Pursuant to Article 52 of the Statute of New University (consolidated text of 17 November 2025), the Senate of New University, at its 12th meeting held on 24 June 2026, adopted amendments and supplements to the Criteria for Election to the Titles of Higher Education Teachers, Research Staff, Higher Education Associates and Research Associates at New University of 18 December 2025, which, as amended and supplemented, read as follows:

CRITERIA FOR ELECTION TO THE TITLES OF HIGHER EDUCATION TEACHERS, RESEARCH STAFF, HIGHER EDUCATION ASSOCIATES AND RESEARCH ASSOCIATES AT NEW UNIVERSITY

I. CONTENT AND PURPOSE

Article 1

(purpose)

By this act, New University (hereinafter: NU) determines the conditions and procedure for election to the titles of higher education teachers, research staff, higher education associates and research associates at higher education institutions in accordance with Article 3 of the Minimum Standards for Election to the Titles of Higher Education Teachers, Research Staff and Higher Education Associates at Higher Education Institutions (NAKVIS Council, 29 January 2026).

II. TITLES

Article 2

(titles)

Educational, scientific research and professional work at NU is carried out by higher education teachers, research staff and higher education associates.

THE TITLES OF HIGHER EDUCATION TEACHERS ARE:

- Full Professor;
- Associate Professor;
- Assistant Professor;
- Language Instructor (for language teaching);

and, for the delivery of professional higher education programmes, also:

- Senior Lecturer;
- Lecturer.

THE TITLES OF RESEARCH STAFF ARE:

- Research Adviser;
- Senior Research Associate;
- Research Associate.

THE TITLES OF HIGHER EDUCATION ASSOCIATES ARE:

- Teaching Assistant;
- Librarian;
- Professional Adviser;
- Senior Professional Associate;
- Professional Associate;

- Skills Instructor.

THE TITLES OF RESEARCH ASSOCIATES ARE:

- Research Assistant with a Doctorate;
- Research Assistant with a Master's Degree;
- Research Assistant.

The English translations of the titles and abbreviations are set out in the annex (Annex B).

Article 3

(grammatical form of titles)

Titles used in these Criteria in the masculine grammatical form are used neutrally for men and women.

Article 4

(comparable scientific or professional research titles)

Upon electing a candidate to a teaching title, the Senate of the member institution or the Senate of NU shall simultaneously elect the candidate to a comparable research title:

TEACHING TITLE	**COMPARABLE SCIENTIFIC OR PROFESSIONAL RESEARCH TITLE**
Full Professor	Research Adviser
Associate Professor	Senior Research Associate
Assistant Professor	Research Associate
Senior Lecturer	Research Assistant
Lecturer	Research Assistant
Teaching Assistant (with a Doctorate of Science)	Research Assistant with a Doctorate
Teaching Assistant (with a Master of Science)	Research Assistant with a Master's Degree
Teaching Assistant (with a second-cycle degree or equivalent qualification)	Research Assistant

a. Duration of title

Article 5

(duration of title)

Higher education teachers and research staff, with the exception of Full Professors and Research Advisers, shall be elected to a title for a period of five years (hereinafter: the election period).

They may be re-elected to the same title for an equivalent election period under the conditions for re-election.

Teaching Assistants and research associates shall be elected to a title for a period of three years. They may be re-elected to the same title for an equivalent election period under the conditions for re-election.

Full Professors and Research Advisers shall be elected to a permanent title by the Senate of NU.

Retired higher education teachers, research staff and higher education associates shall retain the title they held upon retirement. If they continue to engage in teaching or scientific research after retirement,

the title shall, for the purpose of performing such work, be valid for the periods specified in the preceding paragraphs, whereby retirement shall not interrupt the election period.

b. Relationship between teaching and research titles

Article 6

(relationship between teaching and research titles)

A member of research staff may be elected to the title of higher education teacher if they meet the requirement of teaching competence for election to the corresponding title.

Subject to the condition referred to in the preceding paragraph, a Research Adviser may be elected to the title of Full Professor, a Senior Research Associate to the title of Associate Professor, and a Research Associate to the title of Assistant Professor. In such a case, the teaching title shall remain valid until the expiry of the scientific title on the basis of which the person was elected to the title of higher education teacher.

