



University of Ljubljana
Faculty of Computer and
Information Science



International office

Vesna Gračner: International Exchange Coordinator

mag. Ksenija Rozman: Assistant coordinator

Email: erasmus@fri.uni-lj.si

Office hours: Tuesday, from 10 - 11 AM

(link is published at the website of Vesna and Ksenija)

Student buddies

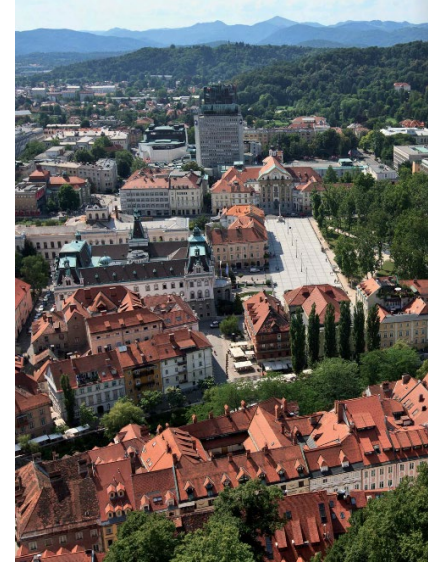
- Anđela Rajovič (ar6915@student.uni-lj.si)
- Eva Vidmar (ev4036@student.uni-lj.si)

Discord group



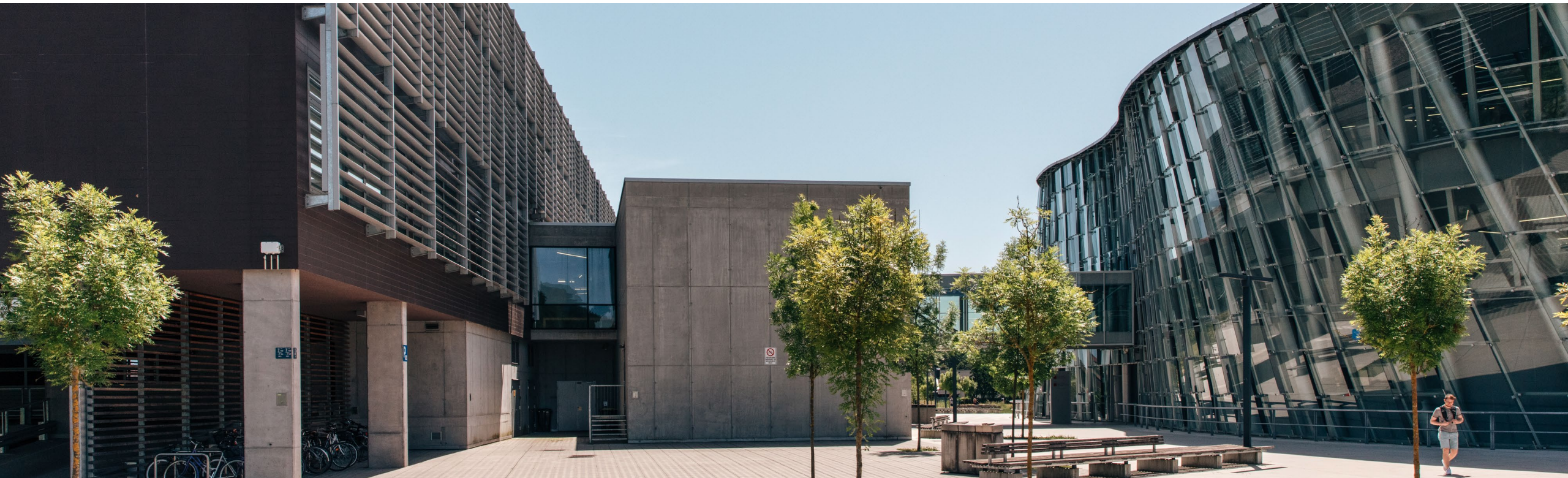
University of Ljubljana

- Established in 1919
 - the oldest and largest higher education and scientific research institution in Slovenia
- About 41.000 students, 6.000 employees
- 23 faculties and 3 art academies
- Amongst the top 3% of universities in the world
 - ARWU Shanghai
 - Times THES-QS and
 - WEBOMETRICS



Faculty of Computer and Information Science

- Established in 1996
 - Faculty of Electrical and Computer Engineering was divided into two separate faculties
- 1.600 students
- 200 foreign students
 - + 60 exchange students
- More than 4.000 graduates
- 170 employees (90 teaching staff)



