



INTERNATIONAL
UNIVERSITY OF RIJEKA

UNIRI

**Travelling to
the University of Rijeka
and Settling In**

01 Visa Application Requirements

A foreign citizen is required to get a visa before entering the Republic of Croatia, in accordance with the visa system prescribed by the Croatian government.

You will not need a visa for travelling within the EU if you are a citizen of an EU country, Iceland, Liechtenstein, Norway or Switzerland.

Visas are normally issued by the diplomatic mission or the consular office of the Republic of Croatia. A visa cannot be used as a work permit.

— PROCEDURE

Foreign citizens who are subject to visa requirement are obligated to apply for a visa prior to their entry into the Republic of Croatia, at the authorized Croatian diplomatic mission/consular post.

If there is no Croatian diplomatic mission or consular post in the applicant's country, an application for a visa may be submitted to the nearest Croatian diplomatic mission/consular post. As a general rule, a foreign citizen shall submit a visa application personally. Foreign citizens need not submit the application personally, but they are required to present themselves when called upon by the diplomatic mission/consular post.

A visa application for a foreign citizen who is a minor or a foreign citizen deprived of his/her business capacity shall be submitted by his/her legal representative.

Foreign citizens shall enclose the following documents with the application:

- valid travel document (the period of validity of the travel document should exceed that of the visa's by three months);
- colour photo 35x45 mm;
- supporting documents that prove:
- the purpose of the journey to the Republic of Croatia,
- ensured accommodation,
- means of subsistence to cover their stay in the Republic of Croatia and the return to their country of origin or to a third country have been provided,
- means of transport and their intention to return to their country of origin or to a third country,
- travel health insurance.

— VISA INFORMATION

All information related to visa requirements, fees, the list of countries whose citizens require visa for Croatia as well as the Visa application form can be found at the web page of the Ministry of Foreign and European Affairs: <http://www.mvep.hr/en/diplomatic-directory/diplomatic-missions-and-consular-offices-of-croatia/>

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Note: Information on this web site is liable to change, therefore additional information should be sought out at the nearest Croatian diplomatic mission/consular office before travelling..

02 Requirements for Temporary Stay

— ADDRESS REGISTRATION

Hotels, Student Dormitories *Ivan Goran Kovačić* and *Kampus* (Trsat) register their foreign guests with the Primorsko-Goranska County Police Administration. Foreign citizens (except EU, Iceland, Liechtenstein, Norway and Switzerland citizens) staying at an apartment should register their address or change of address in person at the nearest Police Station of the Primorsko-Goranska County Police Administration within forty-eight hours upon arrival (weekends excluded). within forty-eight hours upon arrival (weekends excluded).

There is a simple form to fill (Form 8A: Registration and cancellation of residence or registration of change of address), and the foreign citizen gets a receipt. If he/she changes the address or leaves the country during the period of 90 days and comes back again, he/she has to repeat the procedure.

Documents needed for the address registration:

- passport (original and a copy),
- form issued at the Primorsko-Goranska County Police Administration,
- a valid Croatian Identity Card of the landlord/landlady who legally owns the apartment (if a foreign citizen has already rented an apartment),
- four copies of the Tenancy contract and four copies of the Proprietor's certificate for the rented apartment (notarized by a notary public).

— SHORT-TERM STAY / STAY OF UP TO 90 DAYS, WITH OR WITHOUT VISA

Foreign citizens who are not obligated to possess a visa to enter the Republic of Croatia may stay in the Republic of Croatia for a maximum of 90 days within a period of 6 months, starting from the day of their first entry.

— TEMPORARY STAY PERMIT

The students (holders of a scholarship within the following programmes: Erasmus, Erasmus Mundus, CEEPUS, bilateral exchange) apply for the FIRST TEMPORARY STAY PERMIT in person at a local police administration or a police station in Croatia (check the Article 4.2.1 for the addresses).

EU citizens and citizens of Iceland, Liechtenstein, Norway and Switzerland need to apply for a residence permit in person at the Primorsko-Goranska County Police Administration within 3 months upon arrival to the Republic of Croatia.

