

The page features a decorative graphic consisting of three blue circles of varying sizes, each composed of concentric rings of different shades of blue. These circles are arranged vertically, with the largest at the top, a medium one in the middle, and the largest at the bottom. Two thin, light blue lines intersect at the top left and extend diagonally across the page, framing the circles.

**THE STATUTE OF THE
UNIVERSITY OF LJUBLJANA
(UNOFFICIALLY CONSOLIDATED
TEXT – June 2012)**

In accordance with the constitutionally guaranteed autonomy of the University and pursuant to the Higher Education Act (OJ RS, No. 67/1993, 39/1995 CC Decision: U-I-22/94-15, 18/1998 CC Decision: U-I-34/98, 35/1998 CC Decision: U-I-243/95-13, 99/1999, 64/2001, 100/2003, 63/2004, Official consolidated text 100/04) and Ordinance on the Establishment of the University of Ljubljana (OJ RS, No. 28/00, 33/03, 79/04 and 36/06), on December 21, 2004, October 18, 2005, November 24, 2005, June 27, 2006, June 29, 2006, and July 2012 the University Senate and the Governing Board of the University of Ljubljana adopted

THE STATUTE OF THE UNIVERSITY OF LJUBLJANA

(UNOFFICIALLY CONSOLIDATED TEXT)

I. GENERAL PROVISIONS

Article 1

The University of Ljubljana (hereinafter: the University), established by its founder, the Republic of Slovenia, is an autonomous educational, scientific research and artistic higher education institution with a special status.

The University consists of UL Members.

Article 2

Seat of the University is in Ljubljana, Kongresni trg 12.

The University is a legal person.

Article 3

The University has a round-shaped seal with an outline inscription: Univerza v Ljubljani. In the centre of the seal is the coat-of-arms of the Republic of Slovenia.

The use and the safekeeping of the University seals shall be governed by special regulations.

Article 4

Each UL Member has a round-shaped seal with an outline inscription: Univerza v Ljubljani and the name of the UL Member. In the centre of the seal is the coat-of-arms of the Republic of Slovenia.

Article 5

The University has its own symbol/logo, flag and graphic image that are used on the documents of the University and the UL Members.

The use of the unified image shall be regulated by regulations, adopted by the University Senate.

II. UNIVERSITY AUTONOMY

Article 6

The University is autonomous in performing its activities.

Article 7

The University implements autonomy by implementing the educational, scientific, research, and artistic activities in accordance with its mission, in particular by independently:

- developing its development strategy,
- setting the regulations of its organisation and activities,
- developing study and research programmes and defining the manner of their implementation,
- making decisions regarding habilitation of the University teachers (hereinafter: teachers), scientific researchers (hereinafter: researchers) and the University associates (hereinafter: associates) and forming habilitation criteria,
- employing teachers, research staff and the associates.

Article 8

No political party may operate at the University.

Article 9

UL Members of the police or armed forces wearing a uniform may not enter the premises of the University uninvited, except in the event of an emergency intervention when life and limb or property is in jeopardy.

III. UNIVERSITY ACTIVITIES

Article 10

The University conducts the educational, scientific research, artistic, academic and other activities through its UL Members.

The University may directly organise the implementation of interdisciplinary study programmes and scientific research.

The University or its UL Member conducting an activity that requires public authorisation shall conduct this activity within the limits of the authorisation.

IV. UNIVERSITY UL MEMBERS

Article 11

There are Full and Associate Members of the University.

Full UL Members enjoy equal status.

1. Full UL Members

Article 12

Full UL Members are:

The Faculties:

Biotechnical Faculty,
Faculty of Economics,
Faculty of Architecture,
Faculty of Social Sciences,
Faculty of Electrical Engineering,
Faculty of Pharmacy,
Faculty of Civil Engineering and Geodesy,
Faculty of Chemistry and Chemical Technology,
Faculty of Mathematics and Physics,
Faculty of Maritime Studies and Transport,
Faculty of Computer and Information Science,
Faculty of Mechanical Engineering,
Faculty of Social Work,
Faculty of Sport,
Faculty of Public Administration,
Faculty of Arts,
Faculty of Medicine,
Faculty of Natural Sciences and Engineering,
Faculty of Education,
Faculty of Law,
Theological Faculty,
Veterinary Faculty,
Faculty of Health Science.

Academies of Arts:

Academy of Music,
Academy of Theatre, Radio, Film and Television,
Academy of Fine Arts and Design.

A) UL Members' Activities

Article 13

The UL Members implement the national higher education programme and the national research and development programme as well as conduct other activities as set out in these Statute.

The disciplines of study and study programmes at the individual Faculties, Academies of Arts in accordance with the ISCED classification (UNESCO, November 1997) and listed here by way of examinational, are:

- Biotechnical Faculty: (42) life sciences (biology, microbiology, biotechnology, biomedicine); (14) teacher training (biology); (54) manufacturing and processing (wood materials and food processing); (58) architecture and building (landscape architecture); (62) agriculture, forestry and fishery (agronomics, livestock production, forestry), (85) environmental protection;
- Faculty of Economics: (31) social sciences (economics); (34) business and administration (business operations, free enterprise, management and administration, marketing and advertising, insurance, finance, banking, accounting); (46) mathematics and statistics (actuarial science);
- Faculty of Architecture: (58) architecture and building (architecture);
- Faculty of Social Sciences: (31) social sciences (sociology, political science, communicology, culturology, anthropology, defence science); (32) journalism and information (journalism);
- Faculty of Electrical Engineering: (52) engineering and engineering trades (electrotechnics, electronics, telecommunications, energy);
- Faculty of Pharmacy: (72) health (pharmacy, biomedicine) and (42) life sciences (clinical biochemistry, biomedicine);
- Faculty of Civil Engineering and Geodesy: (58) architecture and building (building and civil engineering, spatial and urban planning); (52) engineering and engineering trades (geodesy); (85) environmental protection (environmental protection), (44) physical and chemical sciences;
- Faculty of Chemistry and Chemical Technology: (44) physical sciences (chemistry); (14) teacher training (chemistry); (42) life sciences (biochemistry, biomedicine); (52) engineering and engineering trades (chemical engineering); (54) manufacturing and processing (chemical technology); (86) security services (occupational health and safety, fire safety);

- Faculty of Mathematics and Physics: (46) mathematics and statistics (mathematics); (52) engineering and engineering trades (mechanics); (14) teacher training (mathematics, physics, computer science with mathematics); (44) physical sciences (physics, astronomy and meteorology);
- Faculty of Maritime Studies and Transport: (84) transport services (maritime studies, transport technology);
- Faculty of Computer and Information Science: (14) educational science and teacher training, (48) computing (computer science and informatics);
- Faculty of Mechanical Engineering: (14) educational science and teacher training, (52) engineering and engineering trades (mechanical engineering);
- Faculty of Social Work: (76) social services (social work and counselling);
- Faculty of Sport: (14) teacher training (physical education); (81) personal services;
- Faculty of Administration: (34) business and administration (public administration);
- Faculty of Arts: (21) arts, (22) humanities (philosophy, archaeology, history, sociology of culture, art history, musicology, languages and literature, linguistics, translation); (31) social sciences (sociology, geography, ethnology, psychology, anthropology); (14) teacher training and education science (philosophy, history, languages and literature, sociology, geography, pedagogy, andragogy); (32) journalism and information (library and information science);
- Faculty of Medicine: (72) health (medicine, dental studies, biomedicine);
- Faculty of Natural Sciences and Engineering: (14) teacher training (chemical education); (21) arts (textile and fashion design); (44) physical sciences (geology); (54) manufacturing and processing (textiles, mining, geotechnology, metalurgy, materials, graphic technology);
- Faculty of Education: (14) teacher training and education science (basic levels, art pedagogy, mathematics, chemistry, physics, biology, computer science, technology, pre-school education, defectology, social pedagogy);
- Faculty of Law: (38) law (constitutional, international, labour, civil and commercial law, Roman law and legal history, criminal law sciences, legal theory and jurisprudence); (31) social sciences (economic analysis and economic policy); (34) business and administration (public administration);
- Theological Faculty: (14) educational science and teacher training, (22) humanities (theology);
- Veterinary Faculty: (64) veterinary (veterinary medicine, biomedicine);
- Faculty of Health Studies: (72) health (nursing and caring, medical technology);

- Academy of Music: (21) arts (music: composition and music theory, conducting, instruments, singing, choral music, opera); (14) teacher training (musical pedagogy, instruments);
- Academy of Theatre, Radio, Film and Television: (21) arts (performing arts, directing, dramaturgy, scenography, costume design);
- Academy of Fine Arts and Design: (21) arts (sculpture, painting, design, graphic arts, restoration);

For implementing both national programmes referred to in the first paragraph 1 of this Article and funded by the Republic of Slovenia, the University shall employ the academic, research and additional staff in accordance with the unified University job systemization.

Article 14

The UL Members implement the national higher education programme according to the principle of the autonomy of the professions as well as the parentage principle as registered activities of the UL Members, within the framework of the Ordinance on the establishment of the University and of the decision of the University Senate.

The parentage principle is implemented within the framework of the national higher education programme as well as the research and development, in the proceedings of promotion and habilitation of the teaching staff and in mentoring the postgraduate students.

When a registered interdisciplinary activity conducted by several UL Members is concerned, the relevant UL Members reach an agreement on the programme and the manner of as well as the participation in the implementation.

Article 15

In order to implement the national higher education programme and the national research and development programme, the UL Members receive funds from the budget of the Republic of Slovenia (RS) as well as the funds from the European and other international collaborations and projects through the University and the Public Payments Administration of the Republic of Slovenia (PPA in accordance with the regulation in force and within the limits of the adopted financial plan.

In the financial plan, the material conditions for uninterrupted activities of the University Administration shall be allocated, primarily for the implementation of the following joint tasks:

- 1) establishment/implementation and maintenance of the common information system,
- 2) establishment and maintenance of data bases (of staff, financial, student, study registers etc.),
- 3) establishment and coordination of the credit system,
- 4) organisation of the interdisciplinary study programmes organised by the University,
- 5) constant monitoring and quality assurance of educational, scientific research and artistic activities,

- 6) supervision of financial transactions within the University and elaboration of a consolidated account,
- 7) establishment and maintenance of the centralised inventory of the property of the University and its UL Members,
- 8) administration of the intellectual property of the University of Ljubljana,
- 9) co-ordination and monitoring rational use and maintenance of the premises and the equipment of the University and its ,
- 10) planning and managing investments,
- 11) establishment and maintenance of a common/unified library system and the University archives,
- 12) co-ordination and register of participation in international educational, scientific research and artistic projects,
- 13) organisation and implementation of common programmes of sport at the University of Ljubljana,
- 14) establishment and implementation of unified protocol at the University.

The expense compensation, contributed by each UL Member for financing of the common services from the previous paragraph is based on the total income of the UL Member. The compensation amount is set by the Governing Board once a year.

The Governing Board may exceptionally allocate part of the common funds for the financing of the common services for the purpose of uninterrupted performance of the University.

Article 16

Pursuant to the paragraph 4 of the Article 10 of the Higher Education Act, the paragraph 1 of the Article 7 of the Ordinance on the Establishment of the University of Ljubljana, the UL Member may, with the approval of the Founder, conduct other educational, research, artistic, development, academic and consulting activities or other related activities as set out in the Annex to this Statute.

The UL Members shall have their accounts at the PPARS.

The UL Members shall receive funds, provided from the activities under the paragraph 1 of this Article and from the implementation of the national higher education programme for which funds are not provided in the national budget, directly to their accounts.

To implement the activities under the first and the third paragraph of this Article, the UL Members shall employ staff in accordance with the regulations adopted by the UL Member Senate and after the prior approval of the Rector or the Secretary General of the University of Ljubljana.

B) Requirements for the Acquisition of the UL Membership

Article 17

Full UL membership is open to higher education institutions which

- has a defined area of study and scientific research or arts, which is not covered by any other UL Member and an accredited study programme,
- has provided material conditions (premises, equipment, financing etc.) to implement its study and scientific research or artistic programmes,
- ensures habilitated teachers for implementation of the study and scientific research or artistic programmes.

Fulfilment of the requirements is verified in the process and within the periods, defined by the Council of the Republic of Slovenia for Higher Education.

Article 18

After a prior approval of the Governing Board, the new UL Member is accepted by the University Senate with the two-thirds majority. Its decision must be reasoned and communicated to the Founder.

Article 19

New UL Member may also be formed by demerger of an existing UL Member or with a merger of two or more existing UL Members.

Such a decision is made by the UL Senate with a two-third majority of all its UL Members upon the proposal of the UL Members Senates from the first paragraph of this Article and after receiving an opinion of the UL Governing Board.

C) Termination of UL Membership

Article 20

The UL Membership may be terminated

- if the educational activity of the UL Member is completely abolished from the national higher education programme,
- if for two years in a row none of the study programmes of the UL Member receives the minimum number of student applications required for the financing within the framework of the national higher education programme,
- if the UL Member does not fulfil the staff conditions to implement the study programme,
- if the performance of the UL Member does not meet the University quality standards , which is determined by the University Senate special decision,
- with the demerger of an existing UL Member, merging with another UL Member or a merger of two or more existing UL Members, and
- upon a request by the UL Member Senate.

Termination of UL Membership shall be decided by the University Senate with the two-third majority of all its UL Members. Its decision must be reasoned and communicated to the Founder.

D) Internal Organisation of the UL Members

Article 21

Organisational units of the UL Member are: departments, chairs, institutes, clinics, centres and libraries.

Establishment and termination as well as managing the organisational units shall be determined by the individual UL Member's regulations.

Article 22

Organisation of the libraries and the manner of disposition of the library material shall be determined by the UL Members in accordance with the plan of a unified library system of the University adopted by the UL Senate.

