



REPUBLIC OF CROATIA
MINISTRY OF SCIENCE, EDUCATION AND SPORTS

CALL FOR APPLICATIONS

The Ministry of Science, Education and Sports of the Republic of Croatia offers scholarships for foreign students and professors of higher education institutions as well as research fellows who intend to gain further professional experience in Croatian institutions of higher education or research. Scholarships can be applied for under two categories:

1. BILATERAL AGREEMENTS

The Ministry of Science, Education and Sports welcomes applications by citizens of countries (and territories) that have a valid/effective educational co-operation programme with Croatia, or a bilateral agreement signed by the Croatian Government or the Ministry of Science, Education and Sports and the relevant ministry of the given country (or territory).

COUNTRIES WHOSE CITIZENS MAY APPLY ON THE BASIS OF A VALID/EFFECTIVE EDUCATIONAL CO-OPERATION PROGRAMME AND/OR A BILATERAL AGREEMENT:
Austria, Belgium (Flanders), Bulgaria, China, Germany (Bavaria), Greece, Hungary, India, Israel, Italy, Montenegro, Poland, Portugal, Romania, Slovak Republic, Slovenia, Spain, Turkey, Ukraine.

2. SCHOLARSHIPS FOR STUDENTS OF CROATIAN LANGUAGE

The Ministry of Science, Education and Sports welcomes applications by students of language departments of Croatian language and literature abroad, regardless of whether or not they fall under the jurisdiction of the Ministry.

1. SCHOLARSHIP TYPES

The following scholarships are available in the 2011/2012 Academic Year:

A/1. one semester studies for students of Croatian Language abroad

Eligible applicants: undergraduate (BA/BSc) and graduate (MA/MSc) students, especially those majoring in Croatian Language and Literature, as well as graduate students working on their theses. Before application, students are required to have completed a minimum of two semesters at their home institutions.

A/2. semester / partial studies (3-10 months)

Eligible applicants: undergraduate (BA/BSc) and graduate (MA/MSc) students. Before application, students are required to have completed a minimum of two semesters at their home institutions.

B. undergraduate / graduate studies

C/1. full PhD programme (36 months)

The scholarship is conditional upon successful entrance exam / admission to the respective doctoral school.

C/2. partial PhD studies (12 months)

Applicants must be enrolled in a PhD programme at an accredited institution of higher education in his/her home country or in a foreign country (but not in Croatia).

D. postdoctoral studies, research (1-10 months)

Applicants must have a PhD or an equivalent degree.

E. research visit (3-21 days or 1-10 months)

For associate or higher ranking professors or for researchers holding minimum a PhD or an equivalent degree.

F. summer course in the summer of 2011 (2 weeks)

2. GENERAL PROVISIONS

These scholarships allow for study or research in any field of arts and sciences during the granted period at an accredited public Croatian higher education or research institution to be determined in advance. For Type A scholarship, an applicant may submit an application only on one occasion during his/her BA/BSc studies, and on another occasion during his/her MA/MSc studies.

The semester / partial studies and full PhD and partial PhD studies scholarships may not be extended. Postgraduate studies, postdoctoral studies and research or research visit scholarships may be extended exceptionally, only under special circumstances, on one occasion. The Ministry of Science, Education and Sports scholarships can only be used for conducting studies or research in Croatia, which means that scholarship holders must stay in Croatia during the whole period of their studies or research.

Cases of non-eligibility

- Foreign citizens with a residence permit or in the course of applying for a residence permit in Croatia cannot apply;
- Students applying for part-time study programmes cannot apply;
- Students applying for non state-financed universities cannot apply.

Age limits for applicants

- 25 years for scholarships for undergraduate / graduate studies;
- 35 years for scholarships for postgraduate studies;
- 45 years for postdoctoral scholarships.