The following documents should be enclosed with the application for the first temporary stay permit:

- the application for the issuance of his/her first temporary stay permit (Form 1a *1)
- 2 colour photographs, 35 x 45 mm;
- valid travel document (original and copy);
- official confirmation of residence (lease contract or statement of apartment/house owner authorized and verified residence

by a notary public and proof of ownership of apartment or sales contract or contract of gift);

- official confirmation of insurance (original and copy of the health insurance policy);
- official confirmation of subsistence means (certificate of employment with amount of income or other proof of secured means for subsistence in the Republic of Croatia. Proof of secured means of support attached to the request must be in the name of the foreigner, immediate family member or joint household family member in the amount of 1,000.00 HRK - original and copy not older than 6 months);
- proof of the reasons for temporary stay (Erasmus students shall receive a written confirmation by the University of Rijeka proving their status of Erasmus exchange students);
- clearance certificate (not required for the citizens of EU, Island, Liechtenstein, Norway and Switzerland) issued by the state of a foreign citizen's nationality, or by the state in which he/she has permanent residence, dated no more than 6 months prior to its issuance, translated to Croatian by an official court interpreter (only enclosed with the first temporary stay application) and
- 240 HRK for the issuance of residence permit.

The documents that are being enclosed with the application must be original documents or certified copies. Documents written in a foreign language must be filed together with the certified Croatian translation and certified in line with specific provisions.

The documents should be dated no more than 6 months prior to their delivery.

If the application has been positively decided, the foreign citizen concerned shall be issued a temporary stay permit in a form of a sticker in his/her travel document. The applicant should consult the Police Station where he/she applied for the temporary stay permit when the approval will be issued.

The approval for the first temporary stay, that is, the renewal of the temporary stay permit shall be valid for the period of up to 1 year. The application for the temporary stay permit renewal shall be submitted to a police administration or a police station no later than 30 days before the existing temporary stay permit expires. In case the foreign citizen concerned fails to apply for the temporary stay permit extension, he/she shall be charged a fine.

Ministry of Interior

Primorsko-Goranska County
Police Administration
www.mup.hr

Rijeka

Department for foreign citizens
Rijeka Police Station
Trg žrtava fašizma 3
HR-51000 Rijeka
Tel: +385 (0)51 430 333

Opatija

Department for foreign citizens
Opatija Police Station
Poginulih hrvatskih branitelja 1
HR-51410 Opatija
Tel: +385 (0)51 710 111 / 710 039

Consular Offices in Rijeka and Opatija

The Republic of Finland

Kumičićeva 13
51000 Rijeka
Tel: +385 (0)51 218 756; 686 301
Fax: +385 (0)51 218 764
Working hours: 09,00-13,00

The Republic of Chile

Trg Ivana Koblera 2
51000 Rijeka
Tel: +385 (0)51 212 420
Fax: +385 (0)51 212 424
Working hours: 07.00 - 15.00

The Kingdom of Denmark

Splitska 2, 51000 Rijeka
Tel: +385 (0)51 212 522
Fax: +385 (0)51 214 944
Working hours: 11.00 - 13.00

The Republic of Macedonia

Trg braće Mažuranića 10
51000 Rijeka
Tel: +385 (0)51 406 500

Federal Republic of Germany

Riva 20
51000 Rijeka
Tel/Fax: +385 (0)51 321 044
Working hours: Mon, Wed, Fri
09.00-12.00

The Kingdom of Norway

Žrtava fašizma 2/II
51000 Rijeka
Tel: +385 (0)51 335 827/335 831
Fax: +385 (0)51 213 549
Working hours: 08,00-11,00

The Kingdom of the Netherlands

Ulica 9. L rujna 11,
51410 Opatija
Tel: +385 (0)51 271 977
Fax: +385 (0)51 271 996

The Republic of Hungary

Riva Boduli 1/IV
51000 Rijeka
Tel: +385 (0)51 213 494
Fax: +385 (0)51 331 614
Working hours: Tue, Thu 11.00-13.00

The Kingdom of Sweden

Riva 20
51000 Rijeka
Tel: +385 (0)51 212 287
Fax: +385 (0)51 211 014
Working hours: 12.00 - 13.30

