



**Istarsko  
veleučilište**  
Università  
Istria  
di scienze  
applicate

# International Student's Guide

# Istrian University of Applied Sciences

The Istrian University of Applied Sciences is a modern higher education institution oriented towards young people and everyone who is willing to learn more.

We are located in the very south of the Istrian Peninsula in the city of Pula which is known as a tourist destination, as well as an industrial center.

We embrace the idea that education is the key element of sustainable economic development which is the basis for a stable and secure future.

Our strengths that we cherish and share with our students are: focus on practical knowledge, application of teamwork in the teaching process, working with small groups which allows us to dedicate more time to students' needs, and last but not least providing professional training in the best companies in our region.

Our mission is to educate future experts that will be able to contribute to the development and prosperity of our region and country with their skills and knowledge. Being part of Europe, we also welcome foreign students willing to participate in our educational process so that they can make good use of the provided knowledge back in their home country.

**Welcome to the Istrian University of Applied Sciences.**

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# Team for International cooperation and mobility

Collaboration with foreign universities, institutes, schools and international associations is an important area of the development of the Istrian University, and it's one of its strategic objectives.

The main purpose of the Team is to increase study quality through international cooperation and mobility of students and teachers. This helps to connect higher education institutions and to participate in projects for better economic development.



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For more information please  
visit our website [www.iv.hr](http://www.iv.hr)

# ERASMUS+ Program

Studying abroad is a central part of the ERASMUS+ PROGRAM and has been shown to have a positive effect on later job prospects. It is also an opportunity to improve language skills, gain self-confidence and independence, and immerse yourself in a new culture. At the Istrian university of applied sciences opportunities are available for Short-term professional, Undergraduate professional (First Cycle), and Specialist graduate (Second Cycle) study programs.

The ERASMUS+ PROGRAM supports the European plan of modernization and internationalization in higher education. This strategy emphasizes the importance of student and staff mobility in participation in international cooperation projects in order to improve the quality of higher education and student experience.

## The specific objectives of the ERASMUS+ program:

- increasing the quality and internationalization of education institutions
- to strengthen the international dimension of learning through collaboration with partner institutions
- improvement of skills relevant to the labor market
- modernizing education through cooperation on the creation of educational policy, the use of EU tools and examples of good practice
- promoting the linguistic diversity of the EU and interculturality.

The ERASMUS+ PROGRAM offers a program for digital skills improvement as well as internship programs:

Digital skills:

[www.erasmusintern.org/digital-opportunities](http://www.erasmusintern.org/digital-opportunities)

Erasmus internship:

[www.erasmusintern.org](http://www.erasmusintern.org)



# ECTS credits

ECTS credits are a numerical value (between 1 and 60) allocated to course units to describe students' workload required to complete them. They reflect the quantity of work each course requires in relation to the total quantity of work required to complete a full year in practical work, seminars, homework and examination or other assessment activities.

Each course does not carry the same number of points but the total number of points in each semester is 30 points which must be evenly distributed on all courses in the semester due to the learner content of each college. All subjects are

scored – mandatory and elective. The academic year consists of two semesters, each carrying 30 points for a total of 60 points. Points are earned and attributed to the student after passing the exam or some other verification of student activities according to the prescribed curriculum. These achieved ECTS credits make it easier to assess the level of knowledge that students have when transitioning to other institutions of higher education in the country and/or abroad.

The Grading system at the Istrian University of Applied Sciences is as follows:

<b>Numeric grade</b>	<b>Descriptive grade</b>	<b>ECTS grade</b>
5	excellent	A
4	very good	B
3	good	C
2	satisfactory	D, E
1	unsatisfactory	FX, F

# Undergraduate Professional Study Program (First Cycle) Mechatronics

Name of the qualification and the title of the undergraduate program:

**Professional Bachelor (baccalaureus) in Mechatronic Engineering**

The undergraduate professional study program, study of Mechatronics, includes knowledge about contemporary professional and social issues, flexibility and adaptability to research technical solutions. Upon completion of the study the students will be qualified for constructing machine elements and circuits respecting the aspect of solidity and deformation, kinematics and dynamics. During their study, students become experts in:

- using techniques, skills and modern tools necessary for engineering activity
- linking the engineering construction, production and marketing activities with the needs of the product or services' end user
- identifying, modelling and solving engineering problems.