Article 7

(evidence of scientific and professional competence)

The titles of higher education teachers demonstrate the scientific and professional competence required for election to the titles of research staff, in accordance with the relationships between individual titles defined in the preceding Article.

III. HABILITATION FIELDS

Article 8

(fields for election to a title)

Candidates may be elected to titles in habilitation fields (Annex A) defined by NU.

A candidate may be elected to a title in one or more habilitation fields.

On the proposal of a member institution of NU and following a prior opinion of the NU Habilitation Committee, the Senate of NU may supplement or amend the list of habilitation fields.

IV. CONDITIONS FOR ELECTION TO A TITLE

Article 9

(cumulative fulfilment of the conditions for election to a title)

A candidate for election to a title must cumulatively meet the fundamental, general and specific conditions for election to the title.

a. Fundamental conditions for election to a title

Article 10

(fundamental conditions)

The fundamental conditions for election to a title are the conditions that every candidate for election to a title must meet.

The fundamental conditions for election to a title are:

- appropriate education or an appropriate scientific or professional qualification in the field in which the candidate seeks habilitation;
- competence to perform professional work;

- teaching competence;
- a positive assessment by the majority of rapporteurs concerning the candidate's competence;
- active knowledge of at least one world language;
- demonstrated academic and research integrity and the absence of finally established violations of research or teaching ethics;
- observance of the principles of open science.

Candidates for election to the titles of research staff, Professional Adviser, Senior Professional Associate, Professional Associate and Librarian are not required to demonstrate teaching competence.

Article 11

(demonstration of competence)

A candidate shall demonstrate competence for professional work through documented publications of scientific and professional works, documented research and professional achievements, documented participation in scientific or professional projects, awarded patents and other documented achievements considered in the fields of NU's member institutions to constitute evidence of originality and quality.

Article 12

(demonstration of teaching competence)

Upon first election to a title of higher education teacher, teaching competence shall be demonstrated by a trial lecture.

For each election of a higher education teacher or higher education associate to a higher title, or for re-election, the Student Council shall, in accordance with the procedure provided for in these Criteria, submit an opinion based on the results of a student survey or other instruments for assessing the candidate's teaching work.

Article 13

(demonstration of active knowledge of a world language)

Active knowledge of a foreign language shall be demonstrated by a certificate issued by an institution competent to issue such certificates or by an internationally recognised language proficiency certificate. A candidate may also demonstrate active knowledge of a foreign language by appropriate documentary evidence showing that they completed first-, second- or third-cycle studies abroad (submitting a diploma as evidence) or successfully passed a foreign-language examination at the first or second cycle (submitting a copy of the examination certificate).

A candidate for election to a title who obtained a doctorate at a foreign university in a programme delivered in one of the world languages (English, French or German) and also wrote the doctoral dissertation in that language is not required to provide evidence of active knowledge of a foreign language.

Knowledge of a foreign language shall be demonstrated only upon first election.

Article 14

(demonstration of academic and research integrity)

A candidate must demonstrate a high level of academic and research integrity. Any proven violation (e.g. plagiarism, fabrication of data, inappropriate authorship) shall constitute grounds for rejecting the application.

Ethical aspects of the candidate's activities shall be taken into account, in particular responsible supervision, research transparency and contribution to an ethical research culture.

Article 15

(observance of the principles of open science)

In their research and professional work, candidates shall observe the principles of open science and contribute to the accessibility, transparency and reproducibility of research.

In assessing fulfilment of the conditions for election to a title, the following may be taken into account in particular:

- participation in open and transparent peer-review procedures;
- open-access publication of scientific, professional and artistic works;
- handling research data in accordance with the FAIR principles;
- use of open-source research tools, methods and infrastructural solutions;
- involvement of the public or elements of citizen science in research work.

Observance of the elements referred to in the preceding paragraph does not constitute an independent condition for election to a title but rather a supplementary criterion in the comprehensive assessment of the candidate's research and professional activities.

b. General conditions for election to a title

Article 16

(general conditions for election to a title)

General conditions are the formal conditions that a candidate must meet, in addition to the fundamental conditions, for election to an individual title.