The plan of a unified library system shall be prepared and its performance shall be co-ordinated by the UL Senate Commission for the information and library system.

2. Associate UL Members

Article 23

Autonomous higher education institutions and other autonomous institutions may join the University as Associate UL Members.

The decision on associate UL Membership is adopted by the University Senate with a two-third majority of all its UL Members.

Article 24

An autonomous institution that wishes to become an Associate UL Member must be financially autonomous and independent and must have the premises and equipment for implementing its programme.

An autonomous higher education institution that wishes to become an Associate UL Member must, in addition to the requirements listed in the first paragraph 1 of this Article, implement an undergraduate study programme that is not yet implemented by any of the UL Members and must have the teaching staff that meets the University requirements.

Article 25

An Associate UL Member may

- use the University information and library system,

- have its representative in the University Senate with the right to vote in the matters relating to the activity of the Associate UL Member,
- have its representative in the University Student Council ,
- conclude a special agreement to use the research equipment of the University for the implementation of joint research projects together with the UL Member,
- submit its study programme to the University Senate for approval,
- participate in the implementation of the pedagogical programme of the UL Members,
- habilitate its teaching staff at the University.

Article 26

All mutual rights and obligations of the University and an Associate UL Member shall be determined in a special agreement.

Article 27

An Associate UL Member shall use the name of the University of Ljubljana if and inasmuch this is envisioned in the agreement of the associate UL Membership. The diplomas, certificates and other documents issued by an Associate UL Member from the second paragraph of Article 24 may include the name of the University of Ljubljana in the subordinate wording "An Associate UL Member of the University of Ljubljana", following the listing of the full name of the Associate UL Member.

Diploma issued by an Associate UL Member is not a diploma of the University of Ljubljana.

Article 28

Associate UL Membership is terminated by the unilateral exit or by a decision of the University Senate adopted with a two-third majority of all its UL Members. The decision must be reasoned.

V. LEGAL COMPETENCE OF THE UNIVERSITY AND THE UL MEMBERS

Article 29

The University operates legally in its own name and on its own behalf.

Article 30

UL Member is not a legal person and performs in the name and on behalf of the University when conducting the activities within the framework of the national higher education programme and the national programme of research and development, for which the funds are provided by the Republic of Slovenia. In implementing the national higher education programme and the national programme of research and development, the UL Member operates in the name and on behalf of the University.

At the same time, the UL Member is a legal person and may operate legally in its own name and on its own behalf in implementing the activities under Article 16 of this Statute.

Article 31

The University is represented by the Rector.

The Rector may authorise the Deans to act on his behalf in the matters that relate to the implementation of the UL Member's activities.

Article 32

The University is liable for the obligations arising out of its activities with all its assets.

For the obligations of the UL Member arising from the activities under Article 16, the UL Member is liable with all its assets.

VI. MANAGEMENT OF THE UNIVERSITY

1. The University Bodies

Article 33

The bodies of the University are

- the Rector,
- the Senate,
- the Governing Board and
- the Student Council.

Article 34

The bodies of the UL Member are

- the Dean,
- the Senate,
- the Academic Assembly,
- the Governing Board and
- the Student Council.

The UL Member may also regulate other bodies in addition to the bodies from the previous paragraph form, determining their formation and competences by means of regulation.

Article 35

Procedures regarding nomination, elections and the dismissal of the University bodies shall be determined by regulation adopted by the Senate and the University Governing Board.

The provisions of the regulation that set out the elections to the Student Council of the University and the UL UL Members' Student Councils are adopted by the University Senate after the consent of the University Student Council.

A) Rector

Article 36

The Rector leads and represents the University, and in particular:

- 1) is responsible for the legality of University's activities and for the performance of its obligations as set by the law or other regulation as well as the general acts of the University,
- 2) signs the documents of the University and the agreements concluded by the University,
- 3) convenes and chairs the sessions of the University Senate,
- 4) coordinates educational, research and development or artistic and other activities of the UL Members in the implementation of the national higher education programme, ,
- 5) adopts, with the consent of the Senate, the quality criteria regulations for the University, the study programmes, the research and the development he artistic and the academic activities,
- 6) provides for the quality assurance of the University,
- 7) selects, from among the candidates confirmed by the University Senate, the Vice-Rectors,
- 8) appoints, upon a proposal by the UL Member Senate, the Dean of the UL Member,
- 9) decides, upon a proposal by the Dean of the UL Member, on the conclusion and termination of employment for the teaching staff, on the transfers of teachers among the UL Members and on the consent to their work outside the University,
- 10) promotes doctors of science,
- 11) delivers the awards and honours of the University,
- 12) reports the activities to the University Senate, the Governing Board and the Founder,
- 13) renders the decision on the calling and the execution of the elections for the UL Members of the Senate and the University Governing Board,
- 14) sets the University job systemization,
- 15) s performs other tasks according to the law, this Statute and other general acts of the University.

The Rector may authorise a Vice-Rector to conduct certain duties from the paragraph 1 of this Article.

Article 37

In case of the Rector's absence, the Rector is temporarily replaced by one of the Vice- Rectors, determined by the Rector's a written authorisation.

The Vice-Rector replacing the Rector has the same rights and obligations as the Rector during the time of the Rector's absence.

Article 38

The Rector is elected for a four- year term of by the full-time teachers, researchers and associates at the University and all those meeting the requirements for the election into the University Senate. The students also have the right to vote in the order of one-fifth of the joint number of votes of the teachers, researchers and associates at each individual UL Member. Any student of the UL Member may run for the position of a student-elect. A more detailed procedure governing the elections of student-electors shall be determined by the election regulations of the University.

All full professors meeting the requirements for the election into the University Senate may be elected the Rector.

The Rector is eligible for re-election.

Article 39

The University has four Vice-Rectors for education, research and development and for art.

The Vice-Rectors are appointed for the area by the Rector from among the candidates confirmed by the University Senate and proposed by the UL Members.

All full professors meeting the requirements for the election into the University Senate may be elected a Vice- Rector.

Article 39 a

The Rector can appoint Rector's assistants for general legal affairs, financial affairs or any other affairs by a decision on nomination.

The Rector's assistant must meet the following requirements:

1. hold educational qualifications at the level VII,
2. show managerial and organizational skills,
3. have at least 10 years of experience on leading positions,
4. show active knowledge of at least one foreign language.

The mandate of the Rector's assistant is linked to the Rector's term of office. The Rector may terminate the Rector's assistant's mandate before the expiry of the term of office.

The Rector's assistant is the leading position with a temporary employment contract.

Article 40

In case the position of the Rector is terminated before the expiry of the term for which he was elected, the University Senate appoints one of the Vice-Rectors to conduct the activities of the Rector until the election of a new Rector. With the election of a new Rector, the previous positions of Vice Rectors are terminated.

Article 41

Consultative bodies of the Rector are the Rector's college and the college of Deans.

The Rector's college consists of the Rector, the Vice-Rectors, the Chairman of the Governing Board and the Secretary General of the University, and the college of the Deans consists of the Rector, the Vice-Rectors, the Deans of the UL Members and the President of the Student Council.

a. Election of the Rector

Article 42

Six months before the expiry of the Rector's term of office, the University Senate shall adopt a decision on the commencement of the proceedings for the election of a new Rector and appoint the electoral commission.

The Senates of the UL Members nominate candidates within 30 days of the commencement of the proceedings.

The electoral commission announces the list of candidates within 7 days from the expiry of the deadline for the nomination of candidates.

The elections shall take place at all the UL Members simultaneously. The candidate receiving the votes of the majority of those entitled to vote is elected.

Article 43

In case none of the candidates receives the required majority, the second round of elections is conducted.

In case more candidates receive the same number of votes, the candidates for the second round are selected by the election commission by drawing lots.

In the second round the eligible voters from the first round vote between two candidates with the most received votes in the first round.

The candidate with the most valid votes is elected the Rector. In case both candidates receive the same number of votes, the Rector is elected by the election committee by drawing lots.

The drawing of lots takes place at an extraordinary session of the University Senate.

B) University Senate

Article 44

The Senate is the highest academic body of the University.

The teaching staff of the UL Members who are full-time employees of the University and the students may be elected UL Members of the Senate (the Senators). A teacher of a medicinal clinical subject who is not a full-time employee of the University may also be elected a UL Member of the University Senate.

Students of the first year of undergraduate studies may not be elected a student UL Member of the Senate.

The Rector is a UL Member of the Senate by virtue of his position.

Article 45

The term of office for the UL Members of the Senate is four years for the teaching staff and two years for the students. A UL Member of the Senate is eligible for re-election.

Article 46

Decision on the conducting of elections of the University Senate UL Members is issued by the Rector.

Each UL Member Senate elects one representative in the University Senate within 30 days of the adoption of the decision on the execution of elections.

In the period listed in the previous paragraph, the University Student Council elects as many representatives of the students as are needed to form one fifth of the UL Members of the Senate.

Article 47

The University Senate

- 1) co-operates in developing the national higher education programme and the national programme of research and development,
- 2) develops the University development strategy and proposes measures for its implementation to the Founder
- 3) gives consent to the annual working plan and the University development programme,
- 4) together with the Governing Board adopts the University Statute,

- 5) decides upon the admission of a new UL Member, upon the termination of University UL Membership and upon other changes in the status of the UL Members,
- 6) adopts general acts of the University in the areas of educational, artistic, research and development activities of the University,
- 7) sets the requirements for the formation of higher education study programmes,
- 8) confirms the unified information and library plan of the University,
- 9) gives consent to the topics of doctoral dissertations and determines the contents of the Doctoral School,
- 10) upon proposals of the UL Member Senates adopts study programmes,
- 11) nominates UL Members of the Postgraduate Studies Programme Councils upon the proposal of the UL Members,
- 12) adopts common basis for the verification and assessment of knowledge in higher education,
- 13) determines the content and form of students registers and students' databases in higher education,
- 14) gives opinions in the matters of initiatives for establishing higher education institutions,
- 15) adopts regulations and procedures concerning habilitation,
- 16) appoints commissions UL Members and working bodies of the University Senate,
- 17) adopts regulations for recognition of important works of art in the elections of teachers of artistic disciplines,
- 18) integrates and coordinates research work of the UL Members,
- 19) gives its consent to the regulations for quality assurance and adopts guidelines for the improvement of scientific research, artistic and educational activities of the UL Members,
- 20) adopts annual self-evaluation reports,
- 21) prepares and adopts the elements of the regulations to assess the pedagogical qualifications of the teaching staff,
- 22) conducts, upon proposals of the UL Member Senates, habilitation for full professors and senior researchers,
- 23) gives the UL Members, through the Habilitation Commission, its consents before the first habilitation or before an award of higher habilitation title for the teaching and scientific staff, except for the full professors and senior researchers,
- 24) decides on appeals of candidates against a decision of the Senate of a UL Member on the award of habilitation title,
- 25) decides on appeals against a decision of the Senate of a UL Member in recognition of foreign education for the purposes of continuing the education,
- 26) decides on granting honorary doctorates, the title of "Professor Emeritus" and the title of "the Honorary Senator of the University of Ljubljana",
- 27) adopts study year organization scheme,
- 28) elects the Rector in the second round,
- 29) confirms candidates for Vice Rectors,
- 30) appoints the commission and decides upon the recognition of education conducted abroad for the purposes of continuing the education in the event of interdisciplinary study programmes or programmes not conducted by any of the UL Members,
- 31) discusses and decides upon opinions of the University Student Council from the areas of its competence

32) conducts other duties if so determined by law, these Statute or another general act of the University.

Article 48

The University Senate addresses and makes decisions on the issues in its competence at sessions.

The quorum of the University Senate is constituted if two thirds of its UL Members are present at a session.

A decision is adopted if supported by the majority of UL Members present, unless otherwise stipulated by this Statute.

Two thirds of the votes of all UL Members of the Senate are required for the adoption of the Statute.

The voting at the Senate sessions is public, unless otherwise stipulated by this Statute.

Article 49

Before adopting a general act or a decision that will have a greater impact on the financial resources, the Senate must acquire the consent of the Governing Board.

Article 50

The sessions of the Senate are convened and chaired by the Rector.

The Rector convenes sessions of the Senate as required or at the request of a UL Member. The convening of a session of the Senate may also be proposed by the University Governing Board or the University Student Council.

Minutes of the session are kept and signed by the Rector and the Secretary General of the University.

a. University Senate Working Bodies

Article 51

The Senate has the following commissions:

- 1) for undergraduate study,
- 2) for masters study,
- 3) for doctoral study,
- 4) for research and development work,
- 5) habilitation commission,
- 6) for development of information system,
- 7) for development of library system,

- 8) for inter-university and international cooperation,
- 9) for student complaints/appeals,
- 10) for socio-economic issues of students,
- 11) for the Prešeren awards and commendations of students,
- 12) statutory commission,
- 13) for conferral of honorary titles and awards,
- 14) for quality,
- 15) for conferral of commendations of important works of art,
- 16) for innovation,
- 17) for students with special needs.

The University Senate may establish other commissions and working groups if required/needed.

The composition and the number of the commission or a working body UL Members, its tasks and powers as well as the term of its UL Members shall be determined by the Senate with the decision on nomination, unless otherwise stipulated in this Statute.

Article 52

UL Members of a commission or a working body shall elect a chairman from among themselves.

The quorum of the commissions or working bodies is constituted if the majority of the UL Members are present at a session. A decision is adopted if supported by the majority of UL Members present.

b. Habilitation Commission

Article 53

Habilitation commission proposes awards of habilitation titles of full professor or senior researcher to the University Senate.

The habilitation commission gives its consent to the UL Member before the first award of a title or the award of a higher title for the teachers and scientific employees, except for full professors and senior researchers.

