



SCHOOL OF ECONOMICS AND BUSINESS

INFO GUIDE

Prepared by the SEB LU Tutors



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Dear students,

Welcome to the University of Ljubljana, School of Economics and Business! We are glad and honored you picked us for your most incredible, awesome, unforgettable (note: your memories might be a bit blurry ☺) experience you will ever have!

Since some of us tutors have already put our student exchange experience behind us, we know how hard it is to adapt and start a new life in a foreign country. Tutors are your first touch with your new home and we will do everything to make you feel really welcome. To make your adjusting period “easier”, we have made a brochure. This small brochure consists of 8 important parts: Accommodation, Nutrition, Communication, Residence permit and Health insurance, Transportation, Weather, FAQ and Useful links.

We hope you'll enjoy your time here!

SEB LU Tutors

1. Accommodation

During an academic year Ljubljana is filled with students and soon enough, you will be one of them too! One of the first steps when arriving to the new city is finding a place to stay – luckily for you, there are some options you can choose from to find your own accommodation:

- The International Office of the Student Organization (located at *Pivovarniška 6*) will provide you with a list of options regarding private accommodation. All available rooms and apartments are located within the public transportation zone.
- You can also contact our local *Erasmus Student Network*, [ESN Ljubljana University](#). They will help you with your search and provide you with all the necessary tips you will need to find your accommodation as quickly as possible. They can be reached on [Facebook](#) or at tutor@erasmusljubljana.si.
- You can also contact your tutor (buddy) at the SEB LU who can help you with your search, especially the owner of the flat you're trying to rent doesn't speak English or with translation of the contract that you are going to sign. Your tutor can also provide you with links to some websites and Facebook groups that could be useful in your search for accommodation.

Be aware that prices for rented flats can be quite high. The price of a flat depends on its location, size and state of the flat. The more flatmates you have, cheaper it gets (but we guess you already know that simple rule of economics, right?). When renting a flat through agencies it is likely that you will have to pay a fee (around 80€), so we would recommend you “investigate” flats on your own or with a help from your local friends. When sharing a flat expect a price range between 230 - 280 €, however if you plan to live in the city center expect prices to be much higher – around 300€ or even 400€ per person per month.

Ljubljana is not a big city compared to other capital cities, so don't be afraid of the distances. Pretty much everything in the city center or even in Ljubljana is within walking distance so don't forget to bring your walking shoes!

2. Nutrition (Student coupons)

As a student in Slovenia you have the right to subsidized food. What does it mean? In short: You have different places (such as restaurants, fast food, etc.) spread all over the city (also in other cities in Slovenia) where you can eat student meals by using so called *coupons* or “*boni*”. You receive coupons on monthly basis (amount depends on the number of working days in the month) which you can use for student meals.



Your mobile phone with a **Slovenian SIM card** is necessary and will serve as an identification to connect to the database. You can also opt for a special identification card, which costs 15€.

You can choose among different restaurants, from Mexican, Thai, Chinese food and so on.

The price of a coupon is different from place to place, but in average student meal with coupons costs 3,5€. You can use 2 coupons per day within 4 hours of difference, between 8 A.M. and 9 P.M.

First you need to get your student ID card, because you will need your enrollment number when filing the application. The application can be found [online](#). After you've successfully filled in the application, the system will give you a confirmation code, which you write down and bring with you to the ŠOU office in the city centre (*at Pivovarniška 6*). There you will complete the registration process after which you will be able to use coupons. On their [website](#) you can also find a list of restaurants that provide subsidized food and where you can use your coupons.

3. Communication

As you probably know by now you might need a Slovenian SIM card to use coupons, in case you decide not to use the card. Now bear in mind two things: you can use your own mobile phone, but it must be decoded so it can accept Slovenian or other SIM cards. If it is not decoded than find another one or you can simply buy it here. The cheaper mobile phones are around 30€.

4. Residence permit and Health insurance

Citizens of the EU Member States are not required to hold a visa for the entry to the Republic of Slovenia. This is valid only if you are planning to stay in Slovenia not more than 3 months. After that period, you are obliged to apply for a residence permit. If you are not a EU citizen, then you **do** need a visa – please contact your embassy for further information. Don't forget to register yourself to the nearest police station upon your arrival. This should be one of the first things on your to-do list.

