NOA

# Guidelines for submitting an application through eVŠ web portal

Introduction and Content

Here are the instructions for enrolling in the higher education program in International Logistics Management and the master's program in Sustainable Mobility and Logistics.

The instructions consist of both textual and visual materials and guide you step by step through the entire form.

Sections:
1. Application and enrollment deadlines
2. First steps on the eVŠ portal
3. Selection of the enrollment call
4. Personal information
5. Education with which I am enrolling
6. Entry of desired studies
7. Attachments
8. Preview and electronic submission
9. Form submission
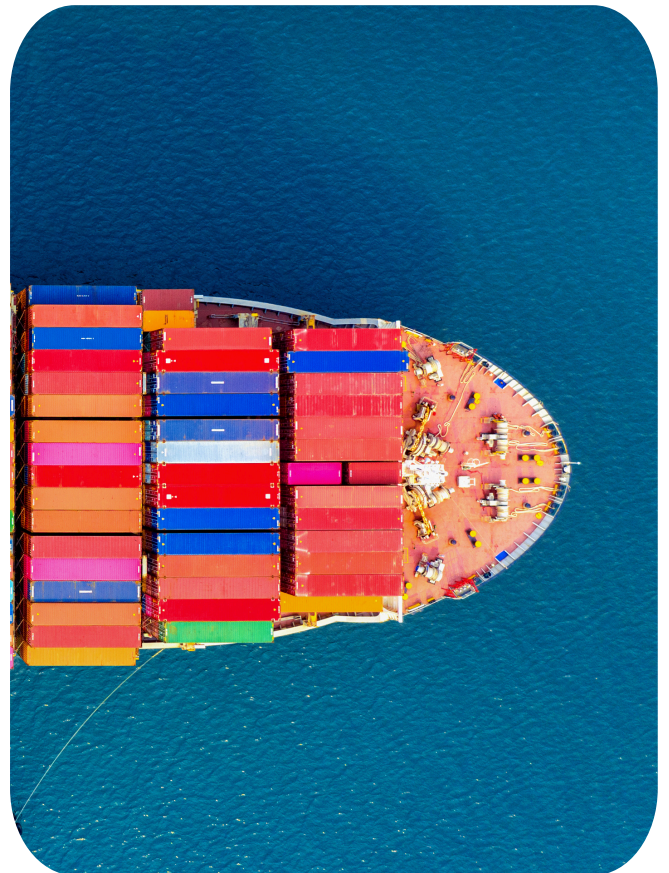
Application and enrollment deadlines

For the academic year 2024/25, the Senate of Noa has announced the following application and enrollment deadlines for the undergraduate study program in International Logistics Management and the master's study program in Sustainable Mobility and Logistics.

Undergraduate Study Program: International Logistics Management

Application Deadlines	From	Until
1	20.02.2024	15.07.2024
2	16.07.2024	31.08.2024
3	01.09.2024	30.09.2024*

*or until all available places are filled.

Master's Study Program: Sustainable Mobility and Logistics

Application Deadlines	From	Until
1	20.02.2027	15.07.2024
2	16.07.2024	30.09.2024*

*or until all available places are filled.

Undergraduate Study Program: International Logistics Management and Master's Study Program: Sustainable Mobility and Logistics

Enrollment deadlines	From	Until
1	16.07.2024	31.08.2024
2	01.09.2024	30.09.2024
3		30.09.2024*

