have to pass the examination.

In Koper, preparation courses and exams of the Slovenian Language are carried out by:

Center for Slovenian language and culture
Titov trg 5, SI-6000 Koper
Tel.: +386 5 663 77 40
info@fhs.upr.si, vladka.tucovic@fhs.upr.si

Academic Calendar

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

Autumn semester: from the beginning of October to the end of January

First examination period: from the end of January to mid-February

Spring semester: from mid-February to the beginning of June

Second examination period: from the beginning of June to the beginning of July

Third examination period: from mid-August to the beginning of September

At some faculties, the academic year may be divided into quarters. More information available at www.upr.si.

National Holidays

Slovenia has the following national holidays:

- 1st 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
- 25th June - Statehood Day
- 15th August - The Assumption
- 31st October - Reformation Day
- 1st November - All Saints Day
- 25th December - Christmas
- 26th December - Independence and Unity Day

Grading System

Slovenian Grading System		ECTS Grading System
10	Excellent	A
9	Very good	B
8	Very good	C
7	Good	D
6	Satisfactory	E
5 and less	Fail	F

Enrollment Procedures for Foreign Students

Enrollment in undergraduate study programmes (1st cycle)

There are three admission application periods for enrolling into the University of Primorska. Enrollment procedures vary depending on the following status of applicants:

- Citizens of European Union Member States,
- Slovenians without Slovenian citizenship and foreign citizens from countries that are not European Union Member States.

Citizens of European Union Member States

These candidates have to apply for the enrollment places for Slovenian citizens published in the Call for Slovenian Enrollment submitting:

- the first application from 5th February to 5th March,
- the second application from 22nd August to 29th August,
- the third application from 1st to 5th October.

They shall enclose the following required documents:

- notarised copy of the final certificate of a four-year secondary school (within 5 days of receiving the certificate or by 1st September at the latest if they will conclude secondary school this year, and for the third application period);
- notarised transcripts for the last two years of completed secondary school;
- decision on the recognition of foreign certificates or decision on nostricated decision;
- identification document.

Slovenians without Slovenian citizenship and foreign citizens from countries that are not European Union Member States

These applicants to apply for enrollment places for foreign citizens published in the Call for Enrollment (in the table: Enrollment Places for Foreign Citizens and Slovenians without Slovenian Citizenship at the University of Primorska) and submit their application from 1st February to 15th August.

Candidates fulfilling the entrance requirements may enroll in the remaining free enrollment places at higher education institutions from 1st to 5th October. They must send required papers at the address of the University of Primorska (Titov trg 4, SI-6000 Koper, Slovenija):

- notarised final certificate of the four-year secondary school,
- notarised transcripts for the last two years of completed secondary school,
- decision on the recognition of foreign certificates or decision on nostrification,
- identification document.



For more information about enrollment please contact:
vpis@upr.si
Tel.: +386 5 611 75 10

Enrollment in postgraduate studies (2nd and 3rd cycle)

Candidates for enrollment in postgraduate courses of the University of Primorska shall be declared in accordance with the annual call for enrollment into the postgraduate programmes of the University of Primorska. The announcement includes information on entry requirements, subscription sites, application procedures and deadlines.

The application and admission process for entry into the next year of undergraduate study programmes implements the member of the University of Primorska into providing the undergraduate programmes.

More information is available on the websites of each member of the University of Primorska.

Recognition with a view to access education in the Republic of Slovenia

Recognition with a view to access education in the Republic of Slovenia is a procedure during the course of which the holder of a foreign school certificate is issued a decision recognising his/her the right to continue education in the Republic of Slovenia.

The procedure is initiated by the holder of a foreign school certificate, who has to submit his/her application to the higher education institution of the Republic of Slovenia where s/he seeks to pursue his/her education. Appropriate documents shall be included with the application.

A complaint against the decision issued by the higher education institution can be filed with the senate of the higher education institution concerned within eight days of the decision's being received by the holder.

On the basis of the decision of recognition, the higher education institution shall enroll the holder of a foreign school certificate in the appropriate study program.

For further information on the system of recognizing foreign school certificates, see the web site of the ENIC NARIC CENTRE Slovenia (Education recognition unit): http://www.mizks.gov.si/si/delovna_podrocja/direktorat_za_visoko_solstvo_in_znanost/enicnaric_center/.