The Republic of Austria

Stipana Konzula Istranina 2
51000 Rijeka
Tel/Fax: +385 (0)51 338 554
Working hours: 09.00 - 15.00

The Republic of Serbia

Erazma Barčića 9
51000 Rijeka
Tel: +385 (0)51 337 420/337 421
Fax: +385 (0)51 337 361
Working hours: 09.00-13.00

The Italian Republic

Riva 16,
51000 Rijeka
Tel: +385 (0)51 355 200/355 230
Fax: +385 (0)51 355 225
Working hours: 09.00 - 12.00

Romania

Korzo 6
51000 Rijeka
Tel: +385 (0)51 315 033
Fax: +385 (0)51 315 242

Health Insurance

All foreign students must have health insurance during their stay in Croatia. The best option is to enrol in an insurance plan in the home country that covers one's stay in Croatia. They may use international health insurance from their home country or choose to be insured at the health insurance company of their choice.

EU citizens and citizens of Iceland, Liechtenstein, Norway and Switzerland may apply for the European Health Insurance Card (or EHIC) at the health service institute in their own country, before departure for Croatia.

The European Health Insurance Card is issued free of charge and allows anyone who is insured by or covered by a statutory social security scheme of the EU to receive medical treatment in another member state for free or at a reduced cost, if that treatment becomes necessary during their visit. It will cover you for treatment that is needed to allow you to continue your stay until your planned return. The EHIC is not an alternative to travel insurance. It will not cover any private medical healthcare. Therefore, it is advisable to have both an EHIC and a valid private travel insurance policy.



05 How to Arrive to Rijeka

— BY TRAIN

You can reach Rijeka from Zagreb, the capital of Croatia, in less than 3 hours. The quickest means of rail transport is the Inter City train from Zagreb to Rijeka twice a day. There are also direct trains daily to Rijeka from Ljubljana, Budapest, Munich and Vienna. It is very complicated to reach Rijeka by rail from the southern parts of Croatia.

Train station - Rijeka

Trg kralja Tomislava 1

HR - 51000 Rijeka

Tel: +385 (0)51 213 333 / Info tel: +385 9830

www.hznet.hr

— BY AIR

The Rijeka Airport is situated on the island of Krk which is connected to the mainland by the Krk Bridge. The airport is about 27 km from Rijeka's city centre. It takes approximately 45 minutes to reach the city of Rijeka by bus, which is provided by the Croatian national airline company, Croatia Airlines. Please check the website www.rijeka-airport.hr for information on available flights.

However, there are several airports that can be reached relatively easily from Rijeka. Zagreb Airport (175 km from Rijeka) offers flights to all major cities in Europe (Paris, London, Amsterdam, Zurich, Frankfurt, Brussels, Düsseldorf, Berlin, Prague, Vienna, Munich, Sarajevo, Skopje, and Mostar), as well as to many other cities (via Frankfurt). It is also

possible to take a direct bus from/to Zagreb Airport to/from Rijeka every afternoon. It takes 2 hours to reach Rijeka by bus and the buses are generally comfortable.

Other airports close to Rijeka are: Brnik (Ljubljana, Slovenia) (138 km from Rijeka), Ronchi dei Legionari (Trieste, Italy) (112 km from Rijeka), Pula (97 km from Rijeka) and Marco Polo (Venice, Italy) (223 km from Rijeka).

Zagreb Airport (ZAG)

Pleso bb

10150 Zagreb - Hrvatska

Tel: +385 (0)1 456 22 22

Info Tel: +385 (0)1 62 65 222

Fax: +385 (0)1 655 16 48

www.zagreb-airport.hr

Rijeka Airport (RJK)

Aerodrom bb

51513 Omišalj

Tel: +385 (0)51 842 132,

842-040

Fax: +385 (0)51 842 032

www.rijeka-airport.hr

Pula Airport (PUY)

Valtursko polje 210

52100 Valtura

Tel: +385 (0)52 530 111/530 105

— BY COACH

AUTOTRANS offers regular international bus services between towns and tourist centres of the Republic of Croatia and major cities in Italy, Switzerland, Germany, Belgium, the Netherlands, Austria, France,

Great Britain, all neighbouring countries, and seasonally with the Czech Republic, Slovakia and Hungary.

