



**Dear Erasmus Student,**

You have chosen University of Dubrovnik for your study abroad period, recognizing us as a modern, contemporary, international institution of higher education. Taking our motto "*Semper Primus, Semper Melior*" seriously, we will do our best to make your study experience in Dubrovnik pleasurable, expecting you to help us become even better.

The staff of the International relations office welcomes you and will be happy to assist you during your stay in Dubrovnik.

Dubrovnik, April 2012



### **Practical Information for Erasmus Incoming Students**

#### **1) How to apply?**

Students, who wish to study at the University of Dubrovnik as Erasmus students, must check first whether their home University has a bilateral agreement for student exchange with the University of Dubrovnik. Once this is confirmed applications must be submitted to the International Office of your home university. Before filling in the application form, please make sure that:

- UNIDU courses count towards your degree course
- Your home university participates in ECTS and that you are able to enroll in the relevant courses at UNIDU





The following documents should be sent to the International Relations Office at UNIDU (Branitelja Dubrovnika 29, 20 000 Dubrovnik, Croatia):

- **Completed application form**
- **Transcript of records - in English**
- **Learning agreement**

Application form and Learning agreement form can be downloaded from this web site:  
<http://www.unidu.hr/odjeli.php?idizbornik=382>

### **Application deadlines for Erasmus students:**

- 15<sup>st</sup> June for the winter semester (October - January)**
- 15<sup>st</sup> November for the summer semester (February - June)**

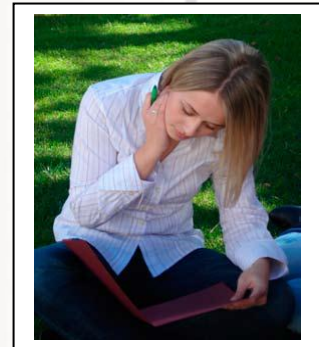
## **2) Academic year, Holidays & Exam Period**

**Winter term: From the beginning of October to the end of January**

Winter vacation: End of December                      Exam period: February

**Summer term: From the middle of February to the end of May**

Exam period: July                      Summer vacation: July, August, September



### **National Holidays (no classes on these days):**

- **1 January** : New Year's Day
- **6 January**: Epiphany
- **Easter Monday** : March or April - check current calendar
- **1 May**: International Labour Day
- **60 days after Easter**: Corpus Christi
- **22 June**: Day of Antifascist Resistance
- **25 June** : Croatian Statehood Day
- **5 August**: Croatian Victory and Homeland Thanksgiving Day
- **15 August** : Assumption of Mary
- **8 October** : Croatian Independence Day
- **1 November** : All Saints' Day
- **25 December** : Christmas
- **26 December** : Saint Stephen





### 3) Entering Croatia - Visa regulations - Registration

A visa is required for students coming from non-EU countries to study in Croatia. The list of countries whose nationals need a visa to enter the Republic of Croatia can be found at the web pages of the Croatian Ministry of Foreign Affairs and European Integration. Foreigners can apply for a visa at the nearest Croatian Embassy, Consular or Diplomatic Mission in their home country.

#### Temporary Stay Permit

Students who are not required to possess a visa to enter the Republic of Croatia may stay in Croatia for a maximum of 90 days within any period of 6 months, starting from the day of their first entry.

Students staying in Croatia for a period longer than 90 days should obtain their **First Temporary Stay Permit**. Prior to their arrival, Croatian Ministry of Science, Education and Sports will issue a certificate that will enable students to apply for their First Temporary Stay Permit at the Central Police Station in Dubrovnik. Along with this certificate, students are required to submit the following documents:

1. Application for issuance of Approval for temporary stay - form 1a
2. Invitation letter from the UNIDU stating the study purpose of your stay
3. 1 photo in colour (35x45 mm)
4. Passport and a copy of the passport
5. Proof of sufficient means of subsistence (statement of bank account, scholarship confirmation or similar)
6. Proof of secured accommodation (rental contract)
7. 20,00 kuna of Administrative fee

**Note:** All documents need to be translated into Croatian and certified by a public notary. Along with the certified copies you are obligated to bring the originals of all above mentioned documents.

Within 72 hours of arrival, students need to register their residence at the Central Police Station in Dubrovnik (fill in the form 8a) and start the process of issuing their First Temporary Stay Permit.

For further information visit the following web sites:

<http://www.mfa.hr/MVP.asp?pcpid=1615>

<http://www.mup.hr/main.aspx?id=1266#Temporary%20stay>

<http://www.studyincroatia.hr>







Additional help from IRO staff members will be given to incoming students regarding the Registration at the Central Police Station.



#### 4) Accommodation, Student Centre & Average Costs

Since Dubrovnik still has no student residence, the Student Centre provides addresses of people who are registered to take student lodgers in their homes. You can find a list of private apartments at:

[http://www.scdu.hr/privatni\\_smjestaj\\_pregled](http://www.scdu.hr/privatni_smjestaj_pregled)

**Average cost** for a single room is around 150, 00 Euros and for an apartment up to 350, 00 Euros per month.

Also there's a possibility to be placed in a dormitory (above photos) in double, triple, quadruple rooms. Prices in the dormitory range from 80,00 Euros (in quadruple room) up to 120,00 Euros per month in a double room. There is a limited number of places reserved for Erasmus students in the dormitory. Reservations can be made until 15th of December for the summer semester on email: [nikolina.potrebica@unidu.hr](mailto:nikolina.potrebica@unidu.hr).

The landlord is required to register you at the Central Police office and give you the certification of registration.

#### Additional information

##### **Where to eat /Student restaurants/ Price**

Students coming to Dubrovnik won't be disappointed with the quality of meals offered to them in the student restaurant 'BOKAR' Hotel Ivka, Od Sv. Mihajla 3.

This restaurant has signed contract with the Student Centre, as well as with the Ministry of Science, Education and Sport.





Meal tickets can be bought at one of the restaurants on presentation of the membership card issued by the Student Centre. A student pays 7.00 kunas for a meal.

### **Fees & Living costs**

The official currency of the Republic of Croatia is Kuna (1 Kuna = 100 Lipa; 1 EUR ~ 7.55 Kn).

The following table shows the approximate monthly cost of living for an international student in Dubrovnik. These prices are average values and should be regarded as a guideline only.

<b>Accommodation</b>	<b>From € 150 to € 350 (+overhead costs electricity, water...)</b>
<b>Food</b>	<b>Approximately € 60</b>
<b>Transport</b>	<b>€ 11 (public bus)</b>
<b>Books/copying</b>	<b>Approximately € 50</b>

### **Language of instructions**

At each department there are several courses that can be taught in English but the actual performance depends on the number of interested student to attend the specific course. If a course is not performed in English foreign students can have individual consultation hours with professors, as well as the possibility to write exams, make presentations, seminars etc. all in English.

More information about available study programmes at UNIDU can be found on this web site: [http://www.unidu.hr/index\\_eng.php](http://www.unidu.hr/index_eng.php)