Article 54

The habilitation commission founds its decision on the regulations for the award of habilitation titles of teachers, researchers and associates in all the disciplines that form part of the study, research or artistic activity at the University.

The regulations for the awards of titles to teachers, researchers and associates are determined with a special act adopted by the University Senate.

Article 55

Habilitation commission shall comprise 13 UL Members.

The academies of arts, biotechnology, medicine and veterinary sciences each have one representative, and social sciences, humanities, natural sciences and technology each have two representatives in the commission.

A student representative appointed by the University Student Council is also a UL Member of the habilitation commission.

The UL Members of the habilitation commission are elected by the University Senate for a period of two years from among the candidates proposed by the UL Members' Senates and by the University Student Council.

A UL Member of the habilitation commission must be a full UL Member that meets the requirements for the election into the University Senate.

The UL Members of the habilitation commission elect the chairman and the vice -chairman at the first session.

Article 56

Habilitation commission conducts its work at sessions.

The quorum of the habilitation commission is constituted if two thirds of all its UL Members are present.

C) University Governing Board

Article 57

The Governing Board is a managing body that decides primarily on the matters of economic nature and ensures uninterrupted functioning of the University.

The Governing Board has the systemization commission and may establish other commissions and working bodies as required.

Article 58

The Governing Board has nine UL Members, as follows:

- 1) three representatives of the employees conducting higher education activities (teachers, researchers and associates),
- 2) one representative of other employees working at the University,
- 3) one representative of the students,

- 4) one representative of the employers and
- 5) three representatives of the Founder.

The Rector and Vice Rectors may not be elected into the Governing Board of the University.

Article 59

The Governing Board:

- 1) adopts, together with the Senate, the University Statute,
- 2) adopts general acts that govern the management of the University, its pecuniary operations and employment relations,
- 3) adopts, upon a preliminary consent of the University Senate, the annual work programme and the university development programme , and monitors their implementation,
- 4) adopts the financial plan, the annual report and the business report,
- 5) adopts the regulations to delimitate the assets acquired from public and other funds as well as the regulations to distinguish the expenses due to the execution of public services and to other activities,
- 6) decides on the matters of economic and pecuniary nature and ensures uninterrupted functioning of the University,
- 7) gives a preliminary consent for the admission of a new UL Member,
- 8) gives to the Founder and to the Rector proposals and opinions on specific issues,
- 9) adopts the basic framework for job systemization,
- 10) adopts, upon the proposal of the UL Members, decisions on tuition and study contributions,
- 11) adopts decisions on managing the University assets,
- 12) adopts the standing orders for its operation,
- 13) adopts other decisions relating to the management of the University.

Article 60

The term of office for UL Members of the Governing Board is four years, and two years for the student representative.

Article 61

The UL Members of the Governing Board are elected from the employees conducting higher education activities by an electorate body composed of representatives into which each UL Member elects one UL Member who is not also a UL Member of the University Senate.

From the list of candidates for the UL Members of the Governing Board from among the teachers, researchers and associates, the three candidates receiving most votes are elected. From the list of other employees of the University, the candidate with the most votes is elected.

If more candidates receive the same number of votes, the elections are repeated for these candidates.

The student UL Member of the Governing Board is appointed by the University Student Council pursuant to a procedure set by the standing orders of the University Student Council. A student of the first year of undergraduate studies may not be elected a UL Member of the Governing Board.

The representatives of the Founder are appointed by the Government of the Republic of Slovenia, and the representative of the employers is chosen by the University through open tender in cooperation with the Founder from among the candidates proposed by the Chamber of Commerce of Slovenia, the Chamber of Craft of Slovenia, the Association of Employers of Slovenia, the Association of Employers in Craft Activities of Slovenia, the Managers' Association of Slovenia and the Government of the Republic of Slovenia.

The procedure of electing the Governing Board is provided by special regulations.

The Governing Board is constituted by nomination or election of more than half of its UL Members. The first session of the new Governing Board is convened by the Rector.

The Governing Board of the University performs its duties until a new Governing Board is constituted.

Article 62

The Governing Board has a president and a vice president. They are elected from among the UL Members of the Governing Board in such a way that the president is elected from among the representatives of the employees conducting higher education activities and the vice president from among the representatives of the Founder or vice versa.

Article 63

The Governing Board conducts its work at sessions convened by the president.

The quorum of the Governing Board is constituted if the majority of its UL Members are present.

A decision is adopted if supported by the majority of the UL Members present.

The majority of all UL Members is required to adopt the Statute and other general acts.

Article 64

The Governing Board operates pursuant to standing orders adopted at its first session.

D) University Student Council

Article 65

The University Student Council is a body of the University students.

The Student Council consists of the presidents of the UL Member Student Councils and, in case of the UL Members with more than a thousand students, the vice presidents of the student councils of such UL Members.

Article 66

UL Members of the Student Council elect from among themselves the president and two vice presidents at the first session.

The Student Council may at the time of electing the president and the vice presidents also elect their deputies.

Article 67

The Student Council discusses and gives the competent bodies of the University its opinion on the University Statute and on all matters relating to the rights and obligations of students. The University Student Council forms its opinion on the candidates for the Rector of the University and elects the UL Members of the bodies of University, and proposes the candidates for their working bodies from among students.

Article 68

The Student Council conducts its work at sessions convened by the president of the Council.

The quorum of the Student Council is constituted if the majority of its UL Members are present.

A decision is adopted if supported by the majority of the UL Members present.

Minutes of the sessions are kept and signed by the president.

2. UL Member Bodies

A) Dean

Article 69

The Dean chairs and represents the UL Member.

The Dean is also the managing body of the UL Member when the latter operates within the activities under Article 16 of this Statute.

The Dean is the academic chair of the UL Member and conducts tasks on the grounds of law, the ordinance on the establishment of the university, these Statute and the powers of the Rector transferred by the latter to the Dean.

The Dean is responsible for the legality of the UL Member's activities.

Article 70

The Dean is appointed by the Rector for a term of two or four years upon the proposal by the UL Member Senate from among its teaching staff fulfilling the requirements for being elected into the University Senate.

The Dean is eligible for re-election.

The Rector may revoke the Dean prior to the expiry of the latter's term of office on the grounds of a reasoned decision by the UL Member Senate, adopted with a two-third majority of all the UL Members of the UL Member Senate.

The UL Member shall adopt the regulations for the term of office and the procedure of voting of the UL Member Senate for the election of the Dean.

Article 71

In implementing the national higher education programme , the national programme of research and development and artistic activities, the Dean

- 1) co-ordinates the educational, scientific research and artistic work,
- 2) monitors, assesses and assures the quality of the UL Member, the study programmes, the scientific research, artistic and academic work as well as the preparation of the annual quality report (self-evaluation of the UL Member),
- 3) ensures, in accordance with his powers, the legality of the UL Member's activities,
- 4) decides on the actions in the area of the pecuniary operations of the UL Member necessary for undisturbed and proper implementation of the adopted programmes from the national higher education programme ,
- 5) at least once a year, reports, on the work to the UL Member Senate and to the Rector,
- 6) convenes and chairs the sessions of the UL Member Senate,
- 7) decides on matters in the area of employment relations of the UL Member's employees, except for the matters which fall with exclusive competence of the Rector (i.e., the conclusion and termination of an employment relation, transfers from one UL Member to another and the assent to supplementary work),
- 8) proposes the candidate for the Vice Dean to the UL Member Senate,
- 9) decides, as the body of first instance, on the UL Member's student applications in study matters, unless otherwise stipulated in these Statute,
- 10) conducts other duties in accordance with these Statute and the general acts of the University.

The Dean decides on the employment relations of the UL Member's employees performing the activities under Article 16 of this Statute.

Article 72

The UL Member has one or more Vice Deans. The number, the term of office, the manner of appointment and areas of responsibility of the Vice Deans are regulated by the UL Member's regulations.

The Dean authorises in writing a Vice Dean to replace him for the time of his absence.

Article 73

Procedure for the appointment of the Dean shall commence six months before the expiry of his term of office.

If the UL Member's Senate does not propose a candidate until the expiry of the term of office, the Dean is appointed by the Rector from among the teaching UL Members of the UL Member who meet the requirements for being elected into the University Senate.

B) Senate of the UL Member

Article 74

The Senate is the highest academic body of the UL Member.

The Senate consists of the elected teachers UL Members of the UL Member who are full-time employees and of the elected students. A teacher of a clinical subject who is not a full-time employee of the University may also be a UL Member of the Senate. Research employees may also be UL Members of the Senate, if the UL Member so determines in its regulations.

The Senate is constituted with at least nine UL Members. The number of the Senate's UL Members is determined by the regulations of the UL Member in such a way that all scientific and artistic disciplines and academic areas of the UL member are equally represented in the Senate.

The constitution of the Senate and its term of office is set by the regulations of the UL Member providing that at least one fifth of the UL Members of the Senate come from among the students.

Article 75

UL Members of the Senate from among the students are elected by the UL Members' Student Councils.

The manner of electing the UL Members of the Senate from among the students is regulated by regulations adopted by the University Student Council.

Article 76

The sessions of the Senate are convened and chaired by the Dean.

Article 77

The UL Member Senate discusses and brings decisions on academic matters in the areas of research and innovation, the artistic and the educational activities educational activities of the UL Member, and submits decision proposals to the University Senate.

The Senate primarily

- 1) adopts the regulations of the UL Member,
- 2) adopts study programmes leading to university degrees, graduate qualifications and for improvement,
- 3) adopts draft study programmes for postgraduate studies,
- 4) proposes nominations of the Dean to the Rector,
- 5) appoints, in the proceedings of awarding titles of university teachers, scientific researchers and university associates, the rapporteurs on the qualifications of the candidate,
- 6) awards titles to university teachers, scientific researchers and university associates , except for the title of the full professor and the title of the senior researcher,
- 7) adopts the UL Member annual work programme,
- 8) appoints commission to evaluate the topics of doctoral dissertations and qualifications of individual candidate for achievement of a doctoral degree and proposes to the University Senate the confirmation of the topic of doctoral dissertations,
- 9) appoints rapporteurs for evaluation and commissions for defence of submitted doctoral dissertations,
- 10) determines the manner of accepting and evaluating masters theses,
- 11) appoints mentors or co-mentors to postgraduate students,
- 12) appoints commissions for and decides on the recognition of education obtained abroad for the purposes of continuing the education,
- 13) appoints commissions and working groups of the UL Member Senate,
- 14) conclusively decides, as the second instance body, on student complaints in study matters when the complaints are filed against a decision of the UL Member's body at first instance,
- 15) forms proposals for the University commendations,
- 16) deliberates and decides on the opinions of the UL Member's Student Council within its competence,
- 17) assures the quality of educational, scientific research and artistic activities and adopts self-evaluation reports,
- 18) conducts other duties as stipulated by law, this Statute or other general acts.

The UL Member adopts regulations on the manner of conducting the work of the Senate.

Working Groups of the UL Member Senate

Article 78

The UL Member Senate has a commission for study matters and a commission for research and development or artistic activities.

The Senate may, by rule or by decision, form additional commissions and working groups as required.

C) Academic Assembly

Article 79

The UL Member Academic Assembly consists of all the teachers, researchers and associates.

The student representatives also participate in the work of the Academic Assembly and their number can not be lower than one fifth of all the UL Members of the Academic Assembly.

The student representatives are elected by the Student Council. The manner of electing the student representatives that participate in the Academic Council is regulated by regulations adopted by the University Student Council.

Article 80

The Academic Assembly reviews the reports of the Dean on the work of the UL Member and gives proposals and initiatives to the Senate. The students participate in the deliberation and the adoption of decisions.

The Academic Assembly elects the UL Members of the UL Member's Senate and proposes to the Senate the candidates for the Dean, with the voting right reserved to the UL Members of the Academic Council who are full-time employees and to teachers, research employees and clinical subjects employees.

The Academic Assembly shall be convened at least once a year.

Article 81

In case the Academic Assembly, constituted in accordance with the first paragraph of Article 79, has more than two hundred UL Members, it is formed in such a way that individual groups have a proportionate number of representatives.

In the event envisaged in the previous paragraph, the UL Member determines the formation of the Academic Assembly by regulations in such a way that the Academic Assembly has at least one hundred and at most two hundred UL Members.

D) Governing Board of the UL Member

Article 82

The UL Member may have a Governing Board if it determines so by regulations.

The UL Member Governing Board brings decisions regarding management of the resources obtained by the activities under Article 16 and provides undisturbed pecuniary functioning of the UL Member when it conducts legal transactions in its own name and on its own behalf.

The University Governing Board may authorise the UL Member Governing Board to execute certain powers from its competence.

Article 83

Number and the elections of the UL Members of the Governing Board, its management and the manner of deliberation are determined by regulations, adopted by the UL Member.

E) UL Member Student Council

Article 84

The UL Member Student Council is a body of the UL Member's students.

The Student Council has at least nine UL Members, elected from among themselves by the students of the UL Member.

The manner of electing the UL Members of the UL Member's Student Council is determined by regulations adopted by the University Student Council.

Article 85

UL Members of the Student Council elect the president and the vice president as well as their deputies at the first session.

Article 86

The Student Council conducts its work at sessions convened by the president of the Council.

The quorum of the Student Council is constituted if the majority of its UL Members are present.

A decision is adopted if supported by a majority of the UL Members present.

Minutes of the sessions are kept and signed by the president.

Article 87

The UL Member Student Council deliberates on all the matters concerning the rights and obligations of students.

The Student Council gives its opinion on the pedagogical qualifications in the processes of awarding the titles of teachers and employees.

The UL Member Student Councils form opinions of the UL Member's students for the University Student Council and elect UL Members of the working groups and bodies of the UL Member from among the students whenever so stipulated by the regulations, adopted by the UL Member.

The UL Member Student Council may form an opinion on the candidates for the Dean.