**Central Coach Station Rijeka
& AUTOTRANS**

Žabica 1

Info Tel: +385 (0)51 660 360

Fax: +385 (0)51 211 988

www.autotrans.hr

autotrans@ri.tel.hr

— HOW TO GET TO OPATIJA

Once you are in Rijeka, it is fairly easy to reach Opatija. There is a local bus service (bus line 32) operating to Opatija from Rijeka's Jelačić Square approximately every 20 minutes.

University Student Dormitories -



06 Accommodation and Living

— HOUSING SERVICES FOR STUDENTS

Student centre Rijeka encompasses two student dormitories: student dormitory *Ivan Goran Kovačić* and a new student dormitory on University *Kampus (Trsat)*.

Life in accommodation facilities of Student centre Rijeka is organized according to the needs and demands of students.

It includes adequate standards of living and eating. Students can satisfy their cultural and sports needs and live in a safe environment.

Student dormitory *Ivan Goran Kovačić* offers accommodation for full-time students, students in framework of international exchange and mobility, student on internship and full-time students who are victims of tragic accident of larger scale. The dormitory consists of five buildings. Total capacity of student dormitory Ivan Goran Kovačić is 649 beds for students, 8 apartments and 5 double rooms for visiting professors and students. In student dormitory there are: laundry room with equipment for glazing, classroom, computer room, a restaurant Mini, kitchenette and bathroom on each floor, small gym, two sports fields and terrace. All rooms have free Internet access.

Total capacity of student dormitory on University *Kampus* is 754 beds for students, 24 apartments for professors and 10 rooms adapted for persons with disabilities. In student dormitory on University *Kampus* there are: laundry room with equipment for glazing, classroom, big computer room, gym, fitness room, a restaurant, pizzeria, coffee bar and so on. All rooms have free Internet access.



Student Dormitory *Ivan Goran Kovačić*

Franje Čandeka 4
51000 Rijeka
Tel, fax: +385 (0)51 672 422
scri.uniri@scri.hr

Student Dormitory *Trsat*

Radmile Matejčić 5
51000 Rijeka
Tel. +385 (0)51 584 530
scri.uniri@scri.hr

— HOTELS AND HOSTELS

Hotel accommodation in the region is quite expensive (€50/day and more). The International Relations Office at the University of Rijeka can assist you with finding accommodation.

The Youth Hostel Rijeka, a beautiful 19th century villa, is located in a beautiful residential area (called Pećine) just overlooking the Adriatic Sea. It is only a 15-minute walk from the city centre, but the local bus stops just in front of the Hostel. The capacity is limited (61 beds) and advanced booking is highly recommended. Erasmus students are entitled to a 20% discount of Hostel prices.

Facilities include reception (0-24h), restaurant, TV room, seminar room, Internet access, and a tourist info point, vending machines with cold and warm drinks.

Hostel Dharma promotes holistic tourism and focuses on the holistic system integrating body, mind and spirit to create balanced, self-renewing and sustainable tourism and the relationship between man, building and the environment, combined with the natural cycles of the area. Dharma hostel services include sleeping arrangements, various forms of active vacations (yoga, anti-stress techniques, meditation, outings, etc.) and healthy vegetarian cuisine.



Grand Hotel Bonavia

Dolac 4
51000 Rijeka
Tel: +385 (0)51 357 100
Fax: 335 969
bonavia@bonavia.hr
www.bonavia.hr

Hotel Jadran

Šetalište XIII. divizije 46
51000 Rijeka
Tel: +385 (0)51 216 600
Fax: 216 458
jadran@jadran-hoteli.hr
www.jadran-hoteli.hr

Hotel Continental

Šetalište Andrije Kačića-
Miošića 1, 51000 Rijeka
Tel: +385 (0)51 372 008
kontinental@jadran-hoteli.hr
www.jadran-hoteli.hr

Prenočište Kantrida

www.stm.hr
marina@stm.hr

Hostel Dharma

Spinčićeva 2
51000 Rijeka
Tel: +385 (0)51 562 108
Mob: +385 (0)95 844 9567
www.dharmahostels.com
info@dharmahostels.com

