

DOCTORAL STUDY PROGRAMME IN BIOSCIENCES

1. APPLICATION

Graduates who have obtained one of the following qualifications may enrol in doctoral study programme in Biosciences:

- university qualification (completed four year non-Bologna university programme)
- Bologna level 2 (master of speciality)
- specialisation after completion of higher education professional programme
- specialisation after completion of non-Bologna university programme
- completed programme for qualification for the professions of physician, pharmacist, dental surgeon or veterinary surgeon
- Master of Science.

The candidate can submit the application for the enrolment into doctoral study programme in Biosciences with an electronic form at the [eVŠ online portal](#).

The candidate can apply for a doctoral study:

a) **With a verified digital certificate**; a printed form should not be sent via mail, the application for signing into eVŠ should be submitted before the end of the application period (by August, 21st 2020). During this period, the candidate should send to the address of the Biotechnical faculty of the University of Ljubljana via registered mail the attachment - acquired documents for the recognition of foreign education.

The address for sending the attachment is published in the call for enrolment of doctoral study programme in Biosciences:

Biotehniška fakulteta,
Referat za študij 3. stopnje
Jamnikarjeva 101
1000 Ljubljana

or

b) **Without a verified digital certificate** (with a user name and password); the form for applying for enrolment should be sent electronically to eVŠ, printed out, signed, and sent by the end of the application period (by August, 21st 2020) together with the attachment required by the call for enrolment (acquired documents for the recognition of foreign education) via registered mail to the Biotechnical faculty:

Biotehniška fakulteta
Referat za študij 3. stopnje
Jamnikarjeva 101
1000 Ljubljana.

An application is **timely** if:

1) It was **filled out** and **submitted with electronic signature** to the eVŠ by the end of the application period (by August, 21st 2020); or

2) It was **filled out in the eVŠ, printed out** with the same text as the text in the last submitted eVŠ form, **signed, and sent via registered mail** to the Biotechnical faculty by the end of the application period (by August, 21st 2020).

Technical assistance for questions regarding filling out the electronic application:

- e-mail: ekc@gov.si
- phone: 080 2002 (during working days; Monday to Friday between 9:00 a.m. and 10 p.m.).

For any content-related questions in regard to the Call for Enrolment in doctoral study programme in Biosciences the candidate can contact the student office of the Biotechnical faculty:

Mrs. Vesna Ješe Janežič

phone: 00386 1 320 30 27

e-mail: vesna.jesejanezic@bf.uni-lj.si.

1.1 Application Deadline

The **application deadline** for the study programme in Biosciences is **August 21st, 2020**.

1.2 Enrolment Deadline

In accordance with the Rules on the Call for Enrolment and the Enrolment in Higher Education, the students in the 2020/2021 academic years **enrol** into doctoral study programmes by **September 30th, 2020** at the latest based; however on clear grounds, the decision on which is made by the competent body of the higher education institution, they can enrol by October 30th, 2020 at the latest (if the recognition of the foreign diploma is still in the procedure).

1.3 Recognition of the foreign education

A candidate who has finished his or her studies in a foreign country (not Slovenia) and would like to continue education in the Slovenian higher education institution is obliged to acquire a decision on the **recognition of the foreign education**, if they have not obtained one already. Higher education institutions are the competent bodies for the education recognition procedure.

The **recognition procedure is a part of the enrolment procedure**. The candidate submits the recognition application together with the study enrolment application (on the [online eVŠ portal](#)).

Documents needed for the recognition of the foreign diploma(s) are:

1. **Original or the duplicate of the final certificate(s)**, representing general requirement for access to higher education in the country of issue, legalised on the basis of:

- The 1961 Hague Convention (at the court with territorial jurisdiction where the certificate or diploma has been issued); with properly filled in apostille form affixed or
- The Authentication of Documents in International Traffic Act.

Countries for which no legalization is required: Austria, Bulgaria, Bosnia and Herzegovina, Cyprus (for documents issued by public higher education institutions and universities), Czech republic, France, Greece, Croatia, Hungary, Republic of Macedonia and Romania

2. **Photocopy of the original certificate(s)** referred to in No 1

3. **Certified Slovene or English translation of the certificate(s)** referred to in No 1 (not necessary for certificate(s) in Croatian, Bosnian, Montenegrin, Serbian - if issued in Latin alphabet)

4. **Annual report cards, transcripts, a diploma supplement or some other evidence on**

the contents and duration of education

5. **Certified Slovene or English translation of the certificate(s)** referred to in No 4 (not necessary for certificate(s) in Croatian, Bosnian, Montenegrin, Serbian - if issued in Latin alphabet)

1. 4 Candidate's mentor

A candidate should have selected a supervisor (mentor) at the time of application or at the latest at the time of enrolment. Mentor may be anyone who has a pedagogic or scientific title (assist. prof. dr., prof. dr., scientific associate, scientific advisor).

Mentor must sign the [Statement by mentor](#).

Candidate can consult with the coordinator of the [scientific area](#) to which he/she is applying about the most suitable mentor for his/her research work.

The syllabus for the 1st year of study must be formed in conjunction with mentor.

2. ENROLMENT

Candidates accepted for the doctoral study in Biosciences will be informed not later than middle of September 2020 about the procedure of enrolment.

After receiving **notification of acceptance for the study** (middle of September 2020) the candidate must start to complete the enrolment sheet.

The candidate will have to prepare a signed:

- **Syllabus for Year 1,**
- **Statement by mentor,**
- **Statement of commitment to respect UL codes of ethics,**

and [activate digital identity](#).

The syllabus that candidate creates in agreement with mentor shall be composed sensibly in relation to the selected scientific area. In the first year, it is necessary to enrol for subjects to a total extent of 30 credit points. The supervisor and coordinator of the chosen scientific field must be cosignatories to the Syllabus.

2.1 Costs of study

The full tuition fees for first year of doctoral study in the study year 2020/21 is 3.800,00 €

2.2 Lectures

Lectures will be organised in subjects in which 5 or more students are enrolled, which will generally be in the afternoon.

If fewer than 5 students are enrolled in a subject, the subject will be conducted in the form of consultations. A student will agree individually with the lecturer of the subject (the first lecturer if there is more than one for the subject) about the conduct of consultations.

The commencement of lectures is envisaged in the second half of November 2020, and consultations may be agreed with the lecturer to start at the end of October 2020.