A Foreign Researcher’s Guide to

Croatia

3rd Edition
http://ec.europa.eu/euraxess
A Foreign Researcher’s Guide to Croatia

The aim of “A Foreign Researcher’s Guide to Croatia” is to help researchers from all over the world plan their scientific research in Croatia and to ensure their stay is pleasant and successful. This guide offers lots of practical information about everyday life and guidelines for dealing with the formalities of employment and work in Croatia. “A Foreign Researcher’s Guide to Croatia” is published as part of the “HRMOB” project, which is financially supported by the European Commission and the Croatian Government within the Seventh Framework Programme.
Disclaimer: In an effort to provide the best possible service, EURAXESS Croatia has consulted the relevant Government bodies about the information provided within this publication and received a seal of approval. However, the descriptions of administrative procedures in the Republic of Croatia given in this guide are to be used for informational purposes only. Recommendations in this publication do not substitute official information sources and the information given by the official administration should be taken into account in all cases. The information provided in this publication gives no right for claims or legal expectations of any kind.

Updated information can be found on the Croatian Researchers’ Mobility Portal www.euraxess.hr (in English and Croatian).
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1.1. About Croatia

The Republic of Croatia is situated in south-eastern Europe, on the crossroads of Central Europe and the Mediterranean, stretching over 56,542 sq km with the coastal sea area of 31,067 sq km. Croatia neighbours five countries on a 2,197 km long land border: Bosnia and Herzegovina, Slovenia, Hungary, Serbia and Montenegro. Croatia also shares sea borders with Italy, Slovenia and Montenegro. The Croatian Adriatic coastline is one of the most indented coastlines in Europe, next to the Norwegian fjords. 1,185 islands and islets spread over the 5,835 km long coastline and only 47 of them (6%) are inhabited.

The capital of Croatia is Zagreb with the population of 779,145 (2001 census). It is also the administrative, cultural and educational centre of Croatia. Other larger cities include Split (pop. 200,000), Rijeka (pop. 150,000) and Osijek (pop. 115,000).

**Basic Facts**

<table>
<thead>
<tr>
<th>Category</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land area</td>
<td>56,542 km²</td>
</tr>
<tr>
<td>Population</td>
<td>4.4 million (2001 census)</td>
</tr>
<tr>
<td>Political System</td>
<td>Parliamentary democracy</td>
</tr>
<tr>
<td>Territorial Organization</td>
<td>20 counties and the City of Zagreb</td>
</tr>
<tr>
<td>Capital</td>
<td>Zagreb (779,145 inhabitants)</td>
</tr>
<tr>
<td>Official Language</td>
<td>Croatian</td>
</tr>
<tr>
<td>Official Script</td>
<td>Latin</td>
</tr>
<tr>
<td>Currency</td>
<td>Kuna (HRK) = 100 Lipa</td>
</tr>
<tr>
<td>Average Exchange Rate (2010)</td>
<td>1 EUR = 7.30 HRK</td>
</tr>
<tr>
<td></td>
<td>1 USD = 5.49 HRK</td>
</tr>
<tr>
<td>International Telephone Code</td>
<td>+ 385</td>
</tr>
<tr>
<td>Internet Country Code</td>
<td>.hr</td>
</tr>
<tr>
<td>Time Zone</td>
<td>Central European Time (CET) – GMT +1</td>
</tr>
<tr>
<td>Climate</td>
<td>Continental and Mediterranean</td>
</tr>
<tr>
<td>Electricity</td>
<td>220V, 50 Hz</td>
</tr>
</tbody>
</table>

**Useful telephone numbers**

- Unique emergency number: 112
- Police: 192
- Fire brigade: 112
- Ambulance: 112
- Croatian Auto Club: 1987
- General information: 18981
- T-mobile: (097, 098, 099), VIP/vodafone: (091, 092), Tele2: (095)

**Useful telephone numbers**

- Croatian homepage: [http://www.hr/croatia](http://www.hr/croatia) (in English)
- Croatian National Tourist Board: [http://www.croatia.hr](http://www.croatia.hr) > English
- Interactive maps of Croatian counties and cities: [http://www.karte.hr](http://www.karte.hr) (in Croatian)
- Croatian Government: [http://www.vlada.hr/en](http://www.vlada.hr/en) (in English)
- Croatian Parliament: [http://www.sabor.hr](http://www.sabor.hr) > English
- Office of the President of Croatia: [http://www.predsjednik.hr](http://www.predsjednik.hr) > English
1.2. Geography & Climate

The local terrain is quite diverse given the size of the country. There are flat plains along the Hungarian border, low mountains in central Croatia and highlands near the Adriatic coastline and islands. Croatian geography can thus be divided into three main regions by its landscape characteristics:

- **lowland Croatia** (Pannonian plains in the East) – mountains higher than 500 m are rare and of insular character;
- **mountainous Croatia** (separating the lowlands from the Adriatic) – less developed; its future development will be based on its transit importance, the growth of the already existing wood and timber industry, and the still underexploited potential for the production of healthy food, and winter and rural tourism; and
- **coastal Croatia** (alongside the Adriatic sea) – predominantly a karst area with very dry summers; the few streams mainly follow narrow gorges in breaking their way through to the sea.

<table>
<thead>
<tr>
<th>National Parks</th>
<th>Area in sq km</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plitvice Lakes</td>
<td>295</td>
</tr>
<tr>
<td>Kornati Islands</td>
<td>234</td>
</tr>
<tr>
<td>Krka river</td>
<td>110</td>
</tr>
<tr>
<td>Paklenica</td>
<td>102</td>
</tr>
<tr>
<td>Mljet</td>
<td>54</td>
</tr>
<tr>
<td>Risnjak</td>
<td>64</td>
</tr>
<tr>
<td>Brijuni Islands</td>
<td>36</td>
</tr>
<tr>
<td>Northern Velebit</td>
<td></td>
</tr>
</tbody>
</table>
The Croatian coastal area may further be divided into the northern (Istria and Kvarner) and the southern part (Dalmatia). The highest point of Croatia is Dinara at 1,831 m, a mountain on the border with Bosnia and Herzegovina.

Croatia has eight national parks which have all been established to protect the flora and the fauna. The total area of these national parks is 994 km² of which 759 km² is land mass, while 235 km² are covered by water. The oldest park was established in 1949 (Plitvice Lakes) and the most recent one in 1999 (Northern Velebit).

The country’s natural resources include oil and gas, calcium, limited amounts of coal (found in northwestern Croatia), bauxite (found in Dalmatia and Istria), asphalt and salt. Croatia has the second highest average of sunshine hours in Europe (following Spain) and has three climate zones:
- the prevailing climate in the country’s interior is continental and moderately rainy;
- on the highest peaks, a mountain climate with snowfalls throughout winter;
- the areas along the Adriatic coast have a pleasantly mild Mediterranean climate with a large number of sunny days; summers are dry and hot, winters mild and wet with significant precipitations.
1.3. History

In recorded history the area known today as Croatia was in early times inhabited by tribes of the Liburnians and the Illyrians. Since the 4th century BC it was also colonized by the Celts in the north and along the coast by the Greeks, and later by the Romans. The Greeks founded the first towns and the Romans developed them further. There are still many Roman monuments left, such as the Arena (coliseum) in Pula. The Western Roman Empire established the provinces of Pannonia and Dalmatia, that after its downfall passed to the Huns, the Ostrogoths and then to the Byzantine Empire.

Soon thereafter Croats settled the east coast of the Adriatic Sea. During the 9th century they received Christianity. Croatian duke Branimir was recognized as the Duke of Croatia by Pope John VIII. Later, Croatia became a kingdom and it peaked during the rule of Petar Krešimir IV (1058-1074) and king Zvonimir (1075-1089). Due to dynastic battles after Zvonimir’s death Croatia entered a personal union with the Kingdom of Hungary in 1102. Afterwards, since the Ottoman Empire was advancing on parts of the Hungarian-Croatian kingdom, they decided to seek protection and entered a personal union with the Austrian Habsburg Monarchy in 1527. In the 16th and 17th century, a great part of Croatia fell under the Ottoman Empire whose influence ebbed in the following centuries. In the meantime, Dalmatia on the eastern Adriatic coast belonged to the Republic of Venice from 1409 to 1797, when it became a part of the Habsburg Monarchy. There was a part of Croatia, however, that remained independent until Napoleon’s army abolished it in 1808 – the Republic of Dubrovnik. It was famous for trade and a big naval trade fleet that sailed the Mediterranean Sea and even the Atlantic Ocean.

After the collapse of the Habsburg Austro-Hungarian Empire in 1918, Croatia entered the Kingdom of Serbs, Croats and Slovenes later renamed the Kingdom of Yugoslavia, which fell apart in 1941. After World War II, Croatia became a federal republic of the Socialist Federal Republic of Yugoslavia. Following the changes after the fall of communism, Croatia proclaimed independence from Yugoslavia in 1991 after holding its first democratic election. It was recognized as an independent state in 1992. Due to social and democratic stability, Croatia became a member of NATO in 2009.

Croatia is now a candidate country to become a member of the European Union. In 2004 the European Commission issued a recommendation for the beginning of accession negotiations with Croatia. Its report on Croatia described it as a modern democratic society with an able economy and the ability to take on further obligations, provided it continued the reform process. It was given EU applicant status on 18 June 2004. The negotiations started in December 2005. Croatia plans to complete the negotiations in 2011.
1.4. Transport

1.4.1. Arrival

Arrival by car
To enter Croatia, a driver’s licence, an automobile registration card and vehicle insurance documents (including Green Card) are required. An international driving licence is required for the use of rent-a-car services. The permit is issued by the parent motor-club. The driver of a motor vehicle registered abroad entering the territory of the Republic of Croatia must have a valid International Motor Third Party Liability Insurance document valid on the territory of the European Union, or some other evidence of the existence of such insurance. International insurance documents and evidence are considered to be either an official licence plate of a vehicle normally stationed on the territory of a country whose national insurance bureau is a signatory of the Multilateral agreement, or a valid Green Card issued for a vehicle which originates from a country whose national insurance bureau is not a signatory of the Multilateral agreement and other documents and evidences whose validity is recognised by the Croatian insurance Bureau. Tolls are charged on the motorways and certain three-lane two-way roads in Istria.

Arrival by plane
There are eight airports in Croatia: in Zagreb, Split, Zadar, Dubrovnik, Pula, Rijeka, Bol (island of Brač) and Osijek. The national airline is Croatia Airlines, which has regular national and international flights. A number of low-cost airlines fly to Croatia, especially during the tourist season.

List of airlines flying to Croatia: [http://www.skyscanner.net](http://www.skyscanner.net) > Flights to Croatia
Online booking tool for flight tickets: [http://www.aviokarte.hr](http://www.aviokarte.hr) > English

Distances from Zagreb

<table>
<thead>
<tr>
<th>Destination</th>
<th>Distance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vienna</td>
<td>370 km</td>
</tr>
<tr>
<td>Munich</td>
<td>550 km</td>
</tr>
<tr>
<td>Trieste</td>
<td>230 km</td>
</tr>
<tr>
<td>Milan</td>
<td>624 km</td>
</tr>
<tr>
<td>Ljubljana</td>
<td>135 km</td>
</tr>
<tr>
<td>Bratislava</td>
<td>440 km</td>
</tr>
<tr>
<td>Budapest</td>
<td>360 km</td>
</tr>
<tr>
<td>Sarajevo</td>
<td>360 km</td>
</tr>
<tr>
<td>Belgrade</td>
<td>390 km</td>
</tr>
</tbody>
</table>

The procedure for international airport arrivals in Croatia is more or less the same as in all other European countries. For examples, see the passenger information of the Zagreb airport: [http://www.zagreb-airport.hr/en/gm_putnici](http://www.zagreb-airport.hr/en/gm_putnici) (in English).

Arrival by rail
The railroad network connects all major Croatian cities except Dubrovnik. There are direct lines to Slovenia, Hungary, Italy, Greece, Austria, Switzerland, Germany, Bosnia-Herzegovina, Serbia and Montenegro. There are indirect lines to almost all other European countries.

The Croatian Railways: [http://www.hznet.hr](http://www.hznet.hr) > English
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Arrival by bus
A very comprehensive coach network connects all parts of the country. There are regular international coach services connecting Croatia with all neighboring countries, as well as Austria, Switzerland, France, Germany and Slovakia. Bus services between major cities (intercity lines) are quite frequent, as are the regional services. The bus terminal with the most frequent services in Croatia is the Zagreb Bus Terminal.

Zagreb Bus Terminal: [http://www.akz.hr](http://www.akz.hr) >English

Arrival by boat
Croatian coastal towns and cities are served by ferry and ship services. The inhabited islands are linked with the mainland (and some of them also with other islands) by ferry/ship services. During the summer, the frequency of ferry sailings is usually increased and fast hydrofoil services are added. The summer sailing schedule normally remains in operation from 31 May to 28 September.

Search shipping and ferry lines: [http://croatia.hr/en-GB/Journey-through-Croatia/Arrival/By-sea](http://croatia.hr/en-GB/Journey-through-Croatia/Arrival/By-sea) (in English)

1.4.2. Driving in Croatia

Driving regulations: Driving with dipped headlights is obligatory during winter time. The use of mobile telephones while driving is forbidden! The use of seat belts is obligatory. A reflective sleeveless jacket is an obligatory part of every vehicle’s emergency equipment.

Speed limits: In settled areas 50 km/h (31 mph), outside settled areas 90 km/h (55 mph), but 110 km/h (68 mph) on expressways and 130 km/h (80 mph) on motorways, unless otherwise indicated by road signs. If towing a trailer/caravan the speed limit is reduced to 90 km/h (55 mph). Minimum speed on motorways: 60 km/h (37 mph).

All motorists under 24 years of age must not exceed: 80 km/h (49 mph) on normal roads outside populated areas, 100 km/h (62 mph) on expressways and 120 km/h (74 mph) on motorways.


Roadside assistance: Hrvatski Autoklub (HAK), telephone: 1987 (+385 1 987 if calling from a mobile phone) [http://www.hak.hr](http://www.hak.hr) >English/German/Italian

Traffic accidents with a foreign registration vehicle involved
In cases of traffic accidents with a foreign registration vehicle involved, the police officer who investigates the accident scene will issue a vehicle damage certificate to the vehicle owner. This certificate is necessary when crossing the country border.
The local police authority is not responsible to issue the foreign national any official documents. Such documents will be communicated upon written request. The document which foreign nationals or insurers most frequently request is the Traffic Accident Investigation Record.

**Driver’s License and Car Registration**
Foreigners who have been granted a temporary stay or permanent residence in the Republic of Croatia, as well as employees of foreign commercial, traffic, cultural and other agencies, may drive a motor vehicle if they have a valid foreign driver’s license for a period of one year following the day of entry into the Republic of Croatia. Foreigners who have been granted temporary stay in the Republic of Croatia and are in possession of a vehicle registered abroad (with valid registration documents and insurance), may use their car not longer than three months following the day of entry into the Republic of Croatia, after which period the vehicle should be re-registered in the Republic of Croatia.

