University *of Ljubljana*
Faculty *of Computer and*
Information Science

CALL FOR APPLICATIONS

**FOR THE SELECTION OF CANDIDATES FOR THE SECOND CYCLE
DOUBLE MASTER'S DEGREE PROGRAMME IN
COMPUTER AND INFORMATION SCIENCE
IN THE 2017/2018 ACADEMIC YEAR**

1   NAME AND ADDRESS OF THE TENDERING AUTHORITY

The tendering authority is the Faculty of Computer and Information Science, University of Ljubljana, Večna pot 113, 1000 Ljubljana (hereinafter: UL FRI), carrying out a double degree programme with the Graz University of Technology, Austria (hereinafter: TUG).

2   SUBJECT OF THE TENDER

The subject of this tender is the admission of students enrolled in the second cycle Master's programme Computer and Information Science into the double degree programme between TUG and UL FRI, which is based on the agreement between TUG and UL FRI on the academic cooperation of the double degree programme.

3   PROCEDURE, CRITERIA, OBLIGATIONS

Students of the second cycle master's programme that are selected to enrol in the double degree programme will be enrolled in Year 2 at the host university. The enrolment is based on the requirements of the institution as accredited in the programme.

Students of the second cycle master's programme that are selected to enrol in the double degree programme will have Year 1 recognised as completed by both institutions; the obligations of the first and/or second semester of Year 2 will be carried out at the host university.

Both partner universities will recognise ETCS credit points that the students will obtain at the partner university.

Students who wish to fulfil the requirements of this cooperation agreement will spend a minimum of one semester at the host university, where they will have to complete all study requirements in the scope of the workload that represents:

-    A workload for one semester (30 ECTS), of which 18 ETCS are obtained from courses and 12 ETCS from work on the master's thesis that will be recognised by the home university as credits towards the master's degree.
-    An additional workload equivalent to 12 ETCS that the students will obtain at the host university in the form of one or more courses.

Students in the double degree programme can choose the courses at the host university from the list enclosed in the attachment which is subject to change. All courses are conducted in English.

Master's thesis

Each student will write a master's thesis in accordance with the requirements of the academic programme of their home university (24 ETCS) on the topic that is mutually agreed upon by a professor from TUG and a UL FRI professor. Both professors will serve as the student's mentors.

Master's thesis defence

Students must have completed all requirements at the partner university and finished their master's thesis before the final examination can be initiated. The language of the final master's exam, the thesis paper and the oral defence is English.

The master's thesis defence usually takes place at the home university. The mentor and other researchers from the partner institution can attend the thesis defence in person or via videoconference. A copy of the full report on the master's thesis shall be sent to both partner institutions.

The master's thesis defence committee members are appointed by both partner institutions in accordance with the laws and regulations that are in effect in each country.

For UL FRI students the committee shall consist of:
- a mentor at TUG;
- a mentor at UL FRI;
- a member of the Programme Management Committee at UL FRI (or an appointed substitute member from UL FRI).

Students who meet all requirements for both academic programmes of this tender shall receive a diploma from both universities. The diplomas shall be awarded separately by each institution. The diploma supplement of each university shall include the information on the student's mobility and specify all academic work completed by the student at the partner institution.

4   NUMBER OF STUDENTS

In the 2017/2018 academic year there are 10 available places at each partner university.

5   ADMISSION CRITERIA

The tender is open to applications by students who:
- Are enrolled in Year 1 (or have already completed Year 1 and have not yet enrolled into Year 2) of the second cycle master's programme in Computer and Information Science at UL FRI in the 2016/2017 academic year.
- Have achieved a GPA of at least 8 (very good) at undergraduate level.
- Have achieved a GPA of at least 8 (very good) in Year 1 of postgraduate study.
- Have an adequate knowledge of English. International applicants whose mother tongue is not English must enclose an English language certificate that must be at least level B2 on the CEFR scale of the European Language Portfolio Levels (or equivalent). Students who have completed undergraduate studies at FRI are only required to have completed the English language exam level C.