Article 88

The term of the UL Members of the Student Council is one year.

A UL Member of the Student Council is eligible for re-election.

VII. EDUCATIONAL, RESEARCH AND DEVELOPMENT AND ARTISTIC ACTIVITIES OF THE UNIVERSITY

Article 89

The University studies are implemented within the framework of the national higher education programme in accordance with the study programmes adopted by the ULUL Member Senates with the consent of the University Senate.

The consent of the University Senate is also required when a study programme does not form part of the national higher education programme but the certificate of its successful completion is a public document.

Article 90

Education is offered as regular or part-time studies.

Article 91

The studies are organised as part-time studies when the staff and premise requirements are met for the implementation of the programme and if the nature of the studies allows for part of studies to be conducted without personal attendance of students without jeopardising its quality.

The UL Member conducting a study programme as part-time studies is obliged to adopt the educational activities for the part-time students (lectures, consultation, exercises, colloquia, etc.) in accordance with the accredited study programme. In this case the specially organised part of the educational activity must provide at least 30 percent of the accredited pedagogical activity for full-time students.

Distance learning is a form of part-time study organization.

Article 92

Part-time study organization must provide equal quality as full-time study organization in content and quality .

If special conditions are required for admission to examination or for the defence of a diploma thesis within the framework of the full-time study, they also apply to the part-time study in the same field of study.

A part-time undergraduate student may, upon meeting the requirements, set by the regulations of the UL Member, transfer from part-time to full-time study. A student of full-time undergraduate study may, upon meeting requirements, set by the regulations of the UL Member transfer from full-time to part-time study.

1. Study Programmes

A. Study Programmes Leading to Qualification

Article 93

There are undergraduate and postgraduate degree study programmes attested by a diploma of the University. They are grouped in three cycles:

a) first cycle

- higher professional study programmes,
- academic study programmes,

b) second cycle

1. - master study programmes,

c) third cycle

- doctoral study programmes.

The study programmes of the first cycle are undergraduate study programmes and the study programmes of the second and third cycles are postgraduate study programmes.

Article 94

The study programme leading to a qualification attested by a diploma of the University comprises of:

- 1) general information on the programme (name, level, type, duration),
- 2) definition of the programme goals the targeted generic and subject-specific competences,
- 3) data on international comparability of the programme,
- 4) data on international cooperation of the institution of higher education,
- 5) curriculum with a credit evaluation of the study obligations according to the European credit transfer system (hereinafter: ECTS) and the stipulation of the share of electives in the study programme
- 6) entry/access requirements and selection criteria in case of limited enrolment,
- 7) criteria for recognition of knowledge, skills and competences, acquired prior to entry in to the study programme,
- 8) assessment methods,
- 9) progression requirements,
- 10) requirements for transition between the programmes,
- 11) modes of study,
- 12) completion requirements,
- 13) requirements for the completion of the individual parts of the programme if defined by the programme,
- 14) professional title, formed in accordance with the law.

The study programme may determine that certain study requirements may be performed at another UL Member.

The first and second cycle study programme may be implemented in parts as set out by individual programme.

2. Study Requirements and the Duration of Studies

Article 95

Study requirements in the study programmes are evaluated with credit points according to ECTS. Each year of the study programme has 60 credit points.

a. Undergraduate Study

Article 96

Higher professional study programmes and the academic study programmes have between 180 and 240 credit points and last from three to four years in duration.

The duration of study programmes for the professions regulated by the EU directives must be compliant with those directives.

Article 97

Upon successful completion of undergraduate study programme, a professional title in accordance with the law and the study programme is awarded.

Upon successful completion of two undergraduate study programmes two or more professional titles or a compound professional title is obtained.

b. Postgraduate Study

Article 98

Masters study programmes have between 60 and 120 credit points and last one to two years in duration, but in such a way that together with the first level study programme of the same professional field they last five years in duration.

With a masters study programme of 60 credit points, the students who have completed their first cycle study with 180 credit points and who meet the entry/access requirements must be given opportunity to pass additional requirements of 60 credit points in order to obtain within their masters study the 120 credit points required for the completion of the masters study programme.

Article 99

Doctoral study programmes have 180 credit points and last three years in duration.

The organised forms of study in the doctoral study programme have at least 60 credit points.

The curriculum of the doctoral study programme may set the substantive areas and the obligations evaluated in credit points that may be allotted to the study and research programme of the individual student (the group forms of study work, the group or individual research work).

Article 100

Postgraduate studies are conducted by the faculties and academies of arts.

The master study programmes may also be conducted by professional schools of higher education:

- in cooperation with a faculty or an academy of arts or
- if the act of establishment provides and the accreditation procedure establishes that it has ensured appropriate university teachers, researchers and associates and that it meets the requirements for the performance of research and development or artistic work.

The interdisciplinary postgraduate study is coordinated by the programme council in accordance with the regulations adopted by the University Senate.

Article 101

If, after the completion of doctoral study, the commission for the evaluation of the dissertation establishes that it is not of required level of complexity of a doctoral dissertation, the UL Member Senate conducting the doctoral study may decide that the submitted dissertation be evaluated as a masters thesis.

Article 101 a

Doctoral study at the University is coordinated by the Doctoral School in terms of concept, quality and contents.

Doctoral School is headed by a higher education teacher, nominated by the Rector.

Doctoral study is performed at the UL Members.

c. Recognition of Important Works of Art

Article 102

Recognition of important works of art is the highest artistic title awarded by the University for the purposes of awarding titles of teachers and employees in artistic fields.

The recognition of important works of art is awarded in accordance with the regulations adopted by the University Senate.

B) Further Education Study Programmes

Article 103

Further Education study programmes are a form of lifelong learning and are intended primarily for the advancement, supplementation, deepening and modernisation of knowledge.

Candidates who have completed at least the first cycle study programme (a diploma of undergraduate studies) are eligible for enrolment into the further education study programme.

Article 104

The further education study programme contains:

- general information on the programme (name, type, duration),
- the elaboration of the basic aims of the programme, that is, the general and subject-specific competences achieved through the programme,
- the curriculum with a credit evaluation of the study obligations according to the ECTS and the stipulation of the share of electives in the study programme,

- enrolment conditions and selection criteria in the event of limited enrolment,
- regulations for the recognition of knowledge and skills obtained prior to the enrolment in the programme,
- evaluation methods,
- the conditions for progression through the programme,
- the manner of the programme implementation,
- the conditions for the completion of the studies.

Article 105

The candidate who has completed all the study programme requirements for progression is issued with a certificate that is signed by the Dean and the Rector and serves as a public document.

a. Diplomas and Certificates

Article 106

After meeting all the study requirements, the University issues the student with a diploma that is a public document.

The form and the procedure of issuing the diploma and the certificate are determined by special regulations.

A “diploma supplement” is a constituent part of the diploma.

Article 107

Diploma contains the name of the UL Member at which the studies were conducted, the study programme, the level of education and the professional or academic title awarded.

The diploma has a running number, the date of issue, the University seal and the signatures of the Rector of the University and the Dean of the UL Member at which the studies were conducted.

A diploma supplement is issued in Slovene and English in a form prescribed by the minister responsible for higher education.

Article 108

The UL Member may conduct the further education study programme and other forms of permanent professional further education that were adopted by the Senate of the UL Member and to which assent was given by the University Senate.

The candidate who has completed all the programme requirements is issued with a certificate that is signed by the Dean and the Rector and serves as a public document.

C) Other Forms of Education

Article 109

In addition to the degree and further education programmes the UL Member organises various forms of informal learning, such as courses, summer schools, training programmes, etc., if this does not hinder the provision of the degree study programmes.

The programme of such learning from the first paragraph is adopted by the UL Member Senate.

A certificate signed by the Dean may be issued upon a successfully completed learning under the first paragraph.

Learning under the first paragraph may be conducted by several the UL Members simultaneously or may be organised at the University level. If the form of such learning from the first paragraph is organised by the University, the decision on its formation and its programme is adopted by the University Senate.

3. Language of Instruction

Article 110

Slovene is the language of instruction at the University.

The following may be provided in a foreign language:

- the study programmes of foreign languages,
- parts of study programmes if visiting higher education teachers from abroad are participating in their provision or if a larger number of foreign students are included
- study programmes if these programmes are also provided in Slovene,
- joint study programmes that are provided by the University of Ljubljana together a university from abroad on the basis of a special contract or agreement.

A decision on the studies in a foreign language is adopted by the UL Member Senate which must take into consideration the language skills of the students and of the lecturer.

Article 111

The diploma and masters theses and the doctoral dissertations at the University of Ljubljana are written in Slovene language.

Exceptionally, a candidate may write a diploma or a masters thesis or a doctoral dissertation in English if it concerns studies that are conducted in a foreign language in accordance with the third indent of the previous Article or if there are justified reasons therefore (a foreign mentor or a UL

Member of the commission, the possibility of publication in monograph form at a foreign publishing house, etc.). A master thesis or a doctoral dissertation may be written in another foreign language within the framework of masters or doctoral studies of the foreign language.

The language of a doctoral dissertation written within the framework of a joint doctoral study programme that the University of Ljubljana is providing with a foreign university on the basis of a cooperation agreement is determined with the agreement on cooperation between the universities.

A doctoral dissertation in a foreign language may only be submitted together with an exhaustive summary in Slovene that must employ the appropriate Slovene professional terminology from the scientific field of the dissertation.

4. Study Year

Article 112

The study year starts on 1 October and ends on 30 September, with the organised educational part (lectures, exercises, seminars) of the studies habitually from 1 October to 5 June at the latest (altogether 30 weeks).

Article 113

Weekly contact hours in the programmes of undergraduate studies are 20 to 30 hours of lectures, seminars and exercises.

If a particular study subject is chosen by five or fewer candidates, the studies may be provided in the form of individual consultations.

If a study programme includes practical training, the entire burden of the student may not surpass 40 hours a week and 42 weeks in a year.

5. Study Year Organization

Article 114

The study year organization for the following study year is adopted by the University Senate by the end of May of the current year at the latest.

The study year organization defines the term of the organised educational activities (lectures, exercises, seminars) and the examination terms.

6. Enrolment

A. Access Requirements for Enrolment in Undergraduate Studies

Article 115

Access requirement to the undergraduate studies is a successfully completed general secondary school examination (matura).

Access requirement to the academic undergraduate study programme is met by the candidates with a successfully completed professional secondary school examination (poklicna matura) from the same discipline or area if an additional general secondary education examination is passed. In such cases the access requirements are specifically defined by the academic study programme.

Access requirements to the higher professional studies are successfully completed general secondary school examination, a professional secondary school examination or a final examination.

A study programme that requires special talents or psychophysical capabilities may determine additional entry requirements.

Article 116

In case it is defined by the study programme, an academy of arts may exceptionally enrol a candidate that shows outstanding aptitude for the studies but has not passed the general secondary school examination, a professional secondary school examination or the final examination in a specific programme leading to a specific professional degree.

B) Access Requirements for Enrolment in Postgraduate Studies

a. Master Studies

Article 117

The entry/access requirements to master study programmes are met by the candidates with

- a completed first cycle study programme in the appropriate professional field, determined by the master study programme,
- a completed first cycle study programme in another professional field, if additional 10 to 60 credit points are assembled that are essential for the continuation of the studies and are determined by the study programme.

The candidate may accumulate the credit points from the second indent of the previous paragraph during the studies at the first cycle in the further education programmes or by passing additional examinations before enrolment in the master study programme.

Article 118

Master study programme may also require special talents or psychophysical abilities or relevant work experience as additional access requirements.

Article 119

Number of study places for postgraduate studies is defined by the University Senate upon the proposal of the UL Member at the annual call for enrolment to postgraduate studies at least four months before the commencement of the studies.

b. Doctoral Studies

Article 120

The access requirements to the doctoral study programmes are

- a completed second cycle study programme,
- a study programme that is regulated by a European Union directive and has 300 credit points,
- at least a four-year undergraduate study programme in a relevant study field and has shown obvious achievements in research or professional work that has 60 credit points.

C) Recognition of Foreign Education

Article 121

Access requirements for the degree study programmes are also met with an equivalent completed foreign education.

Equivalence of education is determined in the process of recognition of foreign education for the purposes of continuing the education. The process is conducted by an authorised person of the UL Member or of the University. The decision on the recognition of foreign education for continuing study in the second or third cycle study programmes or in higher years of first cycle study programmes is taken by the UL Member Senate. The decision on recognition of the completed foreign secondary education is taken by the Vice-Rector.

The University keeps records of applications, decisions in accordance with the law. Each UL Member keeps records of the matters within its jurisdiction.

Equivalence of education is also demonstrated by the decision on recognition, issued on the basis of the previous legislation.

The UL Senate takes decisions on appeals against the recognition decisions on the first instance.

D) Call for Enrolment into Undergraduate and Postgraduate Studies

Article 122

Six months before the start of a study year, the University publishes a call for enrolment in the first year of the undergraduate study programmes offered by the UL Members.

Four months before the start of a study year, the University publishes a call for enrolment in the first year of the study programmes of postgraduate studies (the master and doctoral studies) offered by the the UL Members.

Article 123

The call must be made in accordance with the valid study programmes and must contain:

- name and address of the University and of the UL Member providing the programme as well as the place of implementation,
- title of the study programme,
- duration of the studies,
- entry/access requirements,
- the anticipated number of student placements,
- information on tuition,
- procedure and deadlines for the application to the programme and for the execution of enrolment as stipulated by the minister responsible for higher education,
- criteria for the limitation of enrolment.

E) Limited Admission to Enrolment

Article 124

The University may upon a proposal by the UL Member and under the conditions determined by law, with the consent of the Government of the RS, limit admission to the enrolment into the study programmes if the number of applications significantly exceeds the number of the enrolment placements or its capacities (staff, premises and other capacities).