*Enrollment of those accepted afterwards, i.e., in the final days of the 3rd application period.
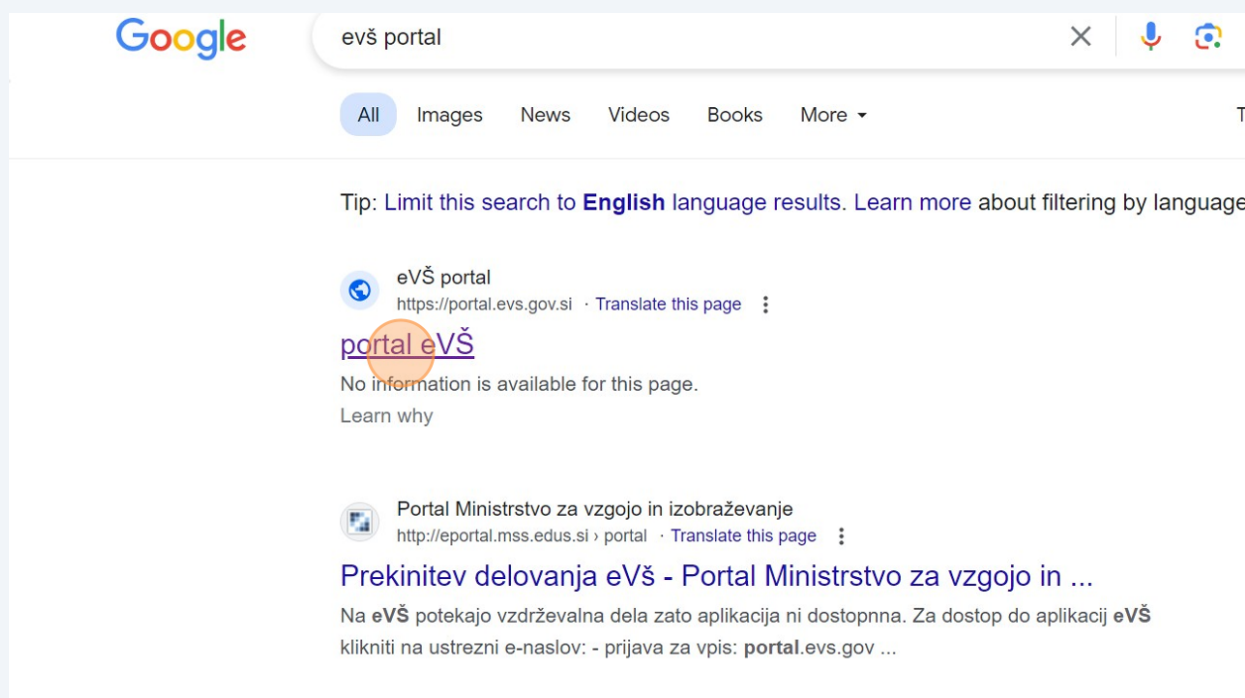
Submitting an application through the eVS web portal - step-by-step guide (Undergraduate study program: International Logistics Management)