6   APPLICATION

Students who meet all criteria can submit a completed application form to the International Office no later than 18 January 2017 (in person to International Office UL FRI or by registered mail to the following address: UL FRI, Večna pot 113, 1000 Ljubljana, which must be marked as »Application for the double degree programme«). Applications sent by mail must be post-dated no later than the above date. Incomplete or late applications will not be considered.

On the basis of the applications received, the UL FRI selection committee will review the applications and invite selected candidates to personal interviews no later than 17 February 2017.

A complete application must be submitted for this public tender, which includes:

- a completed and signed application form (attached to this tender);
- a cover letter of at least one and no more than two pages;
- an English language certificate if applicable.

Students enrolled in the double degree programme are open to the benefits provided by the Erasmus+ European student exchange programme. All students who qualify for the Erasmus+ student status (and spend no more than a total of 12 months abroad in their second cycle academic programme) will be able to attend an exchange in this programme without separately applying for Erasmus+ exchange programmes. These students can also apply for an Erasmus+ financial grant. More detailed information on Erasmus+ financial grants is available on the international exchange website.

7   SELECTION OF CANDIDATES

Students will be **selected by an appointed committee on the basis of the following criteria:**

- academic performance at undergraduate level, from 0 to 10 points;
- academic performance at postgraduate level after the first exam period, from 0 to 10 points;
- cover letter and personal interview which will take place in the last week of the winter exam period, from 0 to 10 points;
- knowledge of English (a part of the interview will be conducted in English), from 0 to 10 points.

Students who submit applications will attend personal interviews at the end of the winter exam period – in the third or fourth week of February.

The selection committee will provide a list of selected candidates at the end of February and inform the candidates and the partner institution about their selection.

7.1. List of accepted students to the double degree programme

The final list of students will be confirmed in September, when the results will show if the students have successfully completed all the requirements for Year 1 and if they fulfil the requirements for enrolling in Year 2.

Enclosures:
- Application form
- List of courses for the winter semester (Annex A)
- List of courses for the summer semester (Annex B)

Ljubljana, 29 November 2016

APPLICATION

for the double degree programme of the
SECOND CYCLE MASTER'S PROGRAMME IN COMPUTER AND INFORMATION SCIENCE IN THE 2017/2018 ACADEMIC YEAR

Applications are only open to students who are enrolled in Year 1 (or have already completed Year 1 and have not yet enrolled into Year 2) of the second cycle Computer and Information Science Master's programme at UL, Faculty of Computer and Information Science in the 2016/2017 academic year.
Please fill out this application form legibly in capital letters. Fill out all fields (some fields are already filled out)! Before applying you must select a mentor at the Faculty.

Student's first and last name _____

Registration number _____

Nationality _____

Permanent address (street/house number, postal code, town)

_____

Contact address (if different from permanent address)

_____

Telephone _____

E-mail _____

Knowledge of foreign languages_____

Expected mentor at Faculty _____

I would like to complete the double study programme via Erasmus+ (circle).
    YES   NO

Date: _____   Student signature: _____

Mandatory enclosures:
-   Motivation letter;
-   Foreign language certificate if applicable.

The application and its enclosures should be submitted no later than and including **18 January 2017** **to the International Office UL FRI** or by registered mail to the Faculty address: UL FRI, Večna pot 113, SI-1000 Ljubljana, marked as »Application for the double degree programme«. Applications sent by mail must be post-dated no later than the above-mentioned date.

To be completed only by students who will attend the exchange programme via Erasmus+

Date and location of birth _____

Personal ID number _____

Tax ID number _____

University (where student is enrolled): **UL, Faculty of Computer and Information Science**

Year of study (when applying) **1.**   Study cycle **2.**

Name of academic programme: **Computer and Information Science**

Subject area code: **061 Information and Communication Technologies (ICTs)**

Host institution: **Graz University of Technology, Austria**

Erasmus code of host institution: **A GRAZ02**

Country of host institution: **Austria**

Language lectures will be given in: **English**

Level of current knowledge of langauge (circle):   A1   A2   B1   B2   C1   C2

Expected duration of exchange from **_____** to **_____**

Are you entitled to the allowance for disadvantaged students?*   YES   NO

Have you already carried out the Erasmus+ mobility in the past?**   YES   NO

   At which level of studies?   1st / 2nd

   Number of Erasmus+ mobility months that you have already carried out (study and internship):