In case of limited admission, the selection of the candidates for enrolment into the higher professional study programmes or the academic study programmes shall take into consideration the overall achievement of the candidate at the general secondary school examination, professional secondary school examination or the final examination as well as the overall study performance in the third and fourth year of secondary school, and may take into consideration the performance in individual subjects of the secondary school examination, professional secondary school examination or the final examination as determined by the study programme as well as individual subjects in the third and fourth years of secondary school or the results of a test of artistic aptitude or the psychophysical capabilities. The balance between these criteria is set by the Senate of the UL Member.

In the selection of candidates for enrolment into the masters study programmes, the criteria for selection shall be the performance in the first level studies (the average grade, the grading of the diploma thesis) and may also be the grades in individual subjects or subject areas determined by the study programme or an elective examination determined by the study programme.

In the selection of candidates for enrolment into the doctoral study programmes, the criteria for selection shall be the performance in the second level studies (the average grade, the grading of the master thesis) and may also be the grade in an elective subject determined by the study programme or in the test of artistic aptitude or the psychophysical capabilities.

F) Appeals against Rejected Admission to Enrolment

Article 125

A candidate who has not been included in the list of candidates admitted to the first year of the undergraduate programme in the first period of the selection process may file a complaint within three weeks of the last day set for informing the candidate with the selection process results, determined in the annual call for enrolment.

A commission for the complaints of candidates regarding enrolment in the University shall decide on the complaint.

The commission shall be appointed by the Rector and presided by the Vice Rector responsible for study matters. The decision of the commission is final.

Article 126

Candidates who have not been included in the list of candidates admitted to the first year of masters or doctoral studies may file a complaint within fifteen days of having received such a notice with the competent commission of the UL Member conducting the studies. In the event of multidisciplinary or common studies, the commission of the University Senate for the masters or doctoral studies shall address the complaint.

The decision of the commission is final.

6. Study Regulations

Article 127

The forms of the study process are: lectures, seminars, exercises (in laboratories or seminaries, field or auditory exercises etc.), seminar papers and diploma theses, mandatory practice, visitation, performances and other forms determined by the study programme.

The mandatory forms of the study process are defined by the study programme and the UL Members' examination regulations.

A) Knowledge Assessment

Article 128

Forms of knowledge assessment are: examinations, colloquia, seminar papers and exercise assignments, performances and presentations of artistic and other work.

a. Examinations

Article 129

Examination is a regular form of knowledge assessment. The examination can be organized for an individual subject or for several subjects simultaneously (a collective examination).

The examination is a form of assessment of knowledge, defined as a goal in the course syllabus of an individual subject.

Examinations are: oral, written or written and oral.

If so determined by the study programme, the examination also has a practical part.

Article 130

Examination is assessed by an individual examiner or an examination commission.

Examination is conducted before a commission when so determined by this Statute or by the study programme.

Examiner or a UL Member of the commission may only be a teacher with a valid habilitation title.

b. Diploma Examinations

Article 131

Diploma examination is a final examination that the student must pass when so determined by the study programme.

The volume, the scope and the manner of conducting the diploma examination are defined by the study programme.

c. Conducting Examinations

Article 132

Oral examinations are conducted in the form of a personal conversation of the examiner with the candidate.

Oral examinations are public.

The assessment grade of an oral examination is declared on the day of conducting the examination.

Article 133

Written examination is conducted in the form of a supervised written assignment. A written examination shall last at least one and at most four study lessons [of 45 minutes each].

A list of the candidates with the examination assessment grades shall be published in compliance with the legislation on data protection and at the latest on the seventh workday after conducting the examination.

The candidate has the right to see the reviewed and assessed written assignment, from which the assessment grading of answers to individual questions must be evident.

Article 134

Written and oral examination are conducted in the form of a supervised written assignment and a personal conversation with the examiner. A successful completion of the written part of the examination is a prerequisite for admission to the oral part of the examination.

The oral and the written part of the examination form a whole that may be assessed with a single grade or with two separate assessment grades.

Article 135

In case an examination is conducted as a written and oral examination, the assignment of the oral examination is announced together with the results of the written part of the examination. The oral part of the examination must commence at the latest on the seventh workday after the written part of the examination is conducted, and the candidates who have successfully passed the written part of the examination must have the oral part at the latest within two weeks of the commencement of the oral part of the examination.

The UL Member's examination regulations can determine conditions under which the examiner and the candidate may consensually determine the date of conducting the oral part of the examination.

Article 136

Collective examination may include maximum three subjects.

A collective examination is conducted in the same day for all the included subjects.

In accordance with the study programme, a collective examination may be assessed with one grade or with separate grades for individual subjects.parts of the examination.

A collective examination is successfully passed when the candidate has successfully passed the examinations in all the subjects of the collective examination.

d. Admission to Examination

Article 137

A student may take an examination in an individual subject after the completion of the lectures in this subject if he shows that he has fulfilled all the requirements set for this subject by the study programme.

e. Assessment of Examinations

Article 138

The examination result is assessed with the following grades:

- 10 - excellent: exceptional results with negligible faults,
- 9 - very good: outstanding knowledge but showing some faults,
- 8 - very good: solid knowledge,
- 7 - good: good knowledge but showing some larger faults,
- 6 - pass: knowledge meeting minimal criteria,
- 5 - 1 - inadequate: knowledge not meeting minimal criteria.

A candidate successfully passes an examination if the received grade is from pass (6) to excellent (10).

The examinations in doctoral study programmes can also be assessed with the following grades:

- Not passed
- Passed
- Passed with distinction/excellence

Detailed manners of assessment in doctoral study are regulated by doctoral study programmes.

f. Examination Terms

Article 139

Examinations are conducted during examination terms.

There are regular and additional/extraordinary examination terms.

Article 140

Regular examination periods are the winter, the spring and the fall examination period.

The regular examination terms are determined each year by the UL Members' working plan within the framework of examination periods as set by the University Senate in the study year.

Examination terms must be distributed so that at least three examination terms are planned for each subject in a study year from the completion of the subject lectures until the deadline for enrolment into the next year of the studies.

If an examination can only be conducted once a year due to the nature of the subject or if conducting the examination implies extraordinary expenses or depends on the participation of third parties, the study programme may determine that the examination shall be carried out only once in a study year.

Article 141

Additional/Extraordinary examination periods are examination terms outside examination periods. In an additional/extraordinary examination term, examinations may be taken by the finishing year students, the students of part-time studies and the candidates without the status of a student. Exceptionally, such an examination term may also be available for a full-time student who has completed the lectures in the subject of the examination upon an agreement with the examiner.

Notwithstanding the provision of the first paragraph of this Article, an examination may be attended in an additional/extraordinary examination term and upon an agreement with the examiner by a full-time student who has the status of a student-sportsman, the status of a student-renowned artist or the status of a student with special needs.

The manner of determining the additional/extraordinary examination terms is determined by the UL Member's examination regulations.

Article 142

Examinations are distributed during individual days in accordance with the UL Member's examination regulations.

The distribution of terms must take into consideration that the student is not required to pass more than one examination on the same day.

The dates of examinations are binding both, for the students and for the examiners.

Article 143

Examinations in the postgraduate studies are conducted in terms that are not necessarily related to the examination periods. Their broad framework is determined by the UL Member's regulations.

If not otherwise stipulated in the UL Member's regulations, a student of postgraduate studies may take an examination on the day consensually determined by the examiner and the candidate.

g. Applying for and Withdrawing from Examination

Article 144

The application for and withdrawing from an Examination is regulated by the UL Member's examination regulations.

The deadline for applications for an examination may not be longer than six weeks or shorter than three days before the commencement of the examination term.

If the student is unable to take an examination due to a force majeure and does not withdraw the application from the examination in time, the student is held to have withdrawn the application from the examination in time.

h. Early Examinations

Article 145

The Dean may allow early examination upon a student's request if justified reasons therefore exist (a departure for studies or study practice abroad, hospitalisation within the examination period, child delivery, an active participation at a scientific or cultural event or a sporting championship, etc.) and if the Dean determines that such a permission is justly based on the previous study results of the applicant.

i. Complaint against Assessment Grade

Article 146

Students who believe to have been unjustly assessed for an examination may file a complaint against the examination assessment grade with the Dean the following workday after the end of an oral examination or in three workdays after the release of the examination assessment grade of a written examination.

On the first workday after having received the complaint, the Dean appoints a three-UL Member commission that may not be headed by the examiner who assessed the candidate with the grade that is subject to complaint.

If the complaint is filed against an assessment grade at an oral examination, the commission examines and assesses the candidate anew on the first workday after its appointment.

If the complaint is filed against an assessment grade for a written examination, the commission examines and re-assesses the written assignment of the candidate.

When the examination is a written and oral examination, the candidate may also file a complaint separately against the assessment grade of the written or oral part of the examination.

There is no appeal against the decision of the commission.

j. Repeating Examination

Article 147

A student who has not successfully completed an examination may repeat examination. Unless otherwise stipulated in this Statute, the student may retake the same examination four times. Repeating examination on the grounds of a successful complaint against the examination grade is not considered as repeating the examination.

It is possible to retake an examination in the same examination period but more than 14 days must pass between an unsuccessful taking of an examination and its retaking.

Article 148

Commission for study matters of the UL Member or another body determined by the UL Member's examination regulations may grant the student upon his request the permission to take an examination for the sixth time.

If a student has re-enrolled in the same programme study year, he is held to be taking an individual examination for the first time when he undertakes the examination for the first time after the re-enrolment, regardless whether he has taken the examination or not during his first enrolment.

Article 149

Student sits an examination for the fourth, fifth and sixth time before a commission that consists of at least two UL Members.

The student must pay the costs of repeating these examinations according to the valid price list.

k. Other Forms of Knowledge Testing

Article 150

Provisions of this Statute on examinations apply mutatis mutandis to the other forms of knowledge testing unless otherwise provided by the individual UL Member's examination regulations.

B. Progression to Higher Years of Programme and Re-enrolment

Article 151

Student may progress to a higher year if by the end of a study year he has completed all the requirements set by the study programme for enrolment into the next year.

Article 152

Student who has not completed all the requirements set by the study programme for progression may once in the time of study repeat a year if he has satisfied the conditions for reenrolment set by the study programme.

Article 153

Exceptionally, a student may also progress to a higher year if he has not completed all the requirements set by the study programme for enrolment into a higher year in case of justified reasons therefore, such as: motherhood, extended illness, exceptional family or social circumstances, a recognised status of a person with special needs, active participation at top scientific, cultural or sport events or active participation in the bodies of the University.

The commission on study matters of the UL Member or another body determined by the UL Member's regulations decides on enrolment under the previous paragraph.

a. Accelerated Progression

Article 154

Students who show outstanding study results in the time of study is given an option of an accelerated progression if this is possible in the study process concerned.

Such a decision is adopted by the UL Member Senate upon a request of the candidate and a reasoned opinion by the commission on study matters or another body determined by the UL Member's regulations.

The decision determines the manner of accelerated progression.

b. Continuation of Study Following a Suspension

Article 155

A suspension of studies starts from the day; the student loses the status of a student.

It is not considered a suspension if a student has completed all the examinations and other obligations determined by the study programme prior to the loss of the status of a student but has not yet submitted the diploma thesis, provided that no more than two years have passed since the loss of the status of a student.

Article 156

If a student suspends study for a period of less than two years, study can be continued and completed in the same study programme that was valid at the time of enrolment.

Article 157

If more than two years have passed since the student suspended study, he must submit a request for the continuation of study to a commission on study matters of the UL Member or another body determined by the UL Member's regulations.

If the study programme has been changed during the suspension, the body from the previous paragraph determines for the student the additional examination or other additional requirements as a condition for continuing the study.

If in the course of a longer suspension of study, the progress of the study discipline has made the acquired knowledge of the student outdated or obsolete, the body of the UL Member from the first paragraph may also require the candidate to repeat certain examinations or other obligations that have already been passed before the suspension of study.

C. Graduation Year - deleted (Date of amendment 29 June, 2012, OJ RS, No. 50/2012)

Article 158 - (Date of amendment 29 June, 2012, OJ RS, No. 50/2012)

D. Diploma Thesis

Article 159

Study programme may determine that the student must prepare a diploma thesis at the end of the study.

The diploma thesis may take the form of a written paper or another produced work, a performance, a presentation, etc.

Article 160

Diploma thesis must be the result of the candidate's independent work. The diploma thesis may also be the result of the work of several candidates, provided that the contribution of an individual candidate is clearly defined and that this contribution in itself satisfies the quantity and quality demands of a diploma thesis.

Article 161

Diploma thesis may be accepted and assessed once the student has completed the other study requirements required by the study programme.

Article 162

Procedure of assigning, preparing, defending and assessing the diploma thesis shall be determined by the UL Member Senate.

E. Master Thesis

Article 163

Students of the master study must prepare a master thesis at the end of the study if so determined by the study programme.

The candidate must demonstrate with the thesis the command of the field that the topic of the thesis pertains to as well as the research and development work method.

The master thesis may also be the result of the work of several candidates or a research group, provided that the contribution of an individual candidate is clearly defined and that this contribution in itself satisfies the quantity and quality demands of a master thesis.

Article 164 – deleted (Date of amendment 25 May, 2012, OJ RS, No. 38/2012)

F. Doctoral Dissertation

Article 165

Doctoral dissertation is a written work that signifies an independent and original contribution to the scientific field that the topic of the dissertation pertains to.

Article 166

The candidate wishing to obtain a doctorate of science must submit to the UL Member of the University that covers the field in which he wishes to obtain the doctorate of science:

- 1) application with the biographical information, a proposal of the topic and a disposition of the doctoral dissertation;
- 2) the documentation on fulfilling the requirements for application;
- 3) a list of scientific and other professional work or creations.