There are no age limits for the following types of scholarships:

- research visit
- summer courses

3. FINANCIAL BENEFITS FOR SCHOLARSHIP HOLDERS:

1. undergraduate / graduate

- ◆ 1.300,00 kn - monthly allowance
- ◆ subsidized accommodation in the student dormitory and subsidized meals at student restaurants

2. postgraduate studies or research

- ◆ 1.500,00 kn - monthly allowance
- ◆ subsidized accommodation in the student dormitory and subsidized meals at student restaurants

3. for scholarships of 21 days or shorter

- ◆ 170,00 kn per diem
- ◆ subsidized accommodation in the student dormitory

4. summer course (2 weeks)

- ◆ Tuition-free course, free accommodation and meals

Scholarship terms for undergraduate / graduate studies

For scholarship holders who are about to follow a full cycle of undergraduate / graduate studies in Croatia and whose Croatian language skills are not sufficient, a scholarship for an initial one (1) academic year shall be granted in order to follow Croatian language lessons and be prepared for the final language exam, which **they should pass successfully**. In case they fail, the scholarship is automatically discontinued, and the scholarship holder **is obliged to return to his/her country**. In case they succeed, the scholarship is granted for a full cycle of undergraduate / graduate studies, and **renewed every year, pending academic success**.

Each scholarship holder is obliged, throughout the scholarship programme, to stay in Croatia and be engaged solely in the programme which has been approved by the Ministry of Science, Education and Sports. Absence is justified for three (3) consecutive months (during summer) and in case a scholarship holder needs to be absent for a longer period, he/she should inform the MoSES.

Prospective students with foreign educational certificates who wish to apply for undergraduate study programmes in Croatia should send their high school diplomas and results of end-of-school exams to the Department of Recognition of Foreign Educational Qualifications at the Ministry of Science, Education and Sports of the Republic of Croatia where they will undergo a process of recognition. More information on recognition of foreign secondary school qualifications can be found on: <http://public.mzos.hr/Default.aspx?sec=2531>.

Scholarship terms for postgraduate studies and research

The applicant should meet the academic requirements of the Croatian University that he/she applies to. A scholarship will be approved only after the required institution accepts the candidate. Scholarship holders can make use of the scholarship **only during the period of the specific academic year for which the scholarship has been granted**.

After the scholarship ends, each scholarship holder must submit to the Ministry of Science, Education and Sports a detailed report about the studies or research he/she has carried out, as well as a certificate by his/her supervisor about the research. If this is not the case, scholarship refund shall be claimed.

Prospective students who wish to apply for graduate or postgraduate study programmes and have a foreign higher education qualification or degree, will need to undergo the process of academic recognition. Academic recognition for the purpose of continuation of higher education on graduate or

postgraduate study programmes in Croatia is performed by Offices for Academic Recognition of Foreign Higher Education Qualifications at Croatian higher education institutions.

Please find below a list of offices in charge of academic recognition of foreign higher education qualifications at Croatian universities:

