INSTRUCTIONS ON HOW TO APPLY FOR STUDIES ON ALMA MATER EUROPAEA

Application for study programes on Alma Mater is active on the following link: http://portal.evs.gov.si/prijava/?locale=en

We suggest enrolling with a username and password – if you have a digital certificate you can do that as well.

HOW TO SELECT APPROPRIATE CALL FOR ENROLMENT AND TYPE OF APPLICATION

You MUST choose:

- I already have Slovenian personal registration number (EMŠO): NO this number is later provided by Alma Mater
- Legend on Study program levels:
 First level Bachelor study program (first cycle study program)
 Second level Master study program (second cycle study program without unified master)
 Third level Doctoral study program (third cycle study program)
- Private higher education institutions
- Call for enrollment: Alma Mater Europaea Institutum Studiourum Humanitatis if you applying for Humanities programes and Alma Mater Europaea Evropski center Maribor (European Center Maribor) if you are applying for other Alma Mater programs. If you are applying for Dance academy please choose Alma Mater Europaea Dance academy (Akademija za ples)

Personal information

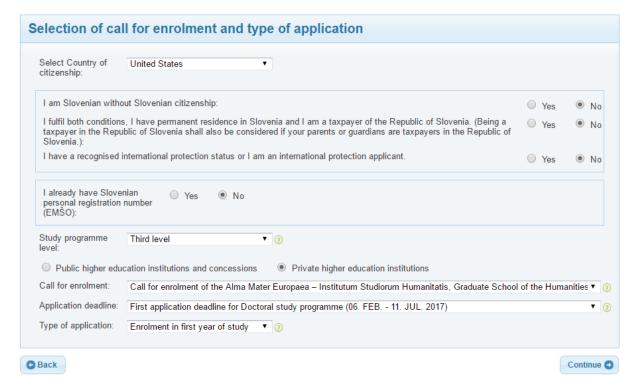
Details of achieved qualifications

Data on desired study

Supplemental documents

Review and submission of application

Print form

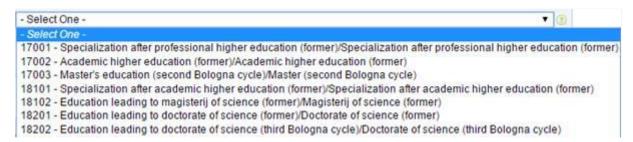


PERSONAL INFORMATION

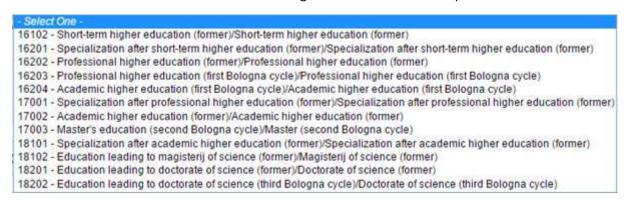
Personal informa	tion			
Enter personal informatio	n as stated in your identity document.			
Name:	eneja	Surname:	kovacio	
Sex:	O Male O Female	Maiden name:		
Date of birth:	Enter date	Place of birth:	Type in place of birth	
Country of birth:	United States	▼ Country of citizenship:	United States	Ŧ
Contact phone No.:		E-mail:	eneja.kovacic@almamater.si	
Permanent reside	ence			
Country:	United States	•		
Address:	Office Otales	-		
Postal code:				
City:				
Address for notic	es			
Same as permanent ro	esidence			
Name and surname:				
Country:	Slovenia	•		
Address:	Type in address			- 6
menu. By entering more charact	cters of the street name, the available addresses o ers the possibilities are nanowed. Once the addres contains all the official addresses in Slovenia.			
Municipality:				
Street:		Street Number / suppleme	ent: /	
City:		Zip Code:		

DETAILS ON ACHIEVED HIGHER EDUCATION QUALIFICATIONS

You can apply for the doctoral studies if completed the following prior education:



To enroll for Masters studies one of the following levels of education is required:



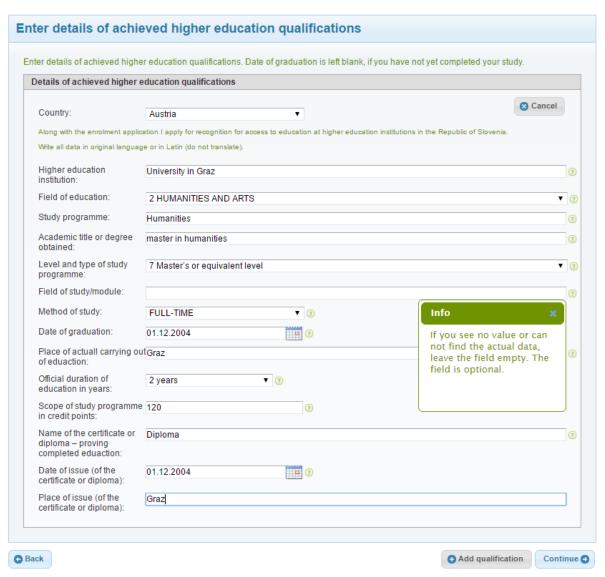
Scope of study program in credit points:

Usually Masters Studies are worth 120 ECTS points (2 years) whereby the Doctoral program, as well Bachelor are worth 180 ECTS points (3 years).