5 Undergraduate programmes

- 2: computer and information science (academic, professional)
 - 3: CS and mathematics, Multimedia, Administrative Information Systems
(interdisciplinary with other Faculties)
-

5 Master programmes

- 2: Compute and information science, Data Science
 - 3: CS and mathematics, Multimedia, Applied Statistics, Cognitive Sciences
(interdisciplinary with other Faculties)
 - Erasmus mundus joint degree in Artificial Intelligence
-

2 Doctoral programme

- Computer and information science
- Biosciences (interdisciplinary)

Erasmus mundus joint degree in Artificial Intelligence

The EMAI offers ([web page](#))



Co-funded by
the European Union

- A unique academic offer based on four universities of academic and research excellence, with four possible specialisations:

- **Intelligent Decision Making** in Barcelona
- **Robotics** in Rome
- **Cybersecurity** in The Netherlands
- **Data Science** in Ljubljana



Radboud
University
Nijmegen



SAPIENZA
UNIVERSITÀ DI ROMA

- fee waivers and
Erasmus Mundus scholarships (1.400€/month)



Universitat
Pompeu Fabra
Barcelona



University of Ljubljana

Deadline to apply: 1st march 2023

Courses (Predmeti)

- **Courses** for exchange students are listed on the web
 - some courses are in English, some in Slovene
- Your **Learning Agreement** (LA) determines your courses
 - change of courses in LA has to be approved by Coordinator at FRI and your home institution
 - consult the tutors if you have questions
- **Schedule** is published on the web <https://urnik.fri.uni-lj.si>
 - but course names in Slovenian (search by code)
 - school hour lasts 45 minutes, starts 15 minutes past full hour
- **All courses have**
 - lectures (**P**) and
 - (one cycle) tutorials/laboratory sessions (**AV/LV**)

Study Calendar

- Two semesters
 - winter
 - Monday, 2nd October 2023 – Friday, 19th January 2024
 - summer
 - **Monday, 19th February 2024 – Friday, 31st June 2024**
 - approx. 15 weeks each
- Exam period

Winter

22 January 2024 –
16 February 2024

Summer

3rd June 2024 –
28 June 2024

Autumn

19 August 2024 –
13 September 2024

National Holidays

- The faculty is closed on National Holidays
 - 31st October (Reformation day)
 - 1st November (Remembrance day)
 - 25th December (Christmas)
 - 26th December (Independence day)
 - 1st and 2nd January (New year's day)
 - 8th February (Prešern day)
 - 1st April (Easter)
 - 27th April (Day of uprising against occupation)
 - 1st May (Labour day)
 - 2nd May (Labour day)
 - 25th June (Statehood day)

Grading System

- UL uses marks 5 to 10
 - 6 to 10: pass
 - 5: fail
- Description
 - 10 = Excellent (91% - 100% correct)
 - 9 = Very good (81% - 90% correct)
 - 8 = Good (71% - 80% correct)
 - 7 = Satisfactory (61% - 70% correct)
 - 6 = Sufficient (51% - 60% correct)



Formalities

- **Enrolment Number** (Student ID Number)
 - get at UL (70xxxxxx) or FRI (63xxxxxx)
- **Citizen Number (EMŠO)**
 - get at FRI (e.g. 0104980500123)
- **Student Card – receive later in October**
 - get at UL or FRI
 - return at the end of exchange
 - when annulled you can get it back as a souvenir
 - if lost, revoke and ask for duplicate!
- **Digital ID UL** (e.g. ab1234@student.uni-lj.si)
 - activate at id.uni-lj.si
 - study IS Studis, online classroom, wireless network EduRoam, computer rooms...



Residence permit

When: 3 months after entering Slovenia (in case you do not need visa)

Where: Administrative Unit in Ljubljana

(Upravna enota Ljubljana, Oddelek za tujce)

Address: Tobačna 5

Residence permit for EU residents

Documentation:

- Signed application form
- Photo
- Enrolment confirmation
- Health insurance (Blue EU card copy)
- Statement of student about sufficient finance for living in Slovenia (421,89€/month)
- Statement of intended stay
- Certified copy of a valid identity document
- fee 21,92€

Residence permit for non EU residents

Documentation:

