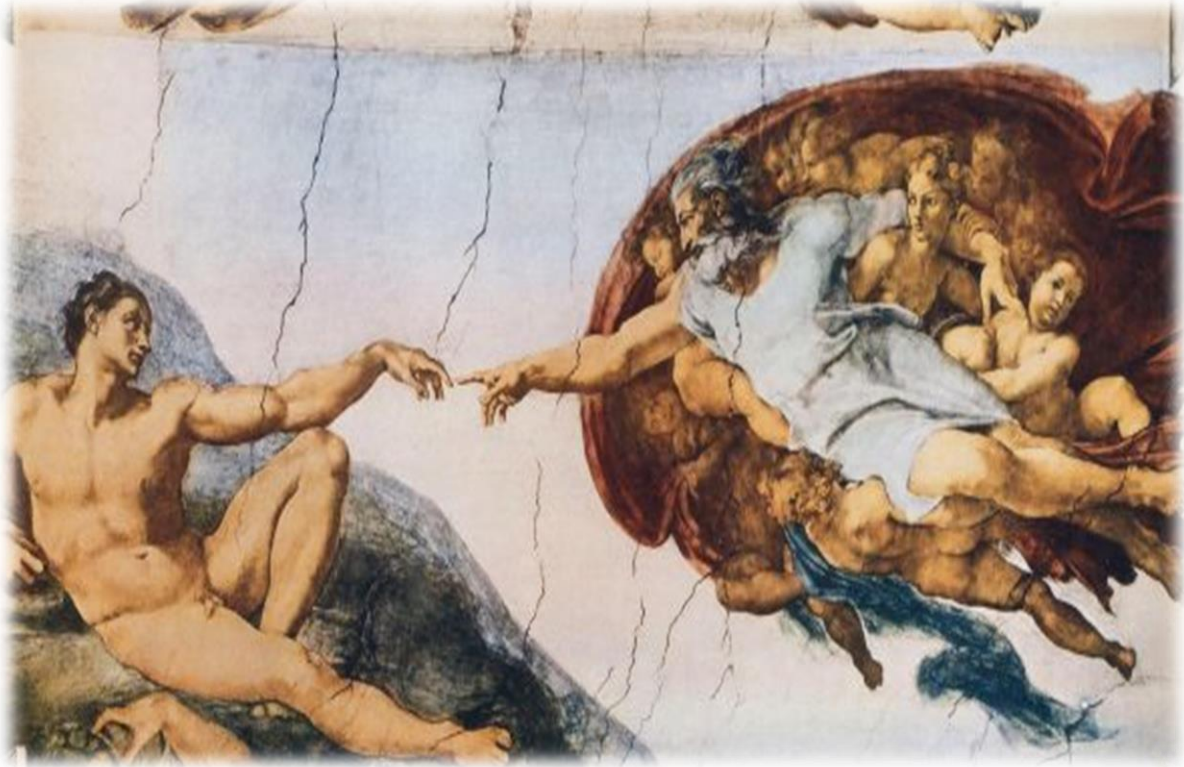




**ALMA MATER EUROPAEA**  
— **FAKULTETA ZA HUMANISTIČNI ŠTUDIJ** —  
INSTITUTUM STUDIORUM HUMANITATIS, LJUBLJANA



**PRESENTATION BOOK**  
**MASTER STUDY PROGRAMME HUMANITIES**  
**(SECOND BOLOGNA CYCLE)**

September 2019

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## WHY CHOOSING THE STUDY OF HUMANITIES AT AMEU - ISH?

Alma Mater Europaea - Faculty of Humanities, Institutum Studiorum Humanitatis, Ljubljana (AMEU - ISH), boasts a recognisable 25-year tradition of postgraduate higher education and research and to date, almost 200 doctoral and master students graduated at the Faculty. AMEU - ISH also offers cutting-edge interdisciplinary research in various fields of humanities, as well as social sciences, with the participation of numerous internationally renowned researchers with which AMEU - ISH intensively and dedicatedly develops its own research potential. In addition to postgraduate (masters and doctoral) study, AMEU - ISH also accredited the undergraduate study programme Humanities which was firstly implemented in the 2018/19 academic year, and with which the Faculty ensures the full vertical of studies in humanities at all three Bologna cycles.