The enrolment application for studying at public and private higher education institutions in Slovenia (faculties, professional colleges, academies) must be submitted online via the web portal eVŠ for all undergraduate and postgraduate study programmes. Filling in the enrolment application is carried out in several steps. Once a candidate successfully submits the electronic enrolment application, he receives a confirmation email at the email address indicated in the application.
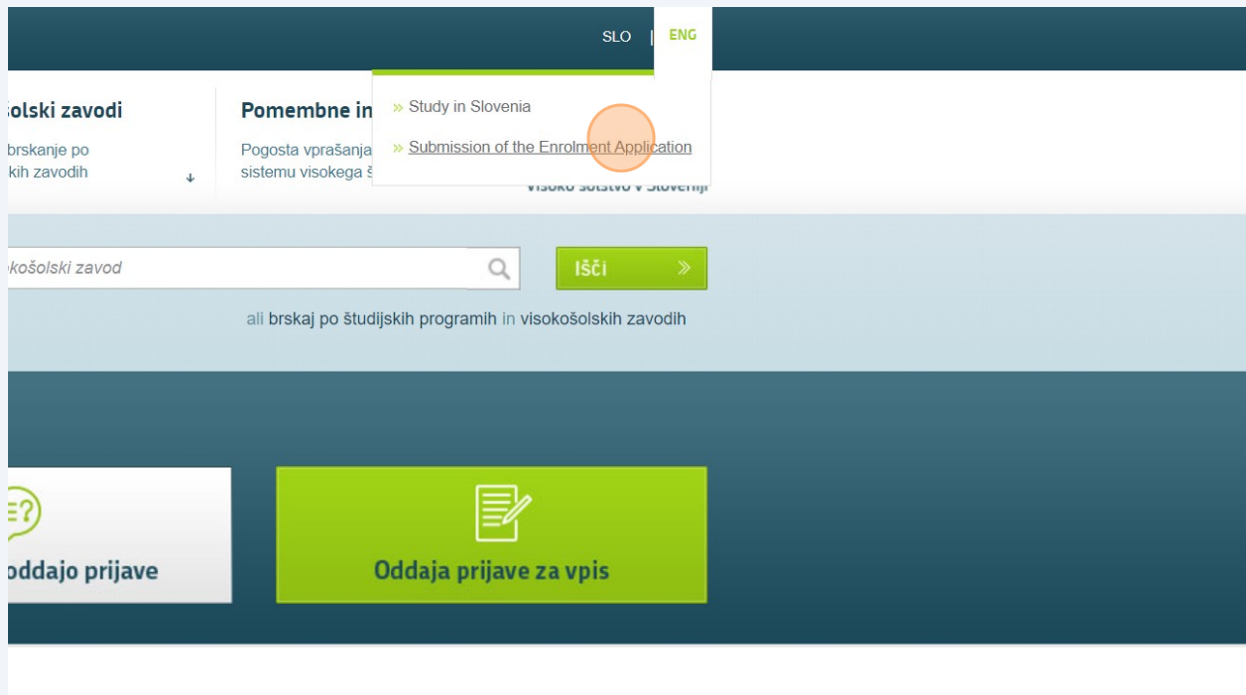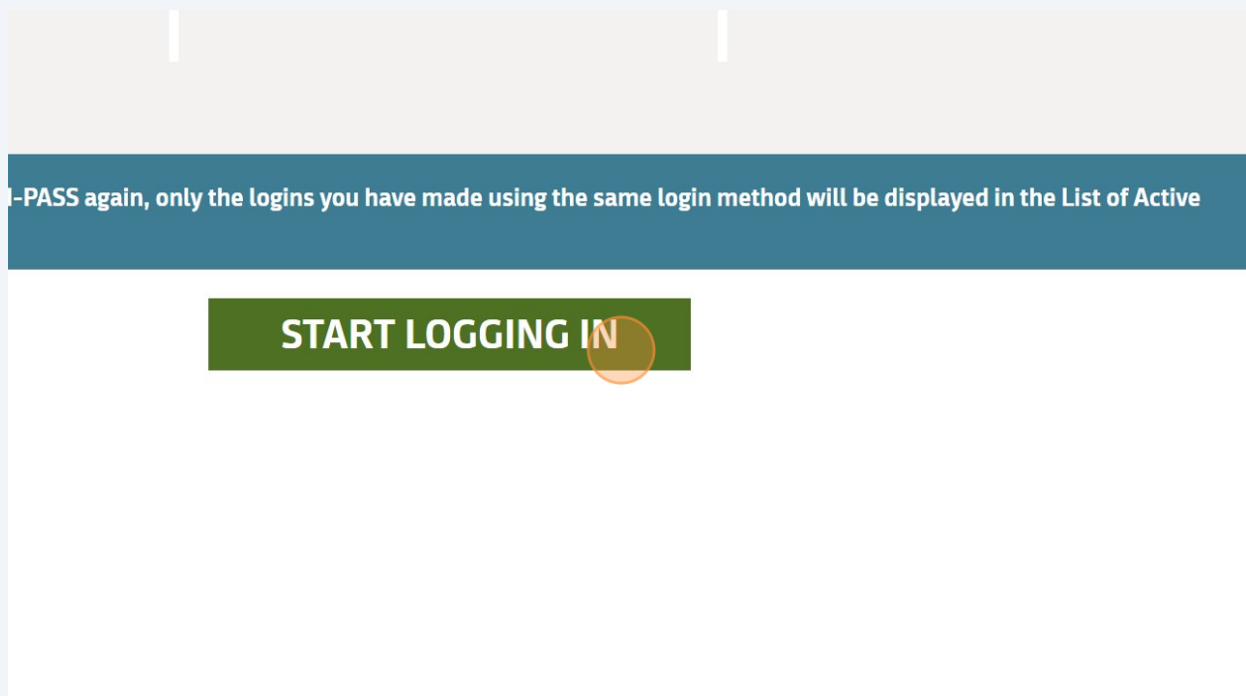
1 **Candidates apply through the eVS web portal:**
https://portal.evs.gov.si/prijava/

2 Click "Submission of the Enrolment Application"

3 Click "START LOGGING IN"

4 **Candidates apply through the eVS web portal:**https://portal.evs.gov.si/prijava/ ➢ You will first be redirected to the State Administration's SI-PASS online registration and e-signature service, where you can use multiple authentication methods (username and password that you can create, or one of your electronic identities)

