



CALL FOR ENROLMENT IN THE THIRD-CYCLE DOCTORAL STUDY PROGRAMME KNOWLEDGE MANAGEMENT FOR THE 2026/2027 ACADEMIC YEAR

International School of Social and Business Studies (hereinafter MFDPŠ)

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NAME OF THE STUDY PROGRAMME: KNOWLEDGE MANAGEMENT

Type of programme: third-cycle doctoral study programme

Duration of study: 3 years or 180 ECTS credits (hereinafter credits)

Scientific title: doktor znanosti/doktorica znanosti

Place of delivery: distance study

Mode of delivery: part-time study

Language of delivery: English

ONLINE INFORMATION DAYS in English via ZOOM. More information at <http://mfdps.si>

7. 5. 2026 at 18.00

20. 8. 2026 at 18.00

3. 9. 2026 at 18.00

Additional information can also be obtained by candidates on the faculty website <https://mfdps.si>, via e-mail study@issbs.si or by phone: +386 34 25 82 42.

NUMBER OF ENROLMENT PLACES FOR THE 2026/2027 ACADEMIC YEAR

INTERNATIONAL SCHOOL OF SOCIAL AND BUSINESS STUDIES	Total number of enrolment places for citizens of the Republic of Slovenia and citizens of Member States of the European Union, and for Slovenes without Slovenian citizenship and foreigners from countries that are not members of the European Union	
	1st year	2nd year
KNOWLEDGE MANAGEMENT (3rd cycle)* Place of delivery: distance study Mode of delivery: part-time study Language of delivery: English	25	5

*In the event of an insufficient number of registered candidates, the study programme will not be delivered.

Pursuant to paragraph 3 of Article 37 of the Higher Education Act – ZViS (Official Gazette of the Republic of Slovenia, No. 32/12 – official consolidated text, 40/12 – ZUJF, 57/12 – ZPCP-2D, 109/12, 85/14, 75/16, 61/17 – ZUPŠ, 65/17, 175/20 – ZIUOPDVE, 57/21 – Constitutional Court Decision, 54/22 – ZUPŠ-1 and 100/22 – ZSZUN), the organisation and time schedule of lectures and exercises may be adapted to the possibilities of students (part-time study). Distance study is delivered via video conferences and the e-classroom.

The third-cycle doctoral study programme Knowledge Management will, in accordance with Article 15 of ZViS-1, be delivered in English. Candidates shall attach to the application for enrolment proof of knowledge of the English language, as specified in the call for enrolment.

APPLICATION DEADLINES AND APPLICATION PROCEDURE FOR ENROLMENT FOR ALL CANDIDATES

Application deadline	Deadline for submission of the electronic application and supporting documents/attachments on the eVŠ web portal
1st application deadline (6. 3. – 29. 5. 2026)	By midnight on 29. 5. 2026.
2nd application deadline (1. 6. – 28. 8. 2026)	By midnight on 28. 8. 2026.
3rd application deadline (7. 9. – 14. 9. 2026)	By midnight on 14. 9. 2026.

The candidate submits the application for enrolment electronically via the eVŠ portal (<http://portal.evs.gov.si/prijava/>) with an electronic identity (e.g. a qualified digital certificate, electronic identity card, smsPASS system or ARNES AAI account), or with a username and password created by the candidate in the eVŠ portal. The application for enrolment must be submitted electronically, together with the supporting documents, within the prescribed deadline. The list of supporting documents/attachments proving fulfilment of the enrolment conditions is specified in eVŠ and on the faculty website www.mfdps.si. Graduates of MFDPS do not need to attach supporting documents.

Service of documents and notices to candidates will take place exclusively via the eVŠ portal. Candidates are obliged to regularly monitor notices on the eVŠ portal, as all official notices related to their application and enrolment are deemed to have been served when they are sent via the portal.

Only complete applications submitted by the end of the application deadline in which the candidate is applying will be considered.

Enrolment of accepted candidates will take place in accordance with Article 40 of the Higher Education Act (Official Gazette of the Republic of Slovenia, No. 32/12 – official consolidated text, 40/12 – ZUJF, 57/12 – ZPCP-2D, 109/12, 85/14, 75/16, 61/17 – ZUPŠ, 65/17, 175/20 – ZIUOPDVE, 57/21 – Constitutional Court Decision, 54/22 – ZUPŠ-1, 100/22 – ZSZUN and 102/23) and Articles 57 and 187 of the Higher Education Act ZViS-1 (Official Gazette of the Republic of Slovenia, No. 56/25).

