

## INFORMATION DETAILS OF YOUR XXXXX MOBILITY

Dear xxxxx,

You have been awarded a scholarship of the Republic of Slovenia to study as a visiting student at one of the Slovenian higher education institutions.

→ You will be studying at:

xxxxx, xxxxx

→ Situated at:

xxxxx, xxxxx

→ Your mentor/coordinator is professor:

xxxxx e-mail: xxxxx

(if nobody is written, the mentor will be appointed upon your arrival)

→ Your contact person (if any other) at the host institution is:

xxxxx e-mail: xxxxx

→ You can find more details on the Internet site of the host institution:

[www.uni-lj.si](http://www.uni-lj.si)

[www.uni-mb.si](http://www.uni-mb.si)

[www.upr.si](http://www.upr.si)

[www.ung.si](http://www.ung.si)

If you have questions about the host institution, study programme or practical issues (apart from accommodation), contact the contact person stated above and visit mentioned Internet sites.

### National Holidays in the Republic of Slovenia:

January 1: *New Year* February 8: *Culture Day*, Easter Monday, April 27: *National Resistance Day (WW2)*, May 1, 2: *International Labour Day*, June 25: *National Day*, August 15: *The Assumption*, October 31: *Reformation Day*, November 1: *All Saints' Day*, December 25: *Christmas*, December 26: *Independence Day*

### The academic calendar in the Republic of Slovenia:

The academic year in Slovenia starts on the 1<sup>st</sup> of October and lasts until the 30<sup>th</sup> of September next year. For further details on winter/summer semester dates please contact your host institution.





Ministry of Education, Science,  
and Sport  
OR Scheme of Mobility Grants on the  
basis of Bilateral Agreements  
between the Republic of Slovenia  
and Other Countries



## LETTER OF AWARD

### XXXXX MOBILITY GRANT PROGRAMME

Ministry of Education, Science and Sport  
herewith awards

**0 month/s Mobility Grant  
at xxxxx, xxxxx**

within the framework of the xxxxx Mobility Grant Programme  
(reference country OR network no: xxxxx - xxxxx)

**TO:**

**XXXXX XXXXX**

for the period

**from 30.07.2015 to 30.07.2015**

Signature:

Date and Place:

**mag. Marja Medved**  
Head of Mobility Sector

30 July 2015, Ljubljana

## Conditions and Obligations of a grant holder

Obligations within the framework of xxxxx Mobility Grant Programme include

1. In case of CEEPUS Mobility Grant:
  - Entering mobility report via the CEEPUS III software within 14 days of grant holder's return
  - Submitting a Letter of Confirmation to CMEPIUS within 14 days after the end of exchange
  
2. In case of BILATERAL mobility grant:
  - Mobility report, received by e-mail from 14 days after the end of the mobility period
  - Submitting a Letter of Confirmation to CMEPIUS within 14 days after the end of exchange

**Students have to arrange visa and similar requirements by them self.**

The minimum duration of grant is **THREE MONTHS**. In exceptional cases it can be less than 3 months but only upon previous written approval by the host NCO (CMEPIUS).

Only full scholarship months may be paid to a student. Periods of time shorter than allowed minimum stay will not be paid. If a scholarship has been granted to a student for only one or two months, the stay in a host country may not be less than 21 days to be counted for a full month. If the scholarship has been awarded for 3 months or more, the stay in a host country may not be less than 16 days of the last month to be counted for a full month.

**If minimum requirements are not respected, the grant may not be paid or it is to be returned!**

The period of stay may not be interrupted unless:

1. there is a national holiday in the host country OR
2. The grant holder has to pass an exam for the last NOT CURRENT term at his/her home institution and he/she has a **written permission** of the network coordinator/mentor at the host institution to do that.

**If you do not return signed documents in time, we will assume you do not accept the grant and your grant will be awarded to other applicants. If you decline the scholarship you have to inform CMEPIUS about your decision in written form by e-mail [scholarships@cmepius.si](mailto:scholarships@cmepius.si) at least 30 days before arrival.**

**The grant holder confirms that he/she is NOT receiving any other international mobility grant for the same mobility as the xxxxx grant or CEEPUS grant (i.e. Erasmus grant for the same mobility is NOT permitted.**

Signing the Letter of Acceptance the student confirms that the above data is correct to the best of his/her knowledge and agrees to notify the responsible national agency (CMEPIUS) of any changes as soon as they occur. Signing the Letter of Acceptance the student allows CMEPIUS to use his/hers personal data for procedures for the regulation of student exchange.

***CMEPIUS has a responsibility for students only in Republic of Slovenia.***



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## LETTER OF ACCEPTANCE

XXXXX MOBILITY GRANT  
XXXXX

(Sign and send back to CMEPIUS!!!)

The student

XXXXX XXXXX

Signed herewith I declare to accept the  
awarded Mobility Grant

of **0** month/s  
from the Ministry of Education, Science and Sport

in the period from **30.07.2015** until **30.07.2015**

at xxxxx, xxxxx

within the framework of the xxxxx Mobility Grant Programme (reference country  
OR network no.: xxxxx, xxxxx) and I understand and accept the conditions and  
obligations of the grant holder (sign also the back side of this document!).

The exact date of arrival to Slovenia will be: \_\_\_\_\_  
(obligatory field)

Student Signature:

Date: \_\_\_\_\_

XXXXX XXXXX

Place: \_\_\_\_\_

## Conditions and Obligations of a grant holder

Obligations within the framework of xxxxx Mobility Grant Programme include

1. In case of CEEPUS Mobility Grant:

- Entering mobility report via the CEEPUS III software within 14 days of grant holder's return.
- Submitting a Letter of Confirmation to CMEPIUS within 14 days after the end of exchange

2. In case of BILATERAL mobility grant:

- Mobility report, received by e-mail from 14 days after the end of the mobility period.
- Submitting a Letter of Confirmation to CMEPIUS within 14 days after the end of exchange

**I accept that I have to arrange visa and similar requirements by my self.**

The minimum duration of grant is **THREE MONTHS**. In exceptional cases it can be less than 3 months but only upon previous written approval by the host NCO (CMEPIUS).

