University of Ljubljana april, 2024

Faculty of Pharmacy

Aškerčeva 7, Ljubljana

**CALL FOR ENROLMENT TO MASTER DEGREE STUDY PROGRAMMES IN ACADEMIC YEAR 2024/25**

* **Master's study program INDUSTRIAL PHARMACY: part-time study**
* **Call for applications 2024/25 (**[**https://www.uni-lj.si/study/master/**](https://www.uni-lj.si/study/master/)**)**

The deadline for submitting the application with evidence is **June 1st, 2024.**

**The program is performed in English.**

**INFORMATION DAY: Wednesday: May 15, 2024 at 4 p.m. (lecture room P1).**

**INFORMATION DAY: Thursday: May 16, 2024 at 12.00, only on line, zoom:**

<https://uni-lj-si.zoom.us/j/95459708389>

Meeting ID: 954 5970 8389

[Number of available places for enrolment in 2024/2025](https://www.uni-lj.si/mma/preglednica_razpisana_mesta_2_stopnja_2024/2024032913135128/?m=1711714431)*:*

|  |  |
| --- | --- |
|  | Enrolled students |
| for citizens of the Republic of Slovenia and the EU | 20 |
| for foreigners | 19 |
| for Slovenes without Slovene citizenship | 1 |

**1) APPLICATION FOR ENROLMENT**

Candidates are required to apply by submitting an electronic application through the eVŠ web portal. Information and directions for applicants:

[Information in English - EVŠ - Spletni portal (gov.si)](https://portal.evs.gov.si/information-in-english) in English.

WARNING:

Only applications / applications for recognition of foreign education that arrive on time and in the prescribed form will be considered and must be

1) With a qualified digital certificate or with an AAI account (authentication and authorization infrastructure account), the application for enrollment submitted to eVŠ by the application deadline.

2) With the username and password, the application for enrollment submitted to eVŠ by the application deadline.

The following shall be considered timely:

1) an application that has been completed by the application deadline and submitted with an electronic signature in eVŠ and

2) an application that was filled in with a username and password and completed and submitted to eVŠ by the application deadline.

Assistance with entering the application for enrolment - SI-PASS system:
E-mail:ekc@gov.si
Phone: 00 386 1 478 85 90 (from 8:00 AM until 22:00 PM CET during working days).

Technical assistance:

ekc@gov.si,

Phone.: 00386 80 2002 (from 8:00 AM until 22:00 PM CET during working days).

Candidates applying with foreign qualifications apply for recognition of foreign access qualifications with the same application form.

Please follow the relevant instructions and make sure that you enclose all the relevant documentation to your application, as required by the programme or by the faculty/academy:

Apply as instructed **and no later than on the application deadline.**

**2. ASSESSING APPLICATIONS**

Candidates applying for master degree programmes should give evidence of bachelor (first cycle) diploma or equivalent or of higher level according to the Higher Education Act.

Candidates should give evidence of fulfilling other access and admission criteria, according to respectful master degree programme.

In case of limited access, the applications will be assessed against selection criteria specific to the course of study (degree programme). In case the number of eligible candidates is still higher than the number of available places, the following possibilities are used alternatively:

1. All eligible candidates who achieve the same number of points for the last advertised enrollment position are accepted.
2. Candidates are additionally selected among candidates with the same number of points for the last advertised enrollment position through an additional selection exam, which may also take the form of an interview.

Candidates are informed about the chosen selection method.

If the candidate's qualifications do not meet the general entry requirements for direct entry, the candidate will be requested to provide additional proof of competences. **Such additional requirements should be fulfilled before enrolment to the programme**.

**3. CANDIDATES WITH FOREIGN QUALIFICATIONS**

Candidates with foreign qualifications are considered to have applied for recognition of their entry qualifications with the application form with which they have applied for study.

**4. CANDIDATES WITH SPECIAL STATUS/NEEDS**

Candidates can apply for special application status by submitting the form, available on the link: [APPLICATION FOR THE STATUS](https://www.uni-lj.si/mma/application_for_the_status_2023/2023032308155775/?m=1679555757). The application is only regarded together with the application for study, as instructed in Chapter 1 of these instructions.
More info: [Students with special needs and special status (uni-lj.si)](https://www.uni-lj.si/study/students_with_special_needs/).

**5) SELECTION OF CANDIDATES**

Should a surplus of candidates meet the enrollment conditions, UL FFA decides on the selection of candidates according to the criteria defined in each study program.

When a candidate has to pass additional exams due to the difference in the professional field of education compared to the program for which he / she is applying, **candidates are especially reminded that these exams must be passed before enrolling in the study program**.

**6) CANDIDATES WITH FOREIGN DOCUMENTS ON EDUCATION**

Candidates who prove the fulfillment of enrollment conditions with foreign documents on education, with the same application (no later than 1st June – for master's study program INDUSTRIAL PHARMACY: part-time study)must also submit an application for recognition of foreign education for the purpose of continuing education at the University of Ljubljana. The application / application is accompanied by the following documents (diploma certificate, diploma supplement, curricula, chronological description of education).

**Only applications for recognition of foreign education that will be received will be considered in a timely manner and in the prescribed form as set out in point 1 APPLICATION FOR ENROLLMENT.**

**7) USEFUL INFORMATION:** Study at the University of Ljubljana (in English): <https://www.uni-lj.si/study/>