

Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet of

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1. Institutional Information

1.1. Institutional details

Name of the institution	University of Ljubljana VETERINARY FACULTY
Erasmus Code	SI LJUBLJA01
PIC	999923240
Institution website	http://www.vf.uni-lj.si/en/
Online course catalogue	http://www.vf.uni-lj.si/en/mednarodna-dejavnost/academic-life/

1.2. Main contacts

Contact person	Assoc. Prof. PETRA ZRIMŠEK
Responsibility	Coordinator (ERASMUS+, CEEPUS...)
Contact details	petra.zrimsek@vf.uni-lj.si

Contact person	PETRA GRUDEN, MSc
Responsibility	Head of the Office for Research and International Affairs
Contact details	petra.gruden@vf.uni-lj.si

Contact person	
Responsibility	
Contact details	

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Type of mobility	Subject area	Language(s) of instruction	Language of instruction level *. Please indicate if it is recommended or mandatory.
Student Mobility for Studies	VETERINARY MEDICINE	Slovene	B2
Staff mobility	VETERINARY MEDICINE	English	B2

* Level according to Common European Framework of Reference for Languages (CEFR), see

2.2. Additional requirements/information

The university welcomes students and staff with disabilities and offers the necessary facilities and support.
Useful information:



2.3. Calendar

2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	May 15
Spring term	November 15

2.3.2. Decision Response

We will send our decision within 4 weeks.

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at the respective department.

2.3.4. Termination of Agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20xx will only take effect as of 1 September 20xx+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

3. Additional information

3.1. Grading system

http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Contact person	Univesity of Ljubljana – International Office
Responsibility	

Contact details	intern.office@uni-lj.si Tel: 00 3861 2418592
Website	http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact person	Univesity of Ljubljana – International Office
Responsibility	
Contact details	intern.office@uni-lj.si , Tel: 00 3861 2418592
Website	http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

3.4. Housing

Our institution will guide incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following persons and information sources:

Contact person	Univesity of Ljubljana – International Office
Responsibility	
Contact details	Intern.Office@uni-lj.si Tel: 00 3861 2418592
Website	http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/