For more information please visit the website of the Ministry of Interior: [http://www.mup.hr/1268.aspx](http://www.mup.hr/1268.aspx) (in English)

For customs information please visit the following website: [http://www.carina.hr/Putnici/PutniciOdabirEN.aspx](http://www.carina.hr/Putnici/PutniciOdabirEN.aspx) (in English)
1.5. Accommodation

Renting an apartment is a process that needs to be started at least one month prior to arrival in Croatia. One can go through real estate agencies, a comprehensive list of which is collected on the website mentioned below:

http://www.realestatecroatia.com/eng/listaq.asp (in English)

Useful information on accommodation facilities (to buy or rent) in Croatia can be found on the following web sites:

Real Estate Croatia: http://www.realestatecroatia.com > English/German/Italian/Russian
Go Home: http://www.gohome.hr (in Croatian)

For longer stays, a search through newspaper listings is also advisable. However, it is necessary to consult a person who speaks Croatian in order to translate the advertisements. The main newspaper for advertising accommodation is “Plavi oglasnik.”

It can be bought nation-wide in Croatia or accessed online: http://www.oglasnik.hr.

Another option is Njuškalo: http://www.njuskalo.hr (in Croatian).

The monthly rate for a single-bedroom furnished apartment in cities varies from EUR 200-400 per month, depending on quality and location. In most cases, it is necessary to pay a deposit in advance in the amount of one month’s rent, which is returned when moving out. There is a possibility of finding a roommate, and this is quite common in cities with lots of students. You can also use “Plavi oglasnik” to find a roommate.

A further possibility is living in student dormitories. The student dormitories in Zagreb are managed by Studentski Centar, and there is a certain quota of spaces reserved for the University. It is the University’s responsibility to contact Studentski Centar and recommend a foreigner to them – if there are rooms available for the required period, the foreign researcher/student can get a room in the dormitory.

Buying real estate has been made very easy for EU citizens since February 2009, i.e. their rights in buying and selling real estate are now equal to those of Croatian citizens. Other foreigners may encounter problems, as their rights will be subject to the reciprocity rule (i.e. equal to the rights of Croatian citizens in the real estate market of their home country) and an agreement from the Ministry of Justice may be needed.
1.6. Learning Croatian

The official language in Croatia is Croatian. It is a South Slavic language and along with Serbian and Bosnian it belongs to the Central South Slavic diasystem. In writing the Croatian alphabet is used, which is a variant of the Latin alphabet. The alphabet was modeled after the Czech alphabet and contains one letter of the Latin script for each sound in the language (30 letters in total).

A foreigner may decide to learn Croatian in one of the private language schools offering Croatian for foreigners. Here are a few links to get started (listed only for informational purposes, they do not signify endorsement of any kind):

Croatian courses offered by the University of Zagreb:
http://international.unizg.hr/relations/learn_croatian (in English)

CROATICUM, Zagreb – Croatian for Foreigners – semester and monthly courses at beginner, intermediate and advanced level:
http://croaticum.ffzg.hr >English/German/Spanish

Lingua Croatica – Croatian language courses in Zadar:
http://www.lin-cro.hr >English/French/German/Italian

Croatian for foreigners in Split:
http://www.moja-edukacija.com/tecaj/2240/croatian-for-foreigners (in English and Croatian)

Croatian language courses in Rijeka:
https://www.ffri.hr/rks/EN/index.html (in English)

Ad Hoc – Croatian language courses in Osijek:
http://www.adhoc.hr >English

Croatian language courses in Dubrovnik:
http://www.languagesabroad.com/dubrovnik (in English)

<table>
<thead>
<tr>
<th>Useful Croatian words and phrases</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>Good morning</td>
</tr>
<tr>
<td>Good day</td>
</tr>
<tr>
<td>Good evening</td>
</tr>
<tr>
<td>Good night</td>
</tr>
<tr>
<td>Good bye</td>
</tr>
<tr>
<td>Thank you</td>
</tr>
<tr>
<td>Please</td>
</tr>
<tr>
<td>Do you speak English?</td>
</tr>
<tr>
<td>I don’t understand</td>
</tr>
<tr>
<td>My name is...</td>
</tr>
<tr>
<td>Excuse me</td>
</tr>
<tr>
<td>How much?</td>
</tr>
<tr>
<td>Enjoy your meal</td>
</tr>
<tr>
<td>Cheers!</td>
</tr>
</tbody>
</table>
1.7. Culture & Nightlife

In most Croatian cities there are various cultural events on offer – music, theatre, cinema, and dance – as well as interesting monuments of Croatian cultural heritage. Please find more information on the following websites:

Culturenet.hr, a project initiated by the Ministry of Culture of the Republic of Croatia and the Open Society Institute-Croatia aimed at pooling available information resources on Croatian culture: http://www.culturenet.hr >English version

Ministry of Culture: http://www.min-kulture.hr >English

Croatian cultural heritage: http://www.kultura.hr >English

For night-life ideas, consult, among others, the following websites:

Tulumarka – parties, happenings and night-life in all of Croatia: http://www.tulumarka.com (in Croatian)

InZg – concerts, theatre, clubbing in Zagreb: http://www.inzg.net (in Croatian)

Grad Rijeka-Kalendar – cinema, theatres, clubbing in Rijeka: http://www.rijeka.hr/Kalendar >English/Italian


1.8. National Holidays & Religion

Most major Catholic holidays are also public holidays in Croatia, owing to a largely Roman Catholic population. However, citizens of the Republic of Croatia who celebrate different religious holidays have the right not to work on those dates. This includes Christians who celebrate Christmas on January 7 per the Julian calendar, Muslims on the days of Ramadan Bayram and Kurban Bayram, and Jews on the days of Rosh Hashanah and Yom Kippur.

The Zagreb Tourist Board provides a list of religious communities in Zagreb. These can be contacted for information on communities meeting elsewhere in Croatia. http://www.zagreb-touristinfo.hr/?id=47&l=e&nav=nav3 (in English)

<table>
<thead>
<tr>
<th>Public holidays</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 January</td>
<td>New Year</td>
</tr>
<tr>
<td>6 January</td>
<td>The Epiphany</td>
</tr>
<tr>
<td>-</td>
<td>Easter</td>
</tr>
<tr>
<td>-</td>
<td>Easter Monday</td>
</tr>
<tr>
<td>1 May</td>
<td>Labour Day</td>
</tr>
<tr>
<td>-</td>
<td>Corpus Christi (60 days post Easter)</td>
</tr>
<tr>
<td>22 June</td>
<td>Anti-Fascism Day</td>
</tr>
<tr>
<td>25 June</td>
<td>Statehood Day</td>
</tr>
<tr>
<td>5 August</td>
<td>Victory and Homeland Gratitude Day</td>
</tr>
<tr>
<td>15 August</td>
<td>Assumption</td>
</tr>
<tr>
<td>8 October</td>
<td>Independence Day</td>
</tr>
<tr>
<td>1 November</td>
<td>All Saints Day</td>
</tr>
<tr>
<td>25 December</td>
<td>Christmas Day</td>
</tr>
<tr>
<td>26 December</td>
<td>Boxing Day (St. Stephen’s Day)</td>
</tr>
</tbody>
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Christmas in Zagreb
1.9. Moving with children

Validation of foreign elementary and secondary school qualifications
Foreign education qualifications of primary or secondary education are recognized by the Ministry of Science, Education and Sports of the Republic of Croatia, while there is a formal procedure of validation. Details can be found at the Ministry’s website.

http://www.mzos.hr
>English>Education

Organized preschool care

There are a large number of public and private preschool institutions in Croatia. Some of the international schools listed below also have preschool programs. The majority of public preschool institutions have lengthy waiting lists, therefore, inquiries about placements should be made directly and as soon as possible. Several private international kindergartens and playrooms (all located in Zagreb) are listed here:

http://www.fivestars.hr/directory/category/kindergarten (in English)

Private schools where a foreign language is the main language:
There are several international schools in Zagreb (listing is for informational purposes only and does not signify endorsement):

American International School of Zagreb - (International Baccalaureate Diploma)
http://www.aisz.hr (in English)

Deutsche Internationale Schule Eurocampus
http://www.deutscheschule.hr (in German)

Ecole Francaise Eurocampus
http://www.ecolefrancaisedezagreb.hr (in French)

Montessori School Srceko- Kindergarten
http://www.srceko.com >English

XV Gymnasium (International Baccalaureate Diploma)
http://www.mioc.hr/site/generalinformation18/generalinformation18 (in English)

The Learning Tree International Kindergarten
http://www.tltkindergarten.com >English
1.10. Education

The Educational system in the Republic of Croatia consists of the following:
• Preschool education
• Elementary education
• Secondary education
• Higher education

Preschool education in the Republic of Croatia encompasses education and care for children of preschool age, realized though educational, healthcare, nourishment and social care programs for children from six months of age up to school age.

Eight-year elementary education in the Republic of Croatia is compulsory and free for all children between the ages of six and fifteen. This refers to all children with permanent residence in the Republic of Croatia, irrespective of their citizenship.

Following elementary education, secondary education enables everyone, under equal terms and according to one’s capabilities, to acquire knowledge and skills required for work or continuation of education. Within the secondary school system, depending on the type of curriculum, there are the following types of schools:
1. Grammar schools (general or specialized) with a four-year curriculum; upon their completion students can enter higher education.
2. Vocational schools (technical, industrial, trade and other, as defined by the curriculum) with one- to five-year curricula; upon their completion students acquire secondary vocational education, or semi-skilled training in case of a one- or two-year curriculum.
3. Art schools (music, dance, fine arts, and other, as defined by the curriculum) with at least a four-year curriculum; upon their completion students can enter higher education.
Higher education is implemented through university and professional study programmes. University study programmes are implemented at universities while professional study programmes are implemented at polytechnics and schools of professional higher education. Professional study programmes can be implemented at universities exceptionally, with the prior consent by the National Council for Higher Education. The enrolment requirements for all levels of university and professional studies are determined by higher education institutions themselves. University study includes three levels: undergraduate, graduate and postgraduate studies. Professional study offers students an appropriate level of knowledge and skills enabling them to perform professional occupations, and trains them for a direct entry into the labour market. Professional study includes two levels: professional study and specialist professional graduate study.

All about education in Croatia on the website of the Ministry of Science, Education and Sports (MSES): [http://www.mzos.hr](http://www.mzos.hr) >English>Education

Links to the websites of Croatian universities: [http://www.studyincroatia.hr](http://www.studyincroatia.hr) >Studying in Croatia

1.11. Pets

Pets which are being imported, or which are travelling through for non-commercial purposes, in the company on their owner (up to 5 animals), will be allowed to enter the Republic of Croatia only if the following conditions are fulfilled:
- they have a valid international passport or health certificate (veterinary certificate)
- they do not come from an area in which infectious diseases are present and which that particular type of animal can transfer.

In the legal sense, pets are animal species such as: dogs, cats, ferrets (Mustela putorius), invertebrates (with the exception of bees and crustaceans), ornamental tropical fishes, amphibians, reptiles, birds (all species with exception of poultry), rodents and domestic rabbits.

Dogs, cats and animals of the marten family must:
- be marked with a clearly legible tattoo or fitted with a microchip;
- have a passport issued by a licensed veterinary surgeon proving they have been vaccinated or re-vaccinated against rabies.

For additional information please contact the Ministry of Agriculture, Forestry and Water Management – Veterinary administration: http://www.mps.hr >English

Download PDF with detailed information about non-commercial movement of pets into the republic of Croatia. http://www.mps.hr/UserDocsImages/publikacije/Import%20of%20pet%20animals-eng%20brochure-ispr.pdf (in English)
Working in Croatia
A Foreign Researcher's guide to Croatia
2.1. Entering Croatia

2.1.1. Visa requirements

2.1.1.1. Overview

A visa is the approval to enter the Republic of Croatia for a stay of up to 90 days or for transit through the territory of the Republic of Croatia. Visas are issued by diplomatic missions or consular posts of the Republic of Croatia. A visa cannot be used as a work permit.

Foreigners who are subject to the visa requirement are obliged to apply for a visa prior to their entry into the Republic of Croatia, at a Croatian diplomatic mission/consular post. If there is no Croatian diplomatic mission or consular post in the applicant’s country, application for visa may be submitted to the nearest Croatian diplomatic mission/consular post.

As a general rule, a foreigner must lodge a visa application personally. Exceptionally, a foreigner need not lodge the application personally, but they must present themselves in person when called upon by the diplomatic mission/consular post. A visa application for a foreign minor or a foreigner deprived of their business capacity shall be submitted by their legal representative. A visa application must be lodged no sooner than three months prior to the date of the intended entry into Croatia.

Nationals of the following countries do not require a visa for entering the Republic of Croatia and for a stay of up to 90 days or for passing through the territory of the Republic of Croatia:

The exemption from the visa requirement also applies to the following holders of valid travel documents of the Kingdom of Great Britain and Northern Ireland:

- British Nationals (Overseas);
- British Overseas Territories Citizens who have the right of abode in the United Kingdom, and
- British Subjects who have the right of abode in the United Kingdom.

Nationals of the following states may enter Croatia with a valid identity card or a document confirming their identity and nationality: European Economic Area (EEA), Principality of Andorra, Principality of Monaco, Republic of San Marino, Vatican City State and Swiss Confederation. The nationals of Italy can also enter Croatia on the basis of a civil servants' card. Nationals of Bosnia and Herzegovina can enter the Republic of Croatia only on the basis of a new identity card, unique for the whole territory of Bosnia and Herzegovina, which has been issued pursuant to the new Act on Identity Cards of Bosnia and Herzegovina.

The Government of the Republic of Croatia adopted the decision to temporarily facilitate the entry of foreigners on tourist visits to the Republic of Croatia on the basis of valid Schengen residence permits and visas. Consequently, the following categories of foreigners temporarily, from 1 April to 31 October 2011, do not require a visa:

1) Holders of valid Schengen residence permits (covering entry and transit);
2) Nationals of the Republic of India and of the People's Republic of China, holders of valid Schengen visas, who collectively and in an organised manner visit the Republic of Croatia as tourists, if in possession of a valid travel health insurance and arriving from the Schengen Area, and
3) Nationals of the Hashemite Kingdom of Jordan, the State of Qatar, the State of Kuwait, the Sultanate of Oman and the United Arab Emirates who visit the Republic of Croatia as tourists, holders of valid Schengen visas, if in possession of a valid travel health insurance.

Foreigners who are holders of valid Schengen residence permits or valid Schengen visas for short-term stay, temporarily (from 1 April to 31 October 2011), do not require a visa for the Republic of Croatia if they are arriving to the Republic of Croatia on cruise ships with the purpose of a tourist visit.

By way of exception, nationals of the Russian Federation, holders of valid ordinary passports, do not need a visa for entering the Republic of Croatia if they have: a certified letter of guarantee by a natural or legal person; or a voucher on a paid tourist package.