For more information regarding EU and non-EU members click [here](#).

5. Transportation

Ljubljana is very beautiful and not as big city compared to other metropolises. The best way to travel around Ljubljana is with public buses. Slovenia provides subsidy for public transport for every student, domestic and foreign. Please note that you can only use subsidized public transport during study period (from 1 October onward). In order to claim your subsidized transportation, you will need to take the form, which you will receive during Orientation Days, to LPP centre on *Slovenska cesta 56*.

5.1. City bus

City buses have electronic payment system based on no-contact smart card called **Urbana**. The payment must be made at the beginning of the ride by touching with your card at one of the green readers (validators) on the bus. Please note that you **cannot** pay with cash on the bus, Urbana card is the **only** valid payment method.

There are two types of Urbana card: Value card (yellow) and Time card (green).

- Value cards are transferable. One fare will cost you 1.30€ including 90-minute ride within all the city public transport bus routes (free transfers within 90 minutes).
- Time card enables you free rides for one month (from first day of month to fifth day of next month), but it is not transferable. Subsidized monthly fare costs **20€**.

You can refill your Urbana card on special “*Urbanomat*” machines placed throughout the city, at most newsstands, stores and at LPP centre.

5.2. Helpful tips

Most bus routes operate between 5 A.M and 10:30 P.M. But some also operate during night. If you just want to know when your bus will arrive, you can use this [site](#).

5.3. Rental bicycle system



Ljubljana offers public bicycle rental system called **Bicike(LJ)**. Residents and visitors can get about the broader Ljubljana city center area virtually free by bike, as the annual cost of registration for bike use is only 3€ and is recorded as a credit to your account. Weekly use of the system is intended above all for visitors to Ljubljana and registration costs are 1€.

The first hour of bike borrowing is free for all Bicike(LJ) system users. Just five minutes after returning a bike to one of the stations with bike racks, you will be able to borrow another bike that the system treats as a new journey with the first hour of use free of charge.

It is necessary to register on the www.bicikelj.si website prior to your first use. Two options are available, annual or weekly subscription. Annual subscribers are able to use the system with their Urbana card and personal identification number, while upon registration weekly subscribers receive a user's code and a PIN number.

The system has 300 bikes with 600 parking places at 31 stations in the broader city center area. As it is a self-service rental system, it is operational 24 hours a day every day of the year.

If you prefer having your own bike, you can buy second-hand bikes in Ljubljana at:

- BIKE shop ROG, Trubarjeva 76, Ljubljana
- Bicycle Workshop DRAGO, Gasilska cesta 3 (part of Ljubljana called Šiška)

5.4. Travelling around

Since you're here in Slovenia you shouldn't pass on an opportunity to travel around. Most of the students visit capitals and other famous cities in Italy (Venice), Austria (Vienna), Germany (Berlin), Hungary (Budapest), Croatia (Zagreb or coast cities), Bosnia (Sarajevo), Serbia (Belgrade), Slovakia (Bratislava), Czech Republic (Prague) and even Krakow in Poland. This is one of the biggest advantages of exchange in Slovenia, since it is located in the middle of Europe. So, how to travel around?

If you are traveling to or from the airport we recommend that you use *Goopti*. It is a shuttle van, that takes you from your home straight to the airport for a fairly cheap price. If you are a first time user you can use this [link](#), to get a 5€ discount on your first trip. Later when you register you can also get your own code and share it with your friends to get a 5€ discount for every friend you bring.

In some cases, the best and the cheapest way is to arrange with few other students and rent a car or a van and go on trip. **ATET Rent A Car** car rental service has a special offer for all SEB LU Exchange students, which you can access [here](#). There is always the option of using Flixbus, a cheap way to get around by bus. Usually there are also organized trips offered by Erasmus Student Network (ESN) or other similar organizations. We don't recommend traveling by train, as the connections are quite poor and relatively expensive.

6. Weather

Staying in Ljubljana for the whole academic year gives you an opportunity to enjoy hot sunny summer and cold snowy winter. However, snowflakes can surprise you also in October. Winter days can be foggy and cold. It may snow during the winter period, especially from December to March, so do not forget to bring your warm winter clothes. Ljubljana is an ideal destination to experience true festive atmosphere and admire Christmas lights that transform small city into true fairy tale.