The following may be elected to the respective titles:

1. Full Professor, Associate Professor, Assistant Professor, Research Adviser, Senior Research Associate and Research Associate: a person holding a doctorate;

2. Senior Lecturer: a person with at least a second-cycle qualification;

3. Lecturer in a foreign language in non-language study programmes: a person with five years of relevant practice and at least a second-cycle qualification;

4. Lecturer in subjects focused on specialised professional knowledge: a person with five years of successful professional work in practice and at least a second-cycle qualification;

5. Language Instructor: a person with a second-cycle qualification and three years of teaching practice;

6. Teaching Assistant: a person with at least a second-cycle qualification who achieved an average grade of very good (8) during their studies;

7. Research Assistant with a Master's Degree: a person holding the pre-Bologna Master of Science qualification under a programme adopted before 11 June 2004 and demonstrating successful research work indicating their ability to conduct independent research;

8. Research Assistant with a Doctorate: a person holding a doctorate who has published works in the field of activity (published and documented scientific research works, presentations at international professional meetings);

9. Professional Adviser: a person with at least a second-cycle qualification and 15 years of relevant professional experience in a field related to the field of election;

10. Senior Professional Associate: a person with at least a second-cycle qualification and 10 years of relevant experience in a field related to the field of election;

11. Professional Associate: a person with at least a second-cycle qualification and two years of relevant experience in a field related to the field of election;

12. Skills Instructor: a person with at least a second-cycle qualification and five years of relevant experience in a field related to the field of election;

13. Librarian: a person who has passed the librarianship examination, has at least a second-cycle qualification and three years of relevant experience, and demonstrates the ability to perform independent professional work.

b 1. Elements of competence in the field of election to a title

Article 17

(substantive elements)

The substantive elements for assessing competence in the field of election to a title are:

- success in solving scientific, research and development or professional problems in the field for which the candidate seeks habilitation;
- active participation in the international academic environment;
- experience of work in a professional environment, etc.

Article 18

(competence for election)

Competence in the field of election to a title shall be demonstrated by:

- an appropriate bibliography in the field in which the candidate seeks election; interdisciplinary publications that demonstrably contribute to the field of election shall also be deemed appropriate, which the candidate must substantiate;
- evidence of successful international cooperation;
- verifiable citations in scientific literature; and
- positive assessments by the majority of rapporteurs.

Article 19

(publication of works)

The candidate's works must be published or presented in a manner recognised by the profession as establishing standing among the domestic and international professional public in the field in which the candidate seeks election.

A candidate may substitute works of international significance with works important for national or state identity and culture in fields of election where international appearances are not possible or are not appropriate as a quality criterion.

Article 20

(international impact)

A candidate shall demonstrate the international impact of their work in particular through the following indicators of international impact:

- verifiable citations in scientific literature;
- invited lectures at international scientific meetings;
- membership of editorial boards of international journals or scientific committees of international scientific conferences;
- membership of foreign academies;
- responsibility for or joint responsibility for a course in international undergraduate or postgraduate programmes; and
- teaching participation in the delivery of undergraduate or postgraduate study programmes at foreign universities.

Article 21

(type of publication)

A publication with international impact shall mean a text published in one of the widely used foreign languages in a journal indexed in SSCI, SCI, AHCI or Scopus, or in Slovenian and foreign journals considered by the profession comparable to such journals in quality and international impact. The list of these journals shall be adopted by the Senate of NU (Annex C). Publications by candidates applying for re-election to the same or a higher title should, as a rule, indicate affiliation with NU or a member institution.

Article 22

(authorship)

First or lead authorship shall be evident from the order of authors; if it is not evident, the co-authors must provide a statement identifying the lead author.

b 2. Elements of teaching competence

Article 23

(assessment of teaching competence)

The elements for assessing the teaching competence of a candidate for election to a title are:

- clarity and systematic organisation of lectures, practical classes, seminars, consultations and knowledge assessments;
- successful supervision of diploma, specialisation, master's and doctoral theses and in lifelong and other postgraduate education, supervision of exchange students and students' research work;
- attitude towards students;
- students' opinions on teaching work;
- encouragement of scientific, teaching and professional work;
- preparation and professional, educational and methodological or didactic value of teaching aids, study materials and textbooks;
- development of laboratories and other specialised units that enable the proper implementation of the teaching process;
- documented teacher training under general pedagogical training programmes or individual programmes of a higher education institution;
- planning, implementation, evaluation and development of study programmes;

participation in the development of educational standards.

c. Specific conditions for election to a title

Article 24

(specific conditions for election to a title)

Specific minimum standards are qualitative and quantitative conditions which a candidate must meet in addition to the fundamental and general conditions for election to a title.

