



# GUIDE



FOR FOREIGN  
RESEARCHERS  
IN SLOVENIA





## GUIDE FOR FOREIGN RESEARCHERS IN SLOVENIA

Published by: CMEPIUS, Centre of the Republic of Slovenia for Mobility and European Educational and Training Programmes

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Designed by: Studio 22

Printed by: ADOZ tisk, Kranj

Ljubljana, May2007

Proofread by: Branka Petek

Printing: 2.500

CIP - Kataložni zapis o publikaciji  
Narodna in univerzitetna knjižnica, Ljubljana

331.556.44(497.4)\_

TOMC, Jaka

Guide for foreign researches in Slovenia / [authors Jaka Tomc,  
Neža Pajnič]. - Ljubljana: CMEPIUS, 2007

ISBN 978-961-6628-07-5

1. Gl. stv. nasl. 2. Pajnič, Neža

232881408

»This publication was co-financed by the European Commission. The table of contents does not necessarily express the views of the European Commission and is not in any way binding for it.«

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# Slovenia – The green heart of Europe



It's a tiny place – a fact that cannot be denied – with a surface area of just over 20,000 sq km and less than two million people. But 'good things come in small packages', and never was that old saying more appropriate than in describing Slovenia.

It has been given a lot of different names by its promoters – 'Europe in Miniature', 'The Sunny Side of the Alps', 'The Green Heart of Europe' – and they're all true. Slovenia has everything from beaches, snow-capped mountains, hills with vineyards and wide plains covered with sunflowers to Gothic churches, baroque palaces and Art nouveau civic buildings. Its incredible mixture of climates brings warm Mediterranean breezes up to the foothills of the Alps, where it can snow in the summer. And with more than half of its total area covered with forests, Slovenia really is one of the 'greenest' countries in the world.



Slovenia lies at the heart of Europe, where the Alps face the Pannonian plains and the Mediterranean meets the mysterious Karst. Austria lies in the north, Hungary in the east, Croatia in the south and Italy in the west. Slovenia is

characterized by the varied mosaic of its landscape that stretches between the Adriatic Sea and the Alps. The melting of the Alpine, Pannonian, Dinaric and Mediterranean worlds, each leaving its own mark, creates a unique countryside, which is mostly green. It is a largely mountainous country; almost half of it is covered with forests. Cultivated areas with pastures, fields, vineyards and orchards cover 43 percent of the country. More than half of the population lives in towns, most of which date from Roman times.



The mountain peaks rise to more than 2,500 meters (Triglav - 2,864m - is the highest Slovene mountain); their south-eastern part slowly changes into wide plateaus, usually over 1,000 meters high, where forms of high karst have developed. Lower mountains are covered by forests. The southern and eastern

Alps change into the pre-alpine world, which is mountainous for the most part, but still characterised by limestone and dolomite peaks.

The "original" Karst (the limestone region of underground rivers, gorges and caves), which gave its name to all karst areas around the world, extends through a wide belt of south and south-west Slovenia, from Ljubljana all the way to the Italian border.

In the southwest of Slovenia, in the area by the Adriatic coast, the Mediterranean climate determines both the natural and cultivated vegetation. With about 50 km of coastline, Slovenia is also a maritime country. The eastern part of Slovenia gradually changes into the Pannonian plain. It is mostly an area of hills, interrupted by extensive plains of gravel and clay. To the south, along the Sava and Krka rivers, the countryside is characterised by green hills covered with meadows and forests.

### General information

Official name:	Republic of Slovenia
Political system:	Parliamentary Republic
Area:	20,273 km <sup>2</sup>
Capital:	Ljubljana
Population:	2 008 516 (June 2006)
Religion:	Roman Catholic
Language:	Slovene
Climate:	Alpine, Continental, Mediterranean
Time zone:	Central European Time GMT+1
Average temperatures:	July: 21°C; January: 0°C
Economy:	GDP p.c. (2005) 13.677 EUR, imports (2005) 19.62 billion USD, exports (2005) 18.53 billion USD
Currency:	Euro
International calls to Slovenia prefix:	+386



## Holidays

January 1 and 2	New Year's Day
February 8	Prešeren Day, Slovene cultural day
	Easter Sunday and Monday
April 27	Day of Uprising against the Occupation
May 1 and 2	May Day holiday
	Pentecostal Sunday
June 25	Statehood Day
August 15	Feast of the Assumption
August 17	Slovenians in Prekmurje Incorporated into the Mother Nation*
September 15	Restoration of the Primorska Region to the Motherland*
October 31	Reformation Day
November 1	All Saint's Day
November 23	Rudolf Maister Day*
December 25	Christmas
December 26	Independence and Unity Day

\* Working days



## Stores

*Working hours* are mostly non-stop without lunch time closing.

- Weekdays: 8:00 to 19:00 (shopping malls until 21:00)
- Saturdays: 8:00 to 13:00 (shopping malls until 21:00)
- Sundays: 8:00 to 12:00

Payment is in euros; most stores accept credit cards: AMERICAN EXPRESS, DINERS, MASTER CARD - EUROCARD, and VISA.

## Post Office

*Working hours:*

- Weekdays: 8:00 to 19:00
- Saturdays: 8:00 to 12:00

Evenings and Sundays only the main Post Offices in larger centres are open; check [www.posta.si](http://www.posta.si)

## **Banks**

Foreign residents can open euro and foreign currency accounts, and it is possible to send money orders and transfer payments. Changing money is also possible at exchange offices in hotels, gasoline stations, tourist agencies, supermarkets, and numerous small exchange offices.

*Working hours:*

- Weekdays: 8:30-12:30 and 14:00-17:00

- Saturdays: 8:30 to 11:00/12:00

## **Drinking Water**

The water is safe and drinkable throughout the country.

## **Electricity**

Current is 220 V, 50 Hz.

