### UNIVERSITY OF ZAGREB FACULTY OF VETERINARY MEDICINE

#### **Publishes**

#### APPLICATION

# FOR ENROLMENT IN THE FIRST YEAR OF THE UNIVERSITY INTEGRATED UNDERGRADUATE AND GRADUATE STUDY *VETERINARY MEDICINE* IN ENGLISH FOR THE ACADEMIC YEAR 2025/2026

#### Study program

The Study of Veterinary Medicine in English is a University Integrated Undergraduate and Graduate Study, lasting 6 years, academic degree: DOCTOR OF VETERINARY MEDICINE

From the academic year 2025/2026, all applicants must register through the portal of the Central Application Office at the Agency for Science and Higher Education (ASHE). By registering and applying for the Veterinary Medicine study program, the applicant enters the list of candidates by submitting the necessary documents. The final lists at ASHE are formed at the end of the summer enrolment period (July) and at the end of the autumn enrolment period (September). Candidates who are on the final lists, i.e. have met the enrolment requirements and received an enrolment number, are required to enroll in the study program for the academic year 2025/2026. In the event of withdrawal after the closing of the final lists, and the selection of new candidates is no longer possible, the Faculty is entitled to opportunity costs in the amount of tuition fees.

## I. Application sent to the Faculty of Veterinary Medicine via e-mail: <a href="mailto:english.studies@yef.hr">english.studies@yef.hr</a> should include:

- completed application form available via the Faculty website
- proof of payment of the amount of EUR 50 (without bank fee) to the account of the Faculty of Veterinary Medicine, University of Zagreb, payment is made directly to the bank account (not by cheque);

Details about the bank:

VAT number: HR36389528408,

BANK NAME: ZAGREBAČKA BANKA d.d.

BANK ADDRESS: 10000 Zagreb, Trg bana Josipa Jelačića 10

SWIFT: ZABAHR2X,

IBAN: HR1723600001101354554.

On the payment it is necessary to state the name and surname of the candidate and the description of the payment: APPLICATION FEE for the academic year 2025/2026 + NAME and SURNAME of the candidate (not the name and surname of the payer)

- a certificate of citizenship (for Croatian citizens) or a photocopy of a passport (for foreign citizens); for EU citizens, a copy of the identity card can also be attached

- a birth certificate
- photo 4x6 cm (not older than 6 months);
- a copy of the certificates of all years of secondary education: if the secondary education lasted only 3 years, in which case the grades from the last 4 years of education (grades 9-12) are sent with a transcript of grades as well as a final certificate with the original transcript of grades (not older than 5 years, except enrolment in study programs in the field of natural, biomedical or biotechnological sciences after completion of secondary education and a diploma not older than a minimum of 5 years. In this case, it is necessary to send a diploma of completed studies with a transcript of grades, along with transcripts of high school grades. Special attention will be paid to grades in the subjects of the natural science group (Chemistry, Physics, and Biology) that the candidate must have in at least 2 years of secondary education.

Suppose the candidate has not attended one of the above subjects in high school and has enrolled in the study of biomedical, biotechnological, or natural sciences and has attended and passed that subject, in that case, it is recognized as a prerequisite. Preparatory schools with at least 45 ECTS credits in which the candidate has passed one of the subjects (Chemistry, Biology, or Physics) that he did not have in high school are also recognized as fulfilled prerequisites (condition). A course passed outside secondary school will not be scored in the scoring system of the Central Application Office at ASHE. This means that the applicant will not get a score for that subject and his final score will be low – therefore the position on the final list will also be lower than other candidates who had those subjects in high school!

- Diplomas from previously completed colleges or colleges, if applicable;
- Diplomas of preparatory programs, if applicable;
- Certificate of English language proficiency (one of the following): Test of English as a Foreign Language (TOEFL), International English Testing System (IELTS), Certificate in Advance English (CAE) and similar (EFSET EF English Standard Test, Cambridge) if the previous education was not in English. Originals of a certified certificate from foreign language schools or a certificate issued by the secondary school the candidate attended, provided that they are notarized, are also recognized. The level of English proficiency that candidates must have is B2/C1 (fluent) or a point equivalent.
- a certificate of knowledge of the Latin language (one of the following: certificates issued by foreign language schools Small Latinum, Big Latinum; certificates issued by the secondary school the candidate attended, certificates issued by a higher education institution, if applicable. If the candidate does not have a certificate, he or she is required to present it before enrolling in the 2nd year of study. The faculty will refer students to institutions that teach Latin and that issue the required certificates. The Latin certificate is NOT needed for enrollment to the 1st year! Latin course is paid by the students!
- CV on the Europass form and Motivation letter (up to 300 words) with an explanation of the reasons for choosing the study of veterinary medicine;