Full Professor and Research Adviser

Article 25

(Full Professor or Research Adviser)

A candidate may be elected to the title of Full Professor or Research Adviser if, in addition to the fundamental and general conditions, the candidate meets the following specific conditions:

Qualitative conditions:

- the candidate is capable of independently conducting scientific and research and development activities in the field of habilitation, contributing new knowledge or creations and demonstrating the international impact of their work;
- after obtaining a doctorate, the candidate engaged in research or teaching at a high-quality foreign university or research institution for at least three months;
- the candidate deepens and supplements scientific achievements and ensures their application or enriches Slovenian or international knowledge and culture;
- the candidate has supervised at least one completed doctoral dissertation or co-supervised two completed doctoral dissertations;
- the candidate has published scientific works (a monograph, textbook) important for the development of the discipline in an international and national context;
- the candidate has led research projects;
- the candidate has obtained the consent of the Habilitation Committee.

The following shall also count as uninterrupted three-month activity abroad under the second indent of the preceding paragraph:

- activity abroad interrupted due to the SARS-CoV-2 coronavirus epidemic. In this case, the candidate may complete the three-month period of activity abroad in separate periods with a total duration of at least three months;
- demonstrated results of the candidate's international activity during the SARS-CoV-2 coronavirus epidemic in 2020, 2021 and 2022 (e.g. a joint article resulting from international cooperation, an application for a joint international project, delivery of an entire course at a foreign university or similar). The candidate must submit a detailed description of international activities and the manner of their implementation showing that the international activity achieved the purpose of the requirement for uninterrupted activity in a foreign environment (integration into or familiarity with the functioning of a foreign university or other institution, transfer of good practices), and that such activity was comparable to uninterrupted activity at a foreign university or research institution.

On the basis of appropriate documentation submitted, the condition of three months of teaching or scientific research activity at a foreign university or research institution, referred to in the second indent of the second paragraph of this Article, may also be recognised as fulfilled through demonstrated active international cooperation (e.g. a joint research project with a foreign university or research institution, participation in the teaching process at a foreign university, supervision or co-supervision of students at foreign universities, participation in international research networks, research fellowships, joint writing of scientific articles or monographs). The Habilitation Committee shall specifically assess whether such active international cooperation is justified and appropriate.

Quantitative conditions:

- in the assessment of published works using the quantitative indicators set out in the Scoring System (Annex E), the candidate shall obtain at least 90 points in total (of which at least 20 points from educational activities and at least 70 points from scientific activities), including at least 30 points since the date of submission of the application for first election to the current title (of which at least 7.5 points from educational activities and at least 15 points from scientific activities);
- the candidate has published at least 10 articles (of which at least five articles since the last election to the lower title), of which the candidate is the first or lead author (or demonstrates that their contribution to the article is equivalent to that of the first or lead author); of these, at least six articles must have been published in journals indexed in SSCI, SCI, AHCI or Scopus. No more than two articles may be short scientific contributions;
- the candidate demonstrates at least 10 independent citations in the preceding 10 years.

At least one article must have been published in a journal indexed in SSCI, SCI with an impact factor (IF), or Scopus (d, h) in the upper half of journals in the respective fields according to the WoS and Scopus rankings.

A candidate may replace a maximum of four articles referred to in paragraph five of this Article, which may not replace the mandatory articles published in journals indexed in SSCI, SCI, AHCI or Scopus, with:

a) other scientific achievements:

- scientific articles published in journals included on the list of journals or bibliographic databases prepared by the higher education institution and approved by the Senate of NU (Annex C);
- a scientific monograph; authorship of a monograph replaces two scientific articles;
- publication of part of a scientific monograph; authorship replaces one article;
- publication in proceedings in the humanities or social sciences; authorship of a contribution replaces one article.

b) teaching achievements:

- a university textbook, secondary-school textbook or popular-science monograph with terminological dictionaries; authorship of a textbook or monograph replaces two scientific articles;
- part of a university or secondary-school textbook; authorship of the contribution replaces one article;
- other teaching achievements, such as: public publication of a series of lectures lasting at least 20 hours, where an online series also includes practical educational content used in the teaching process; innovative documented design of a teaching plan using e-learning (e.g. crowdsourced learning, learning analytics, virtual reality, mobile learning, serious gaming, design thinking); preparation of a new study programme or a course within a programme that has been delivered for at least two years; incorporation of an international dimension into the teaching process through the preparation of an international study programme or participation in the preparation of a joint study programme; teaching foreign students in a foreign language or participating in the authorship and management of European and international educational projects through which the candidate has participated at least five times in the past three years in international training courses, educational activities and meetings under various European and international programmes.