- Signed application form
- Colour Photo
- Enrolment confirmation certificate
- Health insurance
- Sufficient finance for living in Slovenia (421,89€/month)
 - Documentation for scholarship
 - Bank statement about financial means on your account or your parents: 402,18*12 months of study
- A police clearance certificate not older than 3 months with apostile (depends on country) and translation in Slovene
- A certified copy of a valid passport
 - It has to be valid 3 months longer then the intended stay in Slovenia
 - Copy of the page with the date of your arrival to Slovenia, or copy of visa
- Submits fingerprints at the Administrative Unit
- fee : 54,50€ + 15,47€

Formalities

- **Public Transport (LPP)**
 - transferable Urbana card
 - personal Urbana time card, monthly student ticket (unlimited travel)
 - Apply with a paper form
- **Bicikelj (bike rental)**
 - 3€ per year
- **Subsidized meals (link)**
 - Where: Student Campus at Pivovarniška 6
 - Procedure: registration online, approval at premises
 - EMŠO number
 - Acceptance letter
 - Boni app (european mobile number)
- **Student Organization of University of Ljubljana (ŠOU v Ljubljani)**
 - International Office at Pivovarniška 6
 - meal coupons, ESN cards, events, Welcome week



Formalities

- ESN Ljubljana

- ESN @ ŠOU Ljubljana
- esn@sou-lj.si, karnel.jorg@gmail.com
- FB ESN Ljubljana

- ESN Ljubljana University

- www.erasmusljubljana.si
- tutor@erasmusljubljana.si
- FB Erasmus Ljubljana University

Study

- Semester begins on **Monday, 2nd October**
 - lectures start on the same day
 - check [schedule](#)
 - first lecture → first homework!
- Contact the respective professor at the first lecture
- Courses **in English**
 - attend the first lecture!
- Courses **in Slovenian**
 - find out how the course will be held and what are your obligations
 - for tutorials/laboratory sessions and homework, for the final exam
 - for some courses, you will have the same assignments/obligations as regular students
 - for some you will have individual assignments

Schedule

Schedule – [website](#)



Univerza v Ljubljani
Fakulteta za računalništvo
in informatiko

[Urnik](#)[FAQ](#)[Izberi urnik](#)[Exchange](#)[Prijava](#)

Urnik

Vpisna številka

[Show timetable](#)

Log in for easier access to your personal timetable

IŠRM, UI, PRI and MM student must consult the timetable at your originating faculty (FMF, UI, PEF and FE) to obtain the complete personal timetable.

Izvajalci

Bajec, Marko
Batagelj, Borut
Bosnić, Zoran
Bovcon, Borja
Bovcon, Narvika
Brodnik, Andrej
Bulić, Patricio
Čehovin Zajc, Luka
Češnovar, Rok
Čibej, Uroš
Ciglarič, Mojca
Curk, Tomaž
Demšar, Janez
Demšar, Jure
Dobracev, Tomaž
Dobrevski, Matej
Eftimov, Tome
Emeršič, Žiga
Fijavž, Gašper
Franc, Aleksandra
Franečič, Damir
Fuerst, Luka
Fujs, Damjan
Gashi, Fatime
Gec, Sandi

Učilnice

Diplomska
soba
Mala dvorana
Na daljavo
P01
P02
P03
P04
P11-FKKT
P18
P19
P20
P21
P22
PA
PR05
PR06
PR07
PR08
PR09
PR10
PR11
PR12
PR14
PR15
PR16

Skupine

1. letnik, Kognitivna znanost, druga stopnja: magistrski
1. letnik, Multimedija, druga stopnja: magistrski
1. letnik, Multimedija, prva stopnja: univerzitetni
1. letnik, Računalništvo in informatika (4 letni), tretja stopnja: doktorski
1. letnik, Računalništvo in informatika, druga stopnja: magistrski, smer Podatkovne vede
1. letnik, Računalništvo in informatika, druga stopnja: magistrski, smer Računalništvo in informatika
1. letnik, Računalništvo in informatika, prva stopnja: univerzitetni
1. letnik, Računalništvo in informatika, prva stopnja: visokošolski strokovni
1. letnik, Računalništvo in matematika, druga stopnja: magistrski
1. letnik, Računalništvo in matematika, prva stopnja: univerzitetni
1. letnik, Uporabna statistika, druga stopnja: magistrski
1. letnik, Upravna informatika, prva stopnja: univerzitetni
2. letnik, Multimedija, druga stopnja: magistrski
2. letnik, Multimedija, prva stopnja: univerzitetni
2. letnik, Računalništvo in informatika (4 letni),