## **Weather**

Slovenia has a temperate climate but the topography creates three individual climates. The northwest has an Alpine climate with moderate temperatures in summer and cold winters. The coast and large part of Primorska region has a Mediterranean climate with mild winters and warm summers. Most of Slovenia has a Continental climate with hot summers and cold winters. The average temperatures are -2°C in January and 21°C in July. The average rainfall is 1,000 millimetres for the coast, up to 3,500 millimetres for the Alps, 800 millimetres for southeast and 1,400 millimetres for central Slovenia.

## **Important telephone numbers**

Police: 113

Emergency (Fire department and Medics): 112

AMZS - Automobile Association of Slovenia: 1987





## History

Slavic ancestors of the present-day Slovenians settled in the area in the 6th century. The Slavic Duchy of Carantania was formed in the 7th century. In 745 Carantania lost its independence, being largely assimilated into the Frankish empire. Many Slavs converted to Christianity.

During the 14th century, most of Slovenia's regions became part of the ownership of the Habsburgs whose lands later formed the Austro-Hungarian Empire, with Slovenians inhabiting all or most of the provinces of Carniola, Gorizia and Gradisca, and parts of the provinces of Istria, Carylthia and Styria.

In 1848 a strong programme for a United Slovenia (Zedinjena Slovenija) emerged as part of the Spring of Nations movement within Austria.

With the collapse of the Austro-Hungarian monarchy in 1918, Slovenians initially formed part of the State of Slovenes, Croats and Serbs, which shortly became the Kingdom of Serbs, Croats and Slovenes, and was later renamed (1929) the Kingdom of Yugoslavia. Following the re-establishment of Yugoslavia at the end of World War II, Slovenia became a part of the Socialist Federal Republic of Yugoslavia, officially declared on 29 November 1943.

Present-day Slovenia was formed on 25 June 1991 upon its independence from Yugoslavia, defeating the Yugoslav Army in the Ten-Day War. On 22 May 1992 Slovenia became a member of the United Nations. Slovenia joined NATO on 29 March 2004 and the European Union on 1 May 2004.



## Population



In 2005 the population of Slovenia exceeded 2 million for a second time in its history. Most populated cities are Ljubljana (266,000), Maribor (111,000), Kranj (51,000) and Celje (48,000).

In the 2002 census, 83.1 % of population declared themselves to be Slovenians, 6.3 % nationals from countries of former Yugoslavia and 0.6 % as Hungarian, Italian or Roma minorities. 8.9 % of population did not declare their nationality.

Life expectancy in 2005 was 73.5 years for men and 81.1 years for women. The average age of men was 38.7 years and of women 42 years.

Ethnic Slovenians living abroad number about 400,000 with the vast majority living in the USA and Canada. Slovenian minorities are recognized in Italy, Austria and Hungary.

## Politics



Slovenia is a parliamentary democracy and constitutional republic. The Slovenian head of state is the president, who is elected by popular vote every 5 years. The executive branch is headed by the prime minister and the council of ministers or cabinet, which are elected by the parliament.

The bicameral Slovenian parliament consists of the National Assembly or Državni zbor, and the National Council or Državni svet. The National Assembly has 90 seats, which are partially filled with directly elected representatives, and partially with proportionally elected representatives (two seats are reserved for Hungarian and Italian minorities). The National Council has 40 seats, and is made up of representatives of social, economic, professional and local interest groups. Parliamentary elections are held every four years.

## Religion

The main religion in Slovenia is Roman Catholic. In the 2002 census, 59 % of the population declared themselves to be Roman Catholics. There are also some small communities of other Christian denominations (in particular Protestant in the eastern parts of the country) and Jews. 2.4 % of the population is Muslim and 2.3 % Orthodox. 10 % declared themselves as atheist.

## Language

The official language of Slovenia is Slovene. Hungarian and Italian enjoy the status of official languages in the ethnically mixed regions along the Hungarian and Italian borders. Most Slovenians speak English as they start learning it in the third grade of elementary school.

### How to say ...



Good morning	-	Dobro jutro
Good day	-	Dober dan
Good evening	-	Dober večer
Hello	-	Živijo
Thank you	-	Hvala
Please	-	Prosim
Goodbye	-	Nasvidenje
Welcome	-	Dobrodošli
Yes	-	Da
No	-	Ne
What's your name?	-	Kako ti je ime?
My name is...	-	Moje ime je...
Where is...?	-	Kje je...?
How much is...?	-	Koliko stane...?
Science	-	Znanost
Researcher	-	Raziskovalec

## Cuisine

Slovenia is a hospitable country that surprises its visitors with the abundance of traditional Slovenian food as well as culinary masterpieces that originated outside the country but have received a Slovenian touch. To complement our dishes there have always been excellent wines from three Slovenian wine growing regions.



Gostilna is the heart of the Slovenian culinary offer. In addition to drinks, the offer of gostilna has to include at least three dishes, which are typical of the environment or region. Gostilnas are often owned by families and mainly preserve tradition in their offer and furnishings, and in preparing homemade dishes they preserve the principles of healthy nutrition. The culinary offer is supplemented by excellent Slovenian wines, especially in the

wine growing regions. Gostilnas are famous for warm-hearted and genuine hospitality - that is one of the reasons why guests like coming again and again.

Hotels and restaurants and of course our tourist farms offer numerous Slovenian delicacies and wines as well. In many places in Slovenia culinary traditions are presented at special events.

In the palette of national dishes there are many connected with the traditional festive pig slaughtering. Popular everyday dishes are made from cabbage, beans and potatoes. Every Slovenian region has its own various types of bread. There are also many flour-based dishes, among which those made from buckwheat – the cereal which gives grey flour, are a speciality. More than seventy variations of štruklji are widely spread across Slovenia. The most renowned is luxuriously filled prekmurska gibanica. Don't forget to try the potica, a cake roll filled with walnuts, poppy seeds, raisins, various herbs, cottage cheese, honey or crackling. In Primorska, they will delight you with original fish dishes and delicacies made from local plants, vegetables and fruit (asparagus, artichokes, truffles), and of course pršut from Karst which is cultivated in the bora wind.