smsPASS

Qualifed certificate

Halcom One

Rekono

ArnesAAI

Username and password

EU resident login

Nothing from the list
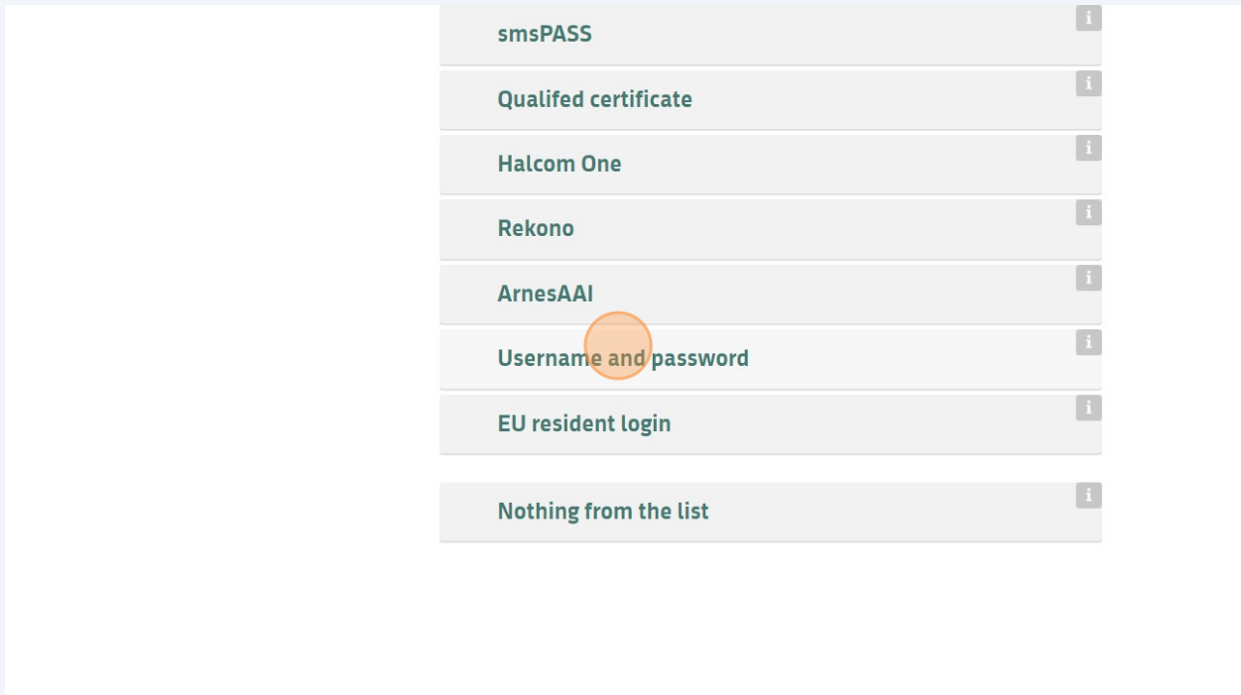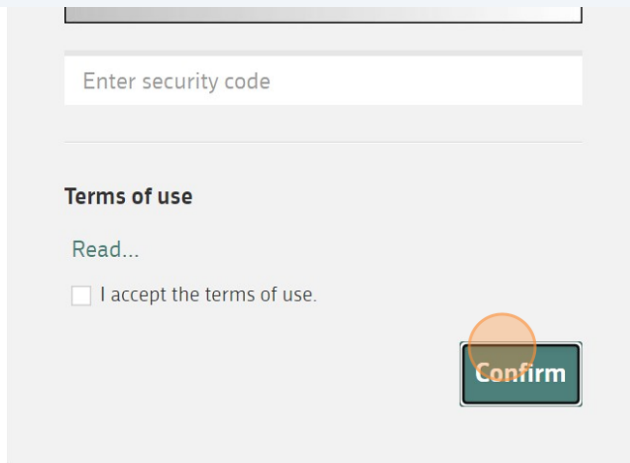
5 Click "New user" if you choose to registrate with Username and password.

~~New user:~~
Select »New user« and create your SI-PASS account first.