Master's study programme Humanities (2<sup>nd</sup> Bologna cycle) trains intellectuals for a reasoned socio-critical perspective on processes and practices in society. Students of this programme acquire excellent humanities education in communication and self-reflection skills, with which they learn, interpret and master the systems of knowledge and cultural, political and other social practices. The study programme is based on cutting-edge theory and genuine scientific curiosity, and the research problems tackled primarily address current human/social needs. **Study as an intellectual challenge and a pleasure!**

Master study programme Humanities (2<sup>nd</sup> Bologna cycle) is therefore the right choice, as long as:

- fundamental human values are a source of inspiration for a student,
- philosophy, psychology, sociology and art are words that awaken student's desire for research,
- student wonders what happiness and prosperity are, what is a world we live in, how we face global challenges such as suffering, migration, hunger,
- student is interested in how to change the world and look at alternative sources of energy, entrepreneurship, social impact, change in the education system,
- student wants self-development and insight into his or her own living space,
- student is inspired by the exploration of life, the world and society.

### Advantages of studying at AMEU - ISH

✓ **Top domestic and foreign higher education teachers**

✓ **Individual approach**

✓ **Highly interdisciplinary and elective courses**

✓ **High-quality research activity**

✓ **State-of-the art information technology**

✓ **Accreditation and international comparability**

## **PRESENTATION OF AMEU – ISH**

### **Basic information about the higher education institution**

Alma Mater Europaea - Institutum Studiorum Humanitatis, Faculty of Graduate Studies in Humanities, Ljubljana was entered in the court register on 3 June 1992 on the basis of the Founding Act and on the basis of the decision of 24 November 1995 on entry in the register of higher education institutions at the Ministry of Education and Sport, it began to operate as an independent higher education institution.

Since then, the status of a legal entity has been the same, whilst the founder, name and seat of the establishment have changed. On 1 January 2014, the higher education institution joined under the auspices of the owner of Alma Mater Europaea - European Center Maribor (AMEU - ECM) and on 30 April 2014, it became an independent organisational unit under the name Alma Mater Europaea - Institutum Studiorum Humanitatis, Faculty of Graduate Studies in Humanities, Ljubljana. Because of the implementation of study programme Humanities at the undergraduate (university) level, the Faculty began to operate under the new name Alma Mater Europaea - Faculty of Humanities, Institutum Studiorum Humanitatis, Ljubljana (hereafter AMEU - ISH) in September 2019.

AMEU - ISH operates as an independent higher education institution on the basis of the decision on extension of accreditation, issued on 21 March 2013 by the Slovenian Quality Assurance Agency for Higher Education (SQAA). AMEU - ISH is also registered as an independent higher education institution in the register of higher education institutions at the Ministry of Education, Science and Sport. The Faculty operates as a single legal entity in accordance with applicable law and is responsible for its obligations with all its assets.

The Council of the Slovenian Quality Assurance Agency for Higher Education granted institutional accreditation to master and doctoral study programmes Humanities on 24 April 2012. In September 2017, the SQAA's Council also granted accreditation to university study programme Humanities which the Faculty has been implementing since the academic year 2018/19. All study programs are accredited according to the applicable regulations and criteria of the institutions of the Republic of Slovenia.

In addition, AMEU - ISH is registered in the Register of Research Organizations of the Slovenian Research Agency (ARRS) under no. 0433 and has two research teams operating within the Institute for Research in Humanities and the Institute for Social Sciences Research. AMEU - ISH also forms a joint programme group with the Institute for Civilization and Culture (ICK) and the research group of Alma Mater Europaea - European Center, Maribor (AMEU - ECM) within the

research programme entitled Cultural Formation Research (5th funding period: 1 January 2019 - 31 December 2024).

As an independent higher education institution, AMEU – ISH has its own higher education library which started to emerge as an organised collection of books as early as 1994. The basic library stock seeks to fill the field of humanities (especially social and historical anthropology, sociology of culture, media theory, linguistics, epistemology) and thus covers all the topics of the Faculty’s study and research programmes. The Library AMEU - ISH is located at Dunajska 106, Ljubljana (office building B, ground floor; adjacent building of the Faculty’s location), and its services are accessible to all users without restrictions. The library is open in the afternoon on Monday and Thursday between 15.30 and 19.00 and on Wednesday between 15.30 and 20.00, which is 11.5 hours per week.

Within the AMEU - ISH publishing house, scientific monographs and scientific serials are regularly published.