The wines are a special delight – from quality to top quality specialty wines, predicate wines and sparkling wines. On the coast you should try Teran, Rumeni Muškat, Malvazija and Rebula. The speciality of the Posavje Region is Cviček, a Slovene wine with a light taste and low alcohol. Vine growing hills of the Podravje Region in the east boast excellent specialty wines such as Renski Rizling, Traminec, Sauvignon, Chardonnay, Ranina and many other top quality wines. Numerous wine cellars in Slovenia offer wine tasting and in the inns and restaurants you can consult experienced sommeliers.



## Cultural and social life



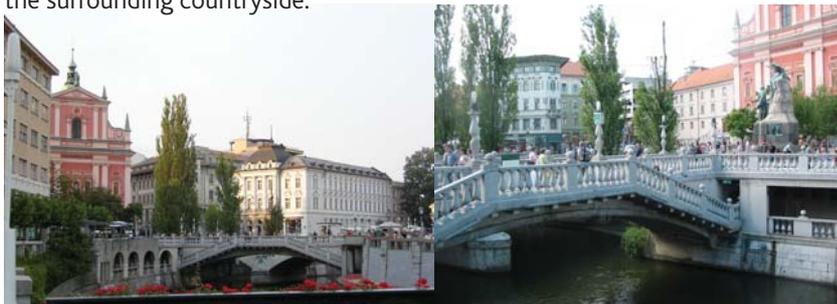
Despite the fact that Slovenia has a population of just over 2 million it has a very lively cultural life. A large number of theatre establishments operate in Slovenia at the national level in addition to two opera and ballet houses.



In the field of fine arts the most important establishments are the National Gallery and the Modern Art Gallery in Ljubljana and in the field of classical music the best known orchestra is the Slovenian Philharmonic.

Slovenia has a wonderfully diverse network of cultural organisations and associations. In addition, a large number of events and performances are arranged in the tourist areas of Slovenia each year. These events also include a very large number of smaller local events based on everyday tales, customs of work and life, and history. There has been a revival of traditional popular customs, such as jurjevanje (St. George's Day), kurentovanje (Spring Carnival), furmanski praznik (Day of Traditional Transportation Trade), national costume days, and jousting etc. Slovenia is also a country of choirs, folk groups and wind bands. For sports lovers there is the annual ski jumping and other skiing competitions and in summer there are competitions on water.

In terms of individual sports mountaineering, mountain climbing, skiing, swimming and cycling are prominent and in terms of team sports football, handball, basketball and volleyball predominate. Both children and adults can join sports clubs offering a wide range of recreational programmes. The construction and modernisation of sports clubs is financed by the State or local communities. There are also many private facilities. In Slovenia there are over 4 700 sports clubs. One of the most popular forms of family recreation (in particular at weekends from May to November) is mountain climbing and family outings into the surrounding countryside.



# Higher education in Slovenia



## Higher education development

Over the last fifteen years higher education in Slovenia has undergone several legislative and structural changes, rapid institutional development and significant increase in student numbers.

First the Higher Education Act in Slovenia as an independent state was adopted in 1993. The act served as a basis for the restructuring of universities, the establishment of a non-university sector (single higher education institutions) and of private higher education institutions. In following years higher education legislation has been amended several times, the most important changes were introduced in 2004 (supplemented in 2006), in accordance with the Bologna principles.

With only two public universities in 1993 the institutional landscape has expanded to fifteen higher education institutions in 2006, which cover all fields of studies: three public universities (incorporating forty-one faculties, three art academies and four professional colleges) and twelve private higher education institutions (one university, five faculties and six professional colleges). Under certain conditions, private higher education institutions can also offer state recognised and co-financed study programmes.

The number of students has more than doubled since 1991. The proportion of higher education students per thousand inhabitants has risen from 19.1 in the year 1991 to 41.1 in the year 2005.

Academic year	Students		
	Undergraduate	Postgraduate	Total
1991/92	36.504	1.647	38.151
2005/06	73.967	8.344	82.311

Source: Statistical Office of the Republic of Slovenia



From 2004 higher education is the responsibility of the newly formed Ministry of Higher Education, Science and Technology.

## *Institutions*

- Higher education institutions are universities, faculties, art academies and professional colleges. They are given their autonomy by the Constitution of the Republic of Slovenia and the Higher Education Act. Public faculties, professional colleges and art academies can only be founded as members of public universities. Private (single) higher education institutions can be established as universities or single faculties, art academies and professional colleges. Higher education institutions can be established by Slovene or foreign natural or legal entities. They can start offering credential higher education programmes when they are entered into the register of higher education institutions that is kept by the Ministry of Higher Education, Science and Technology.

While faculties and art academies can offer both academic and professional study programmes, professional colleges can offer only professional study programmes. After legislative changes in 2004, professional colleges may be accredited also for second-cycle study programmes, if they meet academic standards with regard to staff and equipment, otherwise such programmes must be carried out in co-operation with university establishments.

Study programmes are adopted by the senate of higher education institutions. With the expert approval of the Council for Higher Education new study programmes become state approved. The completion of such study programmes leads to a state approved diploma. The essential part of the diploma is a diploma supplement. All study programmes, accredited after April 2004, are measured in credit points according to ECTS (European Credit Transfer System). One credit point represents 25-30 students' working hours; one academic year can last from 1500 to 1800 students' working hours.

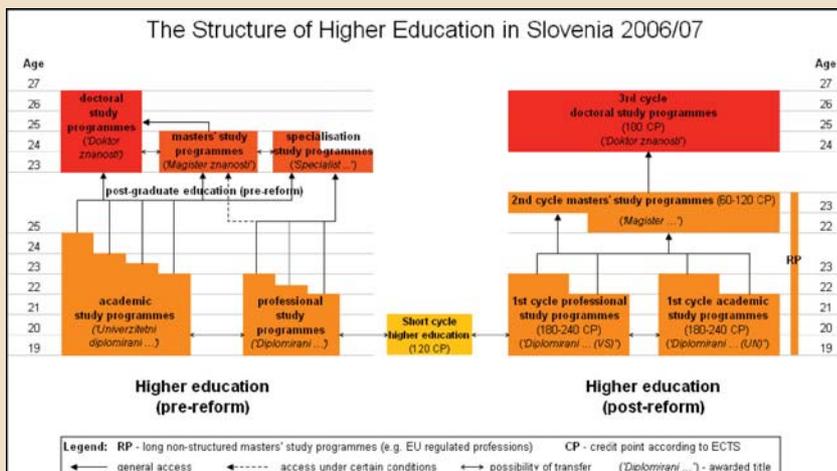
In addition to teaching, higher education institutions also carry out research and art activities.



