



University of Maribor

Faculty of Economics and Business



## University of Maribor Faculty of Economics and Business

### Information sheet

Full name of the institution	Univerza v Mariboru – ekonomsko-poslovna fakulteta  <i>University of Maribor - Faculty of Economics and Business</i>
Erasmus ID Code	SI MARIBOR01
Website address	<a href="http://www.uni-mb.si/">http://www.uni-mb.si/</a>
Postal address	Univerza v Mariboru Slomškov trg 15 2000 Maribor Slovenia  Univerza v Mariboru – ekonomsko-poslovna fakulteta Razlagova 14 2000 Maribor Slovenia
Head of the Faculty	Prof. Samo Bobek, Ph.D. Dean

### International Cooperation

Institutional Coordinator	Lidija Sosič Tel.: +386 2 2355 268 Fax: +386 2 2355 269 Email: <a href="mailto:lidija.sosic@uni-mb.si">lidija.sosic@uni-mb.si</a>  Adress: Slomškov trg 15 2000 Maribor Slovenia
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<p>Contact person for incoming and outgoing students, study abroad students, TS Mobility</p>	<p>Sanja Kocijan, MSc          Tel.: +386 2 2290 252          Fax: +386 2 2290 217          Email: <a href="mailto:sanja.kocijan@uni-mb.si">sanja.kocijan@uni-mb.si</a>  <a href="mailto:feb.international@uni-mb.si">feb.international@uni-mb.si</a></p> <p>Adress: Univerza v Mariboru –          ekonomsko-poslovna fakulteta          Razlagova 14          2000 Maribor          Slovenia</p>
<p>Faculty</p>	
<p>Head of International Office</p>	<p>Sanja Kocijan, MSc          Tel.: +386 2 2290 252          Fax: +386 2 2290 217          Email: <a href="mailto:sanja.kocijan@uni-mb.si">sanja.kocijan@uni-mb.si</a>  <a href="mailto:feb.international@uni-mb.si">feb.international@uni-mb.si</a></p> <p>Adress: Univerza v Mariboru –          ekonomsko-poslovna fakulteta          Razlagova 14          2000 Maribor          Slovenia</p>
<p>Application Procedure in brief</p>	
<p>Student nominations</p>	<p>Student nominations have to be sent to <a href="mailto:feb.international@uni-mb.si">feb.international@uni-mb.si</a></p> <p>Please inform us about the selected student's</p> <ul style="list-style-type: none"> <li>- <b>Name</b></li> <li>- <b>Date and place of birth</b></li> <li>- <b>Gender</b></li> <li>- <b>e-mail address</b></li> <li>- <b>exchange period</b></li> </ul>
<p>Application form</p>	<p>An electronic application form can be found at the following Internet site:  <a href="http://help.uni-mb.si/socrates/main.htm">http://help.uni-mb.si/socrates/main.htm</a>          or: <a href="http://www.uni-mb.si/">http://www.uni-mb.si/</a> " eng " ERASMUS " Admission procedure</p>

	<p>For admission to the University of Maribor in the framework of the Erasmus programme, students must follow these 6 steps:</p> <ul style="list-style-type: none"> <li>• apply for your individual password (at the web page mentioned above)</li> <li>• complete the electronic Application Form and Learning Agreement</li> <li>• print out the fully completed Application Form</li> <li>• obtain the signature of the Erasmus academic coordinator at your home university; a university stamp is also required</li> <li>• request a Transcript of Records from your home university; the Transcript can be in any form including computer print outs from your university registrar's office; it must be written in the English language</li> <li>• fill in the form Self Evaluation of Proficiency in English Language, print it out and sign it send all required documents to:</li> </ul> <p style="text-align: center;">Univerza v Mariboru – ekonomsko-poslovna fakulteta Razlagova 14 2000 Maribor Slovenia</p>
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Application Deadlines	Deadlines: first semester: <b>1st July</b> , second semester: <b>1st December</b> . For students from <b>Turkey</b> : first semester: <b>1st May</b> , second semester: <b>1st November</b>
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Submission of documents	The Application documents have to be sent by post.
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Student Visa	A Non European or Non EEA Student has to request a student visa after beginning the procedure of enrolment at EPF and before arrival in Slovenia.
Useful information	
Programme, Course Outline, Student Guide, Partners, ECTS, etc.	<a href="http://www.epf.uni-mb.si/eng/guide_students/default.aspx">http://www.epf.uni-mb.si/eng/guide_students/default.aspx</a>
Language of instruction	English
Course schedules	Available after student's arrival
Certificate of Attendance	The Erasmus students have to come to the International Office at EPF at the end of their study period to obtain a 'Certificate of Attendance'. EPF will not sign a document which exceeds the Academic Calendar.
Transcript of Records	The International Office will send the 'Transcript of Records' to the student's home address and send a copy to the International Office of his/her home institution.
Tuition fees	No tuition fees for exchange students
Accommodation	<a href="http://www.studentskidomovi.uni-mb.si/">http://www.studentskidomovi.uni-mb.si/</a> <a href="http://www.esn-mb.si/content/accomodation">http://www.esn-mb.si/content/accomodation</a>
Internship	We can not guarantee a work placement for a student but we help students to find a company.

Contact us

Sanja Kocijan, MSc  
Head of International Office

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