*Table 1. Identity card of a higher education institution*

Name of the higher education institution / research organisation	Alma Mater Europaea - Faculty of Humanities, Institutum Studiorum Humanitatis, Ljubljana
Name abbreviation	AMEU - ISH
Address	Kardeljeva ploščad 1, 1000 Ljubljana
Web site	<a href="http://en.ish.si/">http://en.ish.si/</a>
Email address	<a href="mailto:ish@ish.si">ish@ish.si</a>
Phone	+386 2 250 19 97
Fax	+386 2 250 19 98
Accreditation of an independent higher education institution	First 24/11/1995, current 21/03/2013 (valid until 30/09/2018)
Erasmus ID Code	SI LJUBLJANA39
ECHE number of the document	272314-EPP-1-2018-1-SI-EPPKA1-ECHE

### **Mission and vision of AMEU - ISH**

**The basic mission** of AMEU - ISH is to carry out higher education, scientific and research and development activities in the field of humanities, related scientific disciplines and new frontier sciences, and to serve the domestic and international community as an educational and scientific research center which complements the existing offer from other universities and colleges in the field with complementary programmes and knowledge.

With its organization and manner of work, the Faculty provides a link between pedagogical and scientific-research work, since the specificity of its activity is the direct connection of the educational and scientific-research process which means a continuous flow of scientific results into teaching contents. In this way, AMEU – ISH takes care of the development of scientific disciplines and professional fields in the domestic and international environment and promotes the flow of knowledge and methods from the most developed humanities centres to the Slovenian and Central European area.

**The vision** of AMEU - ISH is to build on the visibility, elite and specific role of an institution with a long tradition in the field of humanities and related disciplines, by involving top lecturers

and researchers in the teaching and research process, by offering excellent undergraduate and graduate programmes, as also by enhancing high quality research work and by organizing visible events.

The most prominent intellectual vision of AMEU - ISH is therefore the integration of education and research, whilst constantly monitoring the development of the humanities and introducing new approaches and a new mindset.

### **Strategic orientations of AMEU - ISH**

The operation of the AMEU - ISH is based on the following strategic orientations which are outlined in the Strategic Plan AMEU - ISH 2018 - 2023:

1. high quality implementation and development of educational activity,
2. excellence in scientific research and development,
3. expanding international cooperation and association with educational, research, cultural and other institutions,
4. quality assurance and the pursuit of excellence in education, professional engagement, research and business,
5. promotion of educational and research activities of AMEU - ISH.

## **DESCRIPTION OF THE STUDY PROGRAMME HUMANITIES**

### **General information on the doctoral study programme Humanities (3<sup>rd</sup> Bologna cycle)**

*Table 2. Identity card of the Master's study programme Humanities*

Name of the study programme	Humanities
Cycle	Second
Type of education	Master's education (second Bologna cycle)
Duration	2 years / 4 semesters
ECTS	120 ECTS
Field of education (ISCED – International Standard Classification of Education)	no. 22 - Humanities
Klasius P (Classification of education and training)	220 Humanities (not specified)
Klasius P-16 classification	02 Arts and Humanities 022 Humanities (except languages)
Research area (Frascati)	Humanities
Scientific or professional title	MA in Humanities
Slovenian Qualification Framework (SQF)	Level 8
European Qualifications Framework (EQF)	Level 7
The Framework for Qualifications of the European Higher Education Area	Second cycle – Master's level
Accreditation	SQAA decision no. 6033-82 / 2011/14, dated 24/4/2012

The concept of humanities allows for an interdisciplinary approach in the field of second-cycle education, because it offers a broad basic knowledge of all fields of humanities, whilst at the same time it directs students towards independent scientific research. The study programme is structured in a way that maximizes the horizontal and vertical connectivity of the content. The study programme Humanities combines knowledge from traditionalist schools and scientific disciplines, whilst at the same time, it pursues contemporary science based on critical perspectives, innovative methods, approaches and perspectives: these are now generally understood as the advancement and actualisation of the humanities.

Master's study programme Humanities is organised as a meeting point of different disciplines, from which students acquire basic knowledge of the main fields of the humanities: linguistics of public speaking, anthropology, historical anthropology, gender anthropology, philosophy, Balkan anthropology, media and film theory and transversal disciplines, an epistemology that enables the understanding of the humanities concepts, the classification of information, and develops argumentative tools and links all subjects as a basic methodological framework. In this way, the student acquires at the very beginning a basic "navigation machine" for the professional preparation of the master's study. At the same time, epistemology provides an introduction to the culture of the European mentality, to the habits of thought, and provides insights into the basic scientific trends that were changing and shaping the humanities. The humanities are not only an interdisciplinary field, but also a way of life, behaviour, communication that enables understanding of the role of citizen, understanding of culture and education, and promoting and nurturing certain values that humanists have personally lived from antiquity to the present day, in the often "invisible" continuity. Through the structure of the courses, students are given an insight into immanent anthropology and the history of intellectuals, which enables them to locate their place within the scientific field after graduation. This, however, does not mean isolation, but on the contrary, a willingness to draw on and analyse their experiences, in constant professional, field and practice-related actions under mentoring supervision.