## Bologna reform

Slovenia joined the Bologna process with the signing of the Bologna Declaration in 1999. A degree system based on three main cycles has existed in the Slovenian higher education system since the 1960s but the length and the structure of studies did not correspond to the Bologna guidelines, so in 2004 a new structure of higher education studies was introduced.

Like some other EU countries Slovenia decided for gradual implementation of the Bologna reform, so that by the academic year 2009/10 only the so-called 'post-reform' study programmes will be offered. Until then Slovene higher education institutions will offer both, 'pre- and post-reform' study programmes. The last time students will be able to enrol in 'pre-reform' study programmes is in the academic year 2008/09 and they will have to finish their studies by 2015/16 at the latest. Once new study programmes are adopted, they gradually replace the existing 'pre-reform' ones. The first new study programmes started in the academic year 2005/06.



# Research and development in Slovenia



## Slovenian science through history

The first internationally relevant research achievements of the Slovenian people are nearly five hundred years old and Slovenian researchers started joining distinguished scientific associations as early as in the 17th century.

The development of science, medicine and technology was particularly stimulated by the **discovery of mercury in Idrija** in 1490.

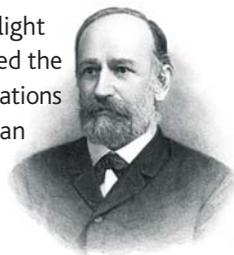
In 1693, the first scientific organisation was founded in Ljubljana, the **Academia Operosorum Labacensium**.

The 17th century was marked by the works of the polymath **Janez Vajkard Valvasor** (1641-1693), who in 1689 published an encyclopaedia of Slovenia in 14 volumes entitled **Slava vojvodine Kranjske** (The Fame of the Duchy of Carniola). On the basis of his research work into the intermittent Cerknica lake, Valvasor in 1687 became a member of the Royal Society in London.



The mathematician and ballistics expert **Jurij Vega** (1754-1802) was also the author of the logarithm tables, which were used worldwide until electronic calculators prevailed.

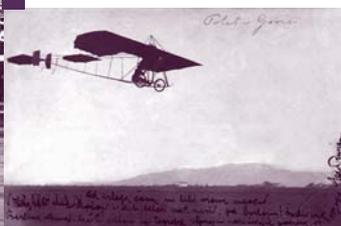
In 1879, **Jožef Stefan** (1835-1893) discovered the law of light radiation, which is now called Stefan's Law. He also perfected the quantitative measuring of electricity and thus laid the foundations for precise measurements in electrotechnic. The Jožef Stefan Institute, the largest Slovenian research institution in the area of natural, mathematical, technical, medical and bio-technical sciences, carries his name.



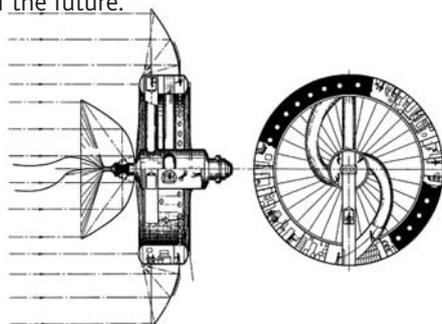
The first map of the territory of Slovenia, including marked ethnic borders, was created in 1853 by the Slovenian geographer, jurist and politician **Peter Kozler** (1824-1879).



In 1909, **Edvard Rusjan** (1886-1911) became the first Slovene to achieve motor-powered flight, in an aeroplane, which was constructed by him.



In 1929, **Herman Potočnik-Noordung**, a Slovenian rocket engineer and officer in the Austrian armed forces, published a book entitled "Das Problem der Befahrung des Weltraums" (The Problem of Space Travel) that is considered one of the key pioneering works on space technology. His original and far-sighted ideas include plans for space travel and research of the future.



The chemist **Friderik Pregl** is so far the only Slovene to have received a Nobel Prize in 1923 for laying the foundations of organic microanalysis.

## Public funding and infrastructure

The main national funding instruments are the research and infrastructure programmes, which are similar to the Integrated Projects (IP) of the EU Framework Programmes and typically last for five years each. With this definition of a programme there will have been 262 research programmes running from 2004-2008.

These research programmes cover research fields expected to be relevant in the next 10 years and important for Slovenia. Every five years there is a public call for a new round of research programmes in compliance with National R&D Programme. The preparation, implementation and evaluation are conducted by the Slovenian Research Agency (since 2004) and the decision to start research programmes is taken by the Government.

The research programmes are implemented by so called programme groups in public research institutes, universities, higher education institutions and private and/or public legal entities with research activities. A minimum requirement for a research programme is 5 PhD researchers plus professional and technical staff. There may also be doctoral students from one or several institutions.

The research programmes are evaluated by annual short reports and the final ex post evaluation is conducted after the 5-year period focusing on a variety of indicators such as scientific excellence, social and economic relevance, human resource development, and international cooperation.

Other funding instruments are 2-3-year research projects, postgraduate education research infrastructure, institutional funding, international co-operation and scientific communication.



## *Institutional framework*

**National Assembly** (Parliament) is the top legislative body and its **Committee on Higher Education, Science and Technological Development** is in charge of discussing the legal and policy documents, related to R&D policy. Once cleared by the Committee, main legal documents are passed on to the Assembly for approval.

**Ministry of Higher Education, Science and Technology** (<http://www.mvzt.si>) is responsible for the preparation of the policy documents in the R&D area, for implementation of the R&D policy (i.e. the implementation of the national research and development programme), the public R&D budget, and international cooperation in the area of R&D. For the area of science and technology, the two main directorates of the Ministry are the Directorate for Science and Higher Education and the Directorate for Technology.