All other nationals require a visa for entering Croatia and for a stay of up to 90 days or for passing through the territory of the Republic of Croatia, unless stipulated otherwise by international agreements. The Government of the Republic of Croatia may introduce a provisional suspension of the visa regime for a certain period, for nationals of some states. For more information check the MFA Visa requirements overview: [http://www.mfa.hr/MVP.asp?pcpid=1615](http://www.mfa.hr/MVP.asp?pcpid=1615) (in English).
2.1.1.2. Procedure

A foreign national submitting an application for a visa to a diplomatic mission or a consular office of the Republic of Croatia is obliged to prove that they have sufficient financial means to cover his subsistence during their stay in the Republic of Croatia and the return to the country of origin or transit to a third country. When a foreign national enters the Republic of Croatia, a body in charge of state border crossing control is authorised to request them to present financial means necessary to cover their subsistence during his stay in the Republic of Croatia and return to the country of origin or transit to a third country. The amount of financial means is fixed at the equivalent of 100 € per day of the estimated stay in the Republic of Croatia. If a foreign national is in possession of a certified letter of guarantee by a natural or legal person from the Republic of Croatia, proof of a tourist booking or a similar document, they are obliged to present proof that they possess the amount equivalent to 50 € per day of the estimated stay in the Republic of Croatia.

Documents needed to apply for a visa:

2. Valid travel document (the period of validity of the travel document should exceed that of the visa’s by three months)
3. Colour photograph 35x45 mm
4. Supporting documents that prove:
   a) The purpose of visit to Croatia
   b) Accommodation arrangements *
   c) Means of support to cover stay in Croatia **
   d) Means of transport and intention to return to the country of origin or to a third country
   e) Travel health insurance

*Proof of accommodation is inferred from the document granting habitation for the foreigner on scientific research issued by the employer or University. Foreign researchers are obliged to provide proof of their accommodation arrangements (rental/purchase contract) within one month from entry into the Republic of Croatia to the competent authority.

**Means of support can be proven with:

- a confirmation from the employer about the average salary for the past three months;
- a tax card;
- a written and notarized statement by the person who supports the applicant, with the proof of their means of support;
• a bank statement which shows the funds available on the applicant's account;
• a pension slip;
• an employment contract which shows the amount of future salary, or a confirmation by the employer about the salary which the foreigner shall receive (in case of an application for first-time temporary stay for the purpose of work)

Fees:
Airport-transit visa (A), Transit visa (B), Travel visa (C) – 36 EUR
In case of urgent issuance of visa when the application has been submitted, without justification, three or less days prior to the intended journey – 72 EUR
Following categories of persons are exempted from visa application fees: members of immediate family of a Croatian national (spouse and children) and children under the age of six.

2.1.1.3. Letter of Guarantee

A foreigner coming to the Republic of Croatia for a business visit must enclose to the visa application the letter of guarantee, filled out by a guarantor-legal person from Croatia. Guarantor-legal person must enclose to the letter of guarantee a document proving its liquidity (“Bon 1” or “Bon 2” or certificate of the commercial court that no liquidation proceedings have been initiated, etc.). A letter of guarantee must be signed by the person authorised to represent the guarantor and certified by an official stamp.

The applicant will receive a certified photocopy of the letter of guarantee, so that they may present a proof of the purpose of their stay in the Republic of Croatia if requested so by a body competent for state border control.

A foreigner coming to the Republic of Croatia for a private visit must enclose to the visa application the letter of guarantee, filled out by a guarantor-natural person from Croatia. Guarantor-natural person may be a Croatian national or an alien with granted residence in Croatia, who receives income or has financial means in the Republic of Croatia. Guarantor-natural person shall enclose to the letter of guarantee a proof of continuous source of income in the Republic of Croatia during the last three months (certificate of salary, certificate of pension) or a corresponding proof of possessing funds in the bank. Guarantor’s signature on the letter of guarantee shall be certified by a public notary.

A letter of guarantee which contains a statement of consent to the seizure and a certified guarantor’s signature shall have the effect of a legally effective decision of execution. The applicant will receive a certified photocopy of the letter of guarantee, so that they may present a proof of the purpose of his stay in the Republic of Croatia if requested so by a body competent for state border control.
2.1.1.4. Travel health insurance

An appropriate and valid health or travel health insurance covers the costs that might be incurred during a foreigner’s stay in the Republic of Croatia in regard to the return to his homeland due to health reasons, urgent medical assistance and/or urgent hospital treatment.

Applicants for travel visas for one or two entries have to provide a proof of health insurance and a policy of an appropriate and valid travel health insurance covering the entire period of their stay in the Republic of Croatia. Applicants for travel visas for an unlimited number of entries have to provide a proof of health insurance and a policy of an appropriate and valid travel health insurance covering the period of their first stay in the Republic of Croatia. Furthermore, applicants for travel visas for an unlimited number of entries have to fill out a statement regarding health or travel health insurance for subsequent visits.

Applicants are obliged to take out travel health insurance with an insurance company in the country of their stay. If that is not possible, travel health insurance needs to be taken out in another country. Physical or legal persons from the Republic of Croatia inviting the applicant can on their behalf take out travel health insurance with an insurance company from the Republic of Croatia. The lowest sum insured must be in kuna equivalent of €30,000.

2.1.1.5. Links

Ministry of Foreign Affairs and European Integration
Information about the visa regime between the Republic of Croatia and all other countries: [http://www.mfa.hr/MVP.asp?pcpid=1615](http://www.mfa.hr/MVP.asp?pcpid=1615) (in English)

Croatian Diplomatic Missions and Consular Offices of Croatia:
[http://www.mfa.hr/MVP.asp?pcpid=1613](http://www.mfa.hr/MVP.asp?pcpid=1613) (in English)
2.1.2. Temporary stay

Foreigners who are not obliged to possess a visa to enter the Republic of Croatia may stay in Croatia for a maximum of 90 days within a period of 6 months, starting from the day of their first entry (short-term stay).

Temporary stay (more than 90 days) should be requested and shall be granted on the following grounds:

- work
- scientific research
- family reunification
- secondary school education and university-level studies
- humanitarian grounds

Autonomous stay is a type of temporary stay which shall be granted to aliens who have been granted temporary stay for the purpose of family reunification for an uninterrupted four-year period at least, provided that they meet the conditions for granting temporary stay in the Republic of Croatia. Autonomous stay may be granted to spouses or unmarried partners, children coming of age and to parents and adoptive parents of minors.

2.1.3. Permanent stay

Permanent stay may be granted to an alien who has been in possession of a temporary stay permit for an uninterrupted period of 5 years before the submission of the application. It shall be deemed that the stay of aliens in the Republic of Croatia has been continuous, without any interruptions, if their several-time absence from the Republic of Croatia within a period of five years has not lasted longer than 10 months, that is, if their one-time absence from the Republic of Croatia within a period of five years has not lasted longer than 6 months.

Permanent stay shall be granted only to aliens who have knowledge of the Croatian language and the Latin script as well as of the Croatian culture and the organisation of the Croatian society.
2.2. Working in research organisations

Today the research sector in Croatia is a rather complex system made up of: 7 public universities (which are in fact umbrella organisations of independent faculties, departments and academies), 26 public institutes, 13 institutes in the private business sector, 6 technology centres in industry and 1 military research centre.

There is no official definition of a researcher, however, within the area of science the definition of “scientist” is used. In terms of the Scientific and Higher Education Act, scientists shall be the persons who are elected to the corresponding scientific titles and are entered into the Register of Scientists. From 2010 the Croatian citizenship is no longer needed to enter the Register of Scientists and foreign researchers receive the same legal treatment as Croatian researchers. Foreigners can work in the Republic of Croatia only with a work permit.

Scientific titles are: scientific associate, senior scientific associate and scientific adviser. A researcher may be elected as a scientific associate, having the scientific degree of the doctor of science and scientific works which confirm his or her status as a recognized scientist. A researcher may be elected as a senior scientific associate, having the scientific degree of the doctor of science and scientific works which represent a significant contribution to science. A researcher may be elected as a scientific adviser, having the scientific degree of the doctor of science and scientific works which have significantly contributed to the development of science, with special regard to the international affirmation of the scientist, international recognition of his or her scientific work and its significance within the national framework. The National Council for Science prescribes in detail conditions for the election to scientific titles (kind and number of scientific works, evaluation of works etc.). There are also three scientific-educational and artistic-educational titles: assistant professor, associate professor and full professor.

In scientific organizations, scientists are elected to scientific employment positions for the period of five years. The general requirement for election to a scientific employment position is the entry into the Register of Scientists with the same or a higher scientific title. The scientific organization may prescribe additional requirements for election to scientific employment positions by its statute.

A contract of continuous employment will be concluded with the persons elected to the scientific employment positions, with the obligation of re-election or promotion every five years. The persons elected to scientific and associate employment positions who work on a project of limited duration, may sign a fixed-term employment contract for the period of the work on the project or its part for which the person has been engaged. The obligation of conducting the re-election procedure ceases after the employee has been elected.

Some of the vacancies for research positions are published on the EURAXESS Jobs portal: [http://ec.europa.eu/euraxess](http://ec.europa.eu/euraxess) >Jobs (in English/French/German/Italian/Spanish)

All job vacancies published in the Official Gazette are also available on the Croatian EURAXESS portal: [http://www.euraxess.hr/](http://www.euraxess.hr/) > Job vacancies (in English)
In line with the provisions of the Aliens Act regulating the work of aliens in the Republic of Croatia, aliens shall be guaranteed identical rights as provided in the labour law regulations of the Republic of Croatia regarding employment and work conditions, that is, in collective agreements and arbitration rulings. The guaranteed rights shall refer to the maximum stipulated working hours and minimum rest periods, the minimum paid annual leave, the minimum wage rate, including the overtime wage rate, health conditions and safety at work, protective measures for the employment of expecting mothers, women and minor workers and ban of discrimination.

Ministry of Economy, Labour and Entrepreneurship provides information on employment policy and labour market. For more information check this website: http://www.mingorp.hr >English version

Croatian Employment Service provides information on employment trends and labour market sector shortages in Croatia. For more information check this website: http://www.hzz.hr (in English/German)
2.2.1. Work permit and Temporary stay for the purpose of work

Aliens may work in the Republic of Croatia on the basis of a work or business permit (operating license). Aliens may not start working prior to having been granted temporary stay. Temporary stay for the purpose of work can be granted to a foreigner who meets the following conditions:
- he or she has means of supporting him- or herself
- he or she has a place to live
- he or she has valid health insurance (proof of payment of health insurance)
- there are no obstacles for granting entry to the Republic of Croatia
- there is justified purpose of temporary stay
- he or she is a holder of a work or business permit or intends to reside in the Republic of Croatia for a period longer than 90 days, but for which he or she does not require a working or business permit.

The work or business permit requirement does not apply to foreigners who perform activities and implement projects in the Republic of Croatia on the basis of international agreements on professional and technical assistance, which have been concluded between the Republic of Croatia and the European Union, another state or international organization, nor to volunteers working in non-profit associations and institutions in the Republic of Croatia. Aliens who have been granted temporary stay for the purpose of scientific research may work without a work permit or an operating licence (check section 2.3. Scientific research projects).

A temporary stay permit for the purpose of work can be issued to a foreigner for the same time period for which his working or business permit was issued, but for a period of up to one year at most.

The Republic of Croatia has a quota system of work permits. The Government of the Republic of Croatia decides on the annual quota (number) of work permits in specific fields/occupations that are to be extended, as well as on those for new employment. In order to protect the national labour market in which the rate of unemployment has increased significantly, the Government has not issued a quota for new work permits in 2011, but only for the extension of the existing ones. For more updated information please visit Croatian EURAXESS portal: http://www.euraxess.hr (in English).

A request for granting a work permit for a foreigner should be submitted by the employer to the competent police directorate or station in the area of the employer’s head office. If foreigners are subject to the visa requirement they are obliged to apply for a visa prior to their entry into the Republic of Croatia at the responsible Croatian diplomatic mission/consular post.

Organisation of police administration in Croatia (police stations):
http://www.mup.hr/1265.aspx (in English)

Croatian Diplomatic Missions and Consular Offices of Croatia:
http://www.mfa.hr/MVP.asp?pcpid=1613 (in English)
**Documents needed to apply for a temporary stay permit for the purpose of work:**

1. Application form
2. Work or business permit/ Document proving that application for working or business permit has been submitted/ Agreement on voluntary work/ Document granting work on an international project or as a lecturer
3. One colour photograph (35 x 45 mm)
4. Original and copy of a valid travel document
5. Proof of accommodation arrangements *
6. Proof of means of support **
7. Proof of health insurance
8. Certificate of impunity (not older than 6 months)
9. Government stamp of 20.00 HRK

* Proof of ensured dwelling in the Republic of Croatia is: title deed, lease deed, deed of purchase, deed of donation and similar documents. In addition to these documents, the certificate of the house number allocation may be also required. Documents proving ensured dwelling must be made out to the name of the alien, an immediate family member or a family member of alien’s joint household. The family member of the alien’s joint household shall give his/her consent on dwelling in writing.

** In compliance with the Regulation on the method of calculation and amount of means of subsistence for aliens in the Republic of Croatia („Official Gazette“ No 88/09)

**Documents needed to apply for a work permit:**

Employers must enclose the following documents with the request for granting a work permit for a foreigner:

1. Employment contract or written proof of signed employment contract, or another appropriate contract
2. Job description or type of work and working conditions
3. Evidence of the foreigner’s professional qualifications and skills
4. Certificate of company, branch office, representative office, and craft, association or institution registration in the Republic of Croatia
5. Certificate of settled tax obligations and contributions
6. Statement substantiating foreigner’s employment

Request for granting a work permit to a foreigner:

All original documents must be officially translated into Croatian, and an “apostille” of all original documents and certified translations may be required. It is suggested to check with the Croatian diplomatic mission or consular post whether the need for an “apostille” exists.
2.2.2. Degree Recognition & Professional Qualification

The recognition of foreign higher education qualifications is carried out for the purposes of employment (professional recognition) or continuation of education (academic recognition) in the Republic of Croatia, and it is based on the Act on the Recognition of Foreign Educational Qualifications (Official Gazette, No. 158/03, 198/03, 138/06 and 45/11). The Agency for Science and Higher Education within is in charge of the Croatian ENIC/NARIC Office, which conducts the professional recognition procedure. The Office is part of the European Network of National Information Centres on recognition and mobility.

The Agency for Science and Higher Education is required to make a decision on the recognition of higher education within 60 days from the submitting of the application for professional recognition.

