

To the candidates for enrolment in

- **First cycle higher education professional study programme Construction Management**
- **First cycle higher education professional study programme Geodetic Engineering and Real Estate Management**
- **First cycle academic study programme Geodesy and Geoinformatics**
- **First cycle academic study programme Civil Engineering**
- **First cycle academic study programme Water Science and Environmental Engineering**

Dear candidate,

We would like to inform you that you have been included in the list of accepted candidates for enrolment in the academic year 2026/2027 for the first cycle study programmes at the Faculty of Civil and Geodetic Engineering, so we invite you to enrol for the first year of regular studies.

As you are enrolling at the Faculty of Civil and Geodetic Engineering for the first time, you will find below more detailed information on the enrolment procedure and the documents you will need for enrolment.

Enrolment of candidates for all study programmes at UL FGG will be exclusively online, from the date of receipt of this notification until Monday, 28. September 2026.

Enrolment at the Faculty of Civil and Geodetic Engineering takes place via the Student Information System - Web page for student affairs, where you log in with your digital identity and your personal password (attached to this letter).

Enrolment instructions

On the UL FGG website (top right – »Students« → »Web page for student affairs«) enter this page for student affairs (<https://visfgg.uni-lj.si/>) using the digital identity and login password you previously activated at <https://id.uni-lj.si> following the attached instructions. On the left side select the tab »Enrolment Form«. An enrolment form will open, in which you fill in the missing data in the sections provided by the system, including uploading your photo.

You can only **confirm the enrolment form if it has been completed in full**, otherwise you will be informed which details are still missing.

You will receive the invoice for the costs of the rights to use the information and communication media in a separate e-mail to your e-mail address. You must settle it before enrolment. If the submitted enrolment documents are complete, we will enrol you, then you can print out your enrolment certificates yourself (tab »My data« → »Enrolment certificate«).

If you are already enrolled at another faculty, you must provide us (on our e-mail address: referat@fgg.uni-lj.si) with the following documents by September 28, 2026:

1. Withdrawal form, or
2. If you have already been enrolled at UL FGG and are changing from one study programme to another, please send us a request for a withdrawal from the previous programme (form on the UL FGG website).

If you do not send us the withdrawal form, we will not be able to enrol you in the desired study programme.

If you do not enrol during the enrolment period in accordance with the instructions of the Enrolment Service at the University of Ljubljana, we will consider that you have withdrawn your application.

In the last week of September, the faculty will also organise a preparatory course in mathematics. The timetable for this course is attached.

Classes will begin on Thursday, October 1, 2026, according to the timetables published in September on the Faculty's website under Timetables.

If in doubt, you can contact us by e-mail: referat@fgg.uni-lj.si.

We wish you every success with your studies.

Office of Study Affairs UL FGG

Attachments:

- Notice for collecting/activating the Digital Identity on the UL ID portal
- Schedule of the preparatory mathematics course
- Payment slip for the study-related fees (you will receive it later at the email address provided in your application)
- Statement of previous enrolments at higher education institutions and notice regarding the Leto Plus programme

Dear students,

to benefit from the full range of IT services that the University of Ljubljana provides, you must first activate your **UL-ID digital identity**. Please do so and define your password at the ID web portal:

<https://id.uni-lj.si> -> English version -> Digital identity -> Activate identity

Enter the data exactly as indicated here:

Student ID number: **2626**

Your first name: **Peter**

Your last name: **Novak**

Name of faculty: **Faculty of Civil and Geodetic Engineering**

Your digital identity will be activated within 30 minutes.

Your username will be **pn0000@fgg.uni-lj.si**. It consists of a letter from your first name, a letter from your last name, five random numbers and @student.uni-lj.si. Your username and password are confidential and may not be disclosed to third parties.

In case of problems with the activation of your UL-ID digital identity, you can always contact the university helpdesk at <https://id.uni-lj.si> -> English version -> [Report problems](#). In case of problems with the electronic registration, contact the student office at your faculty.

Information about the IT services accessible with your username and password is available on the website www.uni-lj.si/eng-> STUDY -> INFO student -> [Information services](#).

The Digital Identity can be used for the Web Classroom. To find out more about it, go to <https://www.en.fgg.uni-lj.si/students/>.

IZJAVA O DOSEDANJIH VPISIH KANDIDATA ZA VPIS

Spodaj podpisani/a _____,

roj. _____

Izjavljam (ustrezno obkroži)

1. pred vpisom na Fakulteto za gradbeništvo in geodezijo v študijskem letu 2026/2027, **nisem bil/a vpisan/a** na noben drug študijski program oz. visokošolski zavod;

ALI

2. pred vpisom na Fakulteto za gradbeništvo in geodezijo v študijskem letu 2026/2027, **sem bil/a vpisan/a** na drug študijski program oz. visokošolski zavod:

- v študijskem letu: _____, letnik študija: _____;
- v študijskem letu: _____, letnik študija: _____;
- v študijskem letu: _____, letnik študija: _____.