1 Status of the application is NOT COMPLETED. There are still the following steps to the completion of the application:

Data on desired study → Enrolment conditions → Supplemental documents → Review and submission of application → Print form



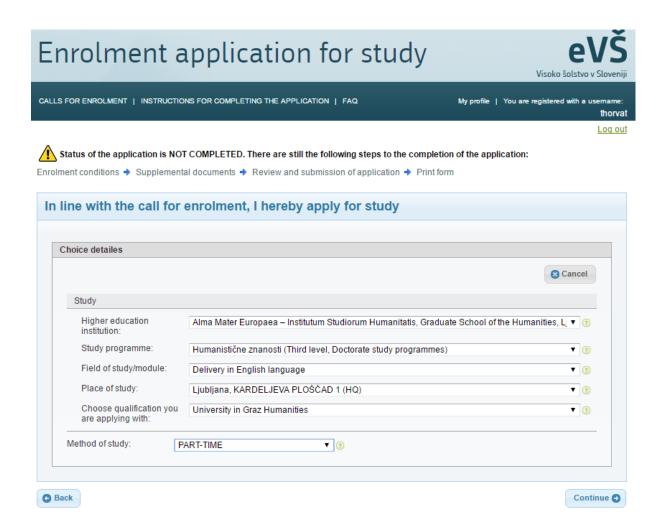
APPLICATION FOR ENROLMENT to specific study program

Up to this point you have filled in your personal information. Now it's time to fill in the information about the study program you are applying to.

- Higher education institution: Alma Mater Europaea INSTITUTUM Studioroum Humanitatis or Alma Mater Europaea – European Centre, Maribor or Alma Mater Europaea – Dance Academy
- Study program: choose appropriate programme
- Field of study/module: Delivery in English language
- Place of study: Ljubljana/Maribor

Method of study: full time or part time

In both cases the student receives completely identical and valid diploma document. The difference exists in the number of contact hours and in the amount of individual work of the student. In the case of Part time study, there are less contact hours performed, when there will be more individual work of the student required. On AMEU we mostly perform Part time study.



FULFILMENT OF ENROLMENT CONDITIONS AND SELECTION CRITERIA



SUPPLEMENTAL DOCUMENTS

1 Status of the application is NOT COMPLETED. There are still the following steps to the completion of the application:

Review and submission of application -> Print form

Supplemental documents

Listed below are all the supplemental documents that are required for enrolment. For attachments that are already marked with a tick, the application on the basis of your entered data determined that they are mandatory. If you must also attach other listed supplemental documnets, check in the call for enrolment and on the websites of higher education institutions.

	Attachements	Description	Method of transmission	File
•	Certified copy of diploma or masters degree	Certified copy of diploma or masters degree		
₽	Original or the duplicate of the final certificate(s)	Original or the duplicate of the final certificate(s), representing general requirement for access to higher education in the country of issue, legalised on the basis of: the 1961 Hague Convention (at the court with territorial jurisdiction where the certificate or diploma has been issued); with properly filled in apostille form affixed or the Authentication of Documents in International Traffic Act. Countries for which no legalization is required: Austria, Bulgaria, Bosnia and Herzegovina, Cyprus (for documents issued by public higher education institutions and universities), Czech republic, France, Greece, Croatia, Hungary, Republic of Macedonia, Rumania.		
4	Photocopy of the original certificate(s)	Photocopy of the original certificate(s) or the duplicate of the final certificate(s), representing general requirement for access to higher education.		
✓	Certified Slovene translation of the certificate(s)	Certified Slovene translation of the certificate(s)), representing general requirement for access to higher education, (please check at the relevant university or higher education institution if this document is required). For the list of authorised translators see: https://spvt.mp.gov.si/tolmaci.html		
4	Evidence on the contents and duration of education	(Not certified) copies of annual report cards, transcripts, a diploma supplement or some other evidence on the contents and duration of education.	By registered post	
	Certified translation of evidence on the contents and duration of education	Certified Slovene translation of the certificate(s) of the annual report cards, transcripts, a diploma supplement or some other evidence on the contents and duration of education, (please check at the relevant university or higher education institution if this document is required). (For the list of authorised translators see: https://spvt.mp.gov.si/tolmaci.html)		
	Short chronological description of the entire education			

Back

Continue 🗗

After completing the application process you must print out the application form, sign and send it to our address:

Alma Mater Europaea - ECM Slovenska ulica 17 2000 Maribor

SLOVENIJA

Relevant proof of prior education acquired must be attached together with the application. Based on the sent documentation the commission will check if you meet the requirements for enrollment. In case of positive decision you will be invited to enroll via e-mail.