**Croatian ENIC/NARIC Office:** [http://www.azvo.hr/en/enic/enicnaric-office](http://www.azvo.hr/en/enic/enicnaric-office) (in English)

**Professional recognition**

Guidelines for initiating the procedure of professional recognition of foreign higher education qualifications:

1. Fill out application form
   
   ([http://www.azvo.hr/images/stories/enic/OBRAZAC_ENIC.doc](http://www.azvo.hr/images/stories/enic/OBRAZAC_ENIC.doc))

2. Collect documents required for professional recognition of foreign higher education qualifications
3. Pay administrative fee
4. Submit documents
List of documents:

1. Original or certified copy of the foreign qualification
2. Certified translation of the foreign qualification into Croatian
3. Official grade transcript in original, issued by the higher education institution
4. Certified translation of the grade transcript into Croatian
5. Official curricula with course of study and short content of each subject (issued from higher institution or printed from the web site of institution) and translated into Croatian (no certified translation required)
6. Admission requirements (if the official version does not exist, write them yourself)
7. Diploma supplement in original, if available, and certified translation of Diploma supplement into Croatian
8. CV in Croatian pointing out the course of education and work experience (when applying for the recognition of Ph.D. list your published scientific papers and where they have been published)
9. Certified copies of previously acquired higher qualification(s), if any obtained
10. Certificate of citizenship (original or certified copy of “domovnica” or passport for foreigners)
11. Proof of payment of administrative fees
12. For applicants who have changed their first and/or last name)Copy of the marriage certificate or official decision of the competent authority
13. One copy of all enclosed documents including the application form, except official curricula
14. Candidates applying for the recognition of Master’s/Postgraduate study must enclose one (1) copy of their master thesis (on paper, floppy disk or CD)
15. Candidates applying for the recognition of doctoral degrees must enclose one (1) copy (paper, on floppy disk or CD) of their doctoral thesis.

The procedure consists of several steps:

1. After receiving and processing the application the Croatian ENIC/NARIC Office advises the applicant on required supplements if the application is incomplete.

2. The Croatian ENIC/NARIC Office examines the accreditation of the institution wherein a foreign higher education qualification is acquired, accreditation of the study program in question, authenticity of the foreign higher education qualification for which recognition is being requested, entitlements and possibilities that the qualification ensures in the country of issue.
3. The Agency for Science and Higher Education issues a decision on the recognition of the foreign higher education qualification.

4. The decision on professional recognition of the foreign higher education qualification is mailed to the applicant’s address specified in the application for recognition.

**Administrative fee**

Professional recognition of foreign higher education qualifications on completed undergraduate, graduate and postgraduate university and professional study program: 65 €. The fee for the issuance of the clarification of higher education qualification: 30 €.
2.3. Scientific research projects

Some of the elements of the Scientific Visa Package (EU Directive 2005/71/EC) are already implemented in the Croatian legislation and aim to facilitate the procedure of admitting foreign researchers to Croatia arriving for the purpose of scientific research. There is a distinction in the procedure for:

- long-term admission, for researchers intending to stay in Croatia for more than 90 days and
- short-term stay and work, for entry of less than 90 days.

2.3.1. Temporary stay for the purpose of scientific research
Long – term stay (more than 90 days)

a) Stage 1 - Approval of scientific visit

The employer (host institution, legal person registered for scientific activity) must write a request for the Approval of a scientific visit (Odobrenje za ugošćivanje znanstvenika) and send it to the Ministry of Science, Education and Sports (MSES).

Application form: https://eobrasci.mzos.hr/Login.aspx?ReturnUrl=%2fDefault.aspx


The MSES will issue the approval for research projects that last longer than 5 months. In some cases it is possible to issue an approval for a shorter period.

b) Stage 2 – Hosting agreement

After the MSES issues the approval for the scientific visit, the employer and the scientist should sign a hosting agreement. The hosting agreement is an agreement issued by a public or private research organisation to undertake a research project. The research organisation can only sign a hosting agreement with a researcher if there are funds available for the research and they are satisfied with the researcher’s scientific skills. In addition, the researcher must have sufficient financial means and health insurance. Only a research organisation approved by the MSES can sign a hosting agreement.
c) Stage 3 - Residence permit

An application for a first-time temporary stay permit for the purpose of scientific research can be submitted to a police directorate or police station or to the diplomatic mission or consular post of the Republic of Croatia. If the foreigner is subject to the visa requirement, the application for a first-time temporary stay permit must be submitted to the diplomatic mission or consular post of the Republic of Croatia.

Organisation of police administration in Croatia (police stations):
http://www.mup.hr/1265.aspx

Croatian Diplomatic Missions and Consular Offices of Croatia:
http://www.mfa.hr/MVP.asp?pcpid=1613

The temporary stay permit for the purpose of scientific research is valid up to one year. Foreign researchers who have been granted temporary stay for the purpose of scientific research may work without a work permit or an operating licence. Foreign researchers may not start working prior to having obtained a first-time temporary stay permit.

Documents needed to apply for a first temporary stay permit for the purpose of scientific research:

1. Application form
   http://www.mup.hr/UserDocsImages/obr1A.pdf
2. Hosting agreement - original and photocopy
3. One colour photograph (35 x 45 mm)
4. Original and copy of a valid travel document
5. Proof of accommodation arrangements*
6. Proof of means of support **
7. Clearance certificate issued by the state of the alien’s nationality, or by the state in which he/she has permanent residence, dated not more than 6 months prior to its issuance
8. Consular fees in compliance with the Tariff No 78a of the Administrative Fees Act, if the application has been filed at a diplomatic mission or a consular post of the Republic of Croatia
9. Government stamp of 20.00 HRK if the application has been filed in the Republic of Croatia

*Proof of accommodation is inferred from the document granting habitation for the foreigner on scientific research issued by the employer or University. Foreign researchers are obliged to provide proof of their accommodation arrangements (rental/purchase contract) within one month from entry into the Republic of Croatia to the competent authority.
** Hosting agreement, employment contract or other contract which shows the amount of future salary, or a confirmation by the employer about the salary which the foreigner shall receive.

All original documents must be officially translated into Croatian, and an “apostille” of all original documents and certified translations may be required. It is suggested to check with the Croatian diplomatic mission or consular post whether the need for an “apostille” exists.

Upon the completion of the procedure, the respective police administration or a police station shall inform the respective diplomatic mission or the consular post on the completion of the procedure. The respective diplomatic mission or the consular post shall then inform the concerned party of the decision on the application. If the application has been positively decided, the alien concerned shall be issued a temporary stay permit in a form of a sticker in his/her travel document. Where the application has been submitted at a police administration or a police station, the alien concerned shall pay the amount of 500.00 HRK and 27.76 for the mentioned sticker. This shall be paid by means of 2 separate payment slips to a drawing account communicated at a competent police administration or a police station.

Process duration: It is suggested to start all the above mentioned procedures six months prior to arrival in the Republic of Croatia.

d) Extending temporary stay

An application to extend temporary stay should be submitted to the police directorate or police station at the latest 30 days before the expiration of the current temporary stay permit.

Documents needed to extend the temporary stay permit for the purpose of scientific research:

1. Application form


2. Hosting agreement

3. One colour photograph (35 x 45 mm)

4. Copy of a valid foreign travel document

5. Proof of accommodation arrangements

6. Proof of means of support
2.3.2. Short-term stay and work without work permit (up to 90 days)

Undertaking a short research project: special provisions for some categories of foreign researchers

The following categories of researchers may work without work or business permit:

1. university professors, native speakers of foreign languages, foreign-language instructors and other lecturers invited to teach by Croatian universities, scientists participating in scientific and professional training, scientists – representatives of international organisations, as well as scientists who will participate in scientific and research projects of importance to the Republic of Croatia,

2. administrative staff, experts, teachers and lecturers from foreign cultural, educational and scientific institutions, performing their work in the Republic of Croatia as part of cultural and educational co-operation programmes, as well as administrative staff, experts, teachers and lecturers of foreign cultural, educational and scientific institutions which have their branches in the Republic of Croatia, if they are coming from their mother institutions,

3. members of international missions doing scientific research in the Republic of Croatia approved by the Government of the Republic of Croatia.

The aforementioned categories of foreigners who plan to work shorter than 90 days or legal or natural persons, who will use their services, must obtain a certificate of the approval for work without work permit issued by the competent police administration or police station. In order to obtain approval on work registration without a work permit or operating licence, a foreigner or host institution (authorized), needs to submit to the police directorate or police station, according to the location in which the business activity is performed, a request, and the following documents:

1. Formal letter issued by the host institution
2. Contract, hosting agreement or other appropriate certificate proving the status of one of the above mentioned categories of foreigners
3. Original and copy of a valid travel document
4. Registration papers of the host institution
5. Authorization signed by the foreign researcher authorizing the host institution to conduct the registration procedure in the name of the researcher

The aforementioned categories of foreigners who plan to stay longer than 90 days are obliged to regulate their temporary stay for the purpose of employment without work or business permit. For more information please refer to the section 2.2.1. Temporary stay for the purpose of work.

If foreigners are subject to the visa requirement they should apply for a visa prior to their entry into the Republic of Croatia, at a Croatian diplomatic mission/consular post. They may not start working prior to having obtained approval on work registration without a work permit or operating license from the local police.
A Foreign Researcher’s guide to Croatia

directorate or station, according to the location in which the business activity is performed.

Updated information can be found on the Croatian Researchers’ Mobility Portal: http://www.euraxess.hr (in English)
Ministry of Interior, County Police, Administration contacts: http://www.mup.hr/1265.aspx (in English)
2.4. Study in Croatia

2.4.1. Postgraduate university studies

Whether you are only exploring study opportunities in Croatia or have already been accepted to a degree or exchange programme at a Croatian higher education institution, the following web pages will provide you with a general outline and some practical information about what you need to do before and after your arrival:

Study in Croatia: [http://www.studyincroatia.hr](http://www.studyincroatia.hr) (in English)

The Croatian higher education system has a long educational tradition maintained primarily through the work of its public universities, which are: J.J. Strossmayer University of Osijek, Juraj Dobrila University of Pula, University of Dubrovnik, University of Rijeka, University of Split, University of Zadar and University of Zagreb. A list of postgraduate (doctoral and specialist) university study programmes is available at the following website: [http://www.studyincroatia.hr/](http://www.studyincroatia.hr/) > Studying in Croatia > Institutions and study programmes > Level and Subject

International Student guide of the University of Zagreb: [http://international.unizg.hr/international_students](http://international.unizg.hr/international_students) (in English)
2.4.2. Temporary stay for the purpose of studies

Foreign nationals intending to study in Croatia must regulate their temporary stay for the purpose of studying if their stay in Croatia is longer than 90 days. International students are not allowed to attend classes at a university until they have procured a residence permit.

International students can submit a residence permit application in one of two ways:

- to the diplomatic mission or consulate of the Republic of Croatia in the foreign national’s home country
- to the appropriate police department or police station immediately upon entering Croatia if they submit proof of taking part in an exchange programme approved by the Ministry of Science, Education and Sports in Croatia (Erasmus, Erasmus Mundus, CEEPUS, bilateral exchange, etc.). For more information about this document, the student should contact International Relations Office of the host university.

If foreigners are subject to the visa requirement they are obliged to apply for a visa prior to their entry into the Republic of Croatia, at the responsible Croatian diplomatic mission/consular post.

Students submitting an application to the diplomatic mission or consulate of the Republic of Croatia in their home country should do so prior to their scheduled arrival to Croatia. The usual procedure can take three months or longer. There is also a fast-track option for handling the application and students can request this at the diplomatic mission or consulate, in which case they pay a higher fee. Students submitting the application to the appropriate police department or police station in Croatia should do so immediately upon entering Croatia.

The temporary stay permit for the purpose of studies is valid up to one year, that is, until the end of the academic year.

Documents needed to apply for a temporary stay permit for the purpose of studies:

1. Application form;

http://www.mup.hr/UserDocsImages/obr1A.pdf

2. Proof of admittance to a higher education institution in Croatia written in the Croatian language

3. One colour photograph (35 x 45 mm)

4. Original and copy of a valid travel document

5. Proof of accommodation arrangements *

6. Proof of means of support **

7. Certificate of impunity (not older than 6 months)

8. Proof of health insurance ***
*E.g. written proof of secured accommodation in the student dormitory or an apartment lease and proof of the landlord's apartment ownership for students in private accommodation
** Proof of finances: a scholarship or proof of having access to finances in the amount of at least 1,000 Kuna per month during 12 months. The proof of receiving a scholarship is issued by the legal entity granting the scholarship while the proof of finances is issued by a bank in the form of a bank statement
*** Proof of health insurance (bilingual document) coming from a home country that has a bilateral agreement on social and health security with Croatia. Nationals of countries that do not have the aforementioned agreement with Croatia have to report to the Croatian Institute for Health Insurance (HZZO - Hrvatski zavod za zdravstveno osiguranje) to establish their right to health insurance under Croatian health insurance regulations. For more information, see the Health care, section 2.7.2.

All original documents must be officially translated into Croatian, and an “apostille” of all original documents and certified translations may be required. It is suggested to check with the Croatian diplomatic mission or consular post whether the need for an “apostille” exists.

** Application fee

The application fee for the first temporary residence permit for the purpose of studying is 520 Kuna (approximately 70 EUR). International students receiving a grant from the Croatian Ministry of Science, Education and Sports are exempted from this fee.

Croatian Diplomatic Missions and Consular Offices of Croatia:
http://www.mfa.hr/MVP.asp?pcpid=1613 (in English)

Study in Croatia: http://www.studyincroatia.hr >Living in Croatia >Student residence permit

Upon arrival you need to register at a police station. If you have received a room in one of the student dormitories, the Student centre (Studentski centar) will do this for you.
2.4.3. Academic recognition of foreign qualifications and degrees

Prospective students who wish to apply for postgraduate study programmes and have a foreign higher education qualification or degree, will need to undergo the process of academic recognition for the purpose of continuation of education in Croatia. All higher education institutions that accept international students usually have an International Cooperation Office and prospective students should contact that office well before applying in order to obtain relevant information on which educational qualifications need to be recognised in order to apply for the study programme in question.

Students who apply for exchange programmes usually do not need to have their previous educational qualifications recognised. Agreements between higher education partner institutions and the application procedures for an exchange programme normally prescribe the precise admissions requirements for exchange students.

For all other information about applying for the recognition of foreign higher education qualifications and degrees, please contact Croatian ENIC NARIC Office through the following link: http://www.azvo.hr > English > National ENIC/NARIC office.

List of offices in charge of academic recognition at Croatian universities:
http://www.studyincroatia.hr > Studying in Croatia > Foreign qualifications and degrees > Academic recognition.

2.4.4. Student work

The following categories of foreign students may work without work or business permit:

- foreigners having the status of regular pupils or students in the Republic of Croatia, provided that they get work through the mediation of authorised agents, without getting employed,
- foreigners granted temporary stay for the purpose of scientific research.
2.5. Temporary stay for the purpose of family reunification

Temporary stay for the purpose of family reunification may be granted to a foreigner who is a member of the nuclear family of a foreigner who has already been granted a temporary stay permit for the purpose of scientific research. This is further possible for family members of Croatian citizens, foreigners on permanent stay, foreigners who have been on a temporary stay for two years, with an extension for another year in force, and foreigners who have been granted asylum.

