



# University of Ljubljana

## Faculty of Mechanical Engineering

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## Institution data sheet

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**Institutional data**

University of Ljubljana  
Kongresni trg 12  
SI-1000 Ljubljana

**International Students**

University of Ljubljana  
Kongresni trg 12  
SI-1000 Ljubljana  
Slovenia

Erasmus PIC code

SI LJUBLJA01

Institutional Exchange  
Coordinator

Mrs. Bibi Ovaska Presetnik  
+386 1 2418594  
[student.office@uni-lj.si](mailto:student.office@uni-lj.si)

Administration Officer exchange  
agreements

Mrs. Helena Dersek Stuhec  
+386 1 2418592  
[intern.office@uni-lj.si](mailto:intern.office@uni-lj.si)

Incoming Exchange Officer

Mrs. Helena Dersek Stuhec  
+386 1 2418592  
[intern.office@uni-lj.si](mailto:intern.office@uni-lj.si)

Nomination procedure

Via e-mail: [intern.office@uni-lj.si](mailto:intern.office@uni-lj.si)

**Exchange Possibilities****Dept. Exchange Coordinators****Academic Calendar, Exchange Deadlines, English or other Language Requirements, Credit & Grading System, Housing**

Visa & Residence Permit

Ms. Helena Dersek Stuhec  
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**Insurance; Disabilities**

## Faculty data sheet

<b><u>Faculty data</u></b>	University of Ljubljana, Faculty of Mechanical Engineering Askerceva 6 SI - 1000 Ljubljana
<b>Disciplines</b>	<ul style="list-style-type: none"> <li>▪ Power and process engineering</li> <li>▪ Machine design and mechanics</li> <li>▪ Production engineering</li> <li>▪ Mechatronics and laser technology</li> </ul>
<b>Educational Programmes</b>	<p><b><u>1st Cycle (BSc)</u></b></p> <ul style="list-style-type: none"> <li>▪ <a href="#"><u>Professional Study Programme in Mechanical Engineering</u></a></li> <li>▪ <a href="#"><u>Academic Study Programme in Mechanical Engineering - Research and Development Programme</u></a></li> </ul> <p><b><u>2nd Cycle (MSc)</u></b></p> <ul style="list-style-type: none"> <li>▪ <a href="#"><u>Master's Study Programme in Mechanical Engineering – Development Research Programme</u></a></li> <li>▪ <a href="#"><u>International programme: Joint Master Programme in Tribology of Surfaces and Interfaces – TRIBOS</u></a></li> </ul> <p><b><u>3rd Cycle (PhD)</u></b></p> <ul style="list-style-type: none"> <li>▪ <a href="#"><u>Doctoral Study Programme in Mechanical Engineering</u></a></li> <li>▪ <a href="#"><u>Interdisciplinary Doctoral Programme in Environmental Protection</u></a></li> <li>▪ <a href="#"><u>Interdisciplinary Doctoral Study Programme in Biosciences</u></a></li> </ul>
<b>ISCED codes</b>	<b>2013</b> Mechanical Engineering discipline: 071, 0710, 0715
<b><u>Student Mobility; Exchange programmes</u></b>	
<b>Contact address</b>	<a href="mailto:international@fs.uni-lj.si"><u>international@fs.uni-lj.si</u></a> +386 1 4771 799
<b>Departmental Exchange Coordinator</b>	Asoc. Prof. Dr. Davorin Kramar +386 1 4771 737 <a href="mailto:davorin.kramar@fs.uni-lj.si"><u>davorin.kramar@fs.uni-lj.si</u></a>
<b>International student support officer</b>	Mrs. Dusanka Grubor Zeleznik Mrs. Valentina Hajdinjak <a href="mailto:international@fs.uni-lj.si"><u>international@fs.uni-lj.si</u></a> +386 1 4771 799 +386 1 4771 204

## Faculty exchange programmes

The characteristics of the exchange programs offered by the Faculty of Mechanical Engineering (FME) are:

