

CALL FOR APPLICATIONS FOR THE ALLOCATION OR RENEWAL OF THE RIGHT TO LONG-TERM ACCOMMODATION IN THE STUDENT RESIDENCE HALLS OF THE UNIVERSITY OF NOVA GORICA FOR THE ACADEMIC YEAR 2026/2027

(Translation into English for information purpose only. In case of doubts or in an event of dispute the original in Slovene language is applicable)

Pursuant to Article 7 of the **Rules on the Allocation or Renewal of the Right to Accommodation in the Student Residence Halls of the University of Nova Gorica** (hereinafter: the "Rules"), the Committee for the Allocation or Renewal of Accommodation in the Student Residence Halls of the University of Nova Gorica hereby publishes the following:

CALL FOR APPLICATIONS

Allocation or Renewal of the Right to Long-Term Accommodation in the Student Residence Halls of the University of Nova Gorica for the Academic Year 2026/2027

1. Available Accommodation Capacity

The following accommodation capacity is expected to be available for the academic year 2026/2027:

- **Lanthieri Mansion**, Vipava, Slovenia: **12 available beds**;
- **Paternolli Student Residence Hall**, Gorizia, Italy: **58 available beds**, including:
 - 45 single rooms,
 - 10 beds in double rooms, and
 - 3 rooms for students with special needs.

The accommodation costs are posted at **[URL to be inserted]**.

2. Eligibility Criteria for the Allocation and Renewal of the Right to Accommodation

Eligibility Criteria for the Allocation of the Right to Accommodation

The following persons may reside in the University student residence halls:

- students of the University of Nova Gorica;
- students of other universities or higher education institutions;
- visiting professors, researchers, associates, participants in summer schools, participants in micro-credential programmes, or other persons whose stay demonstrably serves the educational, research, development, or international interests of the University;
- personal assistants of students with disabilities, where the student is entitled to such assistance under the applicable regulations;
- partners of students who have children up to five years of age.

Hereinafter, all of the above persons are collectively referred to as "**Applicants**" or "**Residents**". Persons referred to in the first indent above are hereinafter referred to as "**Students**", persons referred to in the second indent as "**External Students**", and persons referred to in the third indent as "**Visiting Residents**".

The right to accommodation in a student residence hall for the academic year **2026/2027** may be granted to applicants who meet one of the following general eligibility criteria:

- they are enrolled in the current academic year in a study programme delivered as a full-time programme or a time-adjusted programme; or
- they are persons or groups of persons meeting the conditions set out in Article 2, third indent, of the Rules (Visiting Residents); or
- they are personal assistants of students with disabilities.

Eligibility Criteria for the Renewal of the Right to Accommodation

Applicants seeking renewal of their right to accommodation must, in addition to meeting the eligibility criteria for the allocation of the right to accommodation:

- have settled all outstanding financial obligations to the University; and
- have not committed serious or repeated breaches of the residence hall rules or the accommodation agreement.

3. Selection Criteria

If the number of applications exceeds the available accommodation capacity, the allocation of the right to accommodation shall, in addition to the general eligibility criteria, be based on the following selection criteria:

a) For Students and External Students:

- level of study;
- academic performance;
- distance between the applicant's permanent residence and the student residence hall;
- requested duration of accommodation.

b) For Visiting Residents:

- contractual or employment relationship with the University;
- significance of the applicant's stay for the University's educational, research, development, or international interests;
- distance between the applicant's permanent residence and the student residence hall.

The detailed selection criteria and the admission procedure are set out in the **Rules on the Allocation or Renewal of the Right to Accommodation in the Student Residence Halls of the University of Nova Gorica**.

4. Application Procedure

Applications must be submitted using the prescribed application form, which is attached to the Rules and to this Call for Applications.

The following documents must be attached to the application:

- a valid certificate of enrolment for the 2026/2027 academic year or proof of application for admission to a study programme;
- an official transcript of records, a certificate of completed examinations, or another official document issued by the educational institution showing the applicant's grade point average, or the final completed year secondary school report card/certificate where secondary school performance is taken into account;¹ and
- any other supporting documents required under the Rules, depending on the individual case.

Applicants must submit the completed and signed application, together with all required supporting documents, no later than **14 August 2026 at 12:00 (noon)**. The application must either be signed with a valid digital signature or printed, signed by hand, and scanned. Signatures inserted as image files are not considered valid.

Applications must be submitted by e-mail to studentski.dom@ung.si (all documents must be in PDF format; subject line: "**Application for the Allocation/Renewal of the Right to Long-Term Accommodation – Academic Year 2026/2027**").

An application shall be considered submitted on time if it is received by the University by the above deadline.

Applications that are incorrectly completed will not be considered by the University.

5. Decision-Making Procedure and Notification of Results

By **1 September 2026**, the Committee will notify applicants of the identification number assigned to their application and will publish an anonymised priority ranking list of applicants on the notice board of the Student Office and on the University's website at <https://ung.si/sl/studij/studentski-vodnik/>.