In the event of a polygamous marriage, the family reunification in the territory of the Republic of Croatia shall be permitted to only one spouse.

Members of the nuclear family are:

1. Spouses
2. Persons living in a common law marriage in accordance with Croatian legislation (According to the Croatian Family act the effects of cohabitation shall be applied to a relationship between an unmarried woman and unmarried man which lasts at least three years or less, under the condition that a child has been born during the period of cohabitation)
3. Underage children who have not formed families of their own, and who were born of the marriage or of the common law marriage or who were adopted
4. Parents or adopted parents of underage children

Documents needed to apply for a first temporary stay permit for the purpose of family reunification:

1. Application form
2. Proof of the Croatian nationality or granted stay of a spouse or an immediate family member
3. One colour photograph (35 x 45 mm)
4. Original and copy of a valid travel document
5. Proof of accommodation arrangements
6. Proof of health insurance
7. Proof of means of support
8. Certificate of impunity (not older than 6 months)
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9. Supporting documents are to be included optionally, depending on what the applicant seeks to prove:

- for proving a marriage – a marriage certificate
- for proving a common law marriage – marriage certificates and a statement from both common law spouses, as well as other proof of the existence of the common law marriage
- for proving a child-parent relationship – a birth certificate or a decision of a competent authority on child adoption
- for proving other kinships and serious personal or humanitarian grounds for the family reunification – all relevant documents from which any kinships and serious personal or humanitarian reasons can incontestably be entailed.

All original documents must be officially translated into Croatian, and an “apostille” of all original documents and certified translations may be required. It is suggested to check with the Croatian diplomatic mission or consular post whether the need for an “apostille” exists.

A temporary stay permit for the purpose of family reunification can be issued for a period of up to one year or until the expiration of the temporary stay permit of the foreigner with whom reunification is sought.

An application for a first-time temporary stay permit must be submitted to the diplomatic mission or consular post of the Republic of Croatia. Croatian Diplomatic Missions and Consular Offices of Croatia: http://www.mfa.hr/MVP.asp?pcpid=1613 (in English).

Applying for a work permit

Only foreigners who have been granted temporary stay for the purpose of family reunification with a Croatian national or a foreigner on permanent stay may work without a work permit or an operating licence. Please find more information about the permanent stay in the section 2.1.3. Permanent stay.

A foreigner who has been granted temporary stay for the purpose of family reunification with a foreign researcher (on temporary stay for the purpose of scientific research) may work in the Republic of Croatia only on the basis of a work permit or operating license and may not start working prior to having been granted temporary stay. Please find more information about the temporary stay for the purpose of scientific research in the section 2.3.1. Temporary stay for the purpose of scientific research, Long-term stay (more than 90 days).

Autonomous stay is a type of temporary stay which shall be granted to foreigners who have been granted temporary stay for the purpose of family reunification for an uninterrupted four-year period at least, provided that they meet the conditions for granting temporary stay in the Republic of Croatia.
2.6. Registration and employment procedures upon arrival to Croatia

2.6.1. Reporting to the authorities upon arrival

Foreigners on a short-term stay in the Republic of Croatia (less than 90 days) are obliged to report their residence/stay within 48 hours since entering into the Republic of Croatia. Registration, as well as cancellation of residence/stay or change of address of dwelling may be carried out in a competent police administration or police station. Legal and natural persons providing accommodation services to foreigners (hotels, motels etc.), may register the foreigners also through a tourist community office or electronically, by internet.

Foreigners temporarily staying in the Republic of Croatia (longer than 90 days) are obliged to report their residence/stay, home address and any change in their temporary residence/stay and home address to the nearest Police Directorate within three days from their entry into the Republic of Croatia and from the day of changing their home address, respectively.

Foreigners with a permanent stay in the Republic of Croatia are obliged to report their residence/stay and home address and any change in their residence/stay and home address to the competent authority within eight days from the day of changing their residence/stay and home address.
Procedures and documents

a) Registration/cancellation of residence/stay

An application for registration/cancellation of residence/stay * for foreigners must be submitted at the competent police administration/police station (PU/PP) according to the place in which a foreigner wishes to register their residence/stay, or according to the place of registered residence/stay in case of cancellation.

* Residence refers to a place in which a foreigner granted permanent stay has settled with the purpose of living there, whereas stay refers to a place in which a foreigner granted short-term and temporary stay is staying.

Documents required for the registration/cancellation of a foreigner’s residence/stay:

1. Filled in application form: [http://www.mup.hr/UserDocsImages/dokumenti/stranci/Obrazac%208a_original.pdf](http://www.mup.hr/UserDocsImages/dokumenti/stranci/Obrazac%208a_original.pdf)

2. One of the following documents: a foreign travel document, an alien travel document, an alien identity card, certificate on temporary retaining or seizure of a travel document, certificate on reporting a travel document as missing.

3. Proof of identity, if an applicant is entering information into the Form on the basis of data from the Certificate of temporary retaining or seizure of travel documents or the Certificate of reporting a travel document as missing.

4. Proof supporting facts on which parties base their application for the registration of residence/stay:
   - title deed
   - lease deed
   - deed of purchase
   - deed of donation and similar.

In addition to the above mentioned documents, a certificate on house number allocation may also be required.

b) Changing the address of dwelling

An application for changing the address of dwelling* for foreigners shall be submitted at the competent police administration/police station (PU/PP) according to the place in which foreigners have registered their residence/stay.

* Change of dwelling address refers only to the change of the dwelling address within the up-to-then place of residence/stay. If the registration refers to a new address in another locality, different from the up-to-then place of residence/stay, then this is a case of change of residence/stay.

For the list of documents required for the list above 2.6.1. a) Registration/cancellation of residence/stay.

Ministry of Interior— list of police stations: [http://www.mup.hr/1265.aspx](http://www.mup.hr/1265.aspx) (in English)
2.6.2. Alien’s identity cards issuing procedure

1st step: Payment at a Post Office/FINA/Bank

Payment of the amount of 123.00 HRK shall be done at the counter of a post office/FINA/bank. The amount paid for the mentioned document may be paid exclusively by means of a money order obtained at a police administration, or police station since these money orders contain a serial reference number different for each person.

2nd step: Applying for the issuance

An alien should apply for the issuance of an alien’s identity card at the closest police administration/police station (PU/PP) in the vicinity of which he/she resides or stays in the Republic of Croatia. An applicant submits in person the following documents at the aliens application desk:

1) Completed alien’s identity card form: [Link](http://www.mup.hr/UserDocsImages/obr4a.pdf)
2) Expired alien’s identity card (expect in cases when applying for the alien’s identity card for the first time)
3) 2 colour photographs, 35 x 45 mm
4) Proof of 123.00 HRK money order paid to the Ministry of the Interior account
5) Administrative fee paid by means of government stamps amounting to 120.00 HRK (20.00 by means of government stamps and 100.00 HRK by means of money order)
6) Valid travel document, or some other identity document should be presented for inspection

The competent officer issues to the applicant a certificate confirming the receipt of the alien’s identity card application. This certificate is valid for 30 days since the day of submitting the application. The alien should be able to return it to the competent authority at the moment of receiving a new alien’s identity card.

3rd step: Collecting the identity card

The applicant must collect his/her alien’s identity card in person at a police administration or a police station at which the application was submitted. Upon receipt of the alien’s identity card, the alien needs to return the certificate confirming the receipt of the alien’s identity card application. The police administration or the police station shall issue to the alien his/her alien’s identity card within 30 days from the day on which application was submitted.

Ministry of Interior– list of police stations: [Link](http://www.mup.hr/1265.aspx) (in English)
2.6.3. Opening a bank account

There are no restrictions on foreigners to open a bank account in Croatia. An account can only be opened by visiting a bank in person. The following documents are needed to open a bank account:

1) Passport or identification card for foreigners issued by the Croatian authorities
2) Residence permit, issued by the Croatian Ministry of Internal Affairs
3) OIB number

There are usually no charges for opening a current account, but there are charges for running accounts and these vary depending on the bank. Some banks also charge a fee for closing an account.

When opening a current account in Croatia, researchers will receive a bank card (it usually takes seven days) and a PIN number which will allow the account holder to withdraw cash from almost every cash point in the country. The card also enables the holder to check the account balance and pay bills (if paying bills in branch offices of other banks or post offices, a small fee is charged). Some banks also offer electronic services which allow users to manage their bank affairs via the Internet.

For a list of licensed banks in Croatia, please consult the database of the Croatian National Bank (HNB): [http://www.hnb.hr/supervizija/esupervizija.htm](http://www.hnb.hr/supervizija/esupervizija.htm) (in English).

Money transfer

An extra commission fee is charged for every money transfer to and from abroad. The commission depends on the destination and the amount being transferred.

There are no restrictions on the amount of foreign currency that can be brought in and out of the country.

Bank hours are usually Monday – Friday, 8am - 7pm, while some banks open on Saturday mornings.
2.6.4. Getting an OIB identity number

OIB is a personal identity number, called “osobni identifikacijski broj” in Croatian. This new form of identity number was introduced on 1 January 2009. The OIB is needed for all dealings with any kind of officialdom, such as paying taxes and household bills, opening and accessing a bank account, or registering a vehicle.

Foreigners temporarily staying in the Republic of Croatia will get the OIB in the procedure of registering the residence/stay in the police station (More information about this procedure is written in section 2.6.1. Reporting to the authorities upon arrival).

In all other cases the OIB is issued by the Tax Department of the Ministry of Finance, which has offices all round Croatia. For example, foreigners who hold a bank account have to apply for their OIB to be issued. This is a straightforward procedure which costs nothing. The application can be submitted in person, together with the original supporting documents or by some other authorized person (employer, host institution etc.). The OIB can be issued immediately.

List of documents:

1) Request for an OIB to be issued and delivered (the application form is in Croatian, and is available on this web site: http://www.oib.hr/downloads/zahtjev-OIB.pdf )*  
2) Authorization signed by the foreigner (if the request is not submitted in person) – in Croatian  
3) Copy of the valid travel document, or some other identity document (original may be asked for inspection)

*The form is divided into three parts: as an individual, please fill in part 1 and 3.

The OIB document is composed of two parts: a slip containing the number, which you should detach and keep in your wallet or in a safe place, as it is the official proof of your OIB. The upper part contains a system code and explanatory statements.

From 1 January 2010 the OIB is also considered as a tax number.
2.6.5. The tax card

Based on the data from the tax card, a non-taxable portion of income is established – the personal allowance of each employee.

The tax card also serves as a chronological record of monthly income based on employment and taxes and surtaxes paid for each employee during the accounting year.

Guidelines for issuing of a tax card

A foreigner should apply for a “tax card”. The following documents need to be submitted to the tax authorities in order to obtain a tax card:

1) Application form (available in Tax administration offices)
2) Copy of work permit/residence permit
3) OIB number
2.6.6. Health and pension insurance registration procedures

During their stay in Croatia, all foreigners with temporary residence must have health insurance. Regulated health insurance is the prerequisite for being granted temporary residence (except for the foreigners on temporary stay for the purpose of scientific research – they must have the provision of health insurance stipulated in the hosting agreement; for more information check the section 2.3.1. Temporary stay for the purpose of scientific research).

Foreign citizens are advised before coming to the Republic of Croatia to check with the health insurance authority in their country of origin whether there exists an agreement on health insurance between the Republic of Croatia and their country of origin. In case such an agreement does exist, their local health insurance authority must issue a document on the basis of which the foreigner will be entitled to medical protection while in Croatia. In case such a document does not exist, foreign citizens may procure a health insurance policy from the Croatian Institute for Health Insurance (HZZO) in the following way:

• upon arrival they need to register at the police administration/station, where they will be issued a registered number;

• on the basis of this number the HZZO office will register the person on temporary evidence and issue relevant confirmation, which entitles the foreigner and binds the HZZO to medical insurance after residence status regulation;

• with this temporary confirmation from the HZZO, the foreign citizen needs to return to the police administration/station, where their temporary residence will be approved and a permit issued;

• after bringing a copy of the residence confirmation to the HZZO, the foreign citizen will be fully insured;

• necessary documents: a copy of the first page of the passport, a copy of the passport page with visa, a copy of the residence confirmation.

An employment contract is needed in order to register a foreign researcher as an employee with the Croatian Institute for Health Insurance (HZZO). Researchers on temporary stay for the purpose of scientific research that do not have an employment contract must register with the HZZO upon arrival to Croatia by presenting their passport and residence permit.

The application process for foreigners in the Croatian Pension Insurance Institute and the Croatian Institute for Health Insurance are the same as the application procedures for workers who are Croatian citizens. Foreigners who establish regular working relationship with the Croatian employers pay contributions for compulsory pension insurance in the same way as workers who are Croatian citizens.
2.7. Living in Croatia

2.7.1. Social security system

Every researcher with a permanent or temporary residence must be affiliated to the Croatian social security system. The social security system is organized and implemented at the national level by state bodies/public institutions.

There are three main insurance-based schemes:

Pension insurance – covers risks of old age, invalidity, employment injury and occupational disease, and death.

Health insurance – covers the risk of temporary incapacity for work due to sickness or maternity and health care.

Unemployment insurance – covers the risk of unemployment and also promotes employment and the rehabilitation process of unemployed persons disabled at work.

The main principles of these social security branches are that these are public, general and compulsory. They cover the insured persons and are based on contributions paid by employees, employers, self-employed persons, and are partly financed by the State budget. They are based upon solidarity of members, except for the second pillar of funded pension insurance.

There is no special insurance for work injuries and occupational diseases. They are regulated under general programmes for pension and disability insurance and under general health insurance and medical care programmes.

Ministry of Health and Social Care: [http://www.mzss.hr](http://www.mzss.hr) (in Croatian)

Croatian Pension Insurance Institute: [http://www.mirovinsko.hr](http://www.mirovinsko.hr) (in Croatian)

Croatian Employment Service: [http://www.hzz.hr](http://www.hzz.hr) >English/German

Croatian Institute for Health Insurance: [http://www.hzzo-net.hr](http://www.hzzo-net.hr) (in Croatian)

Central Register of Insured Persons (REGOS): [http://www.regos.hr](http://www.regos.hr) >English
2.7.2. Health care

2.7.2.1 Health care scheme

Health care insurance in Croatia includes basic, additional and private health care insurance. **Basic health care insurance** is mandatory and consists of the right to health care and the right to financial benefits. The right to various financial benefits includes compensation of salary during sick leave (including maternity leave) and transport costs incurred when using the health services. **Additional and private health care insurances** are voluntary insurances with the beneficiary contributing a monthly insurance premium.

2.7.2.2. Health care for foreigners

Health care for foreigners in the Republic of Croatia should be provided under the same conditions as for Croatian citizens. However, for now it mostly depends on each case individually. The important fact to note is whether the country of origin has or has not signed the Agreement on Social Security with the Republic of Croatia.

a) Citizens of countries that have health care agreements with Croatia

Croatia regulates the issue of health care for foreign nationals during their stay in Croatia through agreements on social security signed with the following countries: Austria, Belgium, Bosnia and Herzegovina, the Czech Republic, France, Germany, Hungary, Italy, Luxembourg, Macedonia, Montenegro, the Netherlands, Poland, Romania, Serbia, Slovakia, Slovenia and the United Kingdom.