- 36 subjects, 6 of them from each discipline, at Master level are conducted in English for Erasmus students ([more info](#)).
- Descriptions of the subjects (prerequisites, syllabus outline, objectives and competences, intended learning outcomes) are given on individual subject. Courses are in general equivalent to 5 ECTS credits.
- Students currently enrolled in a BSc (or equivalent) programme could choose from this list of MSc subjects if they have sufficient competences and confirmation from home institution. [Subjects from bachelor level are available at other Faculties under UL](#), but not at the FME.
- Students are permitted to select courses from other educational programmes not included in the exchange agreement. The unwritten rule is that the student must choose half of the subjects (15 ECTS/semester) from the faculty where he/she is applying (FME) and the other half from other faculties. Students can choose some subjects from a number of 14 other faculties of the University of Ljubljana ([more info](#)), so you can take more than 360 subjects at master's level. In general, it is not advisable to choose courses from different faculties, as this may lead to overlapping lectures.
- All modules and courses that can be chosen by exchange students are taught in English.
- It is advisable that students arrive one or two weeks before the semester starts. For those who want to study Slovene language, a course is offered one month before semester starts.
- Every 1st day of the semester, there is a welcome meeting where exchange students are invited to the faculty. On this day they learn about all aspects of the faculty and can review and change their course list if desired. The general orientation for all exchange students coming to the University of Ljubljana usually takes place in the two weeks before the semester starts. Students are not obliged to attend, but it might be beneficial. All students are informed about the meetings by e-mail.
- Our labs (<https://www.fs.uni-lj.si/en/departments-and-laboratories/>) are offering also Erasmus students exchange programme for internship.

## Research at the faculty

Research departments and their laboratories at FME offer internships of 2 - 6 months. Some departments and laboratories within the departments also offer assignments for Bachelor's or Master's theses, which can be done (in part) by interns. A general list of theses can be found on the [International Exchange website](#).

However, departments can often offer students assignments as part of ongoing research. Of course, the student's background plays an important role in the selection process. Research departments and their laboratories, as well as major research areas, are listed at the link at the bottom of this page.

Research work, when students work on their thesis, also gives 5 ECTS for the so-called Master Practicum (when they work on the master thesis) and 8 ECTS (when they work on the bachelor thesis; for the project- oriented applied degree program; PAP). In the research and development degree program, no practical work is associated with the bachelor thesis; RD. Students receive 15 ECTS for a successfully defended Master thesis, 12 ECTS for PAP Bachelor thesis and 5 ECTS for RD Bachelor thesis. Both the Master's and the Bachelor's thesis are written in English and defended at the FME.

On the next page, an overview is given regarding the actions a student should take in order to find a suitable assignment.

The main research focus areas at FME are connected to 13 program groups and research projects:

- Synergetics of technological systems and processes
- Mechanics in technology
- Intelligent polymeric materials and technologies
- Tribology
- Development assessment
- Modelling in technology and medicine
- Production systems
- Laser technology and material combination
- Innovative manufacture technology
- Management of production technologies
- Power engineering
- Heat and material transfer
- Transient two-phase currents

***Research departments / chairs and their laboratories:***

***[entrance portal](#)***

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## Placements / Internships

	<i>Internship in combination with course exchange</i>	<i>Internship only</i>
<b><i>Student is interested in an internship in a research group</i></b>	<p>Besides studying on selected subjects, students can work on their final thesis that is connected with research work in a laboratory. Description is given above (page 5).</p> <p>The student will first have to find a research group and a supervisor within our faculty; usually head of the laboratory. The most obvious route is to check out the page of the faculty where description of <a href="#">individual laboratory</a> research focus is given.</p> <p>Then (s)he must find a contact person in a group and send him/her a request by email including a CV (curriculum vitae), ToR (transcript of records) and LoM (letter of motivation). The LoM should include information about the student's intentions: to apply for a training only, or for a combination of courses and a final thesis.</p> <p>Only after the student has received a positive response from his/her contact in the research group, (s)he can apply as described <a href="#">here</a>.</p> <p>Acceptance also depends on the nationality (which determines the necessity of a visa or a working permit), the desired time duration, the fact if we do or do not have an agreement with the home university and if the traineeship is combined with course work.</p>	<p>Only by individual agreement (with head of the chosen laboratory).</p> <p>In general, this is possible and is called an 'exchange for training'. It is advisable to find a supervisor before applying for an exchange semester.</p>