Duration of the undergraduate study program is:

**3 years, (6 semesters) and 180 ECTS credits**

## Course catalogue

<b>First Semester</b>	<b>ECTS</b>
Physics .....	6
Physical Education .....	1
Mathematics .....	7
Materials and Manufacturing Processes .....	5
Computers Application Basics .....	2
Programming Basics .....	5
Technical Documentation .....	4
<b>Second Semester</b>	<b>ECTS</b>
Physical Education II .....	1
Matlab .....	2
Mechanics and Strength of Materials .....	6
Mechanical Machine Elements .....	5
Fundamentals of Electrical Engineering .....	6
Applied Mathematics .....	5
Sensors .....	5
<b>Third Semester</b>	<b>ECTS</b>
Electronic Elements and Circuits ...	5
Elements of Automation .....	5
Energy engineering .....	6
Physical Education III .....	1
Computer Aided Design .....	5
Essentials of Mechanisms .....	5
Elective Course 1 .....	3
<b>Elective Courses 1</b>	
English Language in Mechatronics	3

## Fourth Semester

## ECTS

Physical Education IV .....	1
System Modelling and Simulation .....	5
Pneumatics and Hydraulics .....	6
Processing Computers .....	6
Automatic Control and Regulation .....	5
Elective Course 2 .....	4
Elective Course 3 .....	3

## Elective Courses 2

Manipulators and Robots .....	4
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## Elective Courses 3

Business English Language in Mechatronics .....	3
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## Fifth Semester

## ECTS

Electrical Servo Drives .....	5
Communication Techniques in Mechatronics .....	4
Metrology and Quality Control .....	4
Maintenance of Technical Systems in Mechatronics .....	4
Designing Embedded Computer Systems .....	5
Production and Project Management .....	4
Elective Course 4 .....	4

## Elective Courses 4

Leadership .....	4
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## Sixth Semester

## ECTS

Methodology of Professional and Scientific Research .....	2
Semester Thesis (Project) .....	5
Professional Practice .....	7
Technology Entrepreneurship .....	6
Final thesis .....	12



# Undergraduate Professional Study Program (First Cycle) Polytechnics

Name of the qualification and the title of the undergraduate program:

**Professional Bachelor (baccalaureus) Engineer of Polytechnic**

The undergraduate professional study program, study of Polytechnics, includes knowledge of technology, business economics, management and information technology as well as expertise in selected areas by specialization based on the content of elective courses.

The focus of this study program is based on the unification of the theoretical knowledge and the practical proficiency relevant to:

- solving engineering problems
- acquiring skills of thinking and managing technical and business-production processes, systems and projects
- applying the principles of engineering and teamwork
- skillful use of the latest technologies and applications.

Duration of the undergraduate study program is:

**3 years, (6 semesters) and 180 ECTS credits**

## Course catalogue

### First Semester **ECTS**

Applied Mathematics .....	5
Applied Physics .....	5
Technical Mechanics I .....	4
Methods and Techniques of Engineering Learning and Work .....	5
English Language I .....	3
Application of the Electronic Computers .....	4
Professional Training I .....	3
Physical Education I .....	1

### Second Semester **ECTS**

Engineering Mathematics .....	5
Modern Physics .....	5
Technical Mechanics II .....	4
Electrotechnics I .....	5
Measurement Techniques .....	4
English Language II .....	3
Professional Training II .....	3
Physical Education II .....	1

### Third Semester **ECTS**

Electrotechnics II .....	5
Machine Elements I .....	4
Technology and Production Technique I .....	4
Electronics I .....	5
Material Technology I .....	4
CAE/CAD/CAM Systems .....	4
Professional Training III .....	3
Physical Education III .....	1





### Fourth Semester ECTS

Business Organization and Economics .....	3
Machine Elements II .....	4
Technology and Production Technique II .....	4
Electronics II .....	5
Material Technology II .....	4
Production Engineering .....	3
Management Accounting .....	3
Professional Training IV .....	3
Physical Education IV .....	1

### Fifth Semester ECTS

Constructions .....	4
Quality Management .....	4
Project Management .....	5
Automatic Control Basic Course .....	4
Professional Training V .....	9
Elective Course .....	4