Researchers from the aforementioned countries are recommended to contact their public health insurance provider before arriving to Croatia in order to obtain the document which enables them to receive health care in Croatia. Health care is provided to foreign nationals in the same way and under the same conditions as Croatian insurance holders: within the network of physicians and health care institutions of the Croatian Institute for Health Insurance (HZZO - Hrvatski zavod za zdravstveno osiguranje). International researchers have to cover only the participation fees, if these are prescribed by Croatian laws.

In order to get an unhampered access to healthcare services, foreign citizens are advised upon their arrival to replace the certificate of healthcare entitlements with the patient’s certificate (in Croatian: bolesnički list) at the Croatian Institute for Health Insurance Regional Office or Branch. On presentation of the patient’s certificate a person may obtain healthcare services from any doctor or health institution who has a contract with the Croatian Institute for Health Insurance within the scope established by bilateral agreement, but are required to pay copayment if that is foreseen for Croatian insurees. Exceptionally, it is possible to use health care services under the basis of a certificate issued by an insurance carrier from abroad which in that case
is to be handed to the doctor or will be replaced by the patient’s certificate during medical treatment. If a person does not have a certificate of entitlement to health care services, the health institution should, through its competent regional office, request a subsequent issue of the certificate. If the certificate of entitlement to health care services in the Republic of Croatia has not been obtained until the completion of the medical treatment, the health institution may charge the patient for the costs, and also apply the prices which differ from the prices used for medical treatment of persons insured in Croatia.

Slovenian, Czech, Hungarian and German insurees may use health care services upon presentation of the European Health Insurance Card (EHIC) and upon submission of a printout (copy) of the card, respectively Certificate provisionally replacing the European Health Insurance Card, directly to the doctor or institution where they receive health care services for the first time. If they don’t have the above mentioned printout (copy) or Certificate, accompanied by the presentation of the card, the person is also required to write the statement that stays with the doctor where the service has been provided. For each further use of health care services of another doctor or health institution the patient has to present the European Health Insurance Card and she/he has to fill out herself/himself the data in the statement that remains at the doctor’s office.

b) Citizens of countries that don’t have health care agreements with Croatia

If there is no such Agreement, or the foreigner is not insured in his home country, then they bear their own health care expenses in Croatia (unless they have health insurance on some other grounds).

The Croatian Health Insurance Institute establishes the minimum amount and rate of contributions. The monthly health insurance cost is approximately 400 Kuna per month (approximately 55 EUR), for which the appropriate Tax Department of the Ministry of Finances sends money orders to the foreigners’ registered address in Croatia.

Foreigners on temporary stay are obliged to have health care for members of their families (spouses and children) who reside in the Republic of Croatia with them and bear health care expenses for them themselves.

Health insurance is also an obligatory condition to the approval of temporary residence in the Republic of Croatia (except for foreigners who are residing in Croatia for the purposes of scientific research).

For more information about the registration procedure, please read: 2.6.6. Health and pension insurance registration procedures.

What you should know about the usage of health care services during temporary stay in the Republic of Croatia: [http://www.hzzo-net.hr/03_03_05_eng.php](http://www.hzzo-net.hr/03_03_05_eng.php) (in English)

The Act on Health Care for Foreigners: [http://www.unhcr.org/refworld/type,LEGISLATION,,HRV,3fbe2b9c2,0.html](http://www.unhcr.org/refworld/type,LEGISLATION,,HRV,3fbe2b9c2,0.html) (in English)

Ministry of Health and Social Care: [http://www.mzss.hr](http://www.mzss.hr) (in Croatian)
2.7.3. Pension insurance

2.7.3.1. Pension scheme

An insured person is entitled to old-age pension upon reaching 65 years of age and having completed 15 years of qualifying periods. An exception to this rule is that during the transitional period from 1 November 2010 until 31 December 2029 women who have completed 15 years of qualifying periods are entitled to old-age pension subject to special provisions.

Insured persons who are 60 years of age and have completed 35 years of qualifying periods can be awarded anticipatory pension. An exception to this rule is that during the transitional period from 1 November 2010 until 31 December 2029 women can be granted anticipatory pension subject to the special provisions.

Depending on the degree of reduction of the work ability, the insured person is entitled to invalidity pension due to general incapacity for work or occupational incapacity for work.

Entitlement to survivors’ pension is granted to a widow i.e. widower, an extramarital partner who has lived with the insured person in the same household for at least three years prior to his death, a divorced spouse who is entitled to alimony, children (marital, extramarital, adopted, step-children who were supported by the insured person) and parents who were supported by the insured person.

Overview of pension qualifying conditions in Croatia (in English): www.mirovinsko.hr/UserDocsImages/publikacije/brosure/Pregleduvjetaengleski.pdf
2.7.3.2. Foreign researchers and contributions for pension insurance

The application process for foreigners in the Croatian Pension Insurance Institute is the same as the application procedure for workers who are Croatian citizens. Foreigners who establish regular working relationship with the Croatian employers pay contributions for compulsory insurance in the same way as workers who are Croatian citizens.

The pension system in Croatia is reformed into the mixed-public/private system which is based on the three pillars scheme.

1st Pillar: Pay as you go (PAYGO) system financed by contributions and state budget revenues.

The first pillar mandatory pension fund is the responsibility of the Croatian Institute for Pension Insurance. All employees are obliged to pay 15% of their total monthly income into the fund. The protection of the beneficiaries is provided in the form of minimum pension (guaranteed right), and restriction in the form of maximum pension. The acquisition of all first pillar pensions depends, in addition to age conditions, on the length of qualifying (mostly insurance) periods completed.

2nd Pillar: Compulsory pension insurance based on individual capitalized savings.

The second pillar is mandatory for persons who were under the age of 40 in 2002 and is additional to the first pillar. Persons who were aged between 40 and 50 in 2002 were able to opt out. Those who did, as well as people older than 50 in 2002 remained insured only under the first pillar, but their contribution equals 20% of gross salary, thus insuring equality. For those insured under both pillars, the extra 5% of total contribution (additional to 15% paid under the first pillar) is directed to the second pillar funds (a private pension fund).

3rd Pillar: Voluntary pension insurance based on individual capitalized savings.

Open to all citizens since March 2002. Every person residing in Croatia can be insured under the 3rd pillar. There are few Voluntary Funds in Croatia, because the development of the capital market is rather slow.
Working in Croatia

2.7.3.3. Recognition of pension rights

If the country where the researcher lives and works has signed the Agreement on social security with Croatia, under certain conditions their benefits in the Croatian pension insurance can be transferred and added to the rights they realize by paying contributions to their state. If they have dependent family members, that status must be proven. Problems can arise when family members do not have a residence permit.

Bilateral international agreements on social security

In order to establish their right to pension, the time spent in another country is aggregated for the benefit of the foreign researcher. Croatian Social funds cooperate with other countries on the principle of reciprocity. A foreign researcher will keep their pension rights during mobility to Croatia, and the period during which they worked in Croatia, if not otherwise stipulated by the Agreement on Social Security between

The Republic of Croatia co-ordinates the social security system with 24 countries in total: Austria, Germany, Slovenia, Slovakia, Czech Republic, the Netherlands, Luxemburg, Italy, Belgium, Hungary, France, Poland, UK, Denmark, Sweden, Macedonia, Switzerland, Canada, Bosnia and Herzegovina, Serbia, Montenegro, Australia, Norway, Bulgaria.

Croatia and their home country.

An Agreement has been signed and published but is not yet in force with Turkey. The negotiations on bilateral agreements are under way with Argentina, Romania, New Zealand and Chile. Finally agreed, but not yet signed, are the texts of agreements with France and the UK. Croatia is currently negotiating bilateral Agreements with France, Poland, UK, Sweden and Norway; however, until their completion, the Agreements those countries signed with the former Socialist Federal Republic of Yugoslavia are still in force by rule of succession.

The list of international agreements between Croatia and other countries can be found at: http://www.mirovinsko.hr/default.asp?ID=4 (in Croatian only)
2.7.4. Taxation

2.7.4.1. Tax system

The Croatian tax system is very much compatible with those of EU member countries, and is based around a set of direct and indirect taxes. Croatia has taken over the obligations of executing international contracts and agreements signed by ex-Yugoslavia, and has also signed many bilateral double taxation conversions.

Foreigners enjoy tax privileges to the same extent as Croatian nationals. The tax privileges are not linked to the place of permanent residence.

The Croatian tax system includes: corporate income tax (profit tax), personal income tax, value added tax, special taxes – excise duties (on mineral oil and mineral oil products, tobacco products, alcohol, soft drinks, beer, coffee, passenger cars and other motor vehicles, vessels and aircrafts, luxury goods), tax on liability and comprehensive road vehicle insurance premiums, real estate transfer tax, games of chance tax, county and municipal/city surtaxes as local self-governing units’ revenues.

The Tax Administration is an administrative unit within the Ministry of Finance whose basic task is to implement tax regulations and regulations concerning the payment of obligatory contributions. All residents are obliged to participate in the settlement of public expenses in accordance with their economic abilities. The tax system is based on the principles of equality and equity.

Ministry of Finance, Tax Administration: http://www.porezna-uprava.hr > English
2.7.4.2. Personal income tax

A tax payer is the domestic or foreign natural person who generates income.

Income tax is paid on the following types of income: income from employment, income from self-employment, income from property and property rights, income from capital, income from insurance and other incomes.

The income tax base for a resident is the total amount of income from employment, income from self-employment, income from property and property rights, income from capital, income from insurance and other income, acquired by the resident in Croatia and abroad (the world income principle) reduced by the resident’s personal allowances.

The income tax base for a non-resident is the total amount of income from employment, income from self-employment, income from property and property rights, income from capital, income from insurance and other income, acquired by a non-resident in Croatia (the domestic income principle) reduced by the non-resident’s personal allowances.

According to Croatian laws, a resident is a natural person with a legal residence or a customary habitat in the Republic of Croatia. A non-resident is a person who has neither a legal residence nor a customary habitat in Croatia, but earns a taxable income in Croatia. A legal residence, according to tax laws, is the ownership or use (note: a lease contract applies) of a housing unit for at least 183 days continuously – actual occupation of the unit is not necessary. A customary habitat is implied when circumstances lead to the conclusion that the tax payer’s residence is not temporary. In the sphere of tax laws, this is concluded after a continuous residence of at least 183 days (short interruptions of residence, not longer than one year, are not regarded).

Personal allowance

All tax payers are entitled to a personal allowance in the amount of 1,800.00 kuna per month, while taxpayers who support a spouse, children and other family members, can, in addition to the basic personal allowance, also deduct from their taxable income the personal allowances for supported family members. Personal allowances for supported family members are expressed as factors in relation to the basic personal allowances.

Income tax rates:
- 12% (for income of: up to 3,600.00 HRK per month or 43,200.00 HRK per year)
- 25% (from 3,600.00 to 10,800.00 HRK per month or from 43,200.00 to 129,600.00 per year)
- 40% (over the total amount of 10,800.00 HRK per month or over the total amount of 129,600.00 HRK per year)

Municipalities and cities have the possibility to impose additional local income tax (local surtax) calculated by the domicile or usual residence of the taxpayer.

The Croatian Tax System - useful information: http://www.porezna-uprava.hr/en/porezi/v_poreza.asp?id=b01d1 (in English)
2.7.4.3. Fellowship taxation

Fellowships are a form of financial aid awarded to individuals for the purposes of their education, training, professional development or research. Fellowships programs can include degree-programs (bachelor’s, masters and doctoral study programs), short-term study programs, professional development programs (seminars, conferences, workshops, internships etc.), scientific research, language-learning, etc. Fellowships are awarded by a wide range of institutions, organizations and individuals from all sectors of society – public, civil, corporate and private.

On 1 July 2010, the New Income Tax Bylaw entered into force and regulates in detail the enactment of the Income Tax Act which changes the previous practice whereby fellowships exceeding the tax-exempt amount of 1,600.00 HRK or „exceptionally“ 4,000.00 HRK for excellent achievement - were treated as a second income.

The key change in the Income Tax Bylaw is that fellowships are free of income tax. Instead of the previous limit of the tax-exempt amount of scholarships which could only cover a part of the total study expenses, tax-exempt scholarships can now cover the costs of tuition, transportation, accommodation, basic health insurance abroad, food, books and other expenses. It is important to note that scholarships regulated under the Bylaw may be granted only by foundations, agencies and other institutions founded with the intention of granting scholarships, registered in the Republic of Croatia for the purpose of education or scientific research and acting pursuant to specific regulations. However, this tax-exempt is only valid if the fellow is enrolled in a regular study programme and is residing in Croatia for the purpose of studies.

In case of scientific research, the fellowship is not taxable only if the financial source is the national budget (for example, if they are financed by the Croatian Science Foundation). If the financial source is different than the national budget, the taxation is made by a rule of other income, which means that the fellowship should cover the tax contribution in fixed amount of 25% of income, pension contribution of 20% as well as 15% of health insurance contribution.
2.7.4.4. **Avoidance of double taxation**

When foreigners are employed only in Croatia then they are obliged to pay taxes in Croatia. However, when they are employed abroad and are only in Croatia to do a specific, identifiable work/service (as a non-resident) and are paid under a contract for work/services or with an author’s fee, then they should check whether an agreement on avoidance of double taxation between the two countries exists. If it does, the necessary forms need to be filled out before the completion of the work. The details should be arranged with the Croatian employer.

Among the Agreements concluded and assumed by the Republic of Croatia, the following are being applied:

The Agreements for both income and capital tax have been concluded with: Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Canada, the Czech Republic, Denmark, Finland, Germany, Greece, Hungary, Iran, Ireland, Israel, Italy, Korea, Macedonia, Moldova, Netherland, Norway, Poland, Romania, Russia, Slovakia, Slovenia, Spain, Sweden, Swiss, Ukraine, United Kingdom, Yugoslavia*.

(* a legal inheritance is assumed for the successor states Serbia and Montenegro)

The Agreements for income tax only have been concluded with: Chile, China, Estonia, France, Jordan, Latvia, Lithuania, Malaysia, Malta, Mauritius, San Marino, South Africa and Turkey.

Agreements on avoidance of double taxation: [http://www.porezna-uprava.hr/en/propisi/doubleTaxation.asp?id=b02d2](http://www.porezna-uprava.hr/en/propisi/doubleTaxation.asp?id=b02d2) (in English)

It is necessary to fill out a form of double taxation (a form can be bought in the Official Gazette) if there is an agreement on avoidance of double taxation between Croatia and the country of which the foreigner to whom fees are paid is. The form consists of 4 copies. Copy 1 - for the claimant, copy 2 – for the payer of the income, copy 3 – for the Tax Administration of the Republic of Croatia, copy 4 - for the Tax foreign tax authority. All 4 pieces should be sent to the foreigner’s country for certification. 2 pieces are sent back to Croatia, one copy for the payer of the income and one for the Tax administration of the Republic of Croatia.
2.7.4.5. Calculation examples

Calculation examples for three different types of contract (gross amount: 7,000.00 HRK, residence in Zagreb). Note the difference in the expense for the employer.

