

TUITION AND OTHER EXPENSES FOR THE ACADEMIC YEAR 2018/2019

I. EDUCATION		
A) TUITION FEES (per academic year)		EUR
1) MASTER STUDY PROGRAMS		
	Programme – one year 60 ECTS	6.000,00
	1 ECTS	120,00
2) UPGRADING STUDY PROGRAMMES		
	Programme – one year 30 ECTS	3.000,00
3) SHORT COURSES		
	Programme – up to 10 ECTS	0,00-2.000,00
B) STUDY CONTRIBUTIONS		EUR
B1) Application and Enrollment contributions		
1) Application fee		
a)	Master's study programme	100,00
b)	Upgrading study programme	50,00
c)	Short courses	0,00-50,00
2) Enrollment fee		60,00
a)	Student ID	10,00
b)	Contribution of information systems	10,00
c)	Contribution for extra study activities	30,00
d)	Contribution for annual library membership	10,00
3) Contribution for insurance (internship, etc.)		50,00
B2) Other contributions		
1) Extraordinary final course examination (e. g. assignment or exam) beyond the academic year		100,00
2) Various documents and procedures		
a)	Graduation folder (if requested by student)	10,00
b)	Duplicate of diploma	100,00
c)	Duplicate of diploma supplement (in SLO and ENG)	100,00
d)	Additional certificate of enrollment	10,00
e)	Additional transcript of records	10,00
f)	Duplicate of other certificates	30,00
g)	Duplicate of student ID	20,00
h)	Mail handling of documents	20,00
i)	Formal withdrawal from the study programme	15,00
2.1) Application for the recognition of knowledge and skills¹		
a)	Application for recognition of formal education ²	60,00
b)	Application for recognition of internship	60,00
c)	Application for recognition of informal education, knowledge and skills obtained through work, self-education learning ³	80,00
d)	Application for two or more recognitions at the same time	120,00

d)	Application for the »bridging« exam or course ⁴	35 per ECTS
e)	Application for study after more than 2-year break	50,00
2.2)	Application/appeal to Commission for Student and Study Affairs⁵	20,00
3)	Material costs of the graduation ceremony⁶	20,00
4)	Personal information access request	15,00
II. OTHER SERVICES⁷		
1) Foreign documents of education		
	Issuing a decision on recognition of foreign education for the purposes of continuation of education	0,00
	Opinion about the equivalent of the title needed for employment ⁸	240,00
2) Habilitation⁹		
a)	Higher education teachers and research associates (first habilitation for assistant professors/research associates, associate professors/senior research associates, full professors/research advisors, adjunct professors and honorary professors)	2.000,00
b)	Higher education associates and research associates (first habilitation for lecturers, instructors, assistants, lecturers and senior lecturers)	1.500,00
c)	Higher education co-workers and other titles	800,00
d)	Higher education teacher/co-worker (other habilitations)	70% of the first one

¹ All items need to be paid upon the submission of the request, otherwise the request is considered insufficient.

² In case the candidate submits 2 requests at the same time (a request for the recognition of formal and informal forms of education), a higher fee for the recognition shall be considered and not the fee for both requests at the same time. The students, who submit the request for the recognition of the formal education in the frame of the study exchange or the summer school, are exempt from paying the fee.

³ If a candidate at the same time submits a request for the recognition of formal and non-formal education, he will be charged a higher of the applicable fees and not for both requests at the same time.

⁴ A bridging obligation is an obligation that the student needs to pay before the enrollment in the study programme. The fee of the bridging exam or course (study unit) is calculated in the proportion to the number of ECTS. Missing study obligations are obligations that students perform after the enrollment in the study programme and which have been determined by a decision of the competent commission as an additional study obligation for the completion of the study before the enrollment.

⁵ All fees of requests must be settled upon the submission of the request, otherwise the request is considered incomplete.

⁶ The fee is intended to cover material costs at the graduation ceremony (entertainment, cultural programme). The amount covers the costs for a graduate and two accompanying persons.

⁷ Fees of services do not include VAT.

⁸ The decision is issued on the basis of the Recognition and Recognition of Education Act (OG. RS, no. 87/2011). The request for issuing a decision on the recognition of education obtained abroad for the purpose of continuing studies is free of charge.

⁹ Elections to titles, which are in the interests of Euro-Mediterranean University, may be exempt from paying by upon the approval of the President / Management Board.