



FACULTY OF SOCIAL SCIENCES

Student Exchange Fact Sheet (2024/2025)

Name	Faculty of Social Sciences, University of Ljubljana
Erasmus Code	SI LJUBLJA01
Dean of the Faculty	Prof. Iztok Prezelj
Websites	https://www.fdv.uni-lj.si/en/home http://www.fdv.uni-lj.si/en/study/exchange-programmes https://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

Contact details:

Head of the IRO, Erasmus Coordinator; IIA responsible	Ms. Maša Kolenbrand, Tel.: +3861 5805 305 E-mail: Masa.Kolenbrand@fdv.uni-lj.si
Student Mobility Coordinator	Mr. Zoran Pečar (till July 2024), Ms Danila Rijavec (from August 2024 on): Tel.: +3861 5805 279 E-mail office.international@fdv.uni-lj.si
Address	Faculty of Social Sciences Office for International Cooperation Kardeljeva ploščad 5 SI-1000 Ljubljana

Academic Information:

Study Cycle	Bachelor / Master / Doctoral
English-taught courses Information	<p>We offer courses to exchange students out of our 23 regular study programmes in the fields of Political Science, Communication, Cultural Studies and Sociology (3 + 2 + 4 structure).</p> <p>Course Catalogue: HERE (updated annually by end of June)</p> <p>Limitations and Obligations:</p> <ul style="list-style-type: none"> Students should review available English-taught courses by semester to ensure the nomination for the right semester and to ensure academic recognition. Bachelor students can only register for Bachelor courses, Master students can only register for Master courses, with exceptions possible, subject to availability. Doctoral students' obligations are confirmed on an individual basis. Students can obtain maximum 36 ECTS per semester, no minimum of ECTS credits required. <p>Courses at Other Faculties of the University of Ljubljana:</p> <ul style="list-style-type: none"> Exchange students must primarily register for courses at the Faculty of Social Sciences. However, they can select up to 2 courses from other faculties of the University of Ljubljana from THIS course catalogue, subject to availability, upon approval. Enrolment for these courses may be denied. Students register for those courses at our International Office and receive the confirmation just prior to the beginning of the semester. Therefore, students are advised to register for those courses only exceptionally and as an additional curriculum.
Term Dates	Academic calendar FDV
National Holidays	National holidays and other work-free days

Grading System	University of Ljubljana grading system
Learning Agreements (LA)	<ul style="list-style-type: none"> - The initial LAs sent to students within six weeks after their upload to the UL platform by the student are deemed provisional and do not imply course registration. They serve solely for students to apply for Erasmus+ grants at their home institution. - Upon completion of online course registration by students, the courses will be officially confirmed, and LAs will be reissued.
Transcript of Records (ToR)	Transcripts of records can be obtained from the International Office at the end of student's mobility. Students should contact the FDV International Office when all the grades are in the web office MY FDV.
Confirmation of Stay (CoS)	<ul style="list-style-type: none"> - Arrival and departure dates confirmed by the International Office are based on either the Welcome Day (or language course, if applicable) or the student's actual arrival after the start of the semester. The departure date aligns with the completion of the last physical study obligation, typically the final oral or written exam carried out at the premises of the Faculty (not on-line submission). Students are required to visit the International Office personally no more than three days before their departure to finalize those arrangements. - The semester dates do not necessarily coincide with arrival and departure dates. Please ensure your students are aware of these guidelines well in advance.

Nomination, Application and Arrival Information:

Nomination and Application Information	<p>1st (Autumn) semester: Deadline for nominations: April 30 Nominations: by email to office.international@fdv.uni-lj.si</p> <p>Deadline for student's application: May 15 Information on students' application will be sent to students directly after the nomination.</p>
	<p>2nd (Spring) semester: Deadline for nominations: October 31 Nominations: by email to office.international@fdv.uni-lj.si</p> <p>Deadline for student's application: November 15 Information on students' application will be sent to student directly after the nomination.</p>
Orientation Welcome Day	<p>Invitations to Welcome and Orientation Day are sent by email with detailed information and schedule for October and February start.</p> <p>Faculty Welcome Day usually takes place on Thursday before the week of the beginning of semester. Faculty Welcome Day is compulsory for all students.</p>
Slovenian Language Course	Begins three weeks before the beginning of semester. Detailed information sent after students' application.
Language Requirements	<p>The language of instruction is English. Courses given in Slovenian are available to Slovenian speaking students.</p> <p>Nominated students are expected to be highly proficient in English (spoken and written) at B2 level according to CEFR in order to have a successful learning experience.</p> <p>The recommended level of English language is: TOEFL-paper: 550; TOEFL-computer: 213; TOEFL-internet: 80; IELTS: 6.5 or higher</p>
Important Notes	<ul style="list-style-type: none"> - Students apply for the courses through Web Office (roughly in August for Autumn Semester and January for Spring Semester). - Faculties within the University of Ljubljana are separated units and all procedures are considered and carried out by a single faculty. - Residence permit, insurance, and other useful pre-arrival information: http://www.uni-lj.si/study/information/residence/ - Students are advised to arrive in Ljubljana a couple of days before classes commence to allow time to settle in and to participate in orientation.