<table>
<thead>
<tr>
<th>Number</th>
<th>Type of amount</th>
<th>Payroll calculation</th>
<th>Contract for work/services/taxable fellowship calculation</th>
<th>Author’s fee calculation example</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Gross amount</td>
<td>7 000,00 HRK</td>
<td>7 000,00 HRK</td>
<td>7 000,00 HRK</td>
</tr>
<tr>
<td>2</td>
<td>Pension insurance level I</td>
<td>1 050,00 HRK (1x15%)</td>
<td>1 050,00 HRK (1x15%)</td>
<td>0,00 HRK</td>
</tr>
<tr>
<td>3</td>
<td>Pension insurance level II</td>
<td>350,00 HRK (1x5%)</td>
<td>350,00 HRK (1x5%)</td>
<td>0,00 HRK</td>
</tr>
<tr>
<td>4</td>
<td>Income</td>
<td>5 600,00 HRK (1-2-3)</td>
<td>0,00 HRK</td>
<td>0,00 HRK</td>
</tr>
<tr>
<td>5</td>
<td>Personal deduction</td>
<td>1 800,00 HRK</td>
<td>0,00 HRK</td>
<td>0,00 HRK</td>
</tr>
<tr>
<td>6</td>
<td>Tax deductible expense</td>
<td>0,00 HRK</td>
<td>0,00 HRK</td>
<td>2 100,00 HRK (1x30%)</td>
</tr>
<tr>
<td>7</td>
<td>Tax base</td>
<td>3 800,00 HRK (4-5)</td>
<td>5 600,00 HRK (1-2-3)</td>
<td>4,900.00 kn (1-6)</td>
</tr>
<tr>
<td>8</td>
<td>Tax rate</td>
<td>432,00 HRK (3600,00x12%)</td>
<td>1 400,00 HRK (25%x5600,00)</td>
<td>1,225.00 HRK (25%x4900,00)</td>
</tr>
<tr>
<td>9</td>
<td>Local surtax</td>
<td>86,76 HRK (18%x8)</td>
<td>252,00 HRK (18%x8)</td>
<td>220.50 HRK (18%x8)</td>
</tr>
<tr>
<td>10</td>
<td>Net salary</td>
<td>5 031,24 HRK (4-8-9)</td>
<td>3 948,00 HRK (7-8-9)</td>
<td>5,554.50 HRK (1-8-9)</td>
</tr>
<tr>
<td>11</td>
<td>Health contribution 15%</td>
<td>1 204,00 HRK (17.2%x1)</td>
<td>1 050,00 HRK (1x15%)</td>
<td>0,00 HRK</td>
</tr>
<tr>
<td>12</td>
<td>Total salary expense</td>
<td>8 204,00 HRK (1+11)</td>
<td>8 050,00 HRK (1+11)</td>
<td>7 000,00 HRK (1+11)</td>
</tr>
</tbody>
</table>
2.7.5. Intellectual property protection

Croatia has a modern system of intellectual property rights (IPR) that is fully harmonized with the European Union norms and standards. Croatia is a member of the European Patent Organization and a signatory of all the most important international treaties in the field. The central body responsible for granting rights and coordinating the national IPR system is the State Intellectual Property Office of the Republic of Croatia (SIPO). Bodies responsible for enforcement of IPRs are: the police, the courts, the customs and the state inspectorate. Registered patent and trademark attorneys’ are professionals or firms that may represent and assist an individual during the processes of registration and enforcement of rights before these governmental bodies.

The results of intellectual creativity may be protected through appropriate forms of intellectual property protection that may vary depending on the field of creative activities they originate from. IPR protection can be granted to industrial property or to copyright. Forms of industrial property that may be eligible for protection are: patents, trademarks, industrial designs, geographical indications and designations of origin and topographies of semiconductor products. Industrial property has to be examined and registered before the SIPO in order to be able to enjoy protection in Croatia.

Literary works (written works, oral works, computer programs), musical works, works of drama, choreographic or pantomimic works, works of visual art (paintings, sculptures, graphics), works of applied art, photographic works, cinematographic works, translations, adaptations, arrangements and other alterations of works, collections of copyrighted work, databases or other materials, as well as performances, phonograms and broadcasts are protected by copyright. Copyright protection is automatic and no official registration process is required in order to enjoy copyright protection.

More information about forms of intellectual property rights and their protection can be found on the SIPO web page at http://www.dziv.hr/en/ (in English) where in addition to general information about IPR you can search industrial property registered in Croatia, browse lists of patent and trademark attorneys, review national IP legislation translated into English or download forms necessary for registration procedures together with various information brochures.

2.7.6. Citizenship

Application for Croatian citizenship

Foreigners can acquire Croatian citizenship by naturalization upon having submitted an application for Croatian citizenship, provided they meet the prerequisites laid down by the Croatian Citizenship Act. The application is submitted at the local police administration or police station in the Republic of Croatia, or at the competent diplomatic mission or consular post of the Republic of Croatia abroad. The procedure for granting Croatian citizenship is carried out by the Ministry of the Interior.
Depending on the grounds for acquiring Croatian citizenship, other documents need to be submitted as well:
- If Croatian citizenship is acquired on grounds of the residence in the Republic of Croatia: proof of legal residence and its duration in the Republic of Croatia (alien identity card, certificate of registered residence, travel document with entered data on residence),
- If Croatian citizenship is acquired on grounds of being born in the Republic of Croatia: proof of legal residence and its duration in the Republic of Croatia (alien identity card, certificate of registered residence, travel document with entered data on residence),
- If Croatian citizenship is acquired on grounds of marriage to a Croatian national: documents proving permanent settlement status, marriage certificate not older than six months, spouse’s certificate of Croatian citizenship,
- Croatian nationals need to submit documents of older date proving their own declaration of nationality or of their parents – birth certificates, marriage certificates, student’s course and grade books, school certificates, employment record cards etc.
- Emigrants must submit documents proving their emigration from the territory of the Republic of Croatia, and descendants of emigrants should also prove their kinship to the emigrant (children, grandchildren, great grandchildren),
- A foreigner whose admission to Croatian citizenship would be of interest for the Republic of Croatia must also submit the opinion of the competent ministry on the existence of interest for the admission into Croatian citizenship.

Dual nationality is to be found in all cases of citizenship acquired by privileged naturalization. When acquiring the Croatian nationality in a privileged manner, no release from foreign nationality is required, that is, by acquiring the Croatian nationality the alien retains his/her foreign nationality.

For more information please visit: http://www.mup.hr/main.aspx?id=1266#Državljanstvo (in English)
Research in Croatia
A Foreign Researcher's guide to Croatia
3. Research in Croatia

3.1. Development of the Croatian R&D sector

The Croatian R&D system with 2,350 researchers per one million inhabitants and the total investment in research and development (R&D) of around 1% of the GDP in 2007 is one of the most developed in the region.

The integration of the Croatian research community in the ERA, fulfillment of the Lisbon goals, as well as the goals of the Europe 2020 strategy onto the Croatian S&T policy agenda are highly prioritized within Croatian research community and science policy. The increase in R&D investment in Croatia, as part of European and global research area is steered towards creating a national research market marked by a high level of mobility, competition and research excellence. These processes are strongly boosted by the accession negotiations of Croatia with the European Union and perspectives of Croatia being closely integrated within the economy and society of enlarged Europe. Accession negotiations for Chapter 25, Science and Research, were both opened and provisionally closed on the 12 June 2006, following the remark that the Croatian R&D system is largely harmonized with the system of the European Union and all important issues had already been resolved in the course of screening.
The science and higher education systems in Croatia have undergone important transformations over the course of the last ten years. Since 2000 the science system has gradually recovered and expanded due to the substantial efforts of the Croatian government to reform the science and higher education sectors according to European standards, with the main aim of strengthening its capacity to contribute to national development.

**Links:**
- Ministry of Science, Education and Sports: [http://www.mzos.hr](http://www.mzos.hr) >English
- Agency for Science and Higher Education: [http://azvo.hr](http://azvo.hr) >English
- Council for Science: [http://www.nvz.hr](http://www.nvz.hr) (in Croatian)
- Croatian Academy of Sciences and Arts: [http://www.hazu.hr](http://www.hazu.hr) >English

### 3.2. R&D Management and Structure

The Ministry of Science, Education and Sports (MSES) is the main R&I implementation body. The National Council for Science (NZV) is in charge of the development and quality of the scientific activities and the entire science system in Croatia. The Agency for Science and Higher Education (AZVO) works together with the academic community on the improvement of the quality of science and higher education. The Governmental Body for Science and Technology (GOVBOST) is the high-level sponsor for the implementation of the Science and Technology Action Plan, providing approval for all activities and Government support for implementation. The National Innovation System Council (NISC) is an expert body in charge of high-level coordination of actions towards creating and operating the NIS, operating within the MSES. Within the Ministry of Economy, Labour and Enterpreneurship (MELE) the Department for Intellectual Property, Innovation and New Technologies is in charge of industrial R&I.

MSES also provides most of the national funding of scientific and innovation activities through direct project financing with a mechanism of annual monitoring of results; through financing of junior researchers on concrete projects, with multi-year monitoring of their progress; and equipment. Further important national funding organisations are: the Croatian Science Foundation (NZZ; provides support for programmes and projects in science, higher education and technology and promotes international cooperation in higher education), the Unity through Knowledge Fund (UKF; aimed at: (i) encouraging Croatian scientists and professionals working abroad to return and work in Croatia and/or get connected with the local scientists; (ii) fostering Croatian institutions and researchers to use potentials of Croatian scientific and professional Diaspora and the Business Innovation Center of Croatia (BICRO; for developing and improving the innovation and technology systems). The Croatian Institute for Technology (HIT) provides relevant support.
3.3. R&D funding

Average expenditure on R&D between 2000-2009 is 0.916% of GDP and foreign investment in R&D in Croatia as a share of total funding is low, currently constituting 6.9%.

The Croatian Government recognized the key role of education and science in the development of a KBS (Knowledge Based Society) and has over the last ten years increased investment into the science and higher education system. Since 2000 budgets for S&T increased from €70.34 million to €136.26 million in 2007 FY. Between 2000 and 2007 budgets for S&T increased by average 9.93% (AAGR-average annual growth rate). The increase of the investment in S&T in total, almost doubled or 93% in the period 2000 to 2007. Budgets for S&T including higher education, have also been significantly increased (total amount from €243.4 mill. in 2000 to €438.1 million in 2007 or 92%).

Public and private expenditure on R&D between 2000-2009, as % of GDP

Public R&D Expenditures (53.5%)
Business R&D Expenditures (38.1%)

Source: CBS of Croatia, R&D database; Eurostat R&D database, MSES

3.4. Research organizations in Croatia

Research organisations are research institutes (public and private), universities and their components, the Croatian Academy of Sciences and Arts and other legal persons registered in the Register of Scientific Organisations.

Source: http://www.azvo.hr
>English

List of R&D organisations in Croatia: http://pregledi.mzos.hr/Ustanove_Z.aspx (in Croatian)
3.5. Human resources potential in Croatian R&D sector

With 6530 FTE researchers in 2009 the Croatian R&D system possesses a strong research potential. In the period from 2004-2009 the number of those employed in R&D grew by an 8.51% rate, with the increase in the number of researchers expressed as FTE at 1.33%. The highest growth was, however, noted in the public research sector (at an average growth rate of 8.71).

Source: CBS of Croatia, FTE=full time equivalent

The number of junior researchers is constantly increasing: in the period from 2004-2009, 1,857 junior researchers were employed, with a high 2,822 currently in support of the MSES. Additional 150 positions for junior researchers were approved in February 2011.

3.6. Croatian scientific output

Source: Unesco Science Report 2010

<table>
<thead>
<tr>
<th>Major Field of Science</th>
<th>Publications, 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics</td>
<td>5</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4</td>
</tr>
<tr>
<td>Engineering and technology</td>
<td>3</td>
</tr>
<tr>
<td>Earth and space</td>
<td>2</td>
</tr>
<tr>
<td>Clinical medicine</td>
<td>25</td>
</tr>
<tr>
<td>Chemistry</td>
<td>11</td>
</tr>
<tr>
<td>Biomedical research</td>
<td>7</td>
</tr>
<tr>
<td>Biology</td>
<td>18</td>
</tr>
</tbody>
</table>
3.7. Science, Technology and Innovation Policy in Croatia

The legislative framework for the development of science and research in Croatia is, since 2003, defined by the Act on Science and Higher Education, the Act on the Croatian Science Foundation and the Act on Quality Assurance in Science and Higher Education, together with the subordinate legislation derived from the basic legislative framework. The overall system is under direct authority of the Ministry of Science, Education and Sport (MSES), as the body responsible for the development and funding of publicly performed R&D.

The current policy framework is defined by the following documents:


- **Action plan for the implementation of the science and technology policy 2007-2010**, Ministry of Science, Education and Sports, June 2007: [http://www.mzos.hr] >Znanost >Dokumenti (in English)

- **Action Plan for Fostering Investment into Science and Research**, Ministry of Science, Education and Sports, April 18 2008: [http://www.mzos.hr] >Znanost >Dokumenti (in English)

- **Action plan to strengthen the absorption capacity of Croatian scientific organisations for the EU FP7 programme**, December 2008: [http://www.mzos.hr] >Međunarodna suradnja (in Croatian)

- **Strategic development framework 2006-2013**, Central Office for Development Strategy and Coordination, August, 2006: [http://www.vlada.hr/en/preuzimanja/publikacije] (in English)

- **Strategic Plan of the National Foundation for Science, Higher Education and Technological Development 2004-2008** (now the Croatian Science Foundation).

The general priorities of science and technology development in Croatia are defined by the Science & Technology Policy of the Republic of Croatia 2006-2010 which
identifies a set of long-term and short term priorities. A new version of the Policy, for the upcoming period 2011-2015 is currently being drafted. The (current) recognized priorities are as follows:

Long-term priorities:

- Knowledge-driven basic research
- Environmental protection and economic development of the Karst regions;
- Adriatic sea, coast and islands
- Agriculture; Biotechnology; Food
- Health
- Information and communication technologies
- Nanoscience; New materials, construction and new production processes
- Energy; Sources of alternative and renewable energy; Transport and security
- Social and human sciences; Croatian identity
- Social integration, learning and education; Lifelong learning

Short-term priorities:

- Environment (Adriatic sea, coast and islands; Karst region)
- Health (Food; Agriculture; Biotechnology; Socials aspects of health; Health systems)
- Energy and Materials (Alternative and renewable energy; Bio-nanomaterials)
- Croatian Identity (Croatian contribution to culture, religion, art and sciences)
- Croatian language

The main aims of the S&T Policy are the overall increase of investment into science, research and development based on excellence, together with the increase in their individual efficiency, re-organization of the science system, fostering of research partnerships and strengthening the support system for junior and young researchers, creating better links and the establishment of a supportive framework for cooperation between science and business sector, support to measures aimed at technology and innovation development, as well as encouraging involvement of Croatian scientists in EU framework programs.