On **1 September 2026**, the Committee shall carry out the first verification of applicants' compliance with the eligibility criteria for the allocation or renewal of the right to long-term accommodation for the following academic year.

On **12 October 2026**, the Committee shall carry out a second verification of applicants' compliance with the eligibility criteria for the allocation or renewal of the right to long-term accommodation for the current academic year.

Following each verification, the Committee shall allocate the right to long-term accommodation to applicants in the order of their ranking on the priority list, provided that they meet the eligibility criteria and that accommodation capacity remains available.

Within **three working days** after each verification, applicants who are granted the right to accommodation shall receive an email notification of their admission to the student residence

hall, together with an invitation to move in and to sign the accommodation agreement. The notification shall be sent to the email address provided in the application.

If an applicant does not respond to the invitation to move in within **five working days**, or declines the allocated room, the application shall be deemed withdrawn for the current academic year.

Attachment:

- Application for Admission to / Extension of Residence in the Student Residences of the University of Nova Gorica.

¹ Želje glede izbire univerza upošteva, če je mogoče. / *The University will take preferences regarding the choice into account, where possible.*

Stalno bivališče (ulica, hišna številka) / <i>Permanent Address (street and house number):</i>	
Poštna številka in kraj / <i>Postal Code and City :</i>	
Občina/Država / <i>Municipality / Country :</i>	
Začasno bivališče (ulica, hišna številka; če obstaja) / <i>Temporary Address (street and house number, if applicable):</i>	
Poštna številka in kraj / <i>Postal Code and City:</i>	
Občina/Država / <i>Municipality / Country :</i>	
Mobilna številka / <i>Mobile Phone :</i>	
Elektronski naslov (nujen delujoč elektronski naslov, obvestila glede dodelitve pravice za bivanje se pošiljajo elektronsko ²) / <i>E-mail Address (a valid e-mail address is required; all notifications regarding the allocation of student residence accommodation will be sent electronically²):</i>	

II. PODATKI O NAMESTITVI / <i>ACCOMMODATION INFORMATION</i>	
Željena lokacija namestitve (označite izbiro) / <i>Preferred accommodation location (please mark the appropriate option)</i>	1 Dvorec Lanthiteri (Glavni trg 8, Vipava, Slovenija) / <i>Lanthieri Mansion (Glavni trg 8, Vipava, Slovenia)</i> 2 Študentski dom Paternolli v Gorici (Piazza della Vittoria 49, Gorica, Italija) – samo za državljane držav Evropske unije / <i>Paternolli Student Residence (Piazza della Vittoria 49, Gorizia, Italy) – available only to citizens of European Union Member States</i> a) eno-posteljna soba / <i>single room</i> b) dvo-posteljna soba / <i>double room</i> c) soba za študente s posebnimi potrebami (potrebno je dodati dokazila, ki opravičujejo prošnjo) / <i>Room for students with special needs (supporting documentation justifying the request must be attached)</i>

² Če se kandidat ne odzove na sporočilo poslano na naveden elektronski naslov šteje, da je od prošnje odstopil. / *If the applicant does not respond to the message sent to the provided e-mail address, they shall be deemed to have withdrawn their application.*

Željeni čas najema v mesecih / <i>Preferred rental period in months:</i>	
--	--

III. PODATKI O ŠTUDIJSKEM PROGRAMU (izpolnijo študenti) / STUDY PROGRAMME INFORMATION (to be completed by students)	
Visokošolski zavod / <i>Higher Education Institution:</i>	
Naziv študijskega programa / <i>Study Programme:</i>	
Stopnja študijskega programa (označite izbiro) / <i>Level of Study (please mark the appropriate option)</i>	1. stopnja (dodiplomska) / <i>1st cycle (BSc)</i> 2. stopnja (magistrski) / <i>2nd cycle (MSc)</i> 3. stopnja (doktorski) / <i>3rd cycle (PhD)</i>
Dokazilo (označite izbiro) / <i>Supporting Document (please mark the appropriate option)</i>	a) dokazilo o prijavi na študijski program (V tem primeru je potrebno univerzi najkasneje do rokov, objavljenih v pozivu za prošnje, dostaviti potrdilo o vpisu.) / <i>Proof of application for admission to the study programme</i> <i>(In this case, the applicant must submit Certificate of enrolment to the University by the deadline specified in the call for applications.)</i> b) potrdilo o vpisu / <i>Certificate of enrolment</i>

IV. SODELOVANJE Z UNIVERZO (izpolnijo osebe, katerih bivanje oziroma sodelovanje je v interesu Univerze in niso študenti Univerze – 3. alineja 1. odstavka 2.člena Pravil) / COOPERATION WITH THE UNIVERSITY (To be completed by persons who are not students of the University, but whose residence or cooperation is in the interest of the University, in accordance with Article 2(1), third indent, of the Rules.)	
Utemeljitev interesa sodelovanja z Univerzo / <i>Justification of the University's interest in the applicant's residence or cooperation:</i>	
Vrsta pogodbenega ali delovnega razmerja z Univerzo (če obstaja) / <i>Type of contractual or employment relationship with the University (if applicable):</i>	