**The Directorate for Science and Higher Education** is further divided into the **Department for Science** and the **Department for Higher Education**. The tasks of the first are defining the expert bases for the adoption of political documents in the field of research policy. It drafts laws and implements regulations on research activities. It establishes and enhances the system of comprehensive analyses and monitoring of the situation and development in research, develops new tools for attaining research policy goals and plans the required financial resources for research.

**Directorate for Technology** coordinates programmes in the area of promotion of new technology development. It applies modern concepts that foster technological development and innovation in Slovenian industry.

An advisory body to the government in the R&D area is the **National Science and Technology Council**. It is a consultancy body of the Slovenian government tasked with giving proposals to the government in the area of science and technology policy.

For the execution of R&D policy, a special public agency was established: **Slovenian Research Agency (ARRS)** (<http://www.arrs.gov.si>). It performs professional, development and executive tasks relating to the National Research and Development Programme as well as other work to promote research and development activities. All research organizations and individual researchers have

to be registered at the central register at the Slovenian Research Agency if they want to apply for public funding.

**Agency of Technology** (<http://www.tia.si>) carries out the expert development and executive tasks that are supposed to advance the technological development and innovation in accordance with the adopted national research and development programme and other national programmes supporting enterprises and competition.

The **Ministry of Economy** (<http://www.mg.gov.si>) covers programmes where entrepreneurship and innovation policy are combined, so certain policy measures are relevant for R&D as well.

**Slovenian Academy of Science and Arts** (<http://www.sazu.si>) is also a very important player in forming Slovenian research policy and organizing research work. It associates scientists and artists, who have been elected as its members for their outstanding achievements in the field of sciences and arts.



## **Young researchers programme**

Financing postgraduate study and research training for young researchers is an important scientific policy instrument at ARRS. The programme has been going on with great success since 1985, and has made an excellent contribution to increasing the amount of research going on in Slovenia, and reducing the age profile of research groups. The programme's success has led to ARRS dedicating a significant amount of its budget to financing training. To date more than 5,300 young researchers have participated in the programme.

Features of the young researchers programme:

- Young researchers participate in research work during their postgraduate studies on basic research or applied research projects;
- They have regular, fixed-term employment contracts;
- The Agency finances their pay, social contributions, as well as material and non-material costs for research and postdoctoral study.

Funds for the training of young researchers are allocated for a fixed-term, up to a maximum of four years and six months for a science PhD programme (doctorate).

The average annual cost of financing one young researcher is around EUR 27,500.

## **R&D in numbers**

In 2005 SIT 98,915.4 million (EUR 412.77 million) was spent on research and development in Slovenia, which was 1.49% of gross domestic product. In real terms this was 6% more than in 2004 and 52.1% more than in 1996.

The greatest share among sources of funding was that of funds from enterprises (55.3%), followed by funds from the government (36.8%) and funds from abroad (7.1%).

## **Total R&D personnel by sector of employment, occupation and sex, Slovenia 2005**

Occupation	Total		Business sector		Government sector		Higher education sector		Private non-profit sector	
	total	female	total	female	total	female	total	female	total	female
<b>Total</b>	<b>12.600</b>	<b>4.916</b>	<b>5.033</b>	<b>1.596</b>	<b>2.841</b>	<b>1.327</b>	<b>4.695</b>	<b>1.989</b>	<b>31</b>	<b>4</b>
Researchers	7.644	2.659	2.203	569	1.846	795	3.564	1.291	31	4
Technicians	3.694	1.543	2.256	807	625	294	813	442	-	-
Other personnel	1.262	714	574	220	370	238	318	256	-	-

## Important strategic documents



### *Slovenian Development Strategy*

The strategy is a long-term economic development programme of the government and serves as a framework for more specific actions of different ministries and departments. It sets an overall vision of future economic and social development. The objectives specified are annually assessed in the "Development report" and thus monitoring of the strategy's implementation is assured.

In relation to R&D policy it stresses the need for research to be more integrated with the needs and capabilities of the business sector. The Strategy calls for an increase of R&D to 3% of the GDP following the Lisbon target and to achieve this, special measures to promote business R&D investment should be designed. Attention should be paid to raising the absorption capacity for R&D results particularly of SMEs. Organisational structure of the public R&D system should be restructured as well and more effective placement of public R&D resources assured. The mobility of researchers from the public to private sector should be stimulated. With all the planned measures, the SDS aims at making R&D and innovation one of the key drivers of growth.

## ***Resolution on National Research and Development Programme 2006-2010 (NRDP)***

NRDP is the key programme document, specifying the R&D policy (and implicitly also innovation policy), its objectives and priorities, the stakeholders, scope and means of financing and the evaluation criteria.

The main objectives are:

- increasing of public R&D investment to 1% of the GDP by 2010
- shifting balance of public research funds from basic non-targeted research in favour of targeted (and applied) research,
- introduction of support measures to stimulate growth of investment of the business sector in R&D to help achieve a 2% target
- growth of the number of researchers with PhD's within the business sector,
- higher rate of establishment of new high-tech firms, including promotion of spin-offs from universities,
- continuous participation in international research, especially in the ERA
- support to the growth of patents, as an indicator of business relevance of research.
- growth of high-tech exports and growth of value-added in the Slovenian economy



## Research institutions

### *Public research organisations*

There are around 50 research institutes in the public sector, employing 1.864 researchers (end of 2005). Those of them who have the Ministry of Higher Education, Science and Technology as their founder are entitled to institutional funding.