- Certificates proving the experience gained in working with veterinarians in the field of veterinary medicine (experience from veterinary clinics, farms, breeding, shelters, zoos and/or others), if applicable;
- a medical certificate of health and psychophysical fitness for the study of veterinary medicine, issued by a general practitioner;

Applicants who are attending the final year of secondary education by the last day of the deadlines of this Competition can also apply, with the obligation to submit their certificates and transcripts of all grades before the final list is done and before enrolling at the Faculty of Veterinary Medicine.

ALL CANDIDATES CAN APPLY FOR THE STUDY PROGRAM, BUT IT IS PRIMARILY INTENDED FOR CANDIDATES WHO HAVE COMPLETED HIGH SCHOOL OUTSIDE THE REPUBLIC OF CROATIA.

#### NEW!

IN ADDITION TO APPLYING VIA E-MAIL TO THE FACULTY OF VETERINARY MEDICINE, CANDIDATES ALSO APPLY TO THE CENTRAL APPLICATION OFFICE AT THE AGENCY FOR SCIENCE AND HIGHER EDUCATION www.postani-student.hr

Applicants must apply to the postani-student.hr (become a student) portal (https://www.postani-student.hr/Ucilista/Default.aspx) and register from December 1, 2024, and apply for the Veterinary Medicine study program from February 1, 2025, until the end of the application period. The applicant must follow the instructions of the Agency for Science and Higher Education (ASHE) and submit all the necessary documentation to the Agency. All candidates who continue their education in the Republic of Croatia must submit documentation for the recognition of foreign qualifications. Instructions on how to do this are available on the studij.hr portal under the section "All about applications"/"Candidates who have completed their high school education abroad"/"Documents"/"Documentation for candidates applying only for study programs."

The final list of the first application deadline will be published in July. All selected candidates must enroll in the study program and pay the tuition fee within 2 weeks of publishing the final lists. The second application deadline opens in July and lasts until mid-September. The applicants not in the top 30 for EU or not in the top 5 in a non-EU list in July must select the *Veterinary Medicine* program again in the Autumn application round. The procedure is the same as in the Summer term.

Instructions on how to apply to the portal and choose a study program are shown on the <a href="https://www.studij.hr">https://www.studij.hr</a> page.

Candidates may apply for study programs on the website <a href="www.postani-student.hr">www.postani-student.hr</a>, after logging in to the system with their user data, in the drop-down menu Moj odabir/Odaberi novi studijski program (My choice/ Choose new program). If there is a problem with the selection please contact <a href="majorage-applications@azvo.hr">applications@azvo.hr</a> (ASHE)

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- 1. Go to the website www.postani-student.hr
- 2. Choose the option *Prijavi se* (Register/Apply),
- 3. Apply with your user data (\*you must register fist to obtain user data!),
- 4. Accept the terms by choosing the option on the left (bellow in the pop-up window),
- 5. Click on My odabir (My choice),
- 6. Click Odaberi novi studijski program (Choose the new study program),
- 7. Find the study program from the list *Veterinary Medicine* program with quotas EU 30, non-EU 5. Other programs are for Croatian students. Do not apply for them.
- 8. Once you find it, click on *Odaberi* (choose) **on the right**, next to the name of the study program you are interested in.

To make it easier to navigate, it is suggested to use the Google Chrome browser with the "Page Translate" option when registering on the <a href="https://www.postani-student.hr">www.postani-student.hr</a>

The prerequisites and conditions for applying to the Veterinary Medicine study program can be found on the postani-student.hr portal, where you can select "Study programs"/"All components" section/"Search" – select "Faculty of Veterinary Medicine"/Selection Veterinary Medicine program (last of the 3 offered)

#### \*Documents written in Croatian or English are acceptable.

Incomplete applications will not be considered.

