



## INFORMATION FOR INCOMING STUDENTS 2022/2023

### Academic information:

Academic calendar:

**Autumn semester** 19.9. - 16.12. 2022

**Spring semester** 20.2. - 19.5. 2023

**Exam sessions** 9.1 - 17.2. 2023

**Exam sessions** 22.5. – 30.6. 2022

### Deadlines for sending applications (**Transcript of records, Learning agreement**):

**Autumn semester** 15. 6. 2022

**Spring semester** 15. 11. 2022

### APPLICATION PROCEDURE

#### Step 1 – Nomination (contact your ErasmusPlus coordinator)

If you wish to come to study at Faculty of Humanities as an Erasmus student, your home university must officially nominate you. In the first instance, therefore, you must contact the ERASMUS coordinator at your home university. Nomination e-mail from your Erasmus coordinator is sufficient. (e-mail: [lenka.kalusova@fhv.uniza.sk](mailto:lenka.kalusova@fhv.uniza.sk) )

#### Step 2 – Online Learning Agreement

Check the list of subjects. Choose appropriate subjects for your study field and then discuss your choice with us so we can confirm whether the subjects are available. Complete your [Online Learning Agreement](#). The Online Learning Agreement must be signed by a responsible person from the sending university. Complete the Online Learning Agreement before the final deadline – please check the final deadlines above.

#### Step 3 – Necessary documents:

**\*Confirmed Online Learning Agreement through OLA Platform**

**\*Transcript of records**

**\*Document valid as a proof of financial resources** - e.g. letter of award stating the amount of your scholarship

**\* Copy of valid identification document**

**\* Application form**

**\* Personal details**

All documents can be sent by e-mail. There is no need to send them as originals by regular mail.

#### Step 4 – Confirmation

We shall confirm the OLA (Online Learning Agreement) in the platform and send a Letter of Acceptance to you by e-mail.

**Accommodation** - is provided in student's dormitories. Accommodation for all Erasmus incoming students can be arranged in student's dormitories of the University of Žilina upon request at the International Relations Office. The cost of accommodation in student's dormitories is around **100– 135 EUR per month** (depends how many students share room). Payment is available only by cash. After your arrival you will need to pay also deposit 130€ which will be given you back before you leave in case that you don't



break anything in the dormitory. There is payment in the beginning also 25€ for using Erasmus kitchen (this payment is for 1 semester)

Foreign students live in one block. Students live mostly 2 or 3 people in one room. There are two accommodation facilities that are located at Velky diel and Hliny V. with free parking. Foreign students from our faculty are mostly located in Dormitory Velky Diel which is closer to University around 10 mins by walking. Payment at the dormitories available only by cash. No credit cards are accepted at the dormitory.

**ESN organisation** - University of Žilina cooperates with the ESN organisation (<https://www.facebook.com/ESNUNIZA>) in a way that the incoming students can participate every semester in such activities organized for them as welcome party, welcome weekend, social get-together, sightseeing tour around city, etc. . They also provide pick – up at the train or bus stations, basic orientation in the city including showing the dorms, school buildings, dining hall, etc.

**Catering** – Meals for students are served in the student´s canteens. The costs of meals is approximately 8 EUR per day. (around 2 € per meal in school canteen)

Students have also a possibility to participate in **Slovak language course for International Students**.

Students can make it as obligatory with 80% of attendance and get 2 ECTS for it. Or as volunteers without credits, just for pleasure to learn some basics of the Slovak language to be able to order food in restaurant, get ticket from bus driver and basic orientation in the city, greetings ect...

**doc. PaedDr.Rastislav Metruk, Ph.D.**

**Vice-dean for International Cooperation and Public Relations**

**Faculty Erasmus+ Coordinator**

Faculty ERASMUS+ Coordinator

E-mail: [rastislav.metruk@fhv.uniza.sk](mailto:rastislav.metruk@fhv.uniza.sk)

**Ms. Lenka Kalusová**

**International Relations Office Assistant**

**Contact person for Erasmus+ Incoming Students and Teachers** Faculty contact person

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## DUTIES OF THIRD COUNTRY NATIONALS COMING TO SLOVAKIA PURPOSE OF STUDY IN CASE OF UNIVERSITY STUDENTS/PHD STUDENTS

Students from third countries staying in Slovakia longer than 90 days apply for temporary residence permit for the purpose of study. Please bear in mind that you have to apply for visa in person at the Slovak embassy/consulate competent for your country before your arrival to Slovakia. It is better to arrange all documents before your arrival, because English of our police officers is not too good. **Useful information about VISA** can be found here:

[https://www.saia.sk/user/documents/Euraxess/publikacie/vstup\\_navigacia\\_EN\\_2019\\_WEB.pdf](https://www.saia.sk/user/documents/Euraxess/publikacie/vstup_navigacia_EN_2019_WEB.pdf)

You have to submit a complete application; otherwise it will not be accepted.

Complete application consists of the following documents:

- filled-in application form "Application for temporary residence" (available [here](#)) it has to be filled in Slovak language - this can be filled in after your arrival
- **2 full-face colour photographs** 3x3.5 cm
- **passport** (you just have to show it, they make photocopy, and they give you back passport )
- **confirmation of studies** from your host university in Slovak language as a proof of purpose of stay (host university will give you this document after your arrival)
- **document in Slovak language valid as a proof of financial resources** - e.g. letter of award stating the amount of your scholarship (your university can give you some confirmation about your scholarship in English and we will make new document for Foreign police in Slovak language)
- **extract from your criminal record with apostille or superlegalisation** from your country of origin and every country where you have stayed for more than 90 days within the last 3 years (if any). **Then it has to be translated by an official sworn translator.**

If the extract is issued in Czech language there is no need for it to be translated into Slovak. **None of the documents proving the purpose of stay, financial resources and blamelessness can be older than 90 days on the day of filing the application for temporary residence.**

### **Fees: 4.50 € for the residence card**

When you get your residence permit, the foreign police office will ask you to provide within 30 days from collecting the residence card a **proof of health insurance** coverage in Slovakia for the whole length of stay. You can arrange health insurance in your country, Moreover, within 30 days from collecting the residence permit you have to submit a **medical certificate** that you do not suffer from any exotic disease threatening the public health. The certificate cannot be older than 30 days. It can be obtained in some medical centres only and the costs will be around **140 €**.