The procedure of recognition of education of candidates (foreign citizens and Slovenians without Slovenian citizenship) who have finished or will finish secondary school abroad and have not undergone the procedure of recognition of foreign school certificates

The candidate applies for the continuation of his/her studies on the application form, which must be submitted to the following address:

University of Primorska
Admissions Office
Titov trg 4
6000 Koper
Slovenia

Certificates that do not require recognition

Certificates from the former Yugoslav republics obtained before 25th June 1991 do not need to be recognized.

International Baccalaureate (IB) certificates are equivalent to matura certificates obtained in the Republic of Slovenia and do not require recognition.

Tuition Fees

Foreign citizens from non-EU countries have to pay tuition fees for full-time undergraduate study programmes. The tuition fee must be paid for the current year of study upon enrollment at the faculty.

The amount of the tuition fee is set by the higher education institution and is the same as the tuition fee for part-time study programmes for citizens of the Republic of Slovenia. The price list is available only in the Slovenian language.

The tuition fee does not include mandatory health insurance. This has to be settled before the start of study.

Foreign citizens who are exempt from tuition fees (full-time study):

- citizens of European Union Member States;
- foreign citizens with permanent residence in Slovenia if they (or their parents) are taxpayers in the Republic of Slovenia;
- Slovenians without Slovenian citizenship;
- foreign citizens from one of the countries that has concluded bilateral agreements with Slovenia on exemption from tuition fees;
- foreign citizens who apply individually to the chosen faculty for an exemption from payment or for reduction of tuition for whom the faculty approves their justified request;
- foreign citizens and Slovenians without Slovenian citizenship who receive a scholarship from the Republic of Slovenia.



Accommodation

There are two student dormitories located in the city centre of Koper, the Dijaški in študentski dom Koper and the Študentski dom Koper. There is also another student dormitory in Portorož (about 20 km from Koper) for those studying at the Faculty of Tourism Studies – Turistica in Portorož.

We cannot guarantee which student dormitory, if at all, a student will be placed in. 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 to € 230 per month (including living expenses like electricity, water etc.).

Entry into the Republic of Slovenia

The ways and conditions of entry into the Republic of Slovenia (RS) differ with regard to whether you are a citizen of a EEA Member State (EEA; EEA Member States are the European Union's 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 need 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

You may stay in the RS without residence registration for the first three months after entry, but for a longer stay you are required to register your stay, i.e. apply for the issue of a residence registration certificate at the administrative unit in the area of your residence prior to the expiry of your permitted three-month stay. You can, of course, apply for a residence registration certificate immediately upon entering the RS.

In case the purpose or the reason of the stay is studies or other forms of education, the conditions for obtaining a residence registration certificate are:

- a valid identity card or a valid passport and proof of:
- admission to a university or another educational institution,
- sufficient means of subsistence (a statement provided by the student is satisfactory),
- adequate health insurance.

Until you obtain a residence registration certificate you must fulfil the obligation of registration with the police defined by the Residence Registration Act. If you are not accommodated in a tourist or other accommodation facility or a guesthouse, you need to register with the competent police station in person within three days after crossing the state border and after changing the location of your accommodation. If you are accommodated in a tourist facility or a guesthouse, the operator needs to register you with the competent police station within 12 hours of your check-in. However, if you stay in an accommodation facility, your landlord is obliged to register you with the competent police station within three days of your check-in.

Third-country nationals

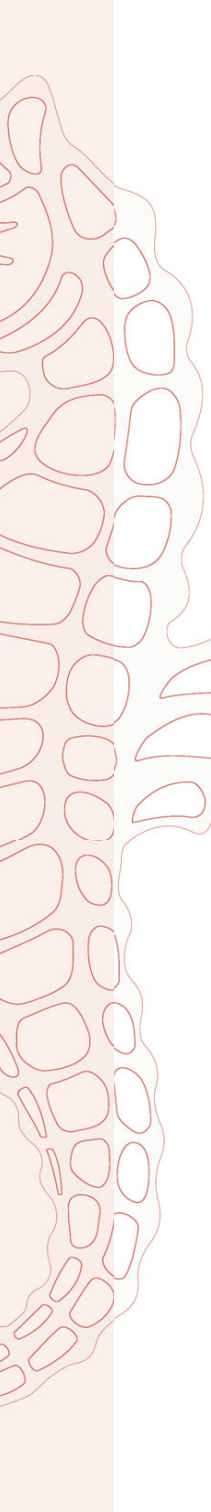
A national of a third country who wishes to enter and reside in the RS for the purposes of a tourist, business, personal or other type of visit should obtain a visa at a diplomatic mission or consular post of the RS prior to his/her entering the country.

