



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

<b>International Cooperation</b>	
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

<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
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Course schedules	Available after student's arrival
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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.
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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.
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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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