I. APPLICATION FOR ENROLMENT

The first-round application period

The first-round application period for enrolment runs from 12 February to 18 March 2020.

Candidates are required to apply by submitting an electronic application through the eVŠ web portal at http://portal.evs.gov.si/prijava/?locale=en. Each candidate may only submit one application. If the application is made:

1) with a qualified digital certificate or ArnesAAI account, the enrolment application is not to be sent on the printed form by mail, but must be completed and submitted online through the eVŠ web portal by 18 March 2020. The attachments to the application which are required under Chapter VII of this Call for Enrolment must be sent by registered post to the competent higher education application and information service (the attachments must bear the reference number of the enrolment application);

2) with username and password, the enrolment application form must be completed and submitted online through the eVŠ web portal by 18 March 2020, then printed, signed and sent by registered post to the competent higher education application and information service not later than two days after the deadline for the submission of electronic application forms through the eVŠ web portal. The attachments required under Chapter VII of this Call for Enrolment (they must bear the reference number of the enrolment application) must be sent by registered post to the competent higher education application and information service.

An application is considered to be submitted in time in the following cases:

1) the application has been completed and submitted online with an electronic signature through the eVŠ web portal by 18 March 2020; and

2) the application has been completed online through the eVŠ web portal by 18 March 2020, then the last version of the application form thus submitted is printed, signed and sent by registered post to the competent higher education application and information service by 20 March 2020.

Candidates applying with username and password are required to send a printed and signed enrolment application form to the higher education application and information service at the postal address indicated in the upper left corner of the printed application form, namely to:

- the Higher Education Application and Information Service of the University of Ljubljana, PO Box 524, 1001 Ljubljana, if the study programme listed in the application form as the first choice is carried out by the University of Ljubljana higher education institution or a public independent higher education institution or independent higher education institution carrying out study programmes under a concession;

- the Higher Education Application and Information Service of the University of Maribor, PO Box 246, 2001 Maribor, if the study programme listed in the application form as the first choice is carried out by the University of Maribor higher education institution;

- the Higher Education Application and Information Service of the University of Primorska, Titov trg 4, 6000 Koper, if the study programme listed in the application form as the first choice is carried out by the University of Primorska higher education institution;

- the Higher Education Application and Information Service of the University of Nova Gorica, Vipavska 13, 5000 Nova Gorica, if the study programme listed in the application form as the first choice is carried out by the University of Nova Gorica higher education institution.

In the application, candidates may specify, in order of priority, a maximum of three (3) different study programmes in which they wish to enrol and for which they meet, or will meet, the enrolment conditions before the expiry of the deadlines published in this Call for Enrolment.
The priority order in which the study programme preferences are listed is important, because candidates will, under the conditions indicated in this Call for Enrolment in the chapter on the selection procedure, be admitted to the first specified programme for which they meet all the conditions. Candidates should therefore only choose programmes for which they meet the enrolment conditions, otherwise their choice will not be taken into consideration.

PLEASE NOTE:
The deadline for the submission of electronic applications through the eVŠ web portal is 18 March 2020. After 18 March 2020, changes to and de-registration from individual specified study preferences will no longer be possible.

When completing an application, candidates should ensure that they meet (or will meet) the conditions for enrolment in the particular study programme. Candidates should therefore only choose programmes for which they meet (or will meet) the enrolment conditions, otherwise their study choice will not be taken into consideration.

The second-round application period

The second-round application period runs from 20 to 28 August 2020.

Candidates who did not apply in the first-round application period or have not been admitted into any of the study programmes specified in the first-round application or have not enrolled in the study programme to which they have been admitted in the first-round application period or have deregistered from that study programme by 17 August 2020 inclusive may apply for enrolment places that are still available in the second-round application period.

The information regarding enrolment places that are still available in the second-round application period will be published on 19 August 2020 on the eVŠ web portal and on the websites of the higher education application and information services of the University of Ljubljana, the University of Maribor, the University of Primorska, the University of Nova Gorica, and on the websites of other higher education institutions.

Candidates are required to apply by submitting an electronic application through the eVŠ web portal at [http://portal.evs.gov.si/prijava/?locale=en](http://portal.evs.gov.si/prijava/?locale=en). Each candidate may only submit one application. If the application is made:

1) with a qualified digital certificate or ArnesAAI account, the enrolment application is not to be sent on the printed form by mail, but must be completed and submitted online through the eVŠ web portal by 28 August 2020. The attachments to the application which are required under Chapter VII of this Call for Enrolment must be sent by registered post to the competent higher education application and information service (the attachments must bear the reference number of the enrolment application);

2) without a qualified digital certificate (with username and password), the enrolment application form must be completed and submitted online through the eVŠ web portal by 28 August 2020, then printed, signed and sent by registered post to the competent higher education application and information service not later than three days after the deadline for the submission of electronic application forms through the eVŠ web portal. The attachments required under Chapter VII of this Call for Enrolment (they must bear the reference number of the enrolment application) must be sent by registered post to the competent higher education application and information service.
An application is **considered to be submitted in time** in the following cases:

1) the application has been **completed and submitted online with an electronic signature** through the eVŠ web portal by 28 August 2020; and