A third-country national who is a national of a country which does not require a visa to enter the RS may enter the RS and stay in it for a definite period of time (up to three months within a period of six months, counting from the date of first entry) for one of the above-listed purposes with a valid passport.

Temporary residence permit

If you wish to enter and stay in the RS for purposes other than those permitted on the basis of your visa, you are required to be in possession of a residence permit issued in the RS, which must be obtained before entry into the RS.

A first permit for temporary residence in the RS may only be issued as a temporary residence permit. The application for the granting of the first temporary residence permit must be submitted at a diplomatic mission or consulate of the RS abroad, which shall then refer it to a competent administrative unit in the RS for consideration. In



the event that all the conditions are fulfilled, the administrative unit shall issue a permit and send it to a diplomatic mission or consulate of the RS abroad, where it shall then be given to you. The first temporary residence permit must be obtained prior to the entry in the RS, apart from the exceptions stipulated by the law:

- researchers, college/university teachers or college/university associates with a residence permit as a researcher, a college/university teacher or a college/university associate issued in another EU Member State;
- foreign students who have resided in another EU Member State on the basis of a temporary residence permit for studying purposes.

For the issue of the first temporary residence permit, you are required to possess the following:

- a valid passport (the expiration date of which exceeds the intended period of stay in the RS by at least three months);
- health insurance covering urgent healthcare services in the RS as a minimum requirement;
- sufficient means of subsistence in a monthly amount at least equal to the basic minimal income in the RS;
- a police clearance certificate not older than three months (if the country in question issues it), translated into Slovenian, and certified;
- an authentic photograph, you are also required to provide two of your fingerprints at a diplomatic mission or consulate of the RS abroad for their digital capture.

For relevant information please check also the website of the Slovenian Ministry of the Interior:
<http://www.mnz.gov.si/en/services/>
and
www.infotujci.si

Ministry of Foreign Affairs of the Republic of Slovenia
Prešernova cesta 25
SI-1001 Ljubljana
Tel.: +386 1 478 20 00
Fax: +386 1 478 23 40
info.mzz@gov.si
www.mzz.gov.si/en

Consular services
Šubičeva 10
SI-1001 Ljubljana
Tel.: + 386 1 478 23 05
Fax +386 1 478 23 16

Administrative Units:

Upravna enota Koper
Trg Brolo 4
SI - 6000 Koper
Tel.: +386 5 663 76 00
ue.koper@gov.si

Upravna enota Izola
Cesta v Pregavor 3a
SI - 6310 Izola
Tel.: +386 5 660 04 00
ue.izola@gov.si

Upravna enota Piran
Lucija, Obala 114a
SI - 6320 Portorož
Tel.: +386 5 671 04 00
ue.piran@gov.si

Police Stations:

Policijska postaja Koper
Ljubljanska cesta 8
SI - 6000 Koper
Tel.: +386 5 611 67 00

Policijska postaja Izola
Drevored 1. maja 11
SI - 6310 Izola
Tel.: +386 5 616 13 00

Policijska postaja Piran
Liminjanska 116, Lucija
SI - 6320 Portorož
Tel.: +386 5 617 16 00

Aside from these basic conditions, you are also required to meet other requirements depending on the purpose of your stay in the RS.

Registration of temporary residence

You are required to register your temporary residence at an administrative unit within three days of settling or being given a temporary residence permit. If you settle in an accommodation facility, your temporary residence must be registered by the proprietor. When registering your residence, you are required to attach a valid personal identity document containing a photograph and evidence that you have the right to stay at the address you are registering. Proof of ownership, a rental agreement, an under lease agreement, written consent of the owner or co-owners, or written consent of the manager of an accommodation facility where the owner's consent does not have to be certified are deemed as evidence.