### II. Number of vacancies for EU citizens: 30

Number of vacancies for foreign nationals (non-EU): 5

#### **III. Annual Tuition Fee:**

EUR 10,500.00 (the full tuition fee should be paid within two weeks of the electronic receipt of the official notification of the positive outcome of the application and enrolment in the study; without bank fee). If paid in 2 installments, the tuition fee is 11,000.00 euros. The first installment must be paid before enrollment in the 1st semester (September), and the second installment before enrollment in the 2nd semester (February).

#### IV. Deadline for submission of applications to the competition:

The first enrollment period for sending complete applications, including proof of payment of 50EUR, starts from 1.2.2025.

The second (autumn) enrollment deadline is July 2025. In the autumn term, candidates who did not apply in the summer term apply, and the remaining places within the quotas are filled.

All information is on the website of the Faculty of Veterinary Medicine <u>www.vef.hr/en</u> which is regularly updated. The exact dates of the application dates are published on the faculty website.

### The documentation should be sent by e-mail to the following address: english.studies@vef.hr (english.studies@vef.unizg.hr)

In the subject of the message, it is necessary to write "Admissions for English Studies" and the surname and first name of the candidate.

All admitted candidates must enroll on the spot in September 2025 at the Student Office of the Faculty of Veterinary Medicine. To enroll, students must have an OIB (PIN) issued by the Tax Administration of the Republic of Croatia.

OIB is important for enrollment and do not apply for it before the final list is available. How to obtain it is described here:

It is mandatory in the School's inf. system and the enrolment is not possible without it. To simplify the OIB attaining procedure, we would need you to fill in the request, scan your passport, fill out the authorization letter and send all to the email mjovic@vef.hr

Faculty of Veterinary Medicine will collect all the requests and bring it to the Tax Office and in the names of the candidates get the OIB number.

The OIB number can be picked up in person at the address Tax office, Zapoljska 1, Zagreb, Mon-Fri 8:00 am-2:30 pm\_if someone is in Croatia and makes his own request. It takes up to 20 days to get it.

The Tax Office: address: https://g.co/kgs/teX4axS

#### Request for oib:

https://www.porezna-uprava.hr/en/EN obrasci/Documents/PINrequest.pdf

Please fill in only the following fields and use capital letters: 1.1 General data, 1.2 Identification document data (only field: passport number), 1.3. parents' data (only fields: name, surname, (maiden name for mother) and father), 3. List of documents (please write in: 1. Passport scan, sign it (Applicant's signature) and send the scanned documents to the email mjovic@vef.hr

#### Link for authorization form (automatic download):

https://www.vef.unizg.hr/wp-content/uploads/2022/12/Authorisation.doc

Authorization for Veterinary Faculty to take out your PIN number on your behalf (attached): with a signed authorization form the Veterinary Faculty will take out the PIN number for you.

Please fill in with your full name (must be identical to the name written in your passport), address (permanent address: street, street number, city, ZIP postal code, country), date + place of signature; print and sign. (please use capital letters)

Please send a scan of your passport (the first page of your passport with your picture and general data is enough).

Please ensure that each document is scanned as a separate PDF file with its own file name: passport/id scan, authorisation and pin request

PLEASE ASK FOR OIB ONLY AFTER THE FINAL ASHE LIST IS AVAILABLE AND YOU GET AN ENROLLMENT KEY

PLEASE HAVE IN MIND THAT ALL CANDIDATES MUST SEND THE APPLICATION FORM AND SCANNED PAPERS TO VETERINARY FACULTY english.studies@vef.hr AND ALSO REGISTER TO ASHE PAGE!!!

<u>applications@azvo.hr</u> is for inquiries regarding ASHE english.studies@vef.hr is for inquiries regarding Faculty of Veterinary Medicine

THEY ARE NOT THE SAME INSTITUTIONS! SENDING JUST THE APPLICATION TO FACULTY WITHOUT THE REGISTRATION TO ASHE WILL NOT BE CONSIDERED VALID!

ALSO REGISTERING TO ASHE WITHOUT SENDING AN APPLICATION TO THE FACULTY WILL NOT BE CONSIDERED VALID!

Good luck to all the candidates and hope to see you soon @

For more information:

english.studies.info@vef.hr