Date: _____   Student signature: _____

Students enrolled in the double study programme are open to the benefits provided by the Erasmus+ European student exchange programme. All students who qualify for the Erasmus+ student status (and spend no more than a total of 12 months abroad in their second cycle academic programme) will be able to attend an exchange in this programme without separately applying for Erasmus+ exchange programmes.

The candidate is aware that the data from the Erasmus+ programme may be used for communication and implementation of Erasmus+ programme activities.

By signing this application form the candidate agrees that his/her personal data will be transmitted to persons and organisations for the purposes of measuring the impact of the Erasmus+ programme and activities in accordance with article 17 of the Data Protection Act (DPA-1 (Official Gazette of RS, no. 86/04 dated 05/ 08/2004) and DPA-1a (Official Gazette of RS, no. 67/07 dated 27/07/007)).
By signing this application form the candidate agrees to the publication of his/her personal data (first and last name, email, host institution) on the Faculty's international exchange website.

Confirmation of university/coordinator signature*_____

* Students, from disadvantaged backgrounds are entitled to the allowance, if they personally or their family members are recipients of one of the social transfers and have the decision of the Centre for Social Work.
** To be signed by the international exchange coordinator only after the candidate has been confirmed as accepted.

Annex A

List of courses offered by TU Graz FCI to incoming students from the University of Ljubljana, Faculty of Computer and Information Science, in the fall semester of the academic year 2017/2018:

- Information Search and Retrieval (5 ECTS credits)
- Information Architecture and Web Usability (5 ECTS credits)
- Knowledge Discovery and Data Mining 1 (2,5 ECTS credits)
- Selected Topics IT Security 2 (3,5 ECTS credits, lecture)
- Applied Cryptography 2 (3 ECTS credits, lecture +2 ECTS credits, practical)
- Augmented Reality (5 ECTS credits)
- Neural Networks A (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Speech Communication 1   (3 ECTS credits)
- Selected Topics Software Technology 1 (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Digital Libraries (3.5 ECTS credits)
- Advanced Topics in Artificial Intelligence (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Real-Time Graphics 1 (3 ECTS credits, lecture +2 ECTS, practical)

In agreement with the faculty member of the Programme Management Committee, the student can also choose a subject that is not on the list.

Each student is required to complete 18 ECTS credits from the above list and complete the equivalent of 12 ECTS credits of individual work towards his/her master thesis.

In addition, each student must complete an extra workload of 12 ECTS credits towards the double degree programme.

Annex B

List of courses offered by TU Graz FCI to incoming students from the University of Ljubljana, Faculty of Computer and Information Science, in the summer semester of the academic year 2017/2018:

- Selected Topics Media Technologies (5 ECTS credits)
- Information Visualisation (5 ECTS credits)
- Web Science and Web Technology (3 ECTS credits)
- Selected Topics IT Security 1 (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Applied Cryptography (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Mathematical Principles in Vision and Graphics (5 ECTS credits)
- Neural Networks B (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Speech Communication 2 (3 ECTS credits)
- Selected Topics Software Technology 2 (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Algorithm Design Seminar 2 (3.5 ECTS credits)
- Advanced Robotics (3 ECTS credits, lecture + 2 ECTS credits, practical)
- Augmented Reality (5 ECTS credits)
- Real-Time Graphics 2 (1.5 ECTS credits, lecture + 4 ECTS, practical)

In agreement with the faculty member of the Programme Management Committee, the student can also choose a subject that is not on the list.

Each student is required to complete 18 ECTS credits from the above list and complete the equivalent of 12 ECTS credits of individual work towards his/her master thesis.

In addition, each student must complete an extra workload of 12 ECTS credits towards the double degree programme.