The registration of a temporary residence is valid for no longer than one year. The registration of a temporary residence must be renewed by either you or your landlord within eight days from the expiration of registration.

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.



*»The object of education is to
prepare the young to educate
themselves throughout their lives.«*

Robert Maynard Hutchins

III. Living in Slovenia

Slovenia is the only country in Europe that combines the Alps, the Mediterranean, the Pannonian Plain and the Karst. 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.

The Slovenian coast – »OBALA«

The stories of Slovenian Istria stretch a long way back to the times of the Illyrian tribe of Histri, who were the first known inhabitants of Istria to build fortified settlements some 2,000 years B.C. the Roman Empire and beyond. Remains of the Roman Empire can be found in hamlets in the surroundings of Koper, Izola and Piran, with coastal towns bearing the remains of times long past. The ancient atmosphere can still be felt on the cobblestone streets, in the squares, churches, houses and vibrations of everyday life. Istrian people are fortunate to enjoy a moderate climate with mild winters and warm summers, enabling them to grow olive trees, grapevines and many different kinds of fruit. Although the territory of Slovenia at first seems homogenous, it is nevertheless quite mixed when you look at the picturesque landscape of the Šavrinski hills, Bržanija, the Karst edge and the 47-kilometre-long coastline. They each have special features, yet they are all parts of Slovenia's attractive coastal tourist resorts famous for their diversity, unspoilt nature, kind people, rich cultural heritage and their lively creativity, not to mention the well-developed yet discreet tourism opportunities.



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 found in its rich history, which has seen changes of various reigns and states, all of which marked the city with their specific traits and names. Through many different events, visitors can discover splendid Venetian-style palaces, magnificent churches and many small picturesque squares.

Today, Koper is a commercial, tourist and university city that continues developing its offerings in terms of seaside resorts, nautical tourism, culture, sports and shopping. The University of Primorska brought the spirit of youth



STO.J. Skok, www.slovenia.info

with new ideas and energy to Koper. The University's head office as well as most of its members are located in the centre of Koper. One faculty is located in Izola and another in Portorož, so the University connects the entire Slovenian Coast.

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. The town offers a variety of cultural events, many of which depict old traditions and customs of the city and its surrounding villages. Izola is also well-known for the Izola General Hospital, which cooperates closely with the University, especially the Faculty of Health Sciences, which is located right next to the Hospital.

Piran

Piran is the best preserved cultural monument of the Slovenian Istria. Throughout the ages, Piran has maintained its clustered medieval structure – narrow winding streets, houses huddled close together, rising in cascades, the contact with the sea, and numerous squares and churches. When you visit Piran, take a closer look at its architecture,



influenced by the Venetian Republic, which has left its mark on most Istrian towns. A series of events takes place all year round in the open and in magnificent buildings named after famous people from Piran. Piran is a member of the European Walled Cities Association.

Portorož

Portorož is a town which has been known as a health resort since the 13th century. Monks initially discovered the healing properties of seawater and sea mud. All of the town's various ruling authorities – Venetians, the members of the Habsburg Empire, and the French – maintained the tradition that continues even today. At the end of the 19th century, a shareholding company which built a spa and a health

**Tourist Information
Center Koper**
Titov trg 3
SI-6000 Koper
Tel.: +386 5 664 64 03
tic@koper.si
www.koper.si

**Tourist Information
Center Izola**
Sončno nabrežje 4
SI-6310 Izola
Tel.: +386 5 640 10 50
tic.izola@izola.si
www.izola.eu

**Tourist Information
Office Piran**
Tartinijev trg 2
SI-6330 Piran
Tel.: +386 5 673 44 40
ticpi@portoroz.si
www.portoroz.si

**Tourist Information
Office Portorož**
Obala 16
SI-6320 Portorož
Tel.: +386 5 674 22 20
ticpo@portoroz.si
www.portoroz.si

resort was established. 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.

Events on the Slovenian Coast

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; some of them are connected with old customs and traditions, and others are marked by music and culture. We must not forget many sports events ashore and at sea.

Take your time and visit the Tourist Information Offices. They will be glad to help you.



Leisure Activities

When seeking a taste of real student life or searching for an interesting extracurricular activity, students are recommended to contact the Student Organisation of the University of Primorska (ŠOUP), which is active in the following areas: culture, international co-operation and tourism, sports and student recreation, education and student counselling, and student welfare.