ENROLMENT CONDITIONS

The following may enrol in the KM doctoral study programme, whoever has completed:

- a second-cycle study programme (under Zvis 2004),
- an undergraduate university study programme (before Zvis 2004),
- a study programme evaluated at 300 credits lasting 5 years (integrated master study);
- a study programme for obtaining a specialisation and previously completed a professional higher education programme (before Zvis 2004);
- a graduate of a Master of Science or specialisation after completion of a study programme for obtaining university education (before Zvis 2004);
- a graduate who has completed equivalent education abroad. The equivalence of previous education abroad is determined by the competent commission.

For candidates from the fourth indent, the competent MFDPS commission determines study obligations in the amount of 30 to 60 credits, which they complete before enrolment.

For candidates from the fifth indent, 60 ECTS credits are recognised upon enrolment in accordance with the law. Candidates may, depending on available places and fulfilment of the conditions for progression from the 1st to the 2nd year and in accordance with the Criteria for Transitions between Study Programmes, be enrolled in the 2nd year.

The enrolment conditions are also fulfilled by a candidate who has completed equivalent education abroad and enrolls under the same conditions as apply to candidates who completed their education in Slovenia. Before enrolment, such a candidate must complete the procedure for recognition of education for the purpose of continuing education

SELECTION CONDITIONS IN THE EVENT OF ENROLMENT RESTRICTION

If a decision on enrolment restriction is adopted, candidates will be selected according to:

- Previous achievements (average study grade, grade of the diploma/master thesis) – 25%
- Previous scientific research work (research, articles, etc.) – 25%
- Interview with the candidate – 50%

The candidate electronically attaches the following attachments to the application for enrolment:

- A photograph or scan of the document on completion of higher education with which the candidate applies to the doctoral study programme (diploma on completed postgraduate study or an equivalent document).
- A photograph or scan of the document on completion of undergraduate study (diploma on completed undergraduate study).
- A photograph or scan of the certificate of completed study obligations, from which the average grade of all examinations in undergraduate/postgraduate study is also evident (diploma supplement, certified transcript of the higher education institution or copy of the index).
- A short conceptual outline of the research work in English, which includes a description of the research problem the candidate intends to research, its justification, and a description of the course of the research work with an indication of scientific methods.
- A photograph or scan of proof of knowledge of the English language¹.
- A motivation letter in English, in which the candidate defines expectations regarding the study and personal development.
- A photograph or scan of references and recommendations related to previous work or study, in English.
- A professional curriculum vitae in English.
- **A candidate for enrolment in a higher year** (according to the criteria for transitions) also attaches a copy of proof of payment of the Application for enrolment in a higher year from study programmes of other higher education institutions².

(!) A candidate applying for study with foreign education documents must, in addition to the other documentation, also attach:

- A scan or photograph of a court-certified translation of the document on completion of higher education (into Slovenian or English) and a certified translation of the certificate of completed study obligations, from which the average grade of all examinations in undergraduate/postgraduate study is also evident (diploma supplement, certified transcript of the higher education institution or copy of the index). A copy of the translation made by a court-sworn interpreter is sufficient.
Note: The education recognition authority verifies the authenticity of the uncertified copy of the education document with the issuer of the original education document or the competent authority of the country of origin of the education document. If, due to the timely implementation of the enrolment procedure for further education, verification of the authenticity of the document with the issuer of the original document or the competent authority of the country of origin referred to in the previous sentence was not possible, the education recognition authority requires the applicant to submit the original education document. If the recognition authority is unable to confirm the authenticity of the document, candidates will be asked to send: the original document on completed education, legalised according to the procedures and regulations depending on the country of origin.
- The education recognition authority may require the applicant to attach additional evidence if this is necessary for the assessment of the application.
- A decision on recognition of education for the purpose of continuing education or a decision on nostrification of certificates obtained abroad, if the procedure for nostrification of certificates has already been completed. If the candidate does not yet have the decision, the candidate must submit an application for recognition of education at MFDPS. The completed electronic application form for study on the eVŠ web portal also counts as an application for recognition of foreign education.
- A scan or photograph of the personally signed (candidate's signature) chronological description of education.
- A scan or photograph of a valid identity document:
 - citizens of EU countries: identity card or passport (page with personal data),

¹ Proof of language proficiency if official language in applicant's country is not English: • a certificate of English language test at the B2 level of the Common European Framework of Reference for Languages (CEFR), • IELTS Academic, score 6.0, • TOEFL, score 550 for the paper-based test or 79-80 on the internet-based test, • PTE (Pearson Tests of English), level 4 for the general test or score 51 for the academic test, • Cambridge ESOL Certificate of Proficiency in English (CPE), • Cambridge ESOL Certificate in Advanced English (CAE), grade C, • grade 4 in English at the matura (Slovenian national examination), • upper secondary education completed in Great Britain, Ireland, the United States, Canada, Australia or New Zealand, • bachelor or masters degree completed in English – C2

² The application is payable in accordance with the valid MFDPS price list published on the faculty website. The application must be paid upon submission of the application; otherwise, the application is considered incomplete. Payment of the application is not refunded to the candidate in the event of a negative decision on the application.