Guesthouse 1 Rijeka

Korzo 22
51000 Rijeka

Guesthouse 2 Rijeka

Demetrova 6
www.guesthouserijekacenter.
hostel.com/

The Youth Hostel Rijeka

Šetalište XIII. divizije 23
51000 Rijeka
Tel: +385 (0)51 406 420
www.hfhs.hr

Hostel Ana

Riva Boduli 7, 51000 Rijeka
www.facebook.com/
HostelAnaRijeka

Studio Apartment Dux

Erazma Barčića 11
51000 Rijeka
www.apartment-rijeka.eu

Art Rijeka

Senjskih uskoka 1
51000 Rijeka
www.hostelsclub.com/
hostel-hr-23419

Hostel Accadi

Žabica 5
51000 Rijeka
www.hostelsclub.com/
hostel-hr-26115

— PRIVATE HOUSING

Private housing (individual rental of apartments) is quite popular in the region. University Accommodation Agency will assist you in finding appropriate private accommodation. Please consult the websites: www.ssa.uniri.hr/en/ and www.facebook.com/ssauniri or contact +385 (0)91 529 7191, +385 (0)91 366 9888, ikastrapeli@uniri.hr, lpanjkovic@uniri.hr.

Also, members of the Erasmus Student Network (ESN Rijeka) and your Erasmus buddies will assist you in finding the appropriate apartment.

Expected prices for accommodation are as follow:

- room (at a landlord's) - €150 - €200 per month
- flatlet - €250 - €400 per month

Prices vary according to the size of the apartment, provision of central heating facilities, the location, overall comfort, etc. Overhead expenses are sometimes included in the price, and are sometimes paid by the consumer. Payment is expected at the beginning of the month, while some landlords request payment for several months in advance.

The easiest way to rent a room or a flat is to run an advert in a newspaper or in the classified ads e.g. Butiga, Burza (free of charge) and Novi List (paid).



The best time for apartment hunting is August and the beginning of September, as well as in between semesters (February). The end of September and October are the worst periods for apartment searching because many students are searching at that time, thus prices are higher and it is more difficult to find good value for money. September, as well as in between semesters (February). The end of September and October are the worst periods for the search because many students are searching at that time, thus prices are higher and it is more difficult to find good value for money.

— STUDENT IDENTITY CARD (X-CARD)

Erasmus students at the University of Rijeka are entitled to hold a student identity card (X-card) during their stay in Rijeka. It enables them to eat in students' cafeterias and restaurants at a reduced price. It proves a student's status and may also be used to get a discount for some tickets and services.

Faculties provide students with identity cards (X-cards). Upon arrival to Rijeka, Erasmus students should contact their faculties in this regard. In order to obtain the X-card students have to apply for the personal identification number (OIB in Croatian) at the Tax Department (Riva 2, Rijeka). They need to fill in the form which they will receive there and bring the original and a copy of their passport. The Tax Department will issue the OIB number the same day.

Subsidized meals in student restaurants in Rijeka

- where to use X card:

| | |
|---------------------|--------------------|
| Restaurant "Kampus" | Radmile Matejčić 5 |
| Restaurant "Indeks" | Krešimirova ul. 18 |
| Restaurant "Mini" | Čandekova ul. 4 |

For all student restaurants and coffee shops, follow the link provided bellow:

<http://www.scri.uniri.hr/prehrana.html>

— LIVING EXPENSES

Taking into consideration all the information given, monthly living expenses should be approximately € 400 (€ 150 for accommodation plus overheads, € 200 for food, € 20 for public transport). However, much depends on one's own lifestyle and chosen accommodation. The following prices are merely a ballpark estimate intended for orientation:

| | | |
|------------|-------|--------|
| Bread | 8 kn | € 1.06 |
| Beer (bar) | 15 kn | € 2.0 |
| Coffee | 8 kn | € 1.06 |
| Coke (bar) | 15 kn | € 2.0 |
| Hamburger | 15 kn | € 2.0 |
| Pizza | 35 kn | € 4.65 |