The Department for Sports and Recreation provides for the students' daily recreation (aerobics, ball games) and organises various sports events and competitions (basketball, football, volleyball, bowling).

The Department for Student Welfare is in charge of student housing, the subsidised student meal program, health, ecology and volunteering. It also helps students with special needs and student's families and provides counselling concerning other welfare-related matters.

ŠOUP also publishes The Kažin ('Chaos'), a magazine for UP students, organises exhibitions of young artists, literary evenings, electronic music events and the traditional »Culture Rocks« cultural event. Together with the university, it has established the Academic Choir of the UP.

Public Libraries

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

**Student Organization
of the University
of Primorska (ŠOUP)**
Pristaniška ulica 3
SI-6000 Koper
Tel.: +386 5 662 62 20
Facebook:
SOU.na.Primorskem
info@soup.si
www.soup.si

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

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

**Mestna knjižnica Piran
(Public Library of Piran)**
Župančičeva 4
SI-6330 Piran
Tel.: +386 5 671 08 71
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 ensures the same access to public health services, i.e. to doctors and pharmacies, as Slovenian citizens receive. If you have to pay for health services in Slovenia, you will be reimbursed immediately when you return home. The card covers all necessary medical care to allow you to continue your stay in Slovenia. The card does not cover the medical services of private providers.

For citizens of other countries, it is best to take out international travel insurance, including health insurance before arriving in Slovenia. General travel insurance is also recommended for citizens of the abovementioned countries.

For other information regarding health services, please contact the Zavod za zdravstveno zavarovanje Slovenije (Slovenian Health Insurance Institute) at www.zzzs.si; the list of bilateral agreement in the filed of social and health insurance is available at http://www.mz.gov.si/si/delovna_podrocja/evropske_zadeve_in_mednarodno_sodelovanje/dvostranski_sporazumi_s_podrocja_socialnega_in_zdravstvenega_zavarovanja/.

Currency

Since January 2007, the Slovenian currency is the euro.

*Public health facilities
in Koper, Izola and
Portorož:*

Zdravstveni dom Koper
Dellavallejeva ulica 3
SI-6000 Koper
Tel.: +386 5 664 71 00

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

Zdravstveni dom Piran
Cesta solinarjev 1, Lucija
SI-6320 Portorož
Tel.: +386 5 677 33 20

General Hospital:

Splošna bolnišnica Izola
Polje 40
SI-6310 Izola
Tel.: +386 5 660 62 99

Banks

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

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

Costs of Living

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

Shops

Working hours are mostly non-stop; most shops 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.

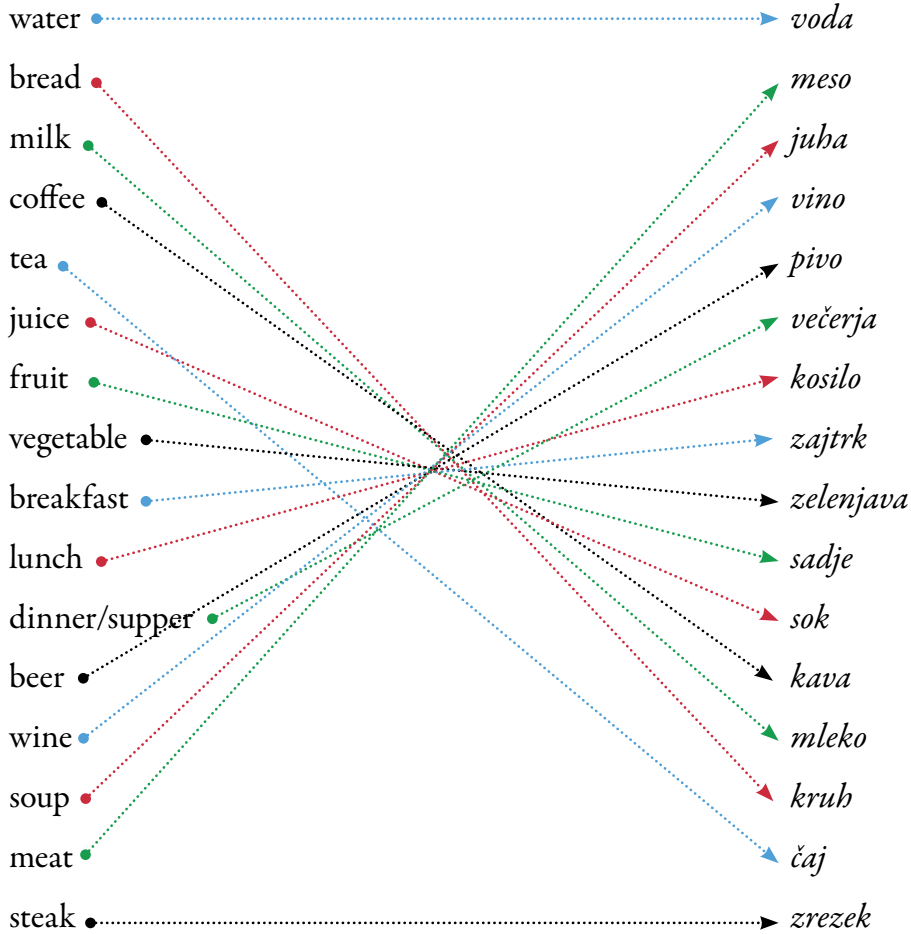
Basic Vocabulary - Useful phrases in the Slovenian language