### Elective Courses

Research Methodology .....	4
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### Sixth Semester ECTS

Business and Production Processes .....	5
Basics of Law and Labor Law .....	3
Marketing .....	3
Ecology .....	4
Final thesis and Defense .....	7
Professional Training VI .....	8

# Specialist Graduate Study Program (Second Cycle) Creative Management in Processes

Name of the qualification and the title of the graduate program:

## **Professional Specialist in Processes Management**

The specialist graduate study program Creative Management in Processes, provides unique knowledge, skills and qualifications required in a challenging and competitive labor and business environment. During their study, students apply:

- modern techniques and work habits at their workplace
- methods and techniques of creating new value in the existing and new businesses and production processes.

Duration of the specialist graduate program is:

**2 years, (4 semesters) and 120 ECTS credits**

## **Course catalogue**

### **First Semester** **ECTS**

Creative Management .....	8
Digital Business .....	8
Basics of methodology for scientific research .....	6
Teamwork and Practicum I .....	4
Elective Course 1 .....	4

### **Elective Courses 1**

Business communication in English	4
Business communication in Italian	4

### **Second Semester** **ECTS**

Project Management .....	8
Marketing Management .....	8
Communication Skills .....	6
Teamwork and Practicum II .....	6
Elective Course 2 .....	4

### **Elective Courses 2**

Computer skills .....	4
Business Information Systems ....	4

### **Third Semester** **ECTS**

Process management .....	8
Financial Management .....	8
Human Resource Management ....	6
Teamwork and Practicum III .....	4
Elective Course 3 .....	4



### Elective Courses 3

Digital Marketing .....	4
Change Management .....	4

### Fourth Semester

### ECTS

Entrepreneurship .....	6
Strategic Accounting .....	4
Corporate social responsibility .....	4
Intercultural aspects of management .....	4
Graduate thesis .....	12



# Administrative information

## Additional services for Students

### 1. Students' canteens

Student restaurant and pizzeria – Pre-radovičeva 28b [www.scpu.hr/hr/pula-student-centre/](http://www.scpu.hr/hr/pula-student-centre/) (Every incoming student is given an X-card – student's card for eating in the canteen and discounts in certain places)

### 2. University library, Pula City Library and Reading Room

3. Good network of public transportation – PulaPromet [www.pulapromet.com/en/](http://www.pulapromet.com/en/)

## Passport and/or ID

- European students: valid ID card
- Non-European students: valid passport

## Visa requirements

- European students: don't need a Visa
- Non-European students: must apply for a Student Visa – contact the Croatian Embassy in your home country for more information

Students from countries that don't require a Visa to come in Croatia may enter and stay in Croatia for 90 days (varies from country to country) for tourism, personal business or fami-

ly purposes, or other purposes that do not require prior authorization. However, we highly recommend that you ask the Croatian Embassy in your country for information, prior to your departure, about the entry conditions required to enter Croatia and whether you must apply for a visa or not.

For further information, please visit the web site of the Croatian Ministry of Foreign and European affairs: [www.mvep.hr/en/](http://www.mvep.hr/en/)

Within one month after you arrive to Croatia, you must apply for a residence permit. The team for international cooperation and mobility will assist you with this procedure.

As for the Istrian University of Applied Sciences, the Students Affairs requests some documents from the incoming students:

- Student Application Form
- 1 photograph (scan)
- ID/Passport/Visa (copy)
- Learning Agreement (copy) – signed and stamped from all parties
- Health Insurance Card (copy)

Students are required to prepare and send the documents by email before arriving to the Istrian University of Applied Sciences.

Accommodation guide: [www.erasmuspula.eu/accommodation-guide/](http://www.erasmuspula.eu/accommodation-guide/)

## Health Insurance

- European students: must provide European Insurance Card
- Non-European students: must provide a valid health insurance recognized in the EU area

## What to Visit

- Roman Amphitheatre
- Museum of Contemporary Art of Istria
- Archaeological Museum of Istria, Historical and Maritime Museum of Istria
- Underground tunnels – Zerostrasse
- Istrian National Theatre and Cinema Valli
- Aquarium Verudela
- Church of Vodnjan and its mummies

More info on: [www.pulainfo.hr/en/](http://www.pulainfo.hr/en/)