Predmeti

Algoritmi in podatkovne strukture 1 (63711)
Algoritmi in podatkovne strukture 1 (63279)
Bayesova statistika (63563)
Digitalna vezja (63718)
Digitalno načrtovanje (63260)
Diskretne strukture (63203)
Diskretne strukture (63705)
Ekonomika in podjetništvo (63248)
Elektronsko in mobilno poslovanje (63712)
Elektronsko poslovanje (63249)
Fizika (63205)
Funkcijsko programiranje (63507)
Grafično oblikovanje (63715)
Informacijska varnost in zasebnost (63521)
Informacijski sistemi (63714)
Informacijsko-komunikacijske tehnologije in družba (63286)
Inteligentni sistemi (63266)
Interaktivnost in oblikovanje informacij (63527)
Izbrana poglavja iz matematičnih metod v računalništvu 1 (63828B)
Izbrana poglavja iz računalniških sistemov 1 (63830A)
Izbrana poglavja iz računalniških sistemov 2 (63831)
Izbrana poglavja iz računalništva in informatike (63749B)
Izbrana poglavja iz razvoja programske opreme 1 (63832)
Izbrana poglavja iz umetne inteligence 1 (63834)

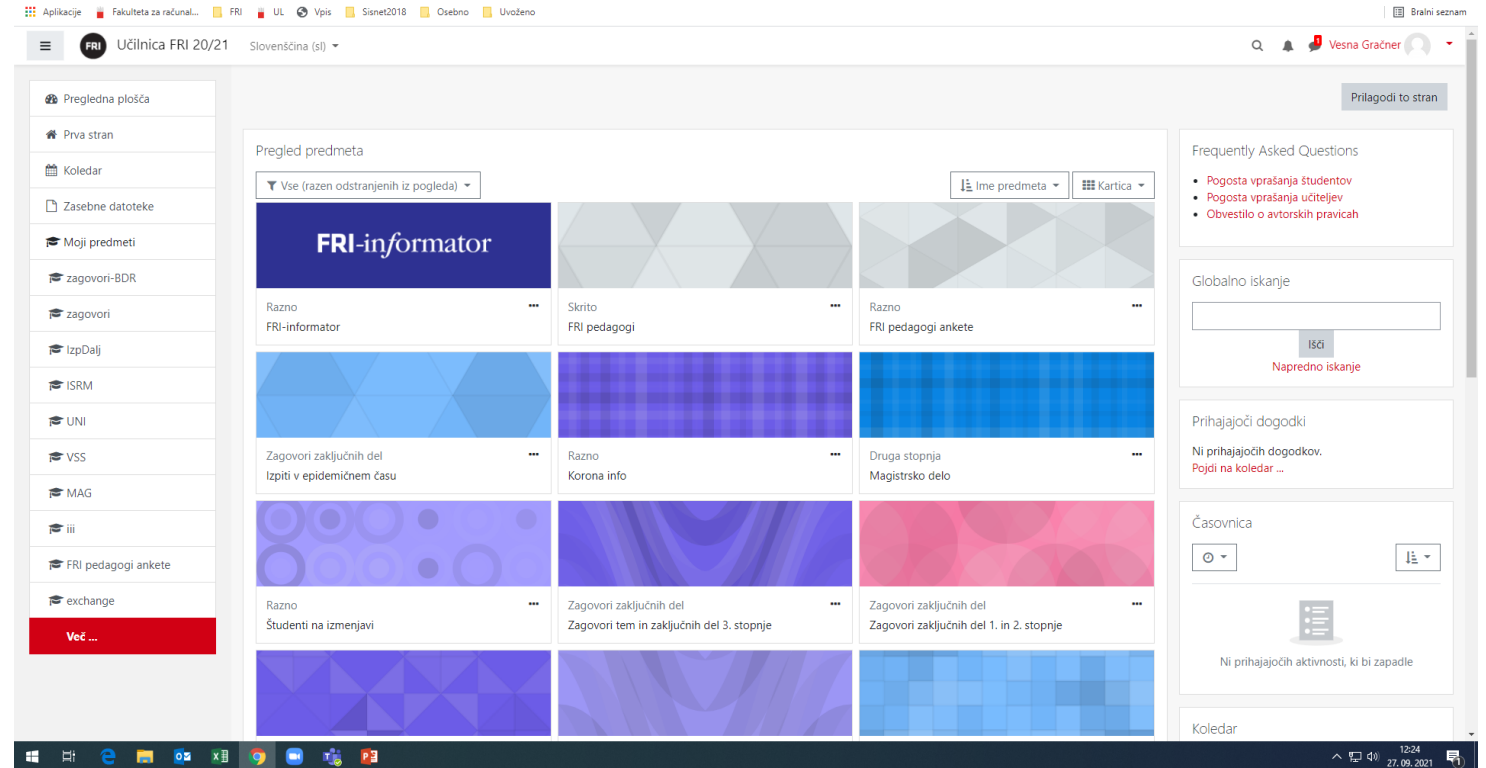
Učilnica

■ FRI online classroom (Moodle)