Over the last few years extensive measures have been implemented to foster the realization of the above mentioned goals, introduce new institutional capacities to the Croatian science and innovation system and to additionally strengthen those already in existence. At the same time, the national network of institutions engaged in the science and research development, transfer, application and financing of new technologies and innovative entrepreneurship is constantly being updated and enlarged.
3.8. International cooperation in the field of science

International cooperation of the Republic of Croatia in the field of education, schooling, higher education, science and technology is based upon multilateral international contracts and implementation cooperation programs.

The entire international cooperation of educational, academic and scientific institutions implies an exchange of various forms of scholarships in all categories, implementation of joint (scientific-research) projects, and the organization of international conferences and seminars.

The cooperation with the European Union

The cooperation with the European Union in the field of science and education comprises the following programmes, some of which are EU assistance programmes while others are Community programmes or wider European programmes:

- **TEMPUS**: support for the reform of the higher education system (curriculum development, functional integration of universities, quality assurance, etc.)

- **CARDS** (Community Assistance for Reconstruction, Development and Stabilisation): EU technical assistance for the implementation of major institutional reforms

- **PHARE**: pre-accession aid aimed at institution-building and support for the harmonisation of national legislation and practice with EU standards

- **Seventh Framework Programme**: multilateral research projects aimed at the integration of research activities in Europe, the strengthening of the European Research Area and better use of existing research capacities

- **EUREKA**: industry-driven research and innovation projects comprising partners from the academia and the private sector

- **COST** (Cooperation in Science and Technology): cooperation on projects of mutual interests aimed at creating common European standards

- **INTERREG**: multilateral projects aimed at economic and social development of neighbouring countries and regions

- **YOUTH**: Community programme aimed at supporting youth policies in Europe, youth mobility and its active participation in building Europe.

Multilateral cooperation

The Ministry of Science, Education and Sport provides administrative, professional and financial support for the participation of Croatia’s educational, scientific, research, and sport institutions and non-governmental organizations in the global, European and regional organizations’ multilateral programs, which includes initiatives such as the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Council of Europe, the OESCE, the Central European Initiative, the Adriatic and Ionian Initiative, the Alps-Adriatic Working Group, Quadrilaterale, Stability Pact, the OECD (Organisation for Economic Co-operation and Development), NATO (North Atlantic Treaty Organisation). Multilateral activities
also take place with CEPUS (Central European Exchange Program for University Studies), CERN (European Organization for Nuclear Research, Geneva), ESF (European Science Foundation), EMBO (European Molecular Biology Organization), IIR (International Institute for Refrigeration), ICGEB (International Center for Genetic Engineering and Biotechnology).

**Bilateral cooperation**

There are limited scholarship options available through bilateral cooperation administered by the Croatian Ministry of Science, Education and Sports in education and scientific research. Bilateral cooperation is based on bilateral agreements, exchange programmes and other implementation acts. Higher education and scientific cooperation entails scholarship exchanges and the implementation of international research projects.

**Research projects**

Through bilateral programmes, and in line with common interests and priority areas, the Croatian Ministry of Science, Education and Sports usually supports two-year joint research projects with these countries:

Austria, China, France, Germany, Hungary, Italy, Israel, Japan, Macedonia, Montenegro, Slovenia, Serbia and the USA.

There are around 200 ongoing bilateral research projects in all scientific fields. The majority of research projects are in the fields of natural, biomedical, technical and biotechnical sciences.

**Source:** [http://www.mzos.hr](http://www.mzos.hr) Ministry of Science, Education and Sports
3.9. Postgraduate (doctoral) university study programmes in Croatia

There are currently 102 doctoral study programmes registered in Croatia in the fields of Arts, Biomedicine and health, Biotechnical sciences, Humanities, Natural sciences, Social sciences, Technical sciences and in interdisciplinary fields.

Postgraduate university study normally lasts three years. Upon completion, students are awarded an academic title of Doctor of Science or Doctor of Arts.

It is important to highlight that only two postgraduate doctoral university study programmes are being fully delivered in the English language:

- PhD programme in Biophysics in Split: [http://fizika.pmfst.hr/biodr/english](http://fizika.pmfst.hr/biodr/english)
- PhD programme in Biomedicine and Health Sciences: [http://cms.mef.hr](http://cms.mef.hr) > English


The list of bilingual (English and Croatian) postgraduate programmes at the University of Zagreb is available in the International Student guide of the University of Zagreb: [http://international.unizg.hr/international_students](http://international.unizg.hr/international_students) (in English).
3.10. Charter & Code

The European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers

The European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers were adopted by the European Commission as a Recommendation to the Member States. The ‘Charter & Code’ address researchers as well as employers and funders in both the public and private sectors. The Charter provides a framework for the career management of researchers, while the Code promotes open and transparent recruitment and appraisal procedures. Together they are aimed at developing an attractive, open and sustainable European labour market for researchers.

Human Resources Strategy for Researchers

To facilitate the implementation of the Charter & Code, guidance is provided by the “Human Resources Strategy for Researchers incorporating the Charter & Code”. This mechanism is put into action on a voluntary basis, and is as simple as possible, avoiding cumbersome procedures and respecting the variety of situations across institutions.

The ‘HR Excellence in Research’ logo is awarded to research institutions and funding organizations that have been acknowledged by the European Commission for having made significant progress in implementing the Charter & Code.

Five reasons to choose an employer or funder who has earned the right to use the „HR EXCELLENCE IN RESEARCH“ logo:

1. your rights as a professional are recognized and enhanced
2. your mobility experience is valued
3. your work-life balance is respected
4. your recruitment will follow a transparent process
5. you join a truly pan-European network consisting of research organizations and researchers

Croatian research organizations with „HR EXCELLENCE IN RESEARCH“ acknowledgement:

- University of Rijeka: [http://www.uniri.hr](http://www.uniri.hr) > HR Excellence in Research
- Juraj Dobrila University of Pula: [http://www.unipu.hr](http://www.unipu.hr) > HR Excellence in Research
- University of Zadar: [http://www.unizd.hr](http://www.unizd.hr) > HR Excellence in Research
- The Institute for Medical Research and Occupational Health: [http://www.imi.hr](http://www.imi.hr) > HR Excellence in Research
3.11. Funding opportunities

A Foreign Researcher’s Guide to Croatia

Croatian Science Foundation

Croatian Science Foundation (CSF) was established by the Croatian Parliament in December 2001 under the name The National Foundation for Science, Higher Education and Technological Development of the Republic of Croatia. Since then, the Foundation has funded a large number of projects submitted for various Calls according to the principle of competitive calls.

In July of 2010, the Croatian Parliament made changes and amendments to the Law on the Foundation in which, among other things, the name of the Foundation was changed to the Croatian Science Foundation. The Foundation’s mission is to promote science, higher education and technological development in Croatia in order to ensure the development of economy and to support employment.

It provides support to scientific, higher education and technological programmes and projects, fosters international cooperation, and helps the realization of scientific programmes of special interest in the field of fundamental, applied and developmental research. In addition, the Foundation is expected to respond on society challenges with its programmes and financial instruments that support creation of knowledge networks and produce good practices and experiences.

The Foundation is mostly funded from the State Budget and it is governed by the Board, consisting of the President of the Board and 8 members appointed by the Croatian Parliament based on the
recommendations received from the Croatian Government.

The Board is independent in its entire decision-making; accordingly, all decisions concerning funding of the proposals are made on the basis of the evaluation results and recommendations of the evaluators. The evaluation process involves Foundation’s Scientific Committees’ members and independent Croatian and international reviewers. The Foundation has clear evaluation procedures based on the principles of transparency, equality, impartiality, efficiency and speed.

By investing in people and ideas as well as encouraging cooperation, promoting excellence and aiding projects which directly contribute to the development of the Republic of Croatia, the Foundation has been, since its inception, realising its vision: development of worldwide recognisable scientific research and knowledge-based economy.

Activities of the Foundation scheduled for the following five-year period are directed primarily towards supporting research and research groups which are highly productive and which can compete on competitive calls announced by the Foundation. Through those calls, the Foundation will ensure the support for productive research and groups of researchers, emphasising the importance of scientific excellence and international recognition.

For the precise and accurate information about the Calls for proposals that are or will be opened for foreign researchers please visit the Foundation’s official website: http://www.hrzz.hr/.

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E-mail: ured@hrzz.hr
Website: www.hrzz.hr
About us
4. About us

4.1. EURAXESS

EURAXESS - Researchers in Motion is a programme established by the European Commission in 2004. The main goal of the programme is to enhance the mobility of researchers and to help develop research and science in the EU. Croatia joined the Euraxess programme in June 2008 and established the Euraxess Service Centre at the Agency for Mobility and EU programmes.

EURAXESS Jobs replaces the European Researcher’s Mobility Portal, which was created in 2003. Through the Jobs portal, a researcher can find a wealth of constantly updated information on job vacancies, funding opportunities and fellowships throughout Europe. Researchers can post their CVs online. A company or research institute can post job vacancies and search for CVs of international researchers. All services are free of charge.

EURAXESS Services is the new face of the ERA-MORE Network, launched in 2004. It is a network of more than two hundred centres located in 38 European countries. These centres assist researchers and their families in relocating to another country.

EURAXESS Rights provides information regarding the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. It was launched in 2005. The Charter describes the rights and duties of researchers, as well as research- and funding institutions. The Code aims at ensuring equal treatment of all researchers in Europe and increasing transparency in their recruitment.

EURAXESS Links is a networking tool for European researchers working outside Europe. It has thus far been launched in the USA, Japan, China, India and Singapore. It provides information about research in Europe, European research policy, opportunities for research funding, for international collaboration and for trans-national mobility. Membership is free.

http://ec.europa.eu/euraxess
SOLUTIONS FOR RESEARCHERS

Changing jobs is easier when you have a pan-European network to back you up. Our website offers numerous opportunities for work, international collaboration and funding opportunities for researchers in Europe. Discover a world of opportunities at http://ec.europa.eu/euraxess
4.2. Croatian researchers’ mobility network

The EURAXESS programme in Croatia is managed by the HR-MOB project whose main objective is to establish a researchers’ mobility network in Croatia which will assist with the integration of the Croatian Research Area into the European Research Area. The project will draw experience and build on the mapping exercise accomplished as part of the WEB-MOB project.

HR-MOB Project (in English): [http://www.mobilnost.hr/prilozi/04_41_Croatian_Researchers_Mobility_Network.pdf](http://www.mobilnost.hr/prilozi/04_41_Croatian_Researchers_Mobility_Network.pdf)

The HR-MOB project is headed by:

Prof. Neven Duić, PhD
National Coordinator of the Croatian Researchers’ Mobility Network

e-mail: [neven.duic@euraxess.hr](mailto:neven.duic@euraxess.hr)

The network helps in developing start-up mobility information services for researchers and research institutions. The mobility information services include information dissemination as well as personal assistance offered by the mobility centre personnel to facilitate researchers’ mobility.

The members of the mobility network in Croatia are:

- Agency for Mobility and EU Programmes (AMEUP) - Bridgehead Organisation
- EURAXESS Service Centre
- Local Contact Points at Croatian universities and research centres.
Croatian researchers’ mobility network

- Agency for Mobility and EU Programmes
  - Euraxess Service Center Zagreb
  - University of Osijek
  - University of Zagreb
  - Institute Ruđer Bošković
  - University of Pula
  - University of Rijeka
  - University of Zadar
  - University of Split
  - Medils
  - University of Dubrovnik

Zagreb
Osijek
Rijeka
Pula
Zadar
Split
Dubrovnik
4.3. Agency for Mobility and EU Programmes

Following increased awareness on the importance of lifelong learning and aiming to create a society based on knowledge and to strengthen the competitiveness of Croatian citizens in the European labour market, in October 2007 the Government of the Republic of Croatia established the Agency for Mobility and European Union Programmes. As such, the Agency promotes the idea of mobility in education as a way to improve professional skills and knowledge, as well as to broaden personal horizons. The Agency’s main task is to implement the two largest European Community programmes in the field of formal, non-formal and informal learning – the Lifelong Learning Programme and the Youth in Action Programme. The Agency is also entrusted with the promotion of other Community initiatives and programmes – Europass and Erasmus Mundus, as well as with the running of the EURAXESS Service Centre.

Each year, the Agency publishes calls for participation in the above mentioned programmes and awards European financial support for the realization of mobility activities and projects with EU partners. Thus it invests into the education and learning of Croatian citizens, the modernization and reform of the education system and the internationalization of education. These programmes focus on pre-school, primary, secondary, higher and adult education, as well as on youth organizations and the facilitating of their mobility. Mobility in education means spending a time period abroad with the aim of acquiring new knowledge, skills, experiences and qualifications. Therefore the Agency aspires to become the central hub for mobility activities in the Republic of Croatia, known for its quality, transparency and responsiveness to the needs of the education system and the labour market.

By implementing the European Union programmes we strive to offer the possibility of an international experience and additional training to Croatian citizens. We believe that at this point in time it is essential to encourage the cooperation of the Croatian and the European education systems. This consequently contributes to the development of a society based on knowledge, tolerance, multiculturalism and social inclusion and prepares participants to become competitive and employable in the European labour market. This links education activities with the business sector, thus contributing to the sustainable progress of the Croatian society. I hope that through our programmes an opportunity for further professional and personal development will be recognized.

Tina Šarić, director

Agency for Mobility and EU Programmes: [http://www.ampeu.hr](http://www.ampeu.hr) >English
4.4. EURAXESS Service Centre Zagreb

The objective of the EURAXESS Service Centre (ESC) is to assist researchers and their families during their period of mobility, in all matters relating to their professional and daily lives, helping them to reach the adequate services for their needs, as well as to assist the core contact points (science managers) in research institutions and inform a wider group of contact points about matters of interest to mobility.

Contact us and ask for information and customized assistance on the following topics:
• accommodation
• day care and schooling
• intellectual property rights
• language courses
• recognition of qualifications
• salaries and taxation
• social and cultural aspects
• social security, pension rights and healthcare
• visas
• work permits

ESC Zagreb staff

Ms Bojana Grubišin, Head of Euraxess Service Centre

Mr Robert Bijažić, Assistant for legal issues

Ms Ana Grdović, Assistant for financial issues

Ms Vesna Babaja, Industry-academia cooperation & portal administrator
4.5. EURAXESS Local Contact Points

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University of Rijeka:  
www.uniri.hr

Juraj Dobrila University of Pula:  
www.unipu.hr

University of Zadar:  
www.unizd.hr

The institute for Medical Research an Occupational Health:  
www.imi.hr