With the aim of updating the curricula and introducing new, interdisciplinary content in the study process, AMEU - ISH is planning to introduce at the 2nd level of study a module of elective courses entitled **Digital Humanities**, which will update the study of humanities at the 2nd Bologna cycle and adapt it for the professions of the future. The study of digital humanities combines learning about, understanding and applying new digital tools in the fields of humanities, arts and cultural heritage. It is a multi-disciplinary course dedicated to artificial intelligence, machine learning, big data, digitalisation of archival resources, the generation and transmission of philosophical ideas in history, ethical issues in the digital worlds, and other issues related to political-socio-economic systems of the future.

## **KEY OBJECTIVES AND COMPETENCES OF THE STUDY PROGRAMME**

**Objectives of the study programme** as a starting point for checking the learning outcomes of students are:

- the study programme provides students with understanding and managing the most compelling epistemological systems knowledge and understanding/interpretation of the results of research, which is primarily focused on current human needs;

- widespread and in-depth study of disciplines and fields that are not or are barely represented at other Slovenian higher education institutions;
- organising study programme, which is interesting for students outside Slovenia, particularly from Central and Eastern Europe;
- study programme that educates young specialists into superior methodological and conceptual equipped professionals, who are capable of independent critical analysis of the concepts and phenomena, which are tied to specific areas of humanistic science, covered by the study programme;
- as expected learning outcomes we consider graduates, evolved in highly self-reflective researchers, who have a critical attitude towards the material collected, while maintaining the ethics and sensitivity to the subject of research;
- ability to integrate the historical perspective, i.e. the ability to integrate historic problems into modern times;
- the expected learning outcomes of students are verified by means of continuous and systematic mentoring of students, through continuous verification of progress with literature study, with selection of research techniques, with permanent coordinating of activities, leading toward conceptual coherent research;
- real-time learning outcomes are verified with the help of seminars and in the context of preparation and application of the thesis topic.

By achieving the study programme's basic objectives, students develop the following **general competences**:

- mastery of the scientific apparatus, methods and techniques of research (including fieldwork);
- ability to research independently;
- understanding of key theoretical concepts that define particular subjects;
- knowledge of epistemological concepts and approaches;
- understanding transnational processes, cultural diversity and identities at local and global level;
- ability to reflect theoretically and articulate the analysis of humanistic interdisciplinary content;
- historical positioning of problems in interaction with modernity;
- competence in writing humanistic interdisciplinary analytical, scientific, social sciences and critical texts;
- competence in various forms of knowledge transfer (applied science), for public presentations, presentations, appearances and for establishing dialogue with the media;
- ability to critically observe socio-cultural processes within the scientific field and at the level of everyday life;
- application of ethical criteria and commitment to professional ethics.

In order to achieve study programme's basic objectives, students also develop the following **subject-specific competences**:

- methodological and conceptual equipment for critical analysis of concepts and phenomena;
- knowledge and understanding of the history, meaning and criticism of the basic concepts of the individual subject contents of the humanities and familiarity with current dilemmas;



- the course enables orientation in the work in the field of compiling scientific, research, cultural and pedagogical programs, as well as deepening of competences in the field of promotion of culture and art;
- the innovative approach enables variants of constructions from different already grounded scientific approaches and the free production of theory;
- focus on areas where relevant information on the humanities is essential as a basis of work - popularization of culture and knowledge in various institutions, in the media and in cultural and artistic production;
- critical analysis and investigation of gender, body and sexuality within different scientific disciplines and in different socio-cultural backgrounds;
- critical analysis, reflection and learning about the different types of new media and communications;
- to develop self-reflexivity in relation to the collected material and ethics, sensitivity to the subject of study.

## FORMS OF STUDY IMPLEMENTATION

At the second level of study, AMEU-ISH conducts **part-time study**.

As a rule, part-time study is organised in the afternoon on weekdays and on Saturdays in the morning. The courses are scheduled one after another (or two or three at a time). Students perform their study assignments in-time, independently or in a team. At the end, an exam or individual assignments are performed. Attendance is a must. Attending lectures is a prerequisite for taking the exam. The studies are supported by up-to-date information technology (e-index, e-classroom, e-mail, SMS).