Each individual teaching achievement replaces one scientific article.

c) outstanding professional achievements:

- a professional monograph; authorship of a monograph replaces two scientific articles;
- publication of part of a professional monograph; authorship replaces one scientific article;
- technology transfer; authorship replaces one scientific article;

- other professional achievements, such as: management of a domestic or foreign ARIS programme or project or another research, development or academically relevant project of comparable quality and scale, the relevance, comparability and quality of which shall be determined by the higher education institution; management for at least two years of an institution whose activities are related to the field of election; other professional achievements (e.g. transfer of knowledge into practice, introduction of a new clinical practice, an achievement in the legislative field).

One completed professional achievement replaces one scientific article.

The list of publishers of monographs recognised in New University's habilitation procedures shall be prepared by the higher education institution and approved by the Senate of NU (Annex D).

Article 26

(public lecture)

Before election to the title of Full Professor, the candidate must deliver a public lecture.

Associate Professor and Senior Research Associate

Article 27

(Associate Professor and Senior Research Associate)

A candidate may be elected to the title of Associate Professor or Senior Research Associate if, in addition to the fundamental and general conditions, the candidate meets the following specific conditions:

Qualitative conditions:

- the candidate is capable of independently conducting scientific or research and development activities in the field of habilitation and contributing new knowledge or creations to that field. This ability shall be demonstrated by an appropriate bibliography in the field of habilitation;
- the candidate has worked successfully in a professional environment;
- the candidate demonstrates the international impact of their work;
- after obtaining a doctorate, the candidate has carried out research or teaching at a foreign university or research institution for a total period of at least three months. Supervision of students who receive international awards at international competitions or international events of exceptional significance in terms of their venue and location shall be evaluated as equivalent to activity at a foreign university;
- the candidate has co-supervised at least one completed doctoral dissertation or has otherwise made an appropriate contribution to the training of experts in their field. Such contribution shall include:

- successful completion of supervision of at least one student work awarded a university prize or a national professional or international prize;

- principal supervision of two completed master's theses; supervision shall also count in the case of a master's thesis rejected on substantiated grounds;

- management of a research project;

- the candidate has obtained the consent of the Habilitation Committee.

Notwithstanding the fourth indent of the preceding paragraph, a candidate who, due to extraordinary circumstances directly related to the SARS-CoV-2 coronavirus epidemic, could not fulfil the requirement for three months of uninterrupted activity at a foreign university or research institution in 2020, 2021 and 2022 may also be elected to the title of Associate Professor or Senior Research Associate. The candidate shall prove their inability to fulfil this requirement by means of a certificate issued by the foreign institution. Documentation demonstrating arrangements with the foreign institution for the activity to

take place as soon as possible shall be taken into account. The candidate must fulfil the condition of uninterrupted activity abroad upon re-election to the same title or election to a higher title.

Activity abroad interrupted due to the SARS-CoV-2 coronavirus epidemic shall also be regarded as uninterrupted three-month activity abroad referred to in the fourth indent of the second paragraph of this Article. In that case the candidate may complete the three-month period of activity abroad in separate periods totalling at least three months.

On the basis of appropriate documentation submitted, the condition of three months of teaching or scientific research activity at a foreign university or research institution referred to in the fourth indent of the second paragraph of this Article may also be recognised as fulfilled through demonstrated active international cooperation (e.g. a joint research project with a foreign university or research institution, participation in the teaching process at a foreign university, supervision or co-supervision of students at foreign universities, participation in international research networks, research fellowships, joint writing of scientific articles or monographs). The Habilitation Committee shall specifically assess the justification and appropriateness of active international cooperation.