Article 167

The UL Member Senate shall appoint within 30 days a three-UL Member commission that will establish whether the candidate meets the requirements for obtaining the doctorate of science and evaluates the suitability of the proposed topic.

Within the following two months thereafter, the commission prepares a report and submits it to the UL Member Senate, which then deliberates on the report at its first subsequent session. If the commission report is positive, the commission proposes a mentor to monitor the candidate's work in preparing the dissertation.

A person with the a university teacher title or a researcher of science in the field of the doctoral dissertation topic may be appointed as a mentor in the preparation of the doctoral dissertation. The mentor is appointed by the UL Member Senate upon the proposal of the commission.

After having addressed the positive report of the commission, the UL Member Senate submits the proposal of the doctoral dissertation topic along with the materials and its opinion to the University Senate. Prior to the University Senate dealing with the matter, the materials are considered by the commission for the doctoral studies that may be authorised by the Senate to issue consent to the proposed doctoral dissertation topic.

The University Senate must decide on the proposal within three months.

Article 168

The commission for the doctoral studies may request from the candidate to supplement or amend the dissertation topic or from the UL Member to propose an alternative mentor with a set time limit.

Article 169

Candidates for a doctorate of science must submit to the UL Member a completed doctoral dissertation within four years of the day that the dissertation topic has been accepted.

The candidate that cannot submit the doctoral dissertation within the time limit set in the first paragraph of this Article may request a time extension. The request is decided on by the Senate of the UL Member which may extend the deadline for the preparation of the doctoral dissertation at most for a year.

If the candidate does not submit the doctoral dissertation within the time limit set in the first paragraph on this Article and does not request a time extension before the expiry of the deadline, it is to be held that the candidate has withdrawn from the approved topic and that the topic is freely available.

Article 170

At its first session after the submission of a completed doctoral dissertation, the UL Member Senate shall appoint at least three rapporteurs to evaluate the dissertation from among the teachers and researchers of science holding the doctorate of science in the scientific field in which the candidate wishes to obtain the doctorate of science.

One of the rapporteurs shall typically be from another UL Member or from another university.

Article 171

Within three months of appointment, the rapporteur for the evaluation of the dissertation must review the dissertation, render a written report on the evaluation of the dissertation and submit it along with the proposal to the Senate of the UL Member.

Based upon the submitted reports, the Senate of the UL Member shall accept or reject the doctoral dissertation or return it to the candidate to be amended or supplemented, setting an appropriate time limit therefore. The rapporteur shall review the supplemented or amended dissertation again and submit a new report. If the candidate fails to correct the dissertation in the set time period, the dissertation is rejected.

A rejected doctoral dissertation may not be resubmitted by the candidate.

Article 172

If the doctoral dissertation is favourably evaluated and accepted, the UL Member Senate appoints a commission for the defence.

Typically, no more than one month may pass between the acceptance and the defence of a thesis.

Article 173

Minutes are taken on the defence of the dissertation. The minutes list all the questions put to the candidate.

With a successful defence of the dissertation, the candidate obtains the scientific title of the doctor of science "doktor znanosti"..

Article 174

Upon proposal of the UL Member where the candidate has successfully defended the doctoral dissertation, the Rector performs the promotion for the doctor of science.

The promotion for the doctor of science is public and solemn. The procedure of the promotion is set by a special regulation.

Article 175

Diploma of the doctorate of science bears the name of the University of Ljubljana and the UL Member at which the doctorate has been completed. In the diploma, the first name and the family name of the doctoral candidate as well as the date and place of his birth are written. The diploma of

the doctorate of science also contains the title of the dissertation, the mentor, co-mentors if applicable and the date of the defence.

The diploma bears the date of the successfully performed defence of the dissertation and of the promotion. It is signed by the Rector and by the Dean of the UL Member at which the doctorate has been completed. The University seal is embossed in the diploma.

G. Revocation of Professional or Scientific Title

Article 176

Professional or scientific title shall be revoked if it is established that:

- graduate did not meet the programme's access requirements;
- graduate did not meet the programme's graduation requirements;
- graduate did not refer to cited authors as prescribed and therefore presented other achievement's as his own in significant scope and volume (graduate thesis, master thesis, doctoral dissertation);
- graduate thesis or master thesis or doctoral dissertation is not the result of the candidate's own creativity and own accomplishments in significant scope or volume.

Article 177

Revocation of doctorate of science is considered and decided by the University Senate.

Revocation of other scientific and professional titles is considered and decided by the relevant UL Members Senate, where the programme was delivered. doctorate of science is

In case the relevant UL Member ceased to exist, the decision is taken by the Senate of the UL Member with a similar study programme provision. In case there is no similar study programme, the decision on revocation of professional or scientific title is taken by the University Senate.

Article 178

Proposal for revocation of a professional or scientific title is submitted by the rector or by the Dean on a reasonable ground.

The proposal is adopted by the relevant Senate.

In case the relevant Senate decides on the reasonable ground, the decision is taken on conducting the procedure, authorises a person to conduct the procedure (hereinafter: authorised person).

In cases from the indents 3 and 4 of the Article 176, the Senate nominates a three member commission of higher education teachers to prepare individual reports on the reasons for revocation of the title.

The Member of this committee or the authorised person in the case may not be the person, who participated in the obtaining of the professional or scientific title in revocation as a mentor, co-mentor or a Member of the graduate thesis or doctoral dissertation assessment committee.

Article 178 a

The authorised person informs the candidate against whom the procedure is conducted (hereinafter: graduate). The graduate is entitled to attend the procedure in person or by the authorised person.

The graduate has through the authorised person the right to see all the documentation, be informed about the procedure, submit evidence on his behalf and execute all other rights as a party to proceeding and according to the law, regulation general administrative procedure, if not otherwise regulated by this Statute.

Article 178 b

In cases from the indent 2 of the Article 176, the Senate decides on circumstances regarding the graduate's proposal to terminate the proceeding. The Senate decides to impose additional requirements upon the graduate. In case the additional requirements cannot be fulfilled due to termination of the study programme, the Senate decides on other requirements of the same or similar study programme in a comparable volume. The decision is based on the provisions on continuation of study after interruption.

In special circumstances, the Senate can prolong the deadline for meeting the requirements.

In case the graduate meets the requirements in due time, the Senate terminates the proceedings. In case this is not so, the proceedings continue.

Article 178 c

The authorised person must call the graduate before the decision, to make statements on all the facts and circumstances, relevant for the decision, within 30 days.

After receipt of the statement the authorised person proposes the decision on the reasonable ground, prepares the report on the proceeding and submits the documentation, according to the Article 178, to the relevant Senate.

Article 179

Decision on revocation of a professional or scientific title is taken at the regular session of the relevant Senate, according to the Article 177.

In case the Senate establishes a reasonable ground for revocation of a title, the title is revoked, or else terminates the proceeding.

The title is considered revoked on the day of the graduate receiving the decision on the revocation.

Article 180

A right to use the title terminates with the graduate receiving the decision on the revocation.

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After this act, the UL officially publishes the revocation in the Official Journal of the RS.

The University keeps register of the revocations of professional and scientific titles.

H. Transition between Programmes

Article 181

A transfer between programmes is when a student terminates his education in one study programme and continues his education in another study programme, in which a part or all of the completed study requirements from the first study programme are recognised in the new study programme.

Enrolment into the first year of a new study programme is not considered a transfer between the programmes, even though individual completed requirements in the first study programme are recognised. In such case, the candidate must meet the requirements for enrolment into the first year in accordance with the law and the study programme.

Article 182

Transfer between the programmes is possible:

- between the study programmes leading to the same level of education (between the study programmes leading to an academic degree or between the study programmes leading to a higher professional degree) and
- between the study programmes leading to an academic degree and the programmes leading to a higher professional degree.

Article 183

The study programmes shall, in accordance with the criteria laid down by the Council of the Republic of Slovenia for Higher Education, set the conditions for transfers between the study programmes of the same level and the conditions for the transfer from associate degree level to the first cycle academic study programmes.

Transfer between different study programmes leading to the same level of education is possible if at least half of the completed requirements from the first study programme can be recognised in the new study programme.

The performance of the obligations under the first paragraph of this Article shall be determined by the UL Member Senate at which the candidate wishes to continue his education. The Senate may also set the candidate differential examinations and other obligations.

Article 184

Transfer from a higher professional study programme to an academic study programme is possible if it is envisioned in the academic study programme that the candidate is enrolling in and if the candidate meets the access requirements for the first year of the programme.

Article 185

Transfer from an academic study programme to a higher professional study programme is possible if the candidate meets the access requirements for the first year.

Article 186

Student wishing to continue his studies in another study programme shall submit the application at the institution of higher education at which he wishes to continue the study. The application must be submitted together with documentary evidence on the completed requirements of the first study programme as well as on meeting the access requirements for the study programme in which the candidate wishes to continue his study.

Article 187

The UL Member Senate at which the applicant wishes to continue his study decides on the transfer application.

It is possible to appeal the decision of the UL Member Senate to the University Senate. The appeal must be made by the candidate within eight days of having been notified of the rejection of the transfer application.

I. Mobility between Universities

Article 188

A transfer between universities is considered when a student terminates his education at the university he is enrolled in and continues his education at the University of Ljubljana.

Enrolment into the first study year at the University of Ljubljana is not considered a transfer between universities, even though individual completed requirements in the first university of shall be

recognised. In such a case, the candidate must meet the access requirements for the first year in accordance with the law and the study programme.

Article 189

Transfer is granted if the candidate transferring to the University of Ljubljana meets the progression requirements into a higher study year according to the study programme of the first university.

The UL Member Senate at which the candidate wishes to continue his studies shall determine possible additional examinations and other requirements for enrolment of the candidate as well as the study year that of enrolment.

J. Concurrent Studies

Article 190

Concurrent studies are studies in separate programmes of the University. A student that successfully completes requirements in all the study programmes shall obtain a separate diploma for each of the concurrent study programmes.

A student may enrol in into another study programme after he has successfully completed the first year of his study, provided that he satisfies the conditions for enrolment.

Article 191

A student that wishes to undertake concurrent studies shall submit an application together with a transcript of records and completed progression requirements for enrolment into a higher study year of the institution of higher education in which he is already enrolled and the consent of the competent body of this institution for the concurrent studies.

The UL Members shall set the criteria for the selection in the event of limited enrolment in the concurrent studies in their regulations.

K. Interdisciplinary Studies

Article 192

Upon proposal of the UL Members Senates, the University Senate may adopt an interdisciplinary study programme of undergraduate and postgraduate studies that shall be provided by several UL Members. In such a case, the University Senate shall appoint a programme council that shall coordinate the organisation and the implementation of the interdisciplinary study programme.

The organisational and technical tasks of the interdisciplinary study may be performed by the University or by one of the UL Members.

A student that successfully completes the obligations of a interdisciplinary study programme shall be awarded the degree and the professional title as defined by the study programme.

L. Two-Subject Studies

Article 193

UL Members may organise two-subject study.

Two-subject study may be provided by one or more UL Members according to a programme adopted by the UL Members Senates and confirmed by the University Senate.

Article 194

When two-subject study is implemented by two or more UL Members, the study programmes shall determine the obligations of each of the UL Members that carry out the two-subject studies.

Article 195

After a successful completion of the requirements of the two-subject study, a single diploma is awarded that bestows upon a student the professional title composed of both areas of the study

M. Joint Study Programmes

Article 196

Joint study programmes are provided by the University or its UL Member jointly with one or more universities or faculties from the Republic of Slovenia or abroad, in accordance with the criteria laid down by the Council of the Republic of Slovenia for Higher Education.

A student that completes all the requirements of the joint study programme shall be awarded a joint diploma listing all the providers from the first paragraph of this Article.

A joint diploma is a public document.

The content and the form of the joint diploma and the diploma supplement are set by the providers from the first paragraph of this Article.

N. Individual Studies

Article 197

Individual study is a form of study in which the organised educational activities (lectures, exercises, seminars) are substituted with individual consultations.

Individual study is organised if an announced programme of studies is not enrolled in by more than five students and if the Founder ensures the required resources therefore.

7. Research and Development

Article 198

Research and development activities represent the basis for good provision of educational activities at the University and both are inseparably linked.

Apart from the research and development activities, directly linked to the educational process, representing the element of the national higher education programme, the University provides through its UL Members the basic, development and applied research activities which are defined by the national programme of research and development or the research programmes of the European Union.

Through its UL Members, the University also provides other research and development activities as procured by the third parties under the public or private law.

Article 199

Research and development activities at the University are performed in accordance with the basic position and the strategy adopted by the University Senate.

Article 200

Teachers, researchers and associates are obligated to perform their research and development activities within the University.

Upon a proposal by the UL Member Senate, the Rector may allow for an individual teacher, researcher or associate to perform part of the research activities outside the University.

The University determines the obligations and rights that arise from innovations created within the employment relation with an intellectual property regulation.

Article 201

Teachers, researchers and associates must provide information to the competent services of the University administration on their research and development work that is necessary for the continuous maintenance of the staff and other registers.

8. Consulting Activities

Article 202

Teachers, researchers and associates that regularly and fully perform their educational as well as research and development activities may perform consulting activities.

The consulting activities from the first paragraph of this Article means giving written and oral professional opinions and advice to clients outside the University.

Article 203

Consulting activity, undertaken by a teacher, researcher or associate must be reported to the Dean in writing.

9. Art

Article 204

Artistic activities represent the basis for a quality implementation of the educational activities educational activities at the academies of arts of the University and both are inseparably linked.

Teachers at the academies of arts may also perform other artistic work which they must report to the Dean in writing.

VIII. UNIVERSITY TEACHERS, RESEARCHERS AND UNIVERSITY ASSOCIATES

Article 205

Education in the University undergraduate and postgraduate study may only be provided by the university teachers with a university teacher title.