## CURRICULUM WITH CREDIT EVALUATION OF STUDY OBLIGATIONS

Master's study programme Humanities is designed in accordance with the provisions of the Higher Education Act (Official Gazette RS, No. 32/12 - Official Consolidated Text, 40/12 - ZUJF, 57/12 - ZPCP-2D, 109/12, 85 / 14, 75/16, 61/17 - ZUPŠ and 65/17) and Criteria for accreditation and external evaluation of higher education institutions and study programmes (Official Gazette RS, Nos. 42/17 and 14/19). It also considers the recommendations of supranational documents, such as the Bologna Declaration (1999), regarding the duration of studies, the student's annual workload, academic achievements and international mobility.

The study programme's curriculum consists of **compulsory** and **elective courses**. Compulsory courses are placed within two semesters with a total of 40 ECTS and are supplemented by ten elective courses of a total of 50 ECTS, which are self-selected by students and are listed from the first to the fifth semester in the curriculum. **The preparation of the Master's thesis** is part of the last, the fourth semester of the study and comprises 30 ECTS.

Students can choose from a total of 13 elective courses; each of them is awarded with 5 ECTS. Elective courses can be selected from a range of suggested electives or from a range of other elective courses.

Figure 1. Composition of the curriculum of the Master's study programme Humanities (2nd Bologna cycle)

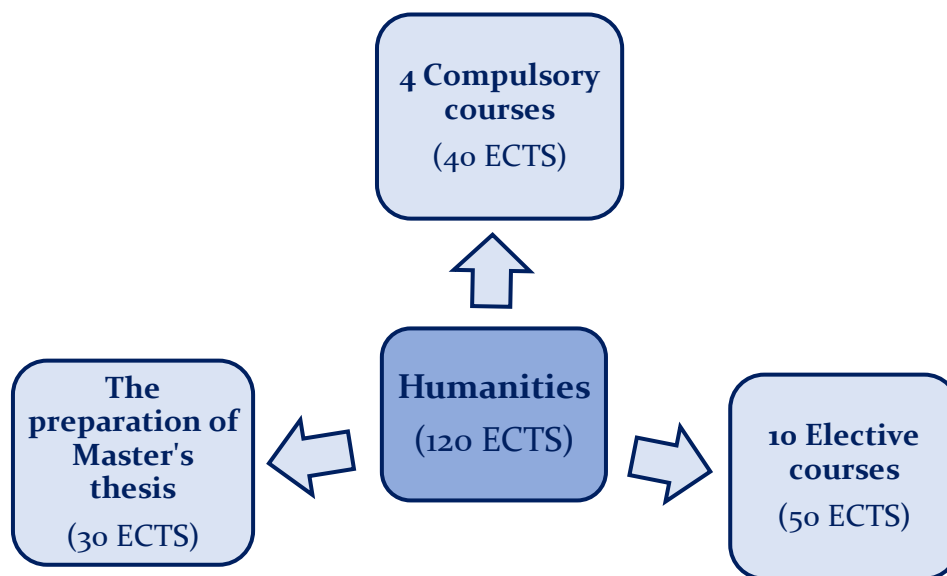


Table 3. Curriculum of the Master's study programme Humanities (2nd Bologna cycle) by individual study years and ECTS

**Humanities - 1st study year**

No.	Course	ECTS
<b>1<sup>ST</sup> SEMESTER</b>		
1	Epistemology	10
2	Social Communication and Media	10
3	Elective course 1	5
4	Elective course 2	5
<b>2<sup>ND</sup> SEMESTER</b>		
5	Historical anthropology and regional studies	10
6	Anthropology of Genders and Cultures	10
7	Elective course 3	5
8	Elective course 4	5
<b>Total ECTS for 1<sup>st</sup> study year</b>		<b>60</b>

***Humanities - 2nd study year***

No.	Course	ECTS
<b>3<sup>RD</sup> SEMESTER</b>		
9	Elective course 5	5
10	Elective course 6	5
11	Elective Course 7	5
12	Elective Course 8	5
13	Elective Course 9	5
14	Elective course 10	5
<b>4<sup>TH</sup> SEMESTER</b>		
15	The preparation of Master's thesis	30
<b>Total ECTS for 2<sup>nd</sup> study year</b>		<b>60</b>
<b>Total ECTS</b>		<b>120</b>

*Table 4. List of elective courses of the Master's study programme Humanities and their credit evaluation according to ECTS*

No.	Elective course	ECTS
1	Rituals from Tribal Communities to the State - Historical-Anthropological-Legal Studies	5
2	The philosophy of nature: art, science and aesthetics	5
3	Feudal Europe	5
4	The semiotics of everyday life	5
5	Contemporary theories in art	5
6	Human Rights Philosophy	5
7	Selected Topics in the Philosophy and Sociology of Sport	5
8	Space, body and new media in art and aesthetics	5
9	Religion and society	5
10	Media Studies	5
11	Art and life: philosophical theories and artistic practices	5
12	New media in everyday life	5
13	History of feminism	5