User name and password

mynoa@mynoa.com

••••••••••

New user | Forgotten password   Confirm
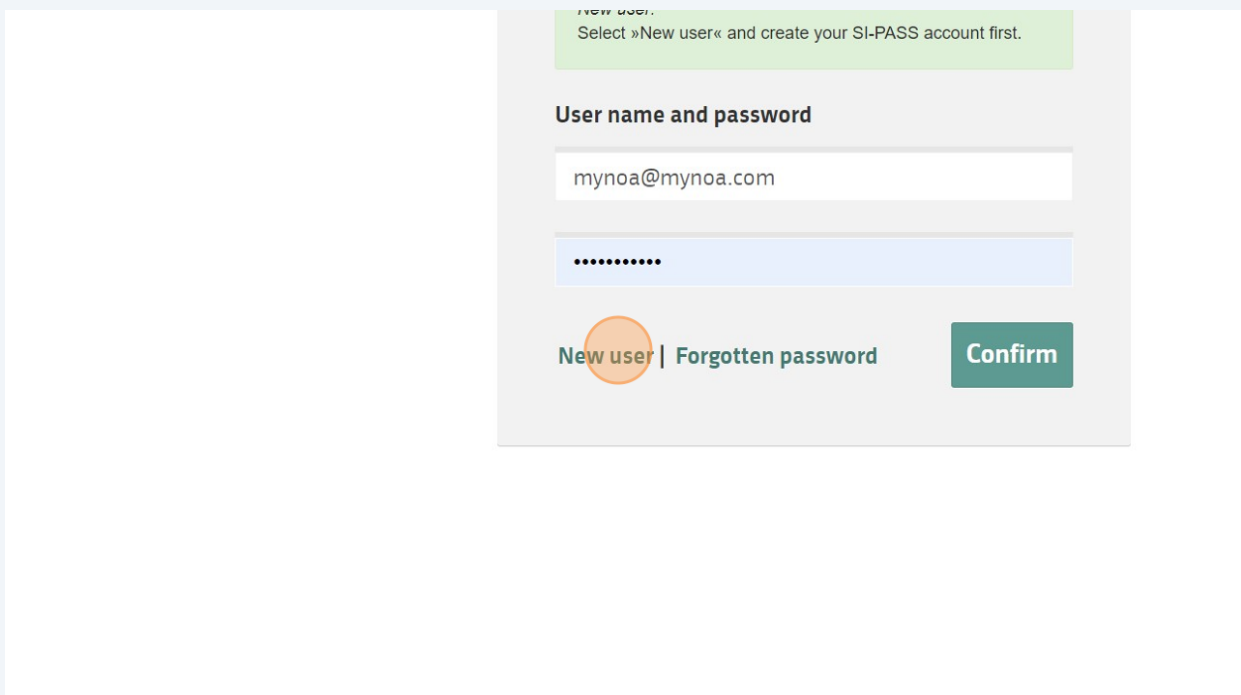
6 After entering the data, click 'Confirm'. Additionally, confirm the registration on your email address.

Enter security code

Terms of use

Read...

☐ I accept the terms of use.

Confirm

EUROPEAN UNION
EUROPEAN SOCIAL FUND

3-b27dc5fd-9876-43a7-899c-96caf511c7c9

Technical Support

7 After confirming the registration, log in again with new username and password.

The service requires login to the SI-PASS account.

Existing user:
Login to your SI-PASS account.

New user:
Select »New user« and create your SI-PASS account first.

User name and password

mynoa@mynoa.com

●●●●●●●●●●

New user | Forgotten password   **Confirm**

8 When you enter the registration form, first select the country of citizenship.

Enrolment application for study

Selection of call for enrolment and type of application

OF SLOVENIA
OF HIGHER EDUCATION,
AND INNOVATION

Š
stvo v Sloveniji

rolment

mplete the
?

appen to my
?

turn for help?

ty

Select Country of citizenship
Select value ▼ ℹ

Study programme level
⦿ First cycle Bachelor Professional and Academic study program
○ Second degree – Master's study programmes
○ Third Level – Doctoral study programmes

Establishment type
⦿ Public higher education institutions and concessions
○ Private higher education institutions

---

9 Select First Cycle Bachelor Professional and Academic study programme under the study programme level section, and then private higher education institutions under the establishment type.

l style
yle

heme
2
3
4
5

I already have Slovenian personal registration number
○ Yes ⦿ No

Study programme level
⦿ First cycle Bachelor Professional and Academic study programm
○ Second degree – Master's study programmes
○ Third Level – Doctoral study programmes

Establishment type
⦿ Public higher education institutions and concessions
○ Private higher education institutions

Call for enrolment
Select value

Application deadline
Select value

Type of application
Select value

10 Under the establishement type "Call for enrollment" type NOA: Call for enrollment into undergraduate professional study program, International Logistics Management in school year 2024/25