The higher professional study programme may also be provided by higher lecturers and lecturers.

Retired teachers of the University with a university teacher title may also participate in the educational and research activities in accordance with the regulation in force and with the consent of the interested UL Member.

Article 206

University associates may also participate in the educational activities on the level of undergraduate studies.

The subject supervisor may in accordance with the needs of the study programme invite renowned practical experts without a university teacher title to participate in the discussion of particular problems or topics.

If the study programme includes obligatory practice, experts without the university teacher title who are full-time employees of the organisation at which the practice is conducted may also participate in its implementation.

1. Titles

Article 207

University teachers are:

full professor (professor ordinarius),
associate professor (professor extraordinarius),
assistant professor (docent) and
senior lecturers.

University teachers in higher professional study programmes are also:

higher lecturers and
lecturers.

Article 208

University associates are:

assistant,
librarian,
professional counsellor,
higher professional associate,
professional associate and
teacher of skills.

Article 209

Researchers are:

senior researcher,
higher research associate and
research associate.

Article 210

The requirements for the award of the titles of assistant professor, associate professor and full professor are a doctorate of science and attested teaching skills.

The requirements for the award of the title of a researcher is a doctorate of science.

The requirements for the award of the title of university teacher of artistic disciplines are a higher education degree, recognised works of art and attested pedagogical skills.

The requirements for award of the title of a higher lecturer are completed second cycle study programme and attested pedagogical skills.

The requirements for award of the titles of lecturer or senior lecturer are completed second cycle study programme or completed first cycle study programme of at least 240 credit points and attested pedagogical skills.

The requirement for award of the title of a university associate is completed first cycle study programme.

2. Procedure of Awarding Titles

Article 211

Titles of full professors and senior researchers are awarded by the University Senate for unlimited duration.

The titles of associate professors, assistant professors, higher lecturers, lecturers, research associates, higher research associates and senior lecturers are awarded by the UL Member Senate of the UL Member for a period of five years.

The title of assistants is awarded by the UL Member Senate for a period of three years.

Other university associate titles are awarded by the UL Member Senate for unlimited duration.

Article 212

Awarding period does not include time of maternity leave, paternity or parental leave and absence due to an illness that lasts more than a year.

Article 213

Procedure of awarding the title of a university teacher, researcher or university associate starts upon the application of the candidate for award of the title.

The candidate must file a written application to the UL Member covering the area for which he wishes to be habilitated. The application must be accompanied with a resume and bibliography.

Article 214

The UL Member Senate at which the procedure for award of the university teacher title, researcher title or university associate title is conducted shall within one month after the filing of the application appoint three rapporteurs to report on the qualifications of the candidate and set a deadline for the preparation of their reports. The reporting time may not be shorter than one month or longer than three months.

A rapporteur can be a teacher with the same or higher title than the title of the application. .

Each rapporteur must submit to the UL Member at which the procedure is conducted a report from the first paragraph within the deadline set.

The content of the report is official secret.

Article 215

In case of a first award of the title or award of a higher title, the UL Member shall forward the entire application to the habilitation commission together with the reports of the rapporteurs, the opinion of the Student Council and the results of a student survey on the educational skills educational activities of the candidate.

The habilitation commission shall within two months decide on the application for award of the title and communicate its decision to the competent Senate.

If the habilitation commission determines that reports of two or more rapporteurs regarding the candidate's professional qualifications are negative, the commission decides that the requirements for the continuation of the procedure are not met and accordingly notifies the competent UL Member Senate.

Article 216

The UL Member Senate shall decide on the award of the title to the candidate within one month from having received the consent of the habilitation commission.

If the habilitation commission has not given its consent, the UL Member Senate shall within one month adopt a decision that the award of the title is not possible.

Article 217

Candidates that have not been awarded the title may not apply for award of the same title within one year of the day that his applications have been denied.

Article 217 a

In case a teacher from another university applies to the call for employment, the equivalence of habilitation title is required.

In such a case, the time for selection of the applied candidates can be prolonged as long as the equivalence procedure takes place.

Article 217 b

In the equivalence procedure, the criteria are qualitative and quantitative and are the basis for comparison of the obtained title to the criteria for awarding titles, valid at the UL.

In the process of establishing the equivalence, the Statutory provisions regarding awarding of titles are observed and applied as convenient.

Article 217 c

The procedure for establishing equivalence of habilitation titles runs on the UL Member, calling for employment.

The procedure starts with the statement of the Dean that a candidate with a foreign habilitation title has applied for the vacant position.

The UL Member's Senate call the candidate to document his habilitation procedure and criteria for obtaining the title, his biography, bibliography and three most important works in physical form, accessible in one of the world wide languages.

The UL Member Senate nominates three reporters, who elaborate on the equivalence individually in reports within one month.

The Dean forwards the reports to the University habilitation commission.

Article 217 č

The University habilitation commission forms an opinion on the equivalence upon inspection of the documentation received.

The positive opinion is forwarded to the relevant UL Member Senate, conducting the procedure and decides on the equivalence.

In case of a negative opinion, the decision is negative.

Article 217 d

In case the candidate does not submit the documentation within a month or does not ask for prolongation of the deadline, the UL Member Senate decides to temporarily terminate the procedure.

A. Appeal in the Procedure for Award of Title

a. Right to Appeal

Article 218

The candidate may file an appeal with the University Senate within 15 days of the day that the decision denying his application forward of the title or deciding on his re-award of the same title was served on him.

b. Reasons for Appeal

Article 219

The appeal may be filed for the following reasons:

- 1) if the provisions of the law or these Statute on the procedure for award of titles have been violated,
- 2) if in the course of the procedure for award the facts relevant for the decision have been established incorrectly or incompletely.

c. Appellate Proceedings

Article 220

The appeal shall be filed at the UL Member that has conducted the procedure for the award of the title. The UL Member must forward the appeal to the University within seven days.

The University Senate shall appoint from among its UL Members a rapporteur at the first session after having received the appeal.

The rapporteur shall prepare a report within 30 days and submit it to the University Senate.

d. Deciding on Appeal

Article 221

The University Senate shall decide on the appeal at its first session after having received the report of the rapporteur.

If the report of the rapporteur indicates that the appeal has been filed after the deadline, the Rector shall refuse the appeal and notify the Senate thereof.

Article 222

Appeals are deliberated, considered and decision issued by the UL Senate.

Consideration of appeal shall start with the report of the rapporteur who presents the case and proposes the decision to the Senate for approval.

After a deliberation, the University Senate may either reject or accept the appeal by annulling the decision and returning the matter to the UL Member for consideration at the stage of the procedure at which the violation occurred.

The deliberation of the appeal at the University Senate may be attended by the appellant.

The decision of the University Senate is final.

B) Procedure for Revocation of Title

Article 223

If a teacher, researcher or associate does not meet the requirements for award of the title, the Senate competent for election shall commence the proceedings for revocation of the title.

Article 224

The procedure for revocation of the title on the grounds of failing to meet the requirements for award of the title shall be initiated if there are substantiated reasons to believe that in the procedure for award of the title the candidate has made false presentations that have materially affected his election into the title.

Article 225

In the procedure for revocation of the title, the provisions of these Statute on the procedure for award of the title shall apply *mutatis mutandis*.

C) Termination of Employment Relations on Grounds of Revocation of Title

Article 226

It is held that an employee who was not awarded the habilitation title that serves as a requirement for the performance of the duties of the work position to which he has been assigned does not qualify for the position.

The competent body is obligated to offer the employee from the previous paragraph a contract of employment for another work position for which the requirements are met or, if such a work position does not exist, start the proceedings for the termination of employment contract.

Article 227

In case that the person concerned has filed a completed application for award of title in due time but the procedure has not been completed until the expiry of the validity of the awarded title, the validity of the awarded title is prolonged until the final decision.

3. Visiting Teachers

Articles 228

The UL Member may employ teachers of foreign universities for educational, research and development or artistic activities in order to conduct a lecture cycle or all lectures of an individual subject.

The visiting teacher may also be employed for research activities of the UL Member.

Article 229

The University shall invite a visiting teacher for collaboration in case and during the absence of a teacher on the sabbatical and in other cases required by the educational process.

Article 230

The visiting teacher may participate in the work of the bodies, commissions and working groups of the UL Member without the right to vote except when the decisions are made on issues directly concerning the subject or subject area of his work.

4. Sabbatical

Article 231

Every six work years, a teacher has the leave of absence for at most twelve months for the purpose of dedicated personal improvement at home or abroad.

The absence of the teacher for the sabbatical may not hinder the provision of the educational process.

Resources for the implementation of the sabbatical shall be ensured by the financial plan of the UL Member.

In the period of the absence from the first paragraph of this Article, the university teacher is awarded a salary in the amount recognised for his work placement and the seniority supplement only if the Founder provides for the appropriate resources.

Article 232

The right to a sabbatical is decided by the Rector upon the proposal of the Dean and a written application by the candidate in accordance with the sabbatical regulation adopted by the Governing Board.

The proposal of the Dean must contain information on the replacement in the period of the university teacher's absence.

The written application for sabbatical must be filed one study year before the commencement of the planned absence and must contain the work plan for the time of the sabbatical.

5. Rights and Duties of Teachers, Researchers and Associates in the Educational Activities

Article 233

Through its UL Members, the University ensures within the framework of its material capabilities the material conditions for a smooth pedagogical and research and development work of the teachers, researchers and associates by providing for:

- rational investments in the maintenance and expansion of the existing premise capacities,
- the maintenance, procurement and renovation of the equipment for the research and educational activities,
- the procurement of professional literature and the periodicals and
- the development of information and library systems at the University.

Article 234

Teacher, researchers and associates are obligated in performing their work to:

- work based on the principles of humanism and the autonomy of the university, the liberty of scientific and artistic innovation and education,
- abide by the adopted acts of the University and the decisions of its bodies based on these acts,
- abide by the principles of the profession and scientific honesty and
- strengthen the reputation of the University.

Article 235

Teacher and associates are obligated in the work with students to consistently perform their pedagogical obligations, above all by:

- 1) preparing and conducting lectures, seminars, exercises and other forms of educational activities,
- 2) preparing the relevant study materials for their subject,
- 3) regularly and faithfully mentor the diploma, master and seminar papers and the research activities of students,

- 4) weekly holding at least one office hour for the students, provided that additional office hours are provided for each 250 students enrolled in their subject and
- 5) ensuring an undisturbed examination in the announced examination terms.

Article 236

A teacher, researcher or associate that is a UL Member of a University body or has been appointed as a rapporteur or a UL Member of a commission to undertake an individual task must undertake the assignment and perform it faithfully and in due time.

IX. STUDENTS

1. Status

Article 237

According to this Statute, a student is a person enrolled in the University of Ljubljana.

The status of a student is demonstrated with a university student card. The content and the form of the student card are determined by a special regulation.

Article 238

The students with the status of a student-sportsman, the status of a student-renowned artist or the status of a student with special needs, or those students who cannot meet the study requirements in due time because of their extra-curricular activities, illness or defect, may exceptionally be awarded the prolongation of the student status.

The status of a student-sportsman is awarded to a student that submits a certificate of categorisation with the Olympic Committee of Slovenia at enrolment into the first or a higher year of study.

The status of a student-renowned artist is awarded to a student by the UL Member Senate, upon the student's proposal and based on the submitted reviews published in professional and daily press.

The status of a student with special needs is awarded to a student who in the course of enrolment submits a relevant opinion of the responsible and competent commission for the guidance of children, minors and younger adults with special needs or the opinion of the invalidity commission.

The UL Member shall determine the manner in which the study requirements and the progression requirements will be met for the students from the second, third and fourth paragraphs of this Article in its regulations.

Article 239

Student loses the student status according to the legal provisions.

Student status in the third cycle study programmes ceases one year after termination of the last semester of the study programme.

When provided by the law, the student status can be extended for utmost one year.

Extensions of the student status are granted by commissions dealing with students' matters or any other relevant body, defined by the UL Members' regulation and on the basis of clear grounds, exp.: extensive illness, exceptional family or social circumstances, special student status.

Article 240 - deleted (Date of amendment 26 June, 2012, OJ RS, No. 50/2012)

2. Rights and Duties of Students

Article 241

Students have rights and duties that arise from the law and this Statute.

Article 242

Students who believe their rights to have been infringed have the right to complaint or appeal in accordance with this Statute.

Article 243

Students have the right to participate through their representatives in the work of the bodies of the University and the UL Members, to make initiatives, to give opinions and to adopt decisions in accordance with this Statute.

Article 244

Student has a transcript notebook in which the study requirements and the obtained grades of successfully performed examinations are registered.

X. QUALITY ASSESSMENT

Article 245

The University assures the quality and regularly conducts self-evaluation.

The criteria for self-evaluation are adopted by the Rector with a consent of the Senate.

The University self-evaluation report is prepared by the quality commission of the Senate based on the self-evaluation reports adopted by the UL Members Senates.

The self-evaluation report is adopted by the University Senate once a year and submitted to the Council for the Evaluation of Higher Education.

XI. DISTINCTIONS OF THE UNIVERSITY

Article 246

The University awards the following distinctions:

- 1) the title "honourable doctor of the University of Ljubljana",
- 2) the title "honourable senator of the University of Ljubljana",
- 3) the title "professor emeritus",
- 4) a golden plaque of the University of Ljubljana,
- 5) a solemn certificate for young university teachers and associates,
- 6) a plaque "Pro universitate labacensi",
- 7) the Prešeren award for students,
- 8) a solemn certificate for students.

Article 247

The regulation on the distinctions of the University shall be adopted by the University Senate.

The regulation from the previous paragraph shall determine the number, the conditions, the procedure and the form of the distinctions as well as the rights and status deriving from an individual distinction of the University of Ljubljana.