## ENTRY REQUIREMENTS AND SELECTION CRITERIA WITH ENTRY RESTRICTIONS

In accordance with the last paragraph of Article 38a and Article 16 of the transitional and final provisions of the Higher Education Act, Master's study programme in Humanities enrolls:

1. graduates of the 1st cycle study programmes in humanities and social sciences and have earned at least 180 ECTS can enter the second cycle study programme without additional requirements;
2. for candidates who have completed 1st degree study programme from other professional areas; the study committee defines additional obligations from the missing content which are essential for the continuation of studies after reviewing applications;
3. anyone who has completed a 4-year university (pre-Bologna) study programme in the fields listed in point 1 may enter the second cycle program without additional conditions.

Candidates who have completed education abroad, equivalent to education stated in paragraphs 1 to 3, also meet admission requirements. They can enrol under the same conditions as those applying to candidates who have completed their education in Slovenia. Before enrolling in Master's studies, they must complete the process of recognition of education for continuing education.

### In case of a limited enrolment

If a decision is made to limit enrolment, the selection of candidates will be based on success of the previous study and achievements in scientific and technical fields. Individual elements of the selection will be valued as follows:

1. Success in previous study (average grade of all passed exams) 60%;
2. Evaluation of the final paper 40%.

This is decided by the Academic Affairs Committee.

## APPLICATION AND ENTRY PROCEDURE

All candidates submit application for enrolment via electronic application portal Enrolment application for study (eVŠ) <https://portal.evs.gov.si/prijava/?locale=en> in 2 ways:

1. If a candidate is applying via **digital certificate**, the printed form by post is not sent. An application that has been completed, electronically signed and submitted with a qualified digital certificate in the eVŠ by the deadline set by the invitation to tender, is considered as timely. By post, the candidate sends the attachments to the application for which he/she indicated in the application that will be sent by post (the consignment must include a reference to the application number for enrolment) to the Student Office AMEU-ISH.
2. If the candidate is applying **without digital certificate** (with username and password), the application form must be sent electronically in eVŠ, then printed, signed and either sent by registered mail or delivered personally to the address together with the mandatory annexes by the deadline determined by tender.

Candidates will be invited in writing and will be informed of the date of entry.

## **CRITERIA FOR THE RECOGNITION OF KNOWLEDGE AND SKILLS OBTAINED BEFORE ENTRY INTO THE STUDY PROGRAMME**

The recognition of knowledge and skills is regulated in more detail by Rules on the recognition of knowledge and skills of study programmes at Alma Mater Europaea - Faculty of Humanities, Institutum Studiorum Humanitatis, Ljubljana.

AMEU - ISH values the candidates' knowledge and skills if they correspond fully or partially to the general or subject-specific competences determined by the study programme in which candidates aim to enrol or are enrolled in.

The following are recognised as candidates for the recognition:

- have acquired knowledge and skills valued by ECTS from other study programmes which candidates acquired in the context of educational and higher education institutions,
- knowledge and skills acquired through various formal programmes and non-formal educational activities,
- knowledge and skills acquired through work, self-education or opportunity learning.

The basic measure for the recognition and non-recognition is comparability of the knowledge with learning units, skills and qualifications to the doctoral study programme Humanities, in which the candidate will enrol.

**Formally acquired knowledge and skills** are those that candidates acquire at educational and higher education institutions and are demonstrated through various publicly valid certificates and diplomas and give candidates a publicly valid degree or qualification.

**Non-formally acquired knowledge and skills** are those that candidates acquire at the educational and higher education institutions or outside them, and prove them with certificates of acquired knowledge or skills (courses, workshops, seminars, etc.). Educational activities do not give candidates a publicly valid degree or qualification. The category of non-formally acquired knowledge and skills also includes those acquired through informal learning which are acquired by candidates in the workplace, at home (self-education, amateur activity) and in the everyday environment, and cover all the knowledge, skills and experience they acquire in everyday life. Knowledge gained in this way is demonstrated by employer certificates, own products or personal records.

The basis for the recognition of knowledge and skills are **certificates or other documents**, namely:

- publicly valid documents (certificates, diplomas),
- certificates of completion of the study programme or of the completed study programme obligations,
- certificates of education and training providers on successfully completed education, certificates and other documents,
- candidates' products, services, projects, publications and other copyrighted works,

- evidence of registered patents,
- adequate references of practical training and work experience,
- knowledge acquired through self-education and learning and
- other evidence / knowledge that is assessed by the competent authorities of the Faculty.