V. SPREMLJEVALCI IN PARTNERJI ŠTUDENTOV PRIJAVITELJEV (izpolnijo študenti s posebnimi potrebami, ki imajo spremljevalca, oz. študenti straši, ki želijo bivati s partnerjem– 4. in 5. alineja 1. odstavka 2.člena Pravil; označite izbiro) / ACCOMPANYING PERSONS AND PARTNERS OF STUDENT APPLICANTS (To be completed by students with special needs who have a personal assistant, or by student parents who wish to reside with their child and partner, in accordance with Article 2(1), fourth and fifth indents, of the Rules, please mark the appropriate option)	
a) Imam spremljevalca	V tabelo VI se vpišejo podatki o spremljevalcu in izpolni obrazec podatki o

EMŠO (if applicable)	
OSEBNI PODATKI / PERSONAL DATA	
Spol (ustrezno obkrožite) / Gender (please mark the appropriate option)	1- moški / male 2- ženski / female 3- drugo/se ne želim opredeliti / Other / Prefer not to say
Državljanstvo / Citizenship :	
KONTAKTNI PODATKI / CONTACT DATA	
Stalno bivališče (ulica, hišna številka) / Permanent Address (street and house number):	
Poštna številka in kraj / Postal Code and City :	
Občina/Država / Municipality / Country :	
Začasno bivališče (ulica, hišna številka; če obstaja) / Temporary Address (street and house number, if applicable):	
Poštna številka in kraj / Postal Code and City:	
Občina/Država / Municipality / Country :	
Mobilna številka / Mobile Phone :	
Elektronski naslov (nujen delujoč elektronski naslov, obvestila glede dodelitve pravice za bivanje se pošiljajo elektronsko ⁴) / E-mail Address (a valid e-mail address is required; all notifications regarding the allocation of student residence accommodation will be sent electronically ⁴):	

Prilagam naslednje priloge (obkrožite) / I am attaching the following supporting documents (please mark the appropriate option):

- potrdilo o vpisu / Certificate of enrolment
- dokazilo o prijavi v prvi letnih študija / proof of application for admission to the first year of study

⁴ Če se kandidat ne odzove na sporočilo poslano na naveden elektronski naslov šteje, da je od prošnje odstopil. / If the applicant does not respond to the message sent to the provided e-mail address, they shall be deemed to have withdrawn their application.

- uradni izpis ocen ali potrdilo o opravljenih izpitih ali drugo javno listino izobraževalne ustanove, iz katere je razvidna dosežena povprečna ocena / *Official transcript of records, certificate of completed examinations, or another official document issued by the educational institution showing the applicant's grade point average*
- spričevalo zadnjega zaključenega letnika srednješolskega izobraževanja, kadar se upošteva srednješolski uspeh / *Secondary school leaving certificate (or report card for the final completed year of secondary education), where secondary school performance is taken into account*
- izjava poroka / *Guarantor's declaration*
- drugo / other: _____

S podpisom jamčim za resničnost podatkov. / *By signing this application, I certify that the information provided is true and accurate.*

V / Place _____, dne / date _____

podpis kandidata/ke / *Applicants signature* _____

Informacije o obdelavi osebnih podatkov / *Information on the Processing of Personal Data*

Upravljalavec Univerza v Novi Gorici, Vipavska cesta 13, 5000 Nova Gorica, osebne podatke iz prošnje obdeluje za namen izvedbe postopka obravnave vlog, izbire kandidatov ter nastanitve izbranih študentov v izbran študentski dom. Pravna podlaga za obdelavo osebnih podatkov je člen 6(1)(b) Splošne uredbe o varstvu podatkov, saj je obdelava podatkov potrebna za izvedbo ukrepov na zahtevo študenta za sklenitev nastanitvene pogodbe. Upravljalavec bo osebne podatke izbranih kandidatov iz vloge posredoval izbranemu študentskemu domu iz točke II. za namen izvajanja storitve. Upravljalavec bo podatke neizbranih kandidatov hranil eno leto, podatke izbranih pa skladno z roki iz Politike zasebnosti. Več informacij o obdelavi osebnih podatkov je dostopnih v Politiki zasebnosti, na <https://ung.si/sl/politika-varstva-osebnih-podatkov/>.

The University of Nova Gorica, Vipavska cesta 13, 5000 Nova Gorica, as the data controller, processes the personal data provided in this application for the purpose of conducting the application procedure, selecting applicants, and arranging accommodation for selected applicants in the chosen student residence. The legal basis for the processing of personal data is Article 6(1)(b) of the General Data Protection Regulation (GDPR), as the processing is necessary to take steps at the request of the applicant prior to entering into an accommodation agreement. The University will disclose the personal data of selected applicants to the student residence specified in Section III of this application for the purpose of providing the accommodation service. The personal data of unsuccessful applicants will be retained for one year, while the personal data of selected applicants will be retained in accordance with the retention periods set out in the University's Privacy Policy. Further information on the processing of personal data is available in the University's Privacy Policy: <https://ung.si/en/privacy-policy/>