Quantitative conditions:

- in the assessment of published works using the quantitative indicators specified in the Scoring System (Annex E), the candidate shall obtain at least 60 points in total (of which at least 15 points from educational activities and at least 35 points from scientific activities), including at least 25 points since the date of submission of the application for first election to the current title (of which at least 7.5 points from educational activities and at least 15 points from scientific activities);
- the candidate has published at least five articles (of which at least three since the last election to the lower title), of which the candidate must be the first or lead author (or demonstrate that their contribution to the article is equivalent to that of the first or lead author); of these, at least three articles must have been published in journals indexed in SSCI, SCI, AHCI or Scopus. No more than one article may be a short scientific contribution;
- the candidate demonstrates at least five independent citations in the preceding 10 years.

At least one article must have been published in a journal indexed in SSCI, SCI with an IF, or Scopus with a SNIP (d, h), within the upper three quarters of journals in the relevant fields according to the WoS or Scopus rankings.

A candidate may replace a maximum of two articles referred to in paragraph six of this Article, which may not replace the mandatory articles published in journals indexed in SSCI, SCI, AHCI or Scopus, with:

d) other scientific achievements:

- scientific articles published in journals included on the list of journals or bibliographic databases prepared by the higher education institution and approved by the Senate of NU (Annex C);
- a scientific monograph; authorship of a monograph replaces two scientific articles;
- publication of part of a scientific monograph; authorship replaces one article;
- publication in proceedings in the humanities or social sciences; authorship of a contribution replaces one article.

e) teaching achievements:

- a university textbook, secondary-school textbook or popular-science monograph with terminological dictionaries; authorship of the textbook or monograph replaces two scientific articles;
- part of a university or secondary-school textbook; authorship of the contribution replaces one article;
- other teaching achievements, such as: public publication of a series of lectures lasting at least 20 hours, where an online series also includes practical educational content used in the teaching

process; innovative documented design of a teaching plan using e-learning (e.g. crowdsourced learning, learning analytics, virtual reality, mobile learning, serious gaming, design thinking); preparation of a new study programme or a course within a programme delivered for at least two years; incorporation of an international dimension into the teaching process through preparation of an international study programme or participation in the preparation of a joint study programme; teaching foreign students in a foreign language or participation in the authorship and management of European and international educational projects through which the candidate has participated at least five times in the past three years in international training courses, educational activities and meetings under various European and international programmes.

Each individual teaching achievement replaces one scientific article.

f) outstanding professional achievements:

- a professional monograph; authorship of a monograph replaces two scientific articles;
- publication of part of a professional monograph; authorship replaces one scientific article;
- technology transfer; authorship replaces one scientific article;
- other professional achievements, such as: management of a domestic or foreign ARIS programme or project, or another research, development or academically relevant project of comparable quality and scale, the relevance, comparability and quality of which shall be determined by the higher education institution; management for at least two years of an institution whose activity is related to the field of election; other professional achievements (e.g. transfer of knowledge into practice, introduction of a new clinical practice, an achievement in the legislative field).

One completed professional achievement replaces one scientific article.

The list of publishers of monographs recognised in New University's habilitation procedures shall be prepared by the higher education institution and approved by the Senate of NU (Annex D).

Article 27a

(exceptions for candidates)

Notwithstanding Articles 25, 27 and 31 of these Criteria, the following candidates may be permitted to fulfil the requirement of three months of uninterrupted activity abroad remotely or in several shorter periods:

- candidates with disabilities who, due to their health condition, require continuous and uninterrupted medical care, and candidates with various forms and types of disability who require mobility assistance and accompanying persons or medical care;
- candidates who, throughout their most recent election period, work reduced working hours in accordance with regulations governing pension and disability insurance, health insurance or parental protection and family benefits;
- candidates who, throughout their most recent election period, care for and protect a seriously ill or disabled family member requiring personal care, or a child requiring special care and protection under regulations on parental protection and family benefits.

The Habilitation Committee of the member institution shall decide, by decision following an expert assessment and on the basis of the candidate's written application accompanied by evidence of the grounds for the exception, whether the exception referred to in the preceding paragraph is justified and how the requirement of three months of uninterrupted activity abroad referred to in the preceding paragraph is to be fulfilled.

Assistant Professor and Research Associate

Article 28

(Assistant Professor and Research Associate)

A candidate may be elected to the title of Assistant Professor or Research Associate if, in addition to the common and general conditions, the candidate meets the following conditions:

Qualitative conditions:

- the candidate is successful in solving scientific, research and development, artistic or professional problems;
- the candidate is active internationally;
- the candidate has obtained the consent of the Habilitation Committee.