Only full scholarship months may be paid to a student. Periods of time shorter than allowed minimum stay will not be paid. If a scholarship has been granted to a student for only one or two months, the stay in a host country may not be less than 21 days to be counted for a full month. If the scholarship has been awarded for 3 months or more, the stay in a host country may not be less than 16 days of the last month to be counted for a full month.

**If minimum requirements are not respected, the grant may not be paid or it is to be returned!**

The period of stay may not be interrupted unless:

1. there is a national holiday in the host country OR
2. The grant holder has to pass an exam for the last NOT CURRENT term at his/her home institution and he/she has a **written permission** of the network coordinator/mentor at the host institution to do that.

If you do not return signed documents in time, we will assume you do not accept the grant and your grant will be awarded to other applicants. If you decline the scholarship you have to inform CMEPIUS about your decision in written form by e-mail [scholarships@cmepius.si](mailto:scholarships@cmepius.si) at least 30 days before arrival.

The grant holder confirms that he/she is NOT receiving any other international mobility grant for the same mobility as the xxxxx grant or CEEPUS grant (i.e. Erasmus grant for the same mobility is NOT permitted) ) and is or will not be enrolled at any Slovenian high institution during the exchange.

Signing the Letter of Acceptance the student confirms that the above data is correct to the best of his/her knowledge and agrees to notify the responsible national agency (CMEPIUS) of any changes as soon as they occur. Signing the Letter of Acceptance the student allows CMEPIUS to use his/hers personal data for procedures for the regulation of student exchange.

***CMEPIUS has a responsibility for students only in Republic of Slovenia.***

Signature\_\_\_\_\_



ŠTUDENTSKI DOMOVI  
SPREJEMNA PISARNA

Ljubljana: Cesta 27. aprila 31, reception office ([www.stud-dom-lj.si/](http://www.stud-dom-lj.si/))

Maribor: contact Sonja Šantl ([sonja.santl@uni-mb.si](mailto:sonja.santl@uni-mb.si)) or Bojana Ogrizek Rogan [bojana.ogrizek-rogan@um.si](mailto:bojana.ogrizek-rogan@um.si)

Koper: contact Petra Zidar ([petra.zidar@upr.si](mailto:petra.zidar@upr.si)) ([www.sd.upr.si/html/index.html](http://www.sd.upr.si/html/index.html))

Datum: 30.07.2015

Številka zadeve: xxxxx - xxxxx

**Zadeva: Namestitev štipendista v okviru rezervacij Ministrstva za izobraževanje, znanost in šport za meddržavni program xxxxx v študijskem letu 2015/16- spol: xxxxx, št. ležišč: 1**

Spoštovani!

S tem dopisom potrjujemo, da je študent/ka xxxxx xxxxx, rojen/a 30.07.2015 iz države xxxxx (št. potnega lista/Passport Number: \_\_\_\_\_), štipendist/ka MIZŠ v okviru meddržavnega programa xxxxx in bo v obdobju

**od 30.07.2015 do 30.07.2015**

opravljal/a študijske obveznosti na instituciji gostiteljici xxxxx, xxxxx, xxxxx,xxxxx.

Prosimo, da štipendistu/ki xxxxx xxxxx za omenjeno obdobje zagotovite nastanitev v Študentskih domovih Univerze v Ljubljani/v Študentskih domovih Univerze v Mariboru/v Študentskih domovih Univerze na Primorskem/Študentskih domovih Univerze v Novi Gorici v okviru rezervacij za štipendiste MIZŠ.

Plačnik namestitve je CMEPIUS.

Kontaktna oseba v primeru nejasnosti: Petra Vilfan, 01- 6209-459 ali [scholarships@cmepius.si](mailto:scholarships@cmepius.si)

S spoštovanjem,

**mag. Marja Medved**  
Vodja sektorja za mobilnost







UPRAVNA ENOTA

ODDELEK ZA POTNE LISTINE IN TUJCE

Datum (Date): 30.07.2015

Številka zadeve: xxxxx - xxxxx

Spoštovani!

S tem dopisom potrjujemo, da je študent/ka xxxxx xxxxx, rojen/a 30.07.2015, iz države xxxxx, (št. osebnega dokumenta/Passport Nr. \_\_\_\_\_), zaprosil/a za štipendijo Ministrstva za izobraževanje, znanost in šport. Štipendija mu/ji je bila odobrena.

Na instituciji gostiteljici xxxxx, xxxxx, xxxxx,xxxxx bo opravljal/a študijske obveznosti v času

od 30.07.2015 do 30.07.2015

in bo v tem obdobju štipendist/ka Republike Slovenije, Ministrstva za izobraževanje, znanost in šport (MIZŠ).

Imenovani/a ima v navedenem obdobju zagotovljeno mesečno štipendijo 0€ , ki je vezana na znesek minimalnega dohodka. Študent/ka ima za navedeno obdobje tudi rezervirano ter plačano namestitev v študentskih domovih. Osnovno zdravstveno varstvo si mora štipendist/ka zagotoviti sam/a.

Prosimo Vas za izdajo dovoljenja za začasno prebivanje na osnovi študija v Republiki Sloveniji za čas štipendiranja.

S spoštovanjem,

**mag. Marja Medved**

Vodja sektorja za mobilnost