

## INFORMATION PACKAGE

### Welcome to University of Zagreb Faculty of Humanities and Social Sciences

#### ENROLLMENT PROCEDURE:

1. Buy the enrollment package *INDEKS* (Student's Matriculation Book) and Application Forms (available at the Bookstore in the Aula of the Faculty, price: around 150 kuna)
2. Fill out the Application form and the first page of the *Indeks*
3. Take the above documents, 2 photos and the certificates from the Departments (you will receive the certificates in the Office for international relations or on your home address) and go to the Student's Administration Office

#### UPISNA PROCEDURA:

1. Kupite upisni paket *INDEKS* i prijavne obrasce (dostupno u knjižari u Auli Fakulteta, cijena oko 150 kuna)
2. Ispunite prijavni obrazac i prvu stranicu indeksa
3. Odnosite gore navedene dokumente, dvije fotografije i potvrde s Odsjeka (dobit ćete ih u Uredu za međunarodnu suradnju ili će biti poslane na vašu kućnu adresu) u Studentsku službu

#### PUBLIC TRANSPORTATION (ZET)

1. Fill out the form for the public transportation (available at the INFO – center in the Aula of the Faculty), attach one photo and take it to the Student Administration Office
2. Take the certified form to the ZET office (list of ZET offices available at the web page: [http://www.zet.hr/besplatne\\_studentske.html](http://www.zet.hr/besplatne_studentske.html))

#### GRADSKI PRIJEVOZ (ZET)

1. Popunite obrazac za gradski prijevoz (dostupan u INFO- centru; Aula Fakulteta), priložite jednu fotografiju i odnesite u Studentsku službu
2. Potvrđen obrazac odnijeti u poslovnicu ZETa (lista poslovnica ZETa dostupna na web stranici: [http://www.zet.hr/besplatne\\_studentske.html](http://www.zet.hr/besplatne_studentske.html))

| <b>STUDENT'S ADMINISTRATION OFFICE<br/>Office No 1</b> | <b>STUDENTSKA SLUŽBA<br/>Šalter br. 1.</b>           |
|--|--|
| working hours 9 – 14 hrs<br>break 11 – 11.30 hrs       | radno vrijeme: 09 – 14 sati<br>pauza 11 – 11.30 sati |
|  |  |