<p style="text-align: center;">University of Zagreb Office for Academic Recognition of Foreign Higher Education Qualifications Trg maršala Tita 14 10000 Zagreb</p> <p style="text-align: center;">tel.: +385 1 4564 272</p> <p style="text-align: center;">contact person: Mirjana Fuchs; dipl. iur., Davor Mavrić, dipl. theol. e-mail: davor.mavric@unizg.hr</p>	<p style="text-align: center;">J. J. Strossmayer University in Osijek Office for Academic Recognition of Foreign Higher Education Qualifications Cara Hadrijana bb, Kampus 31000 Osijek</p> <p style="text-align: center;">tel.: +385 31 224 183</p> <p style="text-align: center;">contact person: Marina Holjenko, dipl. iur. e-mail: holjenko@unios.hr</p>
<p style="text-align: center;">University of Rijeka Office for Academic Recognition of Foreign Higher Education Qualifications Trg braće Mažuranića 10 51000 Rijeka</p> <p style="text-align: center;">tel.: +385 51 406-574, fax: +385 51 406 585</p> <p style="text-align: center;">contact person: Andrea Miočić e-mail: andrea@uniri.hr</p>	<p style="text-align: center;">University of Split Office for Academic Recognition of Foreign Higher Education Qualifications Livanjska 5/1 21000 Split</p> <p style="text-align: center;">tel.: +385 21 558 208</p> <p style="text-align: center;">contact person: Dubravka Radas, dipl.iur. e-mail: dubravka@unist.hr</p>
<p style="text-align: center;">University of Zadar Office for Academic Recognition of Foreign Higher Education Qualifications Mihovila Pavlinovića 1 23000 Zadar</p> <p style="text-align: center;">tel.: +385 23 200 596, fax: +385 23 316 882</p> <p style="text-align: center;">contact person: Vilma Kotlar e-mail: vkotlar@unizd.hr</p>	<p style="text-align: center;">University of Dubrovnik Office for Academic Recognition of Foreign Higher Education Qualifications Ćire Carića 4 20000 Dubrovnik</p> <p style="text-align: center;">tel.: +385 20 445 772</p> <p style="text-align: center;">contact person: Sandra Memunić e-mail: sadra.memunic@unidu.hr</p>

Prospective students who apply for **research programmes** usually do not need to have their previous educational qualifications recognised.

Candidates for **research** should be fluent in Croatian or English. The term "research" includes preparation for a doctoral or postdoctoral thesis, as well as any other form of scientific research **except** medical specialization.

4. DOCUMENTS TO BE SUBMITTED

Every application must contain **two (2) copies** of the documents listed below in one of the following languages: Croatian or English

A/1. one semester studies for students of Croatian Language abroad

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>
- Transcript of the last two completed semesters at the home institution (Copy of BA/BSc degree - for those who have completed a BA/BSc programme)
- Letter of interest
- Recommendation of a Croatian language fellow at the home institution, co-signed by the Head of Department
- Copy of enrolment at the applicant's home institution
- Medical certificate of satisfactory health condition

A/2. semester / partial studies (3-10 months)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>
- Transcript of the last two completed semesters at the home institution (Copy of BA/BSc degree - for those who have completed a BA/BSc programme)
- Letter of interest
- Certificate of proficiency in Croatian - unless there is another working language agreed upon for the proposed course/programme (to be attached to the letter of invitation)
- Copy of enrolment at the applicant's home institution
- Letter of invitation by the host institution in Croatia

- Two letters of recommendation
- Medical certificate of satisfactory health condition

B. undergraduate / graduate studies

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>
- Letter of interest
- Copy of the last acquired Certificate or Diploma
- A language certificate of the language(s) that the candidate declares that he/she speaks
- Medical certificate of satisfactory health condition

C/1. full PhD programme (36 months)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>
- List of publications
- Copy of the highest degree / diploma received
- Precise and detailed work plan - maximum two pages
- Certificate of proficiency in Croatian - unless there is another working language agreed upon for the proposed course/programme (to be attached to the letter of invitation)
- Letters of recommendation from two recognized experts in the relevant discipline
- Letter of invitation by the director of an accredited doctoral school in Croatia (in which he/she declares that the applicant can take part in a tuition-free programme if he/she is accepted in the doctoral school and the MoSES scholarship is awarded to him/her).
- Medical certificate of satisfactory health condition

C/2. partial PhD studies (12 months)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport

- Curriculum Vitae (in Europass format)
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>
- List of publications
- Copy of the highest degree/diploma received
- Precise and detailed work plan - maximum two pages
- Certificate of proficiency in Croatian - unless there is another working language agreed upon for the proposed course/programme (to be attached to the letter of invitation)
- Two letters of recommendation: one by the applicant's home institution, one by the supervisor in Croatia
- Copy of enrolment of the applicant's doctoral school
- Letter of invitation by the director of an accredited doctoral school in Croatia
- Medical certificate of satisfactory health condition