The process of identification, verification and recognition of knowledge and skills begins on the basis of the application of a candidate who submits an application for recognition on a form that is an integral part of the Rules on recognition of knowledge and skills to the Student Affairs Office.

## **KNOWLEDGE EXAMINATION AND ASSESSMENT**

Knowledge examination and assessment are regulated in more detail by the Rules on knowledge examination and assessment at Alma Mater Europaea - Faculty of Humanities, Institutum Studiorum Humanitatis, Ljubljana.

Forms of knowledge examination and assessment are exams, group exams from multiple units, colloquiums, assessment of seminars and papers, tests and other forms of examination and assessment defined by the syllabuses of individual units.

Examination or partial examination is a regular form of final examination and assessment, which is carried out by a student after the completion of the study process. Colloquiums, tests, homeworks, participation in lectures, seminars, exercises and field projects, as well as assessment of seminars, lectures and practical works are forms of continuous examination and assessment of knowledge of students from individual teaching units.

Knowledge assessment can be oral or written or oral and written. It can also be done by checking written, graphic, technical and other products or assignments and their defence, or by checking practical work or in combination of several forms in accordance with the syllabus of the course.

Students' knowledge in examinations, colloquiums and other forms of assessment is assessed with positive and negative grades. Positive grades are excellent (10), very good (9 and 8), good (7), sufficient (6). The negative grade is negative (5 to 1). The student's obligations are evaluated with grades from 10 to 1.

## **RULES FOR PROGRESSION IN THE STUDY PROGRAMME**

A student may progress from the 1<sup>st</sup> to the 2<sup>nd</sup> year of the Master's study programme if he/she obtained at least 45 ECTS by completing the following study obligations:

- three (3) modules: compulsory course Epistemology of the Humanities and two other selected courses, or
- obligations of two (2) modules (among them the compulsory course Epistemology of the Humanities) and individual research work in a study programme or course.

The same conditions for enrolment in the second year as in the ordinary course of progress apply to students who repeat a year or discontinue their studies.

### **Repeating a year**

A student who has not fulfilled the conditions for advancement may repeat the year. Due to non-fulfilment of obligations, a student may repeat one year only once during the whole study.

### **Progression to the next year of study without meeting all the criteria (conditional enrolment)**

Students may conditionally progress to the next year of study even if they do not meet all the criteria – they must have justified reasons as listed below.

Justified reasons and required proof are:

- Maternity during time of study – proof: extract from the birth registry.
- High-risk pregnancy irrespective of the outcome – proof: confirmation from a gynaecology specialist.
- Fatherhood in the first year after birth, if the father resides in common household with the child – extract from the birth registry, confirmation of common household.
- Illness lasting at least three months during the time of classes – numbered medical confirmation, issued by a personal doctor with a description of the disease and the length of healing, or a description of the disease, issued by a specialist or hospital discharge. The medical note must include a time of absence. In the time of absence, the student cannot take exams or complete any other obligations, as can be discerned on VIS.
- Death of student's family members (mother, father, brother, sister, husband, wife, child) – proof: extract from the book of the deceased, the birth register, from which the relationship can be derived, in the case of members of the common household, a certificate of a common household.
- Hardship in the student's family evidenced at the Center for Social Work, which hindered the student's academic engagement during exam time or the school year – proof: confirmation from the Center for Social Work, which shows the development of the situation for at least a month prior to the examination period.
- Extraneous activity in artistic, cultural, humanitarian, sport or research fields during the time of exams – proof: confirmation of active participation issued by the corresponding organization.
- Education in two or more study programs – proof: confirmation of enrolment.
- Minimum three months of education abroad – proof: confirmation of education abroad.
- Active involvement and participation in the institution's bodies – proof: confirmation of active participation at the meetings of the body signed by the competent authority.

In this case, the conditional progress to the next year is decided over by the Committee for Student Affairs.

Students wishing to conditionally enrol to the next year, must submit a request to the Committee for Student Affairs. A request for conditional progress to the next year is submitted by students electronically through VIS, by clicking on the 'Request' tab in the left-hand-side menu – they then select Request for enrolment – conditional enrolment and fill out the form.

A student who demonstrates above-average study results is allowed to advance faster if possible, given the study process. The decision on this is made by the Senate of the Institute, upon the

request of the candidate (s) and the reasoned opinion of the Student Affairs Committee. The decision determines the way of faster progress.