The most important public research institutes are:

Institution	Website	Telephone
Jožef Stefan Institute	<a href="http://www.ijs.si">www.ijs.si</a>	+386 (1) 477 39 00
Research centre of the Slovenian academy of science and arts	<a href="http://www.zrc-sazu.si">www.zrc-sazu.si</a>	+386 (1) 470 61 00
National institute of Chemistry	<a href="http://www.ki.si">www.ki.si</a>	+386 (1) 476 02 00
ZAG – Slovenian National Building and Civil Engineering Institute	<a href="http://www.zag.si">www.zag.si</a>	+386 (1) 280 42 50
Agricultural Institute of Slovenia	<a href="http://www.kis.si">www.kis.si</a>	+386 (1) 280 52 62
National Institute of Biology	<a href="http://www.nib.si">www.nib.si</a>	+386 (1) 423 33 88
Geological Survey of Slovenia	<a href="http://www.geo-zs.si">www.geo-zs.si</a>	+386 (1) 280 97 02
Slovenian Forestry Institute	<a href="http://www.gozdis.si">www.gozdis.si</a>	+386 (1) 200 78 00
Institute of Metals and Technology	<a href="http://www.imt.si">www.imt.si</a>	+386 (1) 470 18 00
Educational Research Institute	<a href="http://www.pei.si">www.pei.si</a>	+386 (1) 420 12 40
Institute of Ethnic Studies	<a href="http://www.inv.si">www.inv.si</a>	+386 (1) 200 18 70
Urban Planning Institute	<a href="http://www.urbinstitut.si">www.urbinstitut.si</a>	+386 (1) 420 13 00
Institute of Contemporary History	<a href="http://www2.arnes.si/~ljinz15/documents/english/index.html">www2.arnes.si/~ljinz15/documents/english/index.html</a>	+386 (1) 200 31 20
Institute for Economic Research	<a href="http://www.ier.si">www.ier.si</a>	+386 (1) 530 38 10
Institute for Hydraulic Research	<a href="http://www.hidroinstitut.si">www.hidroinstitut.si</a>	+386 (1) 241 84 20
Textile Institute Maribor	<a href="http://www.tim-tekstil.si">www.tim-tekstil.si</a>	+386 (2) 228 49 72

## ***High-school sector***

Currently, Slovenia has four universities: University of Ljubljana, University of Maribor, University of Primorska and University of Nova Gorica. The first three are public universities, funded for their academic tasks mostly by the government. Their research activities are financed (close to 80%) by public sources. Current regulations allow regular teaching staff with 100% pedagogical assignment to participate in the amount of 20% of FTE (full-time equivalent) in publicly funded research. 3.564 researchers were employed in the high-school sector at the end of 2005.

## ***Business sector***

In February 2006, there were 277 research organisations registered in the business sector, employing more than 2.000 researchers. 65% of gross domestic expenditure of research organisations in the business sector BERD is dedicated to engineering research and 31% to medical research. More than 56% of research conducted in the business sector is applied research, and an additional 40% is experimental development.

Three main forms of **partnerships** that can be found in the Slovenian R&D system are:

- Cluster programme
- Centres of Excellence and networks
- Technology platforms

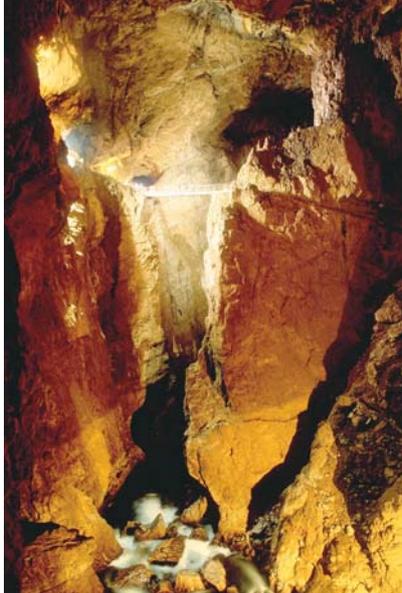


# Useful information



## Entry conditions

Citizens of EU and EEA countries are able to enter Slovenia with just a valid identity card or passport, even if they are coming to work, study, or live in the country. In line with EU law and practice, EU citizens don't need a residence permit to stay for up to three months in Slovenia. After that time they must apply for a residence permit at an administration unit. Until a residence permit is obtained, the obligation to register with the police will still apply to EU citizens.



Citizens of third countries must hold a visa or residence permit in order to enter the Republic of Slovenia, unless otherwise stipulated by law or international agreement.

### *More information:*

Ministry of Foreign Affairs: <http://www.mzz.gov.si/en>

## Work permit

Citizens of EU and EEA Member States have free access to the labour market in Slovenia and can apply for job positions under equal conditions. However, the employer is obligated to register the employment of citizens of these countries at the Employment Service of Slovenia within 8 days from the start of work.

Citizens of third countries can gain employment in Slovenia only on the basis of a **work permit**, which is issued at the employer's request. Upon receiving a work permit by the employer, the document should be taken to the Slovenian diplomatic-consular representative in their home country in order to obtain a **Temporary Residence Permit** for purpose of work before leaving. The potential entrant must also prove that he/she has a place to stay and must be in possession of a statement by the employer about the employment arrangement (which must not exceed a period of one year).



## Residence permit

An application for a residence permit for EU and EES citizen can be made at the local **Administrative unit** with a valid passport, or identity card. You also have to submit an employment contract. In the case of study, self-employment or retirement, appropriate evidence should be provided. You must also provide proof that you have a **secure means of subsistence** and suitable **health insurance**.

Citizens of third countries have to obtain a temporary residence permit **before entering the country**. The application for a temporary residence permit is submitted to the diplomatic-consular mission of Slovenia abroad.

Documents that have to be submitted to get a temporary residence permit for the purpose of employment or work:

- valid **work permit** or other necessary permit in accordance with the law regulating the employment and work of foreigners, except in cases when the law regulating the employment and work of foreigners stipulates that the provisions of this act do not apply
- a **declaration by the employer**, in case of a first residence permit, that he/she will conclude a labour relationship or work contract with the foreigner and conclude an employment or work contract in the event of ensuring permit renewals
- certified **photocopy of a valid passport**
- a **certificate on non-criminal record** issued by the mother country (a certificate that the applicant is not listed in a criminal register)
- proof of guaranteed **subsistence funds**
- proof of appropriate **health insurance**

Foreigners that reside for five years uninterruptedly in the Republic of Slovenia on the basis of a temporary residence permit may be granted a **permanent residence permit**.