## Contact Information of the Istrian University of Applied Sciences

### Team for International cooperation and mobility

Address: Riva 6, 52100 Pula, Croatia

E-mail: [international@iv.hr](mailto:international@iv.hr)

Web: [www.iv.hr](http://www.iv.hr)

## Arriving to Pula

### Car

[www.hak.hr/en](http://www.hak.hr/en)

### Airplane

International Pula Airport

[www.airport-pula.hr/en/](http://www.airport-pula.hr/en/)

### Bus

[www.flixbus.com](http://www.flixbus.com)

[www.akz.hr/en](http://www.akz.hr/en)

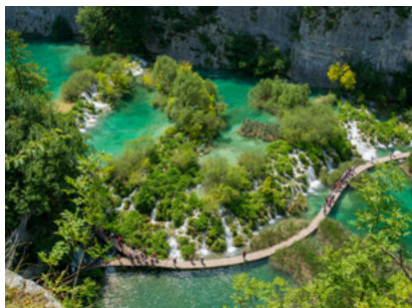
- Rijeka 102 km
- Amsterdam 1490 km
- Zagreb 288 km
- London 1750 km
- Dubrovnik 696 km
- München 607 km
- Trieste 126 km
- Milano 535 km
- Vienna 593 km
- Rome 756 km
- Frankfurt 1030 km
- Graz 398 km

# About Croatia and Istria

## Croatia

On a relatively small area, you can find many different cultures, mentalities, dialects, climates, lifestyles, cuisines, cultural and historical heritage based on which Croatia has been labeled “A Land of a Thousand Islands” or “The Mediterranean as it Once was”.

The climate is Mediterranean along the Adriatic coast, meaning warm dry summers and mild winters, with 2600 hours of sunlight on average yearly – it is one of the sunniest coastlines in Europe! The interior of the country has a continental climate with hot summers and cold, snowy winters.



Croatia is the best ecologically preserved area in Europe with the cleanest sea and the largest number of national parks (the best known are The Plitvice Lakes – included on UNESCO’s World Heritage List).

## Istria

Istria is the largest green oasis on the Northern Adriatic coast and the largest Croatian peninsula surrounded by crystal clear blue waters. Istria enjoys an ideal geographic and temperature position in the northern hemisphere, sitting half way between the Equator and the North Pole (cut by the 45th parallel).

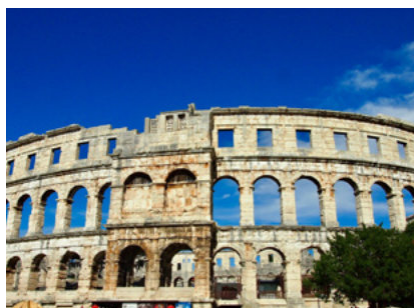


Istria is a place abundant in tradition, authentic experiences, diverse and rich gastronomy, coastal tourism, clear sea... It is an island rich in history promoting the true Mediterranean experience for years under the slogan “Green Mediterranean” and “Mediterranean as it used to be”.

## Pula

Pula is the biggest town situated on the Istrian peninsula that offers a diversity of attractions to lovers of culture. Located in the very south of the Istrian Peninsula, Pula is a Mediter-

ranean coastal resort popular for its sunny climate and pristine beaches. The town has a fascinating historical center with ruins dating back to the Roman times – as it can be seen with the remains of the Roman Forum, the Temple of Augustus, the Roman Amphitheater (one of the best-preserved amphitheater in the world), etc.



## Cape Kamenjak

Kamenjak is located in the south of Istria, as part of Premantura, which is located just 10 kilometers from Pula.



Cape Kamenjak is a significant part of Istria, its natural wealth attracts visitors from all over the world throughout the year. Lower Kamenjak (Lower Kamenjak and Medulin archipelago – full name) is a protected area since 1996, it is a significant landscape (IUCN Category V).

[www.kamenjak.hr/en/](http://www.kamenjak.hr/en/)

## National Park Brijuni

On the Western part of the Istrian peninsula the archipelago of Brijuni is an extraordinary blend of natural, historical and cultural heritage.



The mild climate and the favorable geographical conditions, deep retracted bays and easily defendable elevated fortifications have secured a continuum in the human activity on the island from a pre-historic age until the present day.

[www.np-brijuni.hr/en/](http://www.np-brijuni.hr/en/)



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