### **Absolvent stage**

In the event that a student did not complete all prescribed requirements of study and the final work of the last year, and yet repeated or changed the study programme, may ask for the enrolment in the absolvent stage.

A student wishing to enrol in the absolvent stage in the next academic year must submit an electronic application via the VIS, which he / she prints, signs and submits it with appropriate evidence either by post or in person to the Student Affairs Office.

### **Extending student status**

In case when a student did not complete all the required student obligations in the last year of study, did not previously repeat a year or change the path of study, the student may request an extension of student status (extended year).

Justified reasons for not completing study obligations are the following:

- motherhood at the time of study;
- risk pregnancy during the current academic year, regardless of the expiry date;
- paternity in the first year of the child's life, if the father lives with the child in a shared household and benefits from the right to childcare leave;
- illness lasting at least three months during the lectures;
- difficult social conditions of the family the student which are registered at the Center for Social Work and are impeding the academic engagement of the student during exam periods the current academic year;
- recognised status of a person with special needs;
- active participation in top professional, cultural or sporting events;
- active participation in the Faculty's bodies;
- other.

Students must attach proof of circumstances in question.

## **REQUIREMENTS FOR COMPLETING THE STUDY**

A student completes the Master's study in Humanities by successfully completing the following study obligations:

- 4 compulsory courses (40 ECTS)
- 10 freely elective courses (50 ECTS)
- Master's thesis (30 ECTS)

The requirement for completing the study is the successful completion of all prescribed study obligations in a total of 120 ECTS, and prepares and successfully defends the final (Master's) thesis.



## TRANSFERS BETWEEN STUDY PROGRAMMES

In accordance with the Higher Education Act, Criteria for Transitions between Study Programmes (Official Gazette of the Republic of Slovenia, No. 14/19) and other regulations, transfers from other study programs to Master's degree programme Humanities are possible:

- from university study programmes from relevant professional fields, adopted before 11 June 2004. When entering the Master's study programme Humanities, comparable study obligations are generally recognized;
- from specialist study programmes in Humanities and Social sciences. When entering the master's study programme Humanities, comparable study obligations are generally recognized;
- from other university or higher professional study programmes which satisfy the admission requirements for the master's study programme Humanities; the missing obligations which students have to undertake are determined if they want to complete the Master's study in the new programme.

Transfers are possible between study programmes in related fields:

- which are publicly valid in the Republic of Slovenia,
- which, on completion of their studies, ensure the acquisition of comparable competences,
- of which half of the obligations under the European Transferable Credit System (ECTS) from the first study programme may be recognised according to the recognition criteria if they relate to compulsory courses of the second study programme.

The following may be recognized in the transfers:

- comparable study obligations completed by the student in the first study programme;
- non-formally acquired comparable knowledge.

When transferring from one study programme to another and in parallel study, student are recognized exams and other study obligations are recognised to the student, taking into account the content, scope and complexity of knowledge required by the study programme. Given the extent of the obligations recognised in the first study programme in Slovenia or abroad, student can be enrolled in the same or a higher year in the submitted study programme.

In accordance with the provisions of the call for proposals, candidate shall submit an application and supporting documents:

1. the curriculum of the previous study programme,
2. syllabuses of the courses which the candidate completed in the previous study programme and
3. proof of the achievement in an individual course.

Transfer applications are assessed individually in accordance with the Faculty rules, as the candidates' completed study programmes and their pre-completed academic achievements are diverse. When deciding on the transition from one study programme to another, the committee determines the study obligations and credits from the previous programme that can be recognised, as well as the content of study obligations (courses) and the scope of study

obligations (ECTS) that a student must complete in order to graduate in the new study programme.

## **EMPLOYMENT HUMANITIES**

## **OPPORTUNITIES FOR GRADUATES IN**

Upon completion of the Master's studies, graduates are qualified to independently perform professional tasks in various fields. They are skilled in social entrepreneurship, the formation of foci of social innovation, cultural mediation and performing coordination, management and demanding professional tasks in cultural institutions and non-governmental organisations which are related to administrative and professional activities, the collection, record and documentation of data and information, the transferral of knowledge and information and their application in practice.

In addition to general competences in humanities and social sciences, students acquire and enhance specific competences which enable graduates to employ in scientific, research, cultural, administrative, governmental and non-governmental, economic and educational institutions in the fields of knowledge of social processes. and cultural phenomena, communications, media and language, gender, migration, minorities, human rights, health culture, religion, popular culture, publishing, marketing culture, and dealing with cultural heritage, etc.

## **CONTACT DETAILS**

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