Good morning	<i>Dobro jutro</i>
Good afternoon	<i>Dober dan</i>
Good evening	<i>Dober večer</i>
Goodbye	<i>Nasvidenje</i>
Good night	<i>Lahko noč</i>
Hello	<i>Zdravo / Oj / Živijo</i>
What's your name?	<i>Kako ti je ime? (familiar)</i> <i>Kako vam je ime? (formal)</i>
My name is...	<i>Ime mi je ...</i>
I come from...	<i>Sem iz ... / Prihajam iz ...</i>
That's great!	<i>Odlično! / Krasno! / Kul!</i>
Of course	<i>Seveda</i>
Thank you	<i>Hvala</i>
Please	<i>Prosim</i>
How are you?	<i>Kako si? (familiar)</i> <i>Kako ste? (formal)</i>
I'm great, thanks	<i>Odlično, hvala.</i>
Excuse me, how can I reach...	<i>Oprostite, kako pridem do ...</i>
I don't understand	<i>Ne razumem</i>
Cheers!	<i>Na zdravje!</i>

Pronunciation

č is pronounced *ch*
š is pronounced *sh*
ž is pronounced
like the soft *g* in
"garage"

Food and Drinks

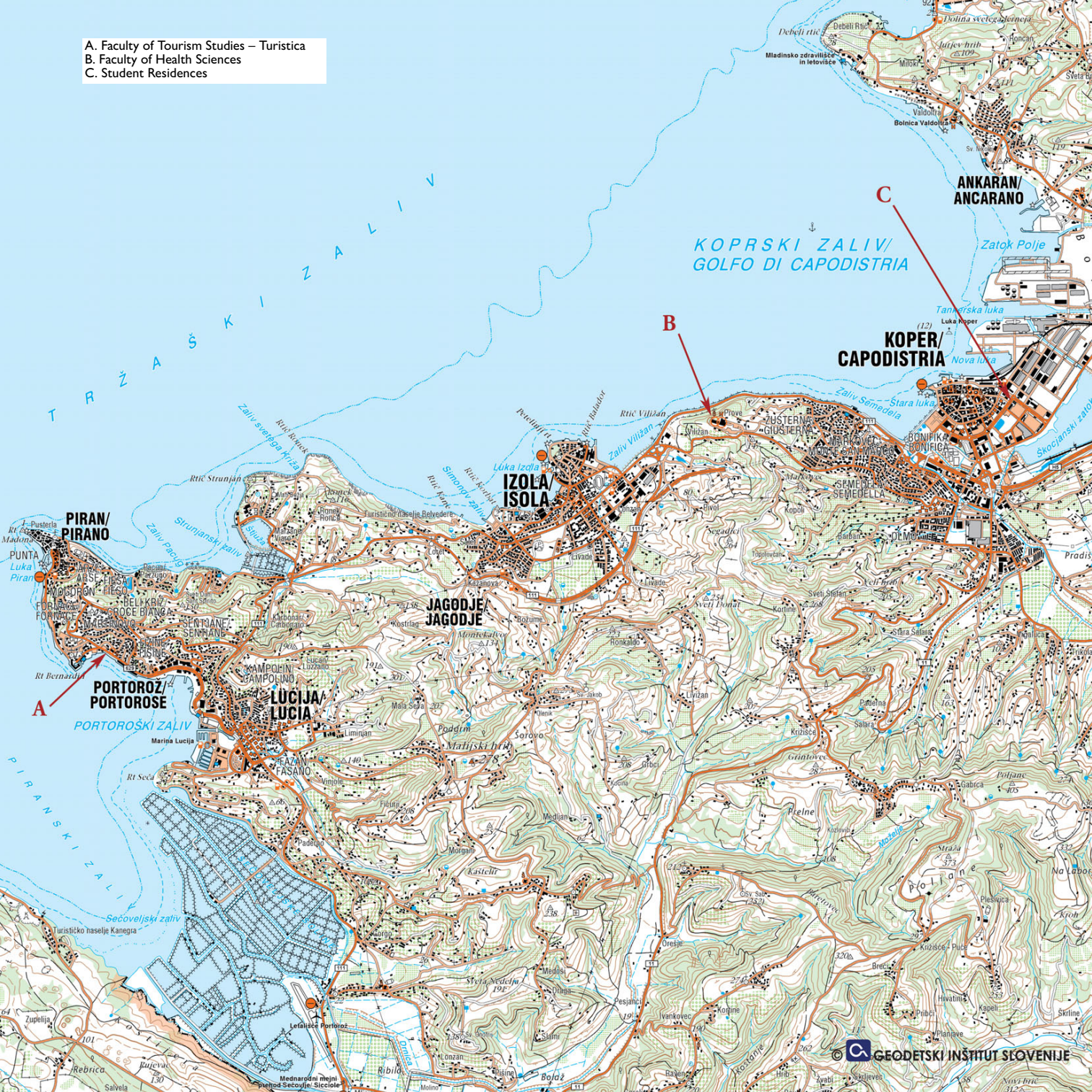






1. University of Primorska
2. Faculty of Humanities
3. Faculty of Management
4. Faculty of Mathematics, Natural Sciences and Information Technologies
5. Faculty of Education
6. Science and Research Centre
7. Andrej Marušič Institute

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



List of Student Affairs Offices at the University of Primorska

Rectorate of the University of Primorska	Titov trg 4 SI-6000 Koper, Slovenia www.upr.si
	Tel.: +386 5 611 75 10 Fax: +386 5 611 75 30 vpis@upr.si