Study programme level	● First cycle Bachelor Professional and Academic study programm ○ Second degree – Master's study programmes ○ Third Level – Doctoral study programmes
Establishment type	○ Public higher education institutions and concessions ● Private higher education institutions
Call for enrolment	Select value
Application deadline	Select value
Type of application	Select value

Back   Continue

---

11 Under the establishement type "Select value" choose available application term.

Study programme level	● First cycle Bachelor Professional and Academic study programmes an ○ Second degree – Master's study programmes ○ Third Level – Doctoral study programmes
Establishment type	○ Public higher education institutions and concessions ● Private higher education institutions
Call for enrolment	NOA: Call for enrollment into undergraduate professional study program, school year 2024/25
Application deadline	Select value
Type of application	Select value

Back   Continue

12   Double-click "1st Application Term (20. FEB. - 15. JUL. 2024 23:59 CET)"

Study programme level	● First cycle Bachelor Professional and Academic study programmes
	○ Second degree – Master's study programmes
	○ Third Level – Doctoral study programmes
Establishment type	○ Public higher education institutions and concessions
	● Private higher education institutions
Call for enrolment	NOA: Call for enrollment into undergraduate professional study progra school year 2024/25
Application deadline	Select value
	Select value
Type of application	1st Application Term (20. FEB. - 15. JUL. 2024 23:59 CET)

Back   **Continue**

13   Click "Enrolment in first year of study" - if you are enrolling into the 1st year, if not, select

Study programme level	● First cycle Bachelor Professional and Academic study programm
	○ Second degree – Master's study programmes
	○ Third Level – Doctoral study programmes
Establishment type	○ Public higher education institutions and concessions
	● Private higher education institutions
Call for enrolment	NOA: Call for enrollment into undergraduate professional study prog school year 2024/25
Application deadline	1st Application Term (20. FEB. - 15. JUL. 2024 23:59 CET)
Type of application	Select value
	Select value
	Enrolment in first year of study

Back   **Continue**

14 Click "Continue"

Study programme level	◉	First cycle Bachelor Professional and Academic study progra
	○	Second degree – Master's study programmes
	○	Third Level – Doctoral study programmes
Establishment type	○	Public higher education institutions and concessions
	◉	Private higher education institutions

ic theme

me 2

me 3

me 4

me 5

Call for enrolment	NOA: Call for enrollment into undergraduate professional study school year 2024/25
Application deadline	1st Application Term (20. FEB. – 15. JUL. 2024 23:59 CET)
Type of application	Enrolment in first year of study

Back   Continue

15 In the following steps (2., 3.), you will need to enter the data regarding qualification preferences and supplemental documents

16 In the Study Preferences section, you will need to enter the data Application for Study.

Continue

must be completed before the application is finalised:

ment 2. Personal Info 3. Qualification Details **4. Study Preferences** 5. Supplemental Docs 6. Review & Submit

17 Select "Faculty for Transport and Logistics" (or NOA - the system has not yet updated the renaming, as in 2024 we renamed from Faculty for Transport and Logistics to NOA). If the option "Faculty for Transport and Logistics" is available, choose that; otherwise, select NOA

In line with the call for enrolment, I hereby apply for study

Caution! In the application you can enter up to three wishes (one, two, or three).

For entering next wish, click on Add enrolment button, after typing data for the first wish.

APPLICATION FOR STUDY - FIRST CHOICE

Higher education institution	Faculty for transport and logistics
Study programme	International Logistics Management (First level, Professional, One-subj
Field of study/module	Select value
Place of study	ŠTUDIJ NA DALJAVO (E-ŠTUDIJ), (dislocated unit)
Language of instruction	English

18   Click "Faculty for transport and logistics"

Caution! In the application you can enter up to three wishes (one, two, or three).

For entering next wish, click on Add enrolment button, after typing data for the first wish.

APPLICATION FOR STUDY – FIRST CHOICE

Higher education institution	**Faculty for transport and logistics**
	Select value
Study programme	**Faculty for transport and logistics**
Field of study/module	**Select value**
Place of study	**ŠTUDIJ NA DALJAVO (E-ŠTUDIJ), (dislocated unit)**
Language of instruction	**English**
Type of study	◯ Full time ⦿ Part time ⓘ

---

19   Click "Select value"

Caution! In the application you can enter up to three wishes (one, two, or three).

For entering next wish, click on Add enrolment button, after typing data for the first wish.