### *More information:*

Ministry of Public Administration: <http://e-uprava.gov.si/e-uprava/en/portal.euprava>

Ministry of the Interior: <http://www.mnz.gov.si/en/>



## Taxation

Value added tax is paid on goods transactions, service transactions and the import of goods. The general rate is 20% and the reduced rate is 8.5%. The reduced rate is calculated and paid on food, water supply, medicines, books, tickets for cultural events, etc.

All employees and insured persons in Slovenia make a monthly advance payment of personal income tax, which is taken into account in the final assessment of income and is subtracted from it. You are obliged to pay this tax if you receive a salary or other incomes on the basis of a labour contract, etc. All persons liable for tax have their own tax number. At the end of March each year you have to present your income tax statement ("Dohodnina") to the tax office in your place of residence to have your income tax adjusted.

### Research stays based on a fellowship

If your research stay in Slovenia is to take place in the framework of a fellowship you may be exempt from taxation under Slovenian income tax law. This depends on the type of fellowship and relationship with the host institution. It is worth consulting the organisation, which has awarded the fellowship. Furthermore, you should find out what tax regulations apply in your own country in order to allow for them when completing subsequent tax returns.

### Research stays based on an employment contract

If your research stay is based on an employment contract in Slovenia and will last more than 183 days in a single fiscal year, you will be considered as a resident and held tax liable in Slovenia on your globally earned income and assets. If you stay for less than 183 days in a single fiscal year, you will be considered as a non-resident and held tax liable on your income earned in Slovenia.

Double taxation avoidance agreements exist with some countries stating that higher education teachers and researchers who come to Slovenia for a maximum of two years to work on research may be exempted from taxation or may pay their taxes in their own country.

### *More information:*

Tax Administration of the Republic of Slovenia: <http://www.durs.gov.si>

## **Finding a job for family members**

Vacancies are published on the Employment Service of Slovenia and EURES web sites. They are also published in daily newspapers, on radio stations, and television.

Students can look for jobs through a very well developed network of student employment agencies. Such work is usually casual and temporary.

If you want to apply for job vacancies in Slovenia, a structured and concise CV (Curriculum Vitae) needs to be written. Since there is no standard CV in use, the following information should be included: personal details (date of birth, nationality, personal and e-mail address, telephone number, driving license, etc.), education, knowledge of languages, working experience, particular areas of competence, career information, and hobbies. If you do not master the Slovenian language, the CV should be written in English. Certificates of education and qualification need to be enclosed, and references are desired. Enclosing a photograph is not a practice in Slovenia.

The standard European Curriculum Vitae format (Europass Curriculum Vitae) in several languages is available on the EURES web site.

### *More information:*

The European Job Mobility Portal: <http://eures.europa.eu>

Employment Service of Slovenia: <http://www.ess.gov.si>

## **Recognition of education**

For recognition of education that has been gained abroad, an application for recognition of education for the purpose of employment (prescribed form Z) must be submitted to the Ministry of Higher Education, Science and Technology. For a non-higher-education diploma or certificate an application has to be sent to the Ministry of Education and Sport.

The following documents shall be included with the application: legally verified Slovenian translation of the education document and its original, year certificates, index, and other evidences of duration of education. Also a short chronological description of the whole educational period should be included. The competent ministry will issue the decision within two months of the date of submitting a

complete application. It is not possible to file an appeal against a decision, but an administrative dispute is possible; legal action can be brought at the competent Administrative court.

*More information:*

Ministry of Higher Education, Science and Technology: <http://www.mvzt.gov.si/en/>

## **Mutual recognition of qualifications**

By entering the European Union Slovenia has started to apply the system for the mutual recognition of qualifications for the pursuit of regulated professions or professional activities.

For regulated professions the standard application for the recognition of qualifications needs to be submitted to the **Ministry of Labour, Family and Social Affairs**. Evidence of citizenship, education / qualification evidences, and other evidences should be included with the application.

*More information:*

Ministry of Labour, Family and Social Affairs:  
<http://www.mddsz.gov.si/en/>



## **Labour relation**

Before the beginning of work, an **employment contract** in written form is completed with the employer.

**Payment** for work is made up of a basic wage, part of wage for efficiency, and allowances. The minimum gross wage in Slovenia was 582 Euro in August 2006. In most companies, wages are defined by position quotients appointed in collective agreements and are paid monthly. The worker is entitled to extra payments for special working conditions related to the distribution of working time, i.e. for night work, overtime, Sunday work, work on statutory holidays, and for years of service.

The employer must ensure the worker reimbursement of expenses for meals during work, for travel expenses to and from work, and of expenses the worker incurs during performing certain work and tasks on business travel.

**Full working hours** should not exceed 40 hours a week and should not be shorter than 36 hours a week (except for jobs where there is a greater risk of injury or damage to health).

**Annual leave** in an individual calendar year lasts at least four weeks. The right to the entire annual leave is acquired after a period of six months of uninterrupted work.

*More information:*

Ministry of Labour, Family and Social Affairs:

[http://www.mddsz.gov.si/en/areas\\_of\\_work/labour\\_relations\\_and\\_labour\\_rights/](http://www.mddsz.gov.si/en/areas_of_work/labour_relations_and_labour_rights/)

The Health Insurance Institute of Slovenia: <http://www.zzzs.si>

## Social security

The system of social security in Slovenia is based upon contribution payment from both, employers and employees. In Slovenia, contributions for health insurance, pension and disability insurance, maternity, unemployment insurance, and accident at work and occupational disease insurance are paid.

Fellowships can be exempt from compulsory social security payments, with the exception of health insurance, which even fellows must have. Again, it depends on the type of fellowship.

## Health insurance



Before your arrival to Slovenia, the European health insurance card or other corresponding documents enabling you to access medical services should be provided in your home country. With employment in Slovenia, your inclusion into the compulsory health insurance system will be based upon contributions paid out of your wage.

**Compulsory health insurance** comprises of insurance against diseases and injuries outside work, and insurance against injuries at work and occupational diseases. The compulsory health insurance overlays the majority of health hazards, but not all and not in totality.

You can also take **voluntary health insurance** that is provided by insurance

companies in order to acquire additional entitlements.