C/3 postgraduate studies / research (3-21 days or 1-10 months)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on an application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>
- List of publications
- Copy of highest degree/diploma
- Precise and detailed work plan - maximum two pages
- Certificate of proficiency in Croatian - unless there is another agreed upon working language for the proposed course/programme (to be attached to the letter of invitation)
- Two letters of recommendation: one by the applicant's home institution, one by the supervisor in Croatia
- Copy of enrolment at the applicant's doctoral school
- Letter of invitation by the director of an accredited doctoral school in Croatia
- Medical certificate of satisfactory health condition

D. postdoctoral studies, research (1-10 months)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)

<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>

- List of publications
- Copy of the highest degree/diploma received
- Precise and detailed work plan - maximum two pages
- Certificate of proficiency in Croatian - unless there is another working language agreed upon for the proposed course/programme (to be attached to the letter of invitation)
- Letters of recommendation from two recognized experts in the relevant discipline
- Letter of invitation by the future host institution in Croatia
- Medical certificate of satisfactory health condition

E. research visit (3-21 days or 1-10 months)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)

<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>

- List of publications
- Copy of the highest degree/diploma received (supporting document of associate or higher ranking professorship)
- Precise and detailed work plan - maximum two pages
- Certificate of proficiency in Croatian - unless there is another working language agreed upon for the proposed course/programme (to be attached to the letter of invitation)
- Two letters of recommendation from two recognized experts in the relevant discipline
- Letter of invitation by the future host institution in Croatia
- Medical certificate of satisfactory health condition

F. summer course in the summer of 2011 (2 weeks)

- Application form of the Ministry of Science, Education and Sports
- One (1) identity card photo, affixed on the application form provided by MoSES
- A photocopy of passport
- Curriculum Vitae (in Europass format)

<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/EuropassCV/CVTemplate.csp>

- Copy of the highest degree/diploma received
- Letter of interest
- Letter of recommendation

Incomplete or inaccurate applications will not be considered. Application documents shall not be returned.

5. FURTHER INFORMATION ON FINANCIAL PROVISIONS

The scholarships of the Ministry of Science, Education and Sports cannot be awarded concurrently with other scholarships. If a scholarship holder has another scholarship, he/she has to turn down the MoSES scholarship.

The scholarship is meant to cover the living expenses of one person only, so there is no available financing or visa exemption for accompanying members of the family or any other persons. Neither visa related fees nor any other costs related to the scholarship holder's stay in Croatia shall be compensated.

Travel Expenses

Travel expenses to Croatia and back to the country of origin are not covered by the Ministry of Science, Education and Sports of the Republic of Croatia.

6. HEALTH INSURANCE

During their stay in Croatia, all international students with temporary residence must have health insurance. Regulated health insurance is the prerequisite for being granted temporary residence.

Countries with health care agreements with Croatia

Croatia regulates the issue of health care for foreign nationals during their stay in Croatia through agreements on social security signed with the following countries:

Austria, Belgium, Bosnia and Herzegovina, the Czech Republic, France, Germany, Hungary, Italy, Luxembourg, Macedonia, Montenegro, the Netherlands, Poland, Romania, Serbia, Slovakia, Slovenia and the United Kingdom.

Students from the aforementioned countries are recommended to contact their public health insurance provider before arriving in Croatia in order to obtain the document which enables them to receive health care in Croatia.

Countries without health care agreements with Croatia

The Ministry of Science, Education and Sports covers the health insurance expenses for scholarship holders from countries which do not have social security agreements with Croatia, if so foreseen in a valid/effective bilateral educational co-operation programme.

PROCEDURE

The deadline for application and for submitting two copies of the required documents is: 13th May 2011 (as per postmark).

Printed application materials should be sent to (by home agency if applicable):

**Ministry of Science, Education and Sports of the Republic of Croatia
Directorate for International Cooperation and European Integration
Donje Svetice 38
10 000 Zagreb
Croatia**

Attention! Applications past the deadline will not be accepted and will not be forwarded to be reviewed.