Summer weather in Ljubljana is really pleasant. An average temperature in July and August is 25 °C. Nevertheless, the summer temperature can rise up to 35 ° C. Ljubljana is a green city, with many parks, which provide you shade on those hot days. Short showers and storms may often give you additional refreshment. Before starting the best experience in your life make sure to check more about the weather in Ljubljana at the [Slovenian Environment Agency](#).

7. FAQ

1. Important phone numbers

- Police: **113**
- Fire brigade / Ambulance: **112**
- Automobile Association of Slovenia (AMZS): **1987**

2. Where can I stay in the beginning?

If you need a place to stay while you're looking for accommodation, you can choose among huge variety of hostels and hostels. You should book yourself a room in advance. Click [here](#) to access a list of some of the hostels close to the city center.

3. How can I get my own card for a bus?

A card for a bus is called "*Urbana*". In order to get your card, you will need to take the form for subsidized transportation to LPP centre on *Slovenska cesta 56*. You will receive the signed form during Orientation Days. URBANA time card (green) is issued with the name of the holder and it is not transferable.

4. Orientation Days (Official welcome ceremony)

Orientation week is the SEB LU's official welcome ceremony organized only for Exchange students, where you can get more information regarding studying, Studentnet, exploring the school, trips and official party for Exchange students. It is usually held a few days before the beginning of the semester. You simply have to attend!

5. Tutors, questions and answers

Tutors are Slovenian students who help Exchange students with arranging necessary documents accommodation, getting to know Slovenia as well as Slovenian student life. Tutors usually get in touch with Exchange students via email approximately two months before semester starts. Tutorship is voluntary based so it might happen that your tutor won't contact you at all – but don't worry, we're a friendly bunch so we will try to help you in the best way we can!

If you have questions, you can also post them in Facebook group that will be created specifically for the semester you're attending, where other tutors and students can help you with answers. You will receive the link to the group when you're contacted by your tutor. Remember, the most important thing is not to panic! During the semester tutors will also organize some social activities/events for Exchange students to make your exchange truly unforgettable. You can also find us on [Facebook](#).

6. Where can I buy things?

Ljubljana is flooded with supermarket stores like Mercator or Spar, where you can buy food, drinks (note: alcohol is sold only till 9 P.M.), basic clothes and other things you might need for living. Lidl, Tuš and Hofer sell same things, and are much cheaper. If you need something urgently, you can also stop by at gas stations. All in all, best place for shopping in Ljubljana is industrial/shopping area called [BTC](#) – it consists of restaurants, cinema, water park, sports center, entertainment areas and about 500 shops, as well as one of the biggest shopping malls called [City park](#).

7. Where to party?

Tuesdays and Thursdays are usually reserved for official ESN parties at different clubs like [Gig](#), [Top Six](#), [K4](#), [Cirkus](#), [Shooters](#) and so on. Be careful with your belongings while at the clubs, as intoxicated people are often targets of thieves.

8. Taxi

There are many taxi companies in Ljubljana. We recommend you Metro, Laguna or Hop-in taxi. For better comparison and contacts check this [site](#).

9. What is Student net?

It's a professors' way to communicate with students – to post material for lessons, articles, changes in the schedule and other notifications. Here, you will also apply for your exams and see your grades. All necessary details needed to use will be sent to you by our International Office.

10. What should I know about Slovenian people?

- We drink a lot.
- According to [Travel Slovenia](#), nearly 60% of all Slovenians speak English.
- Slovenia is quite safe – feel free to walk alone in the middle of the night.
- You can drink tap water.
- An average Slovene likes his personal space.

8. Useful links

Accommodation

- A very cool web page to find a flat: <http://www.realestate-slovenia.info/>
- Student flat market: <http://www.uni-info.si/>
- Another cool website for finding a room: <https://housinganywhere.com/>
- A Facebook group (*in Slovene*): <https://www.facebook.com/groups/195726830526565/>

General

- Airport transfers with 5€ discount: <https://www.goopti.com/sl/referral/RFLIC5ABU15K>
- Hostel booking: <http://www.hostelworld.com/>
- Information about the SEB LU and Ljubljana: http://www.ef.uni-lj.si/about_the_SEB_LU
- Sport activities: http://www.ef.uni-lj.si/content/static_english/international_office/sport.asp