- foreign citizens from non-EU countries: passport (page with personal data).

Candidates have **THE POSSIBILITY OF RECOGNITION OF KNOWLEDGE AND SKILLS ACQUIRED BEFORE ENROLMENT** in various forms of formal, non-formal or informal learning. For the purpose of recognition, they may submit an application to the relevant MFDPS commission before or after enrolment in the study programme. They attach certificates and various other documents to the application, showing the content, scope and level of difficulty of the education. The commission will consider only complete applications. The application is payable in accordance with the valid price list. Payment of the application is not refunded to the candidate in the event of a negative decision on the application, if the candidate does not enrol, is not accepted into the programme or withdraws.

SLOVENES WITHOUT SLOVENIAN CITIZENSHIP AND FOREIGNERS (CITIZENS OF COUNTRIES THAT ARE NOT MEMBERS OF THE EUROPEAN UNION)

Slovenes without Slovenian citizenship and foreigners (citizens of countries that are not members of the EU) enrol in third-cycle study programmes in accordance with the provisions of the Rules on tuition fees and residence in public student dormitories for Slovenes without Slovenian citizenship and foreigners in the Republic of Slovenia (Official Gazette of the Republic of Slovenia, No. 77/16, 25/19, 56/22 and 56/25 – ZViS-1) and in accordance with the Rules on the call for enrolment and implementation of enrolment in higher education (Official Gazette of the Republic of Slovenia, No. 6/22, 4/23, 5/24, 7/24 and 56/25 – ZViS-1).

Foreign citizens of countries that are not members of the European Union may be educated at higher education institutions in the Republic of Slovenia under the same conditions as citizens of the Republic of Slovenia if the principle of reciprocity applies, or if they completed secondary education in the Republic of Slovenia and passed the matura, as stipulated by Article 53 of this Act, or if they have permanent residence in the Republic of Slovenia and they themselves or at least one of their parents or guardians are, by the start of the selection procedure, residents of the Republic of Slovenia for tax purposes, in accordance with the act governing personal income tax.

Candidates apply within the deadlines specified in this call. They submit the application for enrolment, together with the supporting documents/attachments, within the announced deadlines by electronic application on the eVŠ web portal by the end of the application deadline.

In accordance with paragraph 6 of Article 13 of ZViS-1 (Official Gazette of the Republic of Slovenia, No. 56/25), MFDPS will conduct a direct interview with candidates coming from any of the countries with a higher migration risk, as determined by the list of countries whose citizens must have visas when crossing the external borders of the European Union, in accordance with the act governing the conditions and methods of entry, departure and residence of foreigners in the Republic of Slovenia. The interview will be conducted in English. Candidates will be informed of the place and manner of conducting the interview via the eVŠ portal. If the candidate does not attend the interview without a justified reason, the higher education institution considers the application for enrolment incomplete and rejects it by decision. Where the higher education institution has justified grounds to suspect that the candidate does not demonstrate knowledge in accordance with the documents attached to the application for enrolment, it rejects the candidate's application for enrolment. No appeal is allowed against the decision of the higher education institution.

PROCEDURE FOR RECOGNITION OF EDUCATION FOR THE PURPOSE OF CONTINUING EDUCATION

Candidates who have a foreign education document and wish to continue education in a third-cycle study programme must have a decision recognising the right to continue education or a nostrification. Candidates who already have a recognition decision or nostrification send it together with all supporting documents via the eVŠ web portal.

For candidates who do not yet have a decision on recognition of foreign education, the completed electronic application form for study on the eVŠ web portal also counts as an application for recognition of foreign education. In the procedures, only applications for recognition of foreign education that are received on time and in the prescribed form (electronic application on the eVŠ web portal) will be considered. The list of

supporting documents/attachments proving fulfilment of the enrolment conditions is specified in eVŠ, in the call for enrolment and on the faculty website www.mfdps.si.

The deadline for issuing a recognition decision in accordance with the Assessment and Recognition of Education Act (Official Gazette of the Republic of Slovenia, No. 87/11, 97/11 – corr. and 109/12) is two months from receipt of a complete application.

Other information on the application-admission procedure and supporting documents for enrolment in the third-cycle study programme, as well as information on the recognition procedure, is available to candidates on the faculty website <https://mfdps.si> or at the e-mail address study@issbs.si or by phone + 386 (0)3 425 82 42.