The health insurance card is an electronic personal document that needs to be presented at a doctor visit. The card is issued, free of charge, to every person upon the first regulation of the compulsory health insurance status. Validity of the card is updated by the cardholders autonomously, through self-service terminals, installed in hospitals or similar institutions.

*More information:*

The Health Insurance Institute of Slovenia: <http://www.zzzs.si/>

Triglav Insurance Company: <http://www2.zav-triglav.si>

Vzajemna Health Insurance Company: <http://www.vzajemna.si/>

Adriatic Insurance Company: <http://www.adriatic-slovenica.si/>

Coris Assistance: <http://www.coris.si>



## Maternity leave

**Maternity leave** lasts 105 days. Mothers receive maternity compensation calculated on the average wage/income paid in the last twelve month period.

Fathers have a right to **paternity leave** up to 90 days.

One of the parents has a right to **child care leave** in order to look after or care for a child for a period of 260 days immediately upon expiry of maternity leave.

## Pension and disability insurance

The right to **old-age pension** is based upon the insurance, and depends on the completed insurance period as well as reaching a certain age. If you have been working (and been insured) in more than one EU country, you are entitled to receive pension from each country in which your insurance period was longer than one year. Pensions will correspond to the insurance period completed in each country, allowing periods from different countries to be summarized.

The right to **disability pension** is based upon the insurance and stated disability. The right to disability pension is also granted to an insured person with no occupational rehabilitation assured.

*More information:*

Pension and Invalidity Insurance Institute of Slovenia: <http://www.zpiz.si>

The Health Insurance Institute of Slovenia: <http://www.zzzs.si>

## Accommodation

Usually the organisation that invites you to Slovenia arranges some form of accommodation. Should this not be the case you will have to find one yourself. In finding accommodation you can be assisted by private agencies dealing in purchase, sale or lease of real estate, or you can look up advertisements in printed media and the Internet. If you decide to rent a flat, an agreement with its owner - which needs to be authenticated by a notary - is usually concluded.

Real estate prices and flat rents depend on the site, location, furnishing and age of a flat. Prices are the highest in Ljubljana and its surroundings, in Koper, Maribor and Celje. Rent does not normally include running costs (electricity, gas, water, heating, telephone and rubbish collection). Normally three months rent is paid as a deposit.



Average flat rents in Ljubljana are: for a studio flat 328 euros, one-room flat 394 Euros, two-room flat 625 Euros and three-room flat 999 Euros.

### *More information:*

<http://www.abc-nepremicnine.si>

<http://www.realestate-slovenia.info>

<http://www.slonep.net>

<http://www.property.si>

## Language courses

There are many private schools that offer quality language courses in all major cities. Even if Slovene is considered a difficult language to learn, you will find it interesting and beautiful once you start learning it.

One of the options is the Centre for Slovene as a Second/Foreign Language. The Centre operates under the auspices of the Department of Slovene Studies at the Faculty of Arts of the University of Ljubljana. The programme offers a varied selection of language courses, differing in length (from 20 to 560 hours), intensity and goals.

You can also learn Slovene on-line before your arrival in Slovenia. The course is divided into three levels and you can learn Slovene with the help of written texts as well as audio and video recordings.

*More information:*

<http://www.centerslo.net>

<http://e-slovenscina.si>



## Intellectual property rights

The Slovenian Intellectual Property Office (SIPO) is an autonomous body within the Ministry of Economy. It is responsible for the field of industrial property and copyright.

SIPO grants protection for the following industrial property rights: patents, supplementary protection certificates, industrial designs, trademarks, topographies of integrated circuits and geographical indications, with exception of agricultural products and foodstuffs. It issues permits to collecting societies of authors and holders of related rights for collective administration of their rights and supervises the functioning of collecting societies. It prepares intellectual property legislation, carries out documentation activities and provides services to the public.

*More information:*

<http://www.uil-sipo.si/>

## ERA-MORE



Launched in 2004, the ERA-MORE network counts around 200 mobility centres and numerous local contact points in 32 countries, providing personalized assistance for mobile researchers from inside and outside Europe. The mobility centre and its personnel can provide you with information on career opportunities, legal issues, social and health security,

taxes, everyday life or family support. You can contact your nearest mobility centre in your country or a centre in the country you want to go to. You can find a list of national mobility centres on <http://europa.eu.int/eracareers/era-more>.

You can also find career opportunities and practical information on the European Researchers Mobility Portal (<http://europa.eu.int/eracareers>) where you can place your CV in a Researcher's Mobility Job Database or browse through job opportunities published by organizations.

If you are thinking about research work in Slovenia our mobility centre and its portal ([www.eracareers.si](http://www.eracareers.si)) can offer you assistance and information on legislation, administrative procedures and practical information connected with your stay and research work in Slovenia.

### You can find us at:

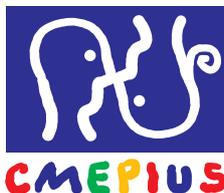
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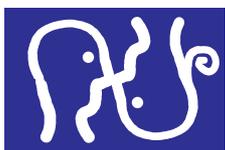
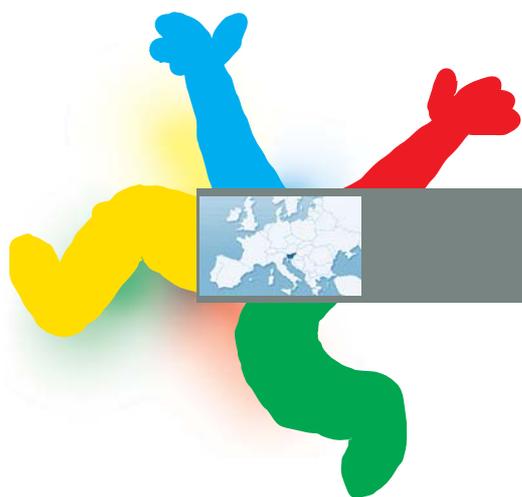
Ob železnici 16

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[eracareers@cmepius.si](mailto:eracareers@cmepius.si)





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