Quantitative conditions:

- in the assessment of published works using the quantitative indicators specified in the Scoring System (Annex E), the candidate cumulatively obtains at least 20 points from scientific activities; and
- the candidate has published at least three articles of which they were the first or lead author (or demonstrate that their contribution to an article is equivalent to that of the first or lead author), at least one of which must have been published in a journal indexed in SSCI, SCI, AHCI or Scopus. Short scientific contributions shall not be taken into account.

A candidate may replace no more than two articles referred to in the second indent of the preceding paragraph, which may not replace the mandatory articles published in journals indexed in SSCI, SCI, AHCI or Scopus, with:

g) other scientific achievements:

- scientific articles published in journals included on the list of journals or bibliographic databases prepared by the higher education institution and approved by the Senate of NU (Annex C);
- a scientific monograph; authorship of a monograph replaces two scientific articles;
- publication of part of a scientific monograph; authorship replaces one article;
- publication in proceedings in the humanities or social sciences; authorship of the contribution replaces one article.

h) teaching achievements:

- a university textbook, secondary-school textbook or popular-science monograph with terminological dictionaries; authorship of a textbook or monograph replaces two scientific articles;
- part of a university or secondary-school textbook; authorship of a contribution replaces one article;
- other teaching achievements, such as: public publication of a series of lectures lasting at least 20 hours, where an online series also includes practical educational content used in the teaching process; innovative documented design of a teaching plan using e-learning (e.g. crowdsourced learning, learning analytics, virtual reality, mobile learning, serious gaming, design thinking); preparation of a new study programme or a course within a programme delivered for at least two years; incorporation of an international dimension into the teaching process through preparation of an international study programme or participation in the preparation of a joint study programme; teaching foreign students in a foreign language or participation in authorship and management of European and international educational projects through which the candidate has participated at least five times in the past three years in international training courses, educational activities and meetings under various European and international programmes.

Each individual teaching achievement replaces one scientific article.

i) outstanding professional achievements:

- a professional monograph; authorship of a monograph replaces two scientific articles;
- publication of part of a professional monograph; authorship replaces one scientific article;
- technology transfer; authorship replaces one scientific article.

The list of publishers of monographs recognised in New University's habilitation procedures shall be prepared by the higher education institution and approved by the Senate of NU (Annex D).

Senior Lecturer

Article 29

(Senior Lecturer)

A candidate may be elected to the title of Senior Lecturer if the candidate has:

- documented professional works and publications demonstrating professional recognition in the field in which the candidate seeks election;
- an appropriate bibliography comprising works and creations recognised by the profession as a suitable form of presentation in the field of election, or relevant teaching works;
- demonstrated teaching competence.

In terms of scope (quantity), a candidate fulfils the condition under the second indent of the first paragraph of this Article if, in the assessment of published works, the candidate cumulatively obtains 16 points using the quantitative indicators set out in the Scoring System (Annex E).

Lecturer

Article 30

(Lecturer)

A candidate may be elected to the title of Lecturer if the candidate has achieved professional recognition in the field in which they seek election and has received positive assessments from the majority of rapporteurs.

Language Instructor

Article 31

(Language Instructor)

A candidate may be elected to the title of Language Instructor if the candidate:

- has three years of relevant teaching practice and, in the case of living languages, at least three months of uninterrupted professional or teaching activity in an appropriate language environment;
- has an appropriate bibliography comprising works and creations recognised by the profession as suitable forms of presentation in the field in which the candidate seeks election;
- has demonstrated competence for professional and teaching work;
- demonstrates teaching competence.

Notwithstanding the first indent of the preceding paragraph, a candidate who, due to extraordinary circumstances directly related to the SARS-CoV-2 coronavirus epidemic, was unable to fulfil the requirement for three months of uninterrupted activity in the appropriate language environment in 2020, 2021 and 2022 may also be elected to the title of Language Instructor. Documentation demonstrating arrangements with a foreign institution for the activity to take place as soon as possible shall be taken into account. The candidate must fulfil the condition of uninterrupted activity abroad upon re-election to the same title or election to a higher title.

