



Univerza v Ljubljani
Fakulteta za gradbeništvo in geodezijo

WELCOME MEETING FOR INTERNATIONAL EXCHANGE STUDENTS

*Erasmus+ Co-ordinator and Vice-Dean for Student
Affairs:*

Assist. Prof. Simona Savšek, Ph.D.

*International Office:
Romana Hudin*

1 October 2020

University of Ljubljana

- Established in **1919** with **5** member schools
- At present: **23 faculties** and **3 arts academies**

1. Academy of *Fine Arts and Design*
2. Academy of *Music*
3. Academy of *Theatre, Radio, Film and Television*
4. *Biotechnical* Faculty
5. Faculty of *Administration*
6. Faculty of *Architecture*
7. Faculty of *Arts*
8. Faculty of *Chemistry and Chemical Technology*
9. **Faculty of *Civil and Geodetic Engineering***
10. Faculty of *Computer and Information Science*
11. Faculty of *Economics*
12. Faculty of *Education*
13. Faculty of *Electrical Engineering*

14. Faculty of *Health Science*
15. Faculty of *Law*
16. Faculty of *Maritime Studies and Transport*
17. Faculty of *Mathematics and Physics*
18. Faculty of *Mechanical Engineering*
19. Faculty of *Medicine*
20. Faculty of *Natural Sciences and Engineering*
21. Faculty of *Pharmacy*
22. Faculty of *Social Sciences*
23. Faculty of *Social Work*
24. Faculty of *Sport*
25. Faculty of *Theology*
26. *Veterinary* Faculty



Faculty of Civil and Geodetic Engineering



2 locations:

- main building (with laboratory for structures and materials), address: Jamova 2
- environmental engineering with laboratory, address: Hajdrihova 28

Faculty in numbers

Study programs (2020/2021)

- **5** undergraduate programs-B1
- **5** graduate programs-B2
- **2** doctoral programs-B3

Employees (2020)

- **209** in total
- **87** academic staff

Students (2020/2021)

- **750** regular undergraduate students
- **51** graduate (doctorate) students

Faculty of Civil and Geodetic Engineering

Study programs:

1st Cycle:

- Civil Engineering
- Construction Management
- Water Science and Environmental Engineering
- Geodesy and Geoinformation
- Technical Real Estate Management

2nd Cycle:

- Civil Engineering
- Water Science and Environmental Engineering
- Geodesy and Geoinformation
- Spatial Planning
- Buildings

3rd Cycle:

- Built Environment
- Environmental Protection

Meet our student tutors

Student tutors for foreign students are there to help you get around the faculty and with any study problems.

In the academic year 2020/2021 they are:

Gjorgjija Pandev	Civil Engineering	dzoce_98@hotmail.com
Dijamandi Korneti	Civil Engineering	dijamandi@yahoo.com
Luka Naumovski	Civil Engineering	luka.naumovski.mk@gmail.com
Đorđe Đukić	Civil Engineering	djojdje.sc2@gmail.com

Instructions for incoming students

COVID-19 SAFETY INSTRUCTIONS

- Due to COVID-19 pandemics, in all common rooms, corridors, staircases of the faculty the USE OF FACE MASKS is mandatory, as well as in all laboratories and lecture halls where the distance between persons of 1.5 meters cannot be assured.
- The International Office will provide you a complementary washable face mask.
- Please disinfect your hands when you enter the building and several times during the day. The disinfectants are available on both entries and on all staircase landings.
- Please read also the [instructions for the implementation of study activities](#) published at our web page.

Instructions for incoming students

- You are invited to come to our International Office, room P-3 (ground floor), Jamova 2 (romana.hudin@fgg.uni-lj.si), where you will receive welcome materials and the required documents. You may also bring documents to be signed.
- PLEASE COME INDIVIDUALLY, not in groups.
- For individual review of learning agreements and information about responsible teachers of individual courses you can come to the International Office, search our internet pages or consult the student tutors.
- Classes start today, on October 1, 2020. For the classes scheduled on the Timetable, please go to the next scheduled lectures or tutorials.
- For the courses delivered in the form of individual consultations, you should contact the teachers **within the first week** of the semester. Please contact them first by e-mail! They will define your obligations, study literature, seminar work, etc.

Instructions for incoming students

- You should regularly attend the classes according to the published timetables and in agreement with the teachers.
- If you wish to change your Learning Agreement, discuss the changes with adequate teachers and bring the form Changes to Original Learning Agreement to the International Office.
- **Learning Agreements shall be changed not later than in the first 2 weeks of the semester.**
- Registration for exams is online through Web pages for student affairs.
- You should finish all the defined obligations and exams before you leave and go back home. It is not allowed to make exams from your home institution.
- Before you leave, you can receive your final Transcript of Records in the International Office.

TIMETABLES AND COURSES

In the winter semester of the academic year 2020/21, UL FGG offers the following courses in English:

Technologies in Civil Engineering, 5 ECTS

Project Management, 4 ECTS

Environmental Technologies, 4 ECTS

Basics of Spatial Sociology, 3 ECTS

Landscaping and Environment Protection, 4 ECTS

Spatial Planning of Flood Protection, 5 ECTS

If you selected these courses, the participation is mandatory!

The timetable is published at <https://www.en.fgg.uni-lj.si/>.

All other courses will be available mostly in the form of individual consultations or participation at tutorials.

ID numbers, Digital Identity

All foreign students receive Personal ID number issued by the Ministry of Internal Affairs. It is required to apply for monthly bus ticket, for accomodation, food coupons, etc.

To access e-Classroom and online student system, you need Digital Identity. You will receive adequate instructions in your documentation file. To activate your DI as student of University of Ljubljana, go to:
<https://id.uni-lj.si/>

UL FGG provides access to the Eduroam WiFi network.

Student online systems and exams

- At <https://www.en.fgg.uni-lj.si/students/> you will find two main online systems for students:

Web Classroom

- Teachers will post teaching materials on these pages; you can access them with your Digital Identity

Web page for student affairs

- You can manage your personal data.
- You can register to (or withdraw from) exams.
- You can check timetables, etc.

Contacts

For any further information, please contact International Office, Ms. Romana Hudin (romana.hudin@fgg.uni-lj.si) or Erasmus Coordinator Prof. Simona Savšek (simona.savsek@fgg.uni-lj.si).

Use of UL FGG Library

You are allowed to use UL FGG Library (ground floor). You will need to present your student ID. Before you leave, please make sure that you return all the borrowed materials, otherwise you will not be able to receive the final Transcript of Records.

Sports Activities

You may use sports facilities and attend activities as offered to our students.

If you are staying for the whole year, you may also choose Sports Education as elective course (for 4 ECTS).

For more details contact Prof. Aleš Golja (ales.golja@fgg.uni-lj.si).



HVALA ZA POZORNOST



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Thank you for your attention!

COMMENTS, QUESTIONS ???