APPLICATION FOR STUDY – FIRST CHOICE

Higher education institution	**Faculty for transport and logistics**
Study programme	Select value
Field of study/module	Select value
Place of study	Select value
Language of instruction	Select value
Type of study	◯ Full time ◯ Part time ⓘ

20 Click "International Logistics Management (First level, Professional, One-subject programme)"

For entering next wish, click on Add enrolment button, after typing data for the first wish.

APPLICATION FOR STUDY - FIRST CHOICE

Higher education institution	Faculty for transport and logistics
Study programme	Select value
	Select value
Field of study/module	International Logistics Management (First level, Professional, One-subject programme)
Place of study	Select value
Language of instruction	Select value
Type of study	⚪ Full time ⚪ Part time ℹ️

21 Click "Select value"

For entering next wish, click on Add enrolment button, after typing data for the first wish.

APPLICATION FOR STUDY - FIRST CHOICE

Higher education institution	Faculty for transport and logistics
Study programme	International Logistics Management (First level, Professional, One-sub
Field of study/module	Select value
Place of study	Select value
Language of instruction	Select value
Type of study	⚪ Full time ⚪ Part time ℹ️

22 Click "Select value"

APPLICATION FOR STUDY - FIRST CHOICE

Higher education institution	Faculty for transport and logistics
Study programme	International Logistics Management (First level, Professional, One-sub
Field of study/module	Select value
	Select value
Place of study	
Language of instruction	NO DATA FOUND.
Type of study	

Back   Continue

---

23 Click "Select value"

APPLICATION FOR STUDY - FIRST CHOICE

Higher education institution	Faculty for transport and logistics
Study programme	International Logistics Management (First level, Professional, One-su
Field of study/module	Select value
Place of study	Select value
Language of instruction	Select value
Type of study	○ Full time ○ Part time ⓘ

Back   Continue

24 You can choose either on-campus study or distance learning.

institution | ~~Faculty for transport and logistics~~

Study programme | International Logistics Management (First level, Professional, One-su

Field of study/module | Select value

Place of study | Select value

Select value
Ljubljana, Gorazdova ulica 20 (HQ)
ŠTUDIJ NA DALJAVO (E-ŠTUDIJ), (dislocated unit)

Language of instruction

Type of study | ○ Full time ○ Part time ⓘ

Back **Continue**

The following steps must be completed before the application is finalised:

1. Select Call for Enrolment 2. Personal Info 3. Qualification Details **4. Study Preferences** 5. Supplemental Doc

---

25 Click "Select value"

Higher education institution | Faculty for transport and logistics

Study programme | International Logistics Management (First level, Professional, One-su

Field of study/module | Select value

Place of study | ŠTUDIJ NA DALJAVO (E-ŠTUDIJ), (dislocated unit)

Language of instruction | Select value

Type of study | ○ Full time ○ Part time ⓘ

Back **Continue**

The following steps must be completed before the application is finalised:

26 You can choose either English or Slovene as the language of study.

Study programme	International Logistics Management (First level, Professional, One...
Field of study/module	Select value
Place of study	ŠTUDIJ NA DALJAVO (E-ŠTUDIJ), (dislocated unit)
Language of instruction	Select value
	Select value
Type of study	Slovene
	English

Back   **Continue**

The following steps must be completed before the application is finalised:

1. Select Call for Enrolment 2. Personal Info 3. Qualification Details **4. Study Preferences** 5. Supplemental I

---

27 Only Prat time study available. Click "Continue".

study/module	
Place of study	ŠTUDIJ NA DALJAVO (E-ŠTUDIJ), (dislocated unit)
Language of instruction	English
Type of study	○ Full time ● Part time ⓘ

Back   **Continue**

The following steps must be completed before the application is finalised:

1. Select Call for Enrolment 2. Personal Info 3. Qualification Details **4. Study Preferences** 5. Supple...

28 In the last section "Supplements" you will need to attach all the required documents.

Listed below are all the supplemental documents that are required for enrolment. I
supplemental documents, check in the call for enrolment and on the websites of hi

You can upload multiple attachments at the same time. Each attachment should no

REQUIRED ATTACHMENTS

Certificate(s)

E-copy/scan of the final certificate(s), representing genera
the country of issue without legalization. The copy shall b
request of the higher education institution. If the higher e
authenticity of the document, applicants will be asked to
according to the system of legalization in the country of is

Deadline for submission of   01.09.2024
annex(es)

+ Add attachment

In the last step the application needs to be submitted by clicking on the button "SUBMIT".