Article 248

The awarding of the distinctions from Article 246 is decided:

- for the distinctions under the headings 1) to 6) the University Senate upon the proposal of the commission for the awarding of the honorary titles and awards;
- for the distinctions under the heading 7) the commission for the Prešeren award for students;
- for the distinctions under the heading 8) the commission for the awarding of the honorary titles and awards upon the proposal of the UL Members Senates.

Article 249

The UL Member may provide for special distinctions of the UL Member in its regulations.

XII. DISCIPLINARY RESPONSIBILITY OF STUDENTS

Article 250

Disciplinary responsibility of students shall be regulated by a regulation adopted by the University Senate. Before the adoption of the regulation on the disciplinary responsibility of students, the Senate must obtain the opinion of the University Student Council.

XIII. UNIVERSITY ADMINISTRATION

Article 251

The University has an administrative service for the provision of administrative, professional and technical tasks in implementing the national higher education programme as well as the research and development work.

The duties of the administration are carried out by the University Secretariat (the Office of the Rector) and the secretariats of the UL Members (the Offices of the Deans).

The secretariats of the UL Members may in addition to the duties from the previous paragraph also perform the duties under Article 16 of this Statute.

The administration of the University is headed by the General Secretary of the University who is also the head of the University Secretariat.

Article 252

Organisation of the University services shall be determined with a regulation on internal organisation adopted by the Governing Board of the University.

The job systemisation of the University administration shall be determined by the Rector upon proposal of the General Secretary.

1. University Secretariat

Article 253

The University Secretariat performs administrative, professional and technical tasks concerning the University as a whole in the following subject areas:

- 1) education, research and development and arts,
- 2) staff, legal functioning and general issues,
- 3) economic tasks (planning the development, managing the assets, financial and accounting tasks),
- 4) maintenance of joint databases, the organisation and coordination of the information activity of the University.

Article 254

The tasks from the previous paragraph are managed and coordinated by the General Secretary.

Article 255

The General Secretary of the University is appointed by the Governing Board of the University upon the proposal of the Rector and based on an open tender for a period of six years with the possibility of re-election.

The General Secretary of the University is an administrative officer with whom the University concludes an employment contract signed by the Rector.

Article 256

Eligibility for appointment as the General Secretary requires:

- 1) a university degree in law,
- 2) proven managing and organisational skills,
- 3) at least five years of work experience in managing positions,
- 4) active knowledge of at least one widely spoken foreign language.

Article 257

The General Secretary shall have assistants with areas of work determined by the regulation on internal organisation of the University.

The assistants to the General Secretary shall be appointed by the General Secretary based on an open tender.

Article 258

Eligibility for appointment as an assistant to the General Secretary requires:

- a university degree in the relevant field,
- proven managing and organisational capabilities,
- at least five years of work experience,
- active knowledge of at least one widely spoken foreign language.

Article 259

In the period of a longer absence of the General Secretary, he shall be replaced by an assistant that receives a written authorisation to that effect from the General Secretary.

2. Secretariat of the UL Member

Article 260

The Secretariat of the UL Member shall implement the administrative, professional and technical tasks from Article 253 of this Statute within the UL Member.

The Secretariat of the UL Member shall also perform administrative, financial and economic tasks in connection with the implementation of the activities of the UL Member under Article 16 of this Statute.

Article 261

The Secretariat of the UL Member is managed by the Secretary of the UL Member.

The Secretary of the UL Member is appointed by the Dean upon a preliminary opinion of the General Secretary of the University based on an open tender.

The University shall conclude a contract of employment with the Secretary that is signed by the Dean. The contract may in addition to the basic salary of the Secretary, set by the acts that regulate the subject matter of the University employees' salaries, also determine the manner and extent of payment for the performance of concrete duties of the Secretary of the UL Member in the implementation of the activities of the UL Member under Article 16 of these Statute.

Article 262

Eligibility for appointment as the Secretary of the UL Member requires:

- 1) a university degree, usually in law,
- 2) proven managing and organisational capabilities,
- 3) at least five years of work experience,
- 4) active knowledge of at least one widely spoken foreign language.

XIV. PERSONAL DATA REGISTERS

1. Employees' Personal Data Registers

Article 263

The University and the UL Members keep the following registers with personal data of employees:

- 1) the register of employees,
- 2) the register of salaries.

The register of employees is used to record data for each employee in employment relation. It is kept from the day that the employment relation is concluded until the day that the employment contract is terminated. The employee must inform the employer of every change of information that has been entered into the register upon his statement or personal documentation within 15 days of the change having occurred unless the employer has been otherwise directly informed thereof.

The register of salaries is kept for each employee from the day that he enters into the employment relation until the day that his employment relation is terminated.

The registers under the points 1) and 2) of the first paragraph of this Article shall contain: the name and surname of the employee (in the case of women also their maiden name), gender, date, place and municipality of birth, place of permanent and temporary residence or another place from which the employee comes to work, the single personal identification code, the fiscal account of the employee, the place of work, profession, education, professional qualifications for the performance of certain tasks or duties, the application for election into the title of a university teacher or university associate, the decision of the Senate on appointment of the commission for election into the title, the report of the commission, the assent of the Senate, the election decision, the period of election, the field of habilitation, the work position, the description of duties, tasks and responsibilities, the working hours of the employee in hours per week, whether he is employed for a definite or indefinite period of time, whether he is a part-time employee, whether he is a person with disabilities or a retired person, the name of the other employers at which he may be employed, the date of conclusion of the employment relation, the assent of the employer, the date of the termination of the employment relation, the reason for the termination of the employment relation.

The register under the point 2) also contains the information on the working hours of the employee and their utilisation, the weekly pedagogical commitments, the performed working hours per month, the annual leave and its utilisation, absence for professional education and advancement, the absence for a temporary incapacity for or withdrawal from work for which a salary compensation is received, the hours at work beyond full working hours, the information on the completed work and creditable periods, preliminary assent to supplementary work, assent to conclusion of a work contract, information on the determination of the salary or the honorarium, on the gross salary or the honorarium, on the salary paid out (the basic salary, work effectiveness, other) or honorarium, on the personal benefits paid out per purpose (the solidarity assistance, severance pay, anniversary award, annual leave reimbursement), salary compensation paid out per purpose achieved at the expense of other organisations or bodies, the date of last promotion and the number of promotions.

2. Student Personal Data Registers

Article 264

The UL Members keep the following students personal data:

- 1) register of applicants for enrolment and of the enrolled students,
- 2) personal file of each student from enrolment until the completion of the study or withdrawal from the University,
- 3) report of the examination that records signing up for an examination, the course of the examination and the grade achieved,
- 4) the register of documents issued on the completed education at individual levels.

The students personal data from the registers listed are collected, processed, recorded and transmitted for the needs of the higher education activities of the institutions of higher education,

state authorities, local community authorities, holders of public authority and student organisations, linked to the execution of students' rights under special regulations.

In the preparation of statistical analyses, personal data may be used and published in accordance with the valid regulation of personal data protection.

XV. UNIVERSITY FUNDING

1. Sources

Article 265

The activity of the University concerning the national higher education programme of and the national programme of research and development is financed from the budget of the Republic of Slovenia.

Other activities of the University are financed from other sources:

- 1) the tuitions and other study contributions,
- 2) payments for the services rendered,
- 3) donations, bequeaths and gifts and
- 4) other sources.

A) Tuitions

Article 266

The University may set tuitions for undergraduate and postgraduate study programmes which are not or are only partly financed within the framework of the national higher education programme.

B.) Other Study Contributions

Article 267

The University may set contributions for the studies or other services if these are not or are only partly financed within the framework of the national programme, in particular for:

- 1) the costs of selection and enrolment procedure;
- 2) services that are part of the accredited study programme (the costs of field work, professional excursions etc.);
- 3) habilitation of the candidates who are not in employment relations with the University;
- 4) recognition of degrees obtained abroad for the candidates who are not in employment relations with the University;
- 5) issuing certificates, duplicates, transcripts and copies from the documentation of the University;
- 6) the costs of the fourth and subsequent sitting of an examination;

- 7) admission, differential and other examinations;
- 8) other services envisioned by a decision adopted by the Governing Board of the University.

Article 268

The amount of tuition and other study contributions shall be determined according to the actual expenses in accordance with the valid regulation on tuitions and other contributions in higher education and with the decision of the Governing Board of the University.

The act from the previous paragraph of this Article shall also determine the manner of charging for the tuitions and other study contributions.

Article 269

Tuitions and study contributions are the income of the UL Member that implements the programme for which the tuition is paid or performs the service for which the contribution is charged.

Article 270

The Governing Board of the University may grant the student upon his request and upon the proposal of the commission for study matters of the UL Member for justified reasons a complete or partial waiver of the tuition and other study contributions or allow for payment in instalments, and simultaneously determines the source that this loss of income will be covered from.

2. Annual Financial Plan

Article 271

Based on the annual action plan of the University, the Governing Board of the University shall adopt the annual financial plan.

The annual action plan and the annual financial plan shall be adopted by the Governing Board of the University based on the proposals of the UL UL Members and the University administration under the procedure and in the time set by the regulations of procedure of the Governing Board.

The Governing Board shall adopt the annual action plan upon a preliminary assent of the University Senate.

Article 272

The UL Member shall adopt the annual financial plan based on the annual action plan that encompasses all its activities.

Article 273

The funding of the UL Members and the University Secretariat for the implementation of the national higher education programme shall be determined based on the criteria adopted by the Governing Board of the University pursuant to the provisions of the Decree on public financing of institutions of higher education and other institutional UL Members of the universities from 2004 to 2008.

The funding for the national programme of research and development shall be received by the UL UL Members and the Secretariat in accordance with the provisions of the law governing the research and development activities.

Article 274

The University shall form the requests for the financing of its activities and communicate them to the minister responsible for the higher education and science in accordance with the valid legislation.

XVI. ASSETS OF THE UNIVERSITY AND THE UL MEMBERS

Article 275

The University or its UL Member may obtain assets from:

- 1) the budget of the Republic of Slovenia,
- 2) tuitions and other study contributions,
- 3) payments for services rendered,
- 4) donations, bequeaths and gifts,
- 5) other sources.

Article 276

The University is the owner of the assets it has obtained from public or other sources.

Article 277

Assets of the University are managed by the Governing Board of the University with due diligence and in accordance with the valid legislation.

The Governing Board decides on the actual beneficiary of the assets that were obtained by the University or the UL Member in accordance with the criteria in indent 5 of Article 59 of this Statute.

Article 278

The University may dispose of or encumber real property or equipment of higher value obtained from public resources only with a preliminary assent of the Founder. Equipment of higher value is all equipment whose value is greater than the amount set for invitation to tender.

The resources acquired by the selling of assets from the first paragraph may be used for investments, investment maintenance and equipment.

Article 279

The UL Member independently manages the assets obtained from the activity under Article 16 of this Statute and with the assets obtained with bequeaths or gifts.

The assets of the UL Member from the previous paragraph shall be managed by the UL Member Governing Board in accordance with the valid legislation and due diligence.

The UL Member may dispose of or encumber real property or equipment of higher value only with a preliminary assent of the University.

Article 280

The University may within the framework of its activities and with the assent of the Founder establish an institution, corporation, trust or another legal person.

XVII. PROTECTION OF RIGHTS OF STUDENTS

Article 281

Students of the University have a right to appeal against the decisions that the bodies of the University or its UL Members adopt on the students' rights, obligations and responsibilities.

If not otherwise stipulated in this Statute, the student may file an appeal from the first paragraph of this Article within eight days of the day that the decision was served on him.

Article 282

If not otherwise stipulated in this Statute, the appeal of the student from the previous Article is considered by the UL Member Senate when the matter concerns an appeal against the decision of a body of the UL Member at first instance and by the University commission for student appeals when the matter concerns an appeal against a decision of a University body.

The University commission for student appeals also decides in the cases of annulling or voiding a decision based on its supervisory rights and on the nullity of a decision that was issued on the student's appeal by the UL Member Senate.

Article 283

The University commission for student appeals has five UL Members, three from among the employees of the University and two from among the students. Each UL Member has a deputy.

The UL Members of the commission from the first paragraph and their deputies from among the employees are appointed by the University Senate, and the UL Members of the commission from among the students and their deputies by the University Student Council.

The commission from the first paragraph operates according to regulations of procedure adopted by the University Senate.

The University commission for student appeals shall decide on the appeal of the student within 30 days of the day that the appeal has been filed.

XVIII. TRANSITIONAL AND FINAL PROVISIONS

Article 284

The Rector, the Vice Rectors, the Deans and the Vice Deans who have been performing their functions on the day that this Statute entered into force shall perform until the expiry of their terms of office.

Article 285

The University and its UL Members must adopt the general acts envisioned in this Statute or adapt them to these Statute as well as constitute the bodies within three months of these Statute coming into force.

Article 286

Students enrolled in the study programmes with accreditation valid on the day of the adoption of this Statute may complete their studies under these programmes and obtain the relevant professional titles. The University and the UL Members may enrol students into the first year of study programmes leading to a higher professional degree or to an academic degree as well as those to obtain specialisation, master degree or a doctorate of science that have been valid on the day of the adoption of this Statute at the latest until the study year of 2008/09.

The University and the UL Members are obligated to formulate new study programmes in accordance with the provisions of this Statute.

Article 286 a

When making decisions in the proceedings of award of title at first instance, the regulations valid at the time of the adoption of the decision shall be used. In the appeal proceedings, the regulations valid at the time that the decision appealed has been adopted shall be used.

Article 287

This Statute shall enter into force after it has been adopted in equal wording by the Governing Board of the University and the University Senate.

The Statute shall be published in the Official Gazette of the Republic of Slovenia.

PRESIDENT OF THE ADMINISTRATIVE

BOARD

Prof. dr. Janez Hribar

RECTOR

Prof. dr. Andreja Kocjančič