V Ljubljani, _____

Podpis: _____

Dear prospective students,

In order to make it easier for you to start studying at our faculty, the Department of Mathematics and Physics have prepared a **preparatory course in mathematics** for you.

The preparatory course is intended for the 1st year students of all first cycle study programmes.

The dates for all study programs are as follows:

- **24. 9. 2026 from 9.00 till 13.00**
- **25. 9. 2026 from 9.00 till 13.00**
- **28. 9. 2026 from 9.00 till 13.00**
- **29. 9. 2026 from 9.00 till 13.00**
- **30. 9. 2026 from 9.00 till 13.00**

The location of the preparatory course:

- For Civil Engineering BA, Geodesy and Geoinformatics BA and Water Science and Environmental Engineering BA – Classroom P-I/1.
- For Construction Management BA and Geodetic Engineering and Real Estate Management BA – Classroom P-I/2.

We strongly suggest that you attend the course.

Office of Study Affairs UL FGG



Leto plus

- Za študente prvič vpisane na UL.
- Brezplačno učenje slovenščine v pomoč študentom pri vključevanju v študij in življenje v Sloveniji.
- Učenje slovenščine poteka hkrati z opravljanjem obveznosti na študijskem programu.
- 1x tedensko 3 ure pouka + dodatne dejavnosti.
- Možnost za dodatno leto oz. podaljšan status študenta ob izpolnjevanju pogojev.
- Prijava na Leto plus poteka v septembru in prvih dneh oktobra oziroma do zapolnitve prostih mest.

Pozor

- V Leto plus se ne morete prijaviti tisti, ki ste morali pri vpisu izkazati znanje slovenskega jezika na ravni B2.
- Število razpisanih mest je omejeno (300).

Več informacij in prijavnica:

<https://www.uni-lj.si/study/year-plus/>, <https://www.uni-lj.si/studij/letopius/>

e-mail: letoplus@uni-lj.si



Univerza v Ljubljani



Godina plus

- Za studente koji prvi put upisuju studij na Sveučilištu u Ljubljani.
- Besplatni sati slovenskoga jezika za lakše uključivanje u studentski život u Sloveniji.
- Slovenski se jezik uči istovremeno s obavezama na studijskom programu.
- 1x tjedno 3 školska sata nastave + dodatne aktivnosti.
- Dodatna godina odnosno produljenje studentskoga statusa uz zadovoljavanje uvjeta.
- Prijava na Godinu plus moguća je septembra i prve dane oktobra odnosno do popunjavanja slobodnih mjesta.

Pazi

- Godinu plus ne mogu upisati studenti koji su pri upisu trebali dokazati znanje slovenskoga jezika na razini B2.
- Broj mjesta je ograničen (300).

Više informacija i prijavnica:

<https://www.uni-lj.si/study/year-plus/>, <https://www.uni-lj.si/studij/letopius/>

e-mail: letoplus@uni-lj.si





Year plus

- For international students in their 1st year at University of Ljubljana.
- Learning Slovene for free to help students to adapt to the Slovenian system and culture.
- Learning Slovene and fulfilling the study obligations in your degree programme parallelly.
- 3 lessons once per week + some additional activities.
- Extension of student status possible when meeting certain requirements.
- The application period for enrolment runs from September till early days of October or until the filling of vacancies.

Please note

- Not for those required to knowledge B2 of Slovene language at application.
- The number of places available is limited (300).

More information and application form:

<https://www.uni-lj.si/study/year-plus/>, <https://www.uni-lj.si/studij/leto-plus/>

e-mail: letoplus@uni-lj.si



Leto plus

- Za študente prvič vpisane na UL.
- Brezplačno učenje slovenščine v pomoč študentom pri vključevanju v študij in življenje v Sloveniji.
- Učenje slovenščine poteka hkrati z opravljanjem obveznosti na študijskem programu.
- 1x tedensko 3 ure pouka + dodatne dejavnosti.
- Možnost za dodatno leto oz. podaljšan status študenta ob izpolnjevanju pogojev.
- Prijava na Leto plus poteka v septembru in prvih dneh oktobra oziroma do zapolnitve prostih mest.

Pozor

- V Leto plus se ne morete prijaviti tisti, ki ste morali pri vpisu izkazati znanje slovenskega jezika na ravni B2.
- Število razpisanih mest je omejeno (300).

Več informacij in prijavnica:

<https://www.uni-lj.si/study/year-plus/>, <https://www.uni-lj.si/studij/leto-plus/>

e-mail: letoplus@uni-lj.si