Faculty of Humanities	Titov trg 5 SI-6000 Koper, Slovenia www.fhs.upr.si
	Tel.: +386 5 663 77 41 Fax: +386 5 663 77 42 referat@fhs.upr.si
Faculty of Management	Cankarjeva 5 SI-6000 Koper, Slovenia www.fm-kp.si
	Tel.: +386 5 610 20 20 Fax: +386 5 610 20 03 referat@fm-kp.si
Faculty of Mathematics, Natural Sciences and Information Technologies	Glagoljaška 8 SI-6000 Koper, Slovenia www.famnit.upr.si
	Tel.: +386 5 611 75 98 Fax: +386 5 611 75 75 referat@famnit.upr.si

Faculty of Education	Cankarjeva 5 SI-6000 Koper, Slovenia www.pef.upr.si
	Tel.: +386 5 663 12 76 Fax: +386 5 663 12 68 referat@pef.upr.si
Faculty of Tourism Studies - Turistica	Obala 11a SI-6320 Portorož, Slovenia www.turistica.upr.si
	Tel.: +386 5 617 70 27 Tel.: +386 5 617 70 28 Fax: +386 5 617 70 20 referat@turistica.si
Faculty of Health Sciences	Polje 42 SI-6310 Izola, Slovenia www.fvz.upr.si
	Tel.: +386 5 662 64 61 Fax: +386 5 662 64 80 referat@fvz.upr.si



Notes / Beležke

Study at the University of Primorska: Enrollment Guide for Foreigners

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.ob-valdolta.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

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University of Primorska
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Slovenia
www.upr.si



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