- <https://ucilnica.fri.uni-lj.si>
- login with your Digital ID UL
- enrol your selected courses in Moodle

■ check your obligations

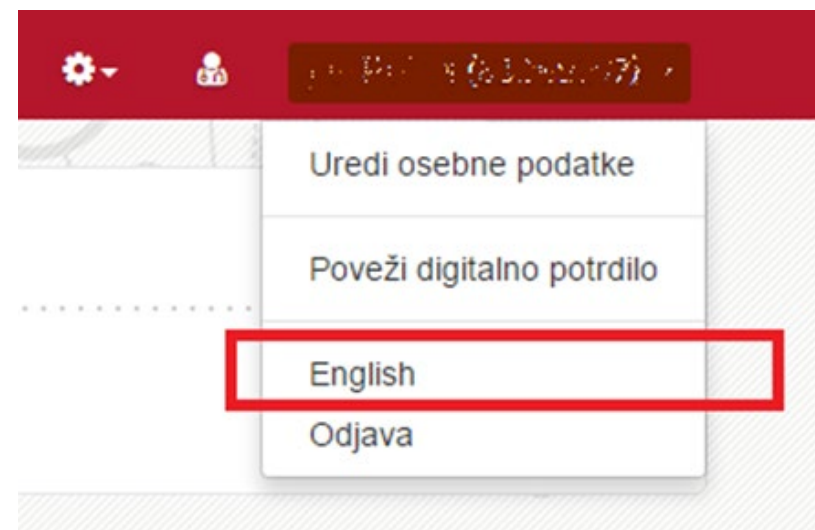
- join forum discussions
- let the professor and students know that you are taking this course



Study Information System - STUDIS

■ Studis

- electronic index
- exam dates, registration for exams, exam results, final grades
- ordering Transcript of Records
- <https://studij.fri.uni-lj.si/>
- available in English
- change the language
- login with your Digital ID UL
- 49 logins without a certificate



Exams

- Exam **dates published**
 - in online classroom, in Studis
 - 3 dates available for each course
 - only 2 exam dates in the spring exam period
 - if you fail, you can retake the exam
- You should **register for each exam**
 - if only oral exam agreed with the professor, register for the first written exam date
 - register in Studis at least two days before the exam
 - exam results (scores) are published in Studis
 - students usually informed by email
 - check your @student.uni-lj.si email!
 - when you pass the exam, your final grade is recorded in Studis

Transcript of Records

- At the end of your stay you need to get your Transcript of Records (ToR)
 - when all your grades are in Studis
 - collect ToR at the International Office at FRI (room R3.73) or online
 - during office hours
 - or outside office hours on previous arrangement by email
- or if you have already returned home
 - ToR can be sent to your home address

IMPORTANT: If you want to retake any exam in the fall examination period, please, inform the International Office before your departure!

Confirmatino of Arrival/Departure

■ Confirmation of Arrival

- already signed
- at the International Office at UL
- or by the coordinator at FRI (today)



■ At the end of your stay you need to get Confirmation of Departure

- signed and stamped by the coordinator at FRI
- on the last day of your stay (or few days before)
- when you collect your ToR
- return books to the library
- return your student card!

Meetings and Events

- Meeting:
 - Friday, 6th October
 - Course changes
 - Resolving issues
- Intercultural communication workshop
 - 2nd week in October
- Formal meetings and events
 - Traditional dinner
 - International Exchange fair (December)
 - Presenting home university in the lobby
 - Meetings with student buddies



Welcome meeting

Welcome meeting at the Faculty 2nd October at 10am in P03

- You will receive EMŠO number
- Student card
- Urbana bus ticket form
- We will also confirm your confirmation of arrival documents
- After the meeting we will have a short city tour in the city center (in case you do not have lectures)
- Time schedule for lectures will be published during the weekend before semester starts