2) the application has been **completed online through the eVŠ web portal by 28 August 2020, then the last version of the application form thus submitted is printed, signed and sent by registered post to the competent higher education application and information service by 31 August 2020.**

Candidates applying with username and password are required to send a **printed and signed enrolment application form** to the higher education application and information service at the postal address indicated in the upper left corner of the printed application form, namely to:

- the Higher Education Application and Information Service of the University of Ljubljana, PO Box 524, 1001 Ljubljana, if the study programme listed in the application form as the first choice is carried out by the University of Ljubljana higher education institution or a public independent higher education institution or independent higher education institution carrying out study programmes under a concession;
- the Higher Education Application and Information Service of the University of Maribor, PO Box 246, 2001 Maribor, if the study programme listed in the application form as the first choice is carried out by the University of Maribor higher education institution;
- the Higher Education Application and Information Service of the University of Primorska, Titov trg 4, 6000 Koper, if the study programme listed in the application form as the first choice is carried out by the University of Primorska higher education institution;
- the Higher Education Application and Information Service of the University of Nova Gorica, Vipavska 13, 5000 Nova Gorica, if the study programme listed in the application form as the first choice is carried out by the University of Nova Gorica higher education institution.

In the application, candidates may specify, in order of priority, a maximum of three (3) different study programmes in which they wish to enrol and for which they meet, or will meet, the enrolment conditions before the expiry of the deadlines published in this Call for Enrolment.

The priority order in which the study programme preferences are listed is important, because candidates will, under the conditions indicated in this Call for Enrolment in the chapter on the selection procedure, be admitted to the first specified programme for which they meet all the conditions. Candidates should therefore only choose programmes for which they meet the enrolment conditions, otherwise their choice will not be taken into consideration.

Candidates for whom the selection procedure of the first-round application period has not yet finished (candidates who will sit the Slovenian *matura* exam (i.e. the national upper secondary school-leaving external examination) in two parts or undergo tests of specific aptitudes, abilities, and skills in the autumn term; candidates undergoing the procedure for the recognition of completed education for the purpose of continuing studies; and candidates who were approved for enrolment following an appeals procedure) may submit a second-round application by 28 August 2020. If such candidates are admitted to one of the study programmes specified in the first-round application, their second-round application will be eliminated from the selection procedure in the second-round application period with their written consent.

**PLEASE NOTE:**

The deadline for the submission of electronic applications through the eVŠ is **28 August 2020.**

After 28 August 2020, changes to and de-registration from individual specified study preferences will no longer be possible.

When completing an application, candidates should ensure that **they meet (or will meet) the conditions for enrolment** in the particular study programme. Candidates should therefore only choose programmes for which they meet (or will meet) the enrolment conditions, otherwise their study choice will not be taken into consideration.
Application period for still-available enrolment places

The application period for still-available enrolment places runs from 24 September to 12 p.m. on 25 September 2020.

During that period, the following candidates may apply for still-available enrolment places:
- candidates who did not apply in the first- or second-round application period.
- candidates who have submitted their first or second application and have not been admitted to any of the chosen study programmes listed in their application in the selection procedure of the current year.
- candidates admitted in the first- or second-round application period in a study programme which will not be implemented.

Information on the study programmes with still-available enrolment places will be published on 24 September 2020 on the eVŠ web portal and on the websites of the higher education institutions.

Candidates are required to apply by submitting an electronic application through the eVŠ web portal at http://portal.evs.gov.si/prijava/?locale=en. Each candidate may only submit three applications. In each application candidates should list one study programme for which they meet the enrolment conditions. If the application is made:

1. with a qualified digital certificate or ArnesAAI account, the enrolment application is not to be sent on the printed form by mail, but must be completed and submitted online through the eVŠ web portal by 12 p.m. on 25 September 2020. The attachments to the application which are required under Chapter VII of this Call for Enrolment must be sent by registered post or in person to the competent higher education institution (the attachments must bear the reference number of the enrolment application). All attachments must be received by the higher education institution not later than by 6 p.m. on 25 September 2020.

2. with username and password, the enrolment application form must be submitted online through the eVŠ web portal by 12 p.m. on 25 September 2020, then printed, signed, and, together with all the attachments (supplemental documents) required under Chapter VII of this Call for Enrolment, submitted in person or sent by registered post to the competent higher education institution, which must receive them not later than by 6 p.m. on 25 September 2020.

An application is considered to be submitted in time in the following cases:

1. the application has been completed and submitted online with an electronic signature through the eVŠ web portal by 12 p.m. on 25 September 2020, and any potential attachments (supplemental documents) have been received by the higher education institution by 6 p.m. on 25 September 2020, and;

2. the application has been completed online through the eVŠ web portal by 12 p.m. on 25 September 2020, then the last version of the application form thus submitted is printed, signed and submitted in person to the higher education institution or sent by registered post to the postal address indicated in the upper left corner of the enrolment application. The enrolment application together with any potential attachments (supplemental documents) must be received by the higher education institution not later than by 6 p.m. on 25 September 2020.

Only applications received by the competent higher education institution by 6 p.m. on 25 September 2020 will be considered to be submitted in time, regardless of the manner of submission. Applications received later will be discarded.