Activity abroad interrupted due to the SARS-CoV-2 coronavirus epidemic shall also be regarded as uninterrupted three-month activity in the appropriate language environment under the first indent of the first paragraph of this Article. In such a case, the candidate may complete the three-month period of activity abroad over a total period of at least three months.

In terms of scope (quantity), a candidate fulfils the condition under the second indent of the first paragraph of this Article if, in the assessment of published works, the candidate cumulatively obtains at least five points using the quantitative indicators set out in the Scoring System (Annex E).

Teaching Assistant

Article 32

(Teaching Assistant)

A candidate may be elected to the title of Teaching Assistant if the candidate:

- completed their most recent course of study with an average grade of at least very good (8), with the average calculated on the basis of the grades for all examinations, practical classes and other assessed study obligations;
- obtained a grade of at least very good (8) for their final thesis, if this is a requirement for completion of the studies;
- demonstrated aptitude for professional, scientific, research and development or artistic work.

V. CONDITIONS FOR RE-ELECTION

a. Re-election to the title of higher education teacher or member of research staff

Article 33

(re-election to the title of higher education teacher or member of research staff)

For re-election to the title of higher education teacher or member of research staff in the same habilitation field, a candidate must have met, since the last election, at least half of the conditions required for first election to the title and must have obtained a positive opinion from the majority of expert rapporteurs assessing the candidate's competence.

Article 34

(election to a lower title)

If a candidate does not meet the conditions for re-election, the candidate may apply for election to a lower title if previously elected to that title. In doing so, the candidate must fulfil the conditions required for re-election to the lower title.

b. Re-election to the title of Teaching Assistant

Article 35

(re-election to the title of Teaching Assistant)

If a Teaching Assistant has demonstrated achievements in educational and scientific research or artistic work and possesses evidence of teaching competence, they may be elected to the same title three times. A doctorate shall be required for subsequent elections.

V. EARLY ELECTION TO A TITLE AND ELECTION OUTSIDE THE ORDER OF TITLES

Article 36

(early election)

Exceptionally, a candidate may be elected to a title before the expiry of the current title or to a title without regard to the order of titles.

An application for election is deemed early if it is submitted more than nine (9) months before expiry of the current title. Early election shall be based on the candidate's exceptional achievements as first or lead author.

For early election to a title, the candidate must fulfil all qualitative and quantitative conditions laid down in this legal act.

A candidate who has not been elected to a title in an election procedure may not reapply for election to that title until one year has elapsed since the rejection of the application.

Article 37

(election outside the order of titles)

The provision of the preceding Article concerning early election to a title shall apply mutatis mutandis to election to a title that deviates from the order of election to titles.

For election to a title outside the order of titles, the candidate must fulfil all qualitative and quantitative conditions laid down in this legal act.

Article 38

(exceptional achievements of the candidate)

Exceptional achievements of a candidate justifying early election to a title or election outside the order of titles shall include receipt of a significant, generally recognised national or international award, works of exceptional importance with demonstrably substantial impact at home and abroad, or a decisive contribution to the development of a significant new field of research or artistic activity.

VII. PROCEDURE FOR ELECTION TO A TITLE

Article 39

(application of rules in the procedure)

The regulations in force on the date of submission of the application shall apply in the procedure for assessing fulfilment of the conditions for election to a title.

In addition to these Criteria, the provisions of the Statute of NU and, mutatis mutandis, the provisions of the General Administrative Procedure Act shall apply to the procedure for election to a title.

Article 40

(initiation of the procedure for election to a title)

The procedure for election to the title of higher education teacher or associate or member of research staff or research associate shall be initiated upon the application of the candidate seeking election.

The candidate must submit a written application to the member institution that is responsible within NU for the field in which the candidate seeks habilitation.

Where more than one member institution is responsible for a field, the candidate may submit the application for election to any of them. The member institutions responsible for the candidate's habilitation field shall in such a case agree on the appointment of rapporteurs assessing the candidate's professional competence.

An application for first election to a title shall be submitted for:

- first election to a title at NU;
- election following an interruption in the validity of a title at NU, whereby an interruption shall be deemed to exist if more than one year has elapsed since the expiry of the last title.

An application for re-election to a title shall be submitted for election to the same title at the University without interruption of the title's validity or where the interruption is shorter than one year.

The candidate may submit a written application using the application submission form (by title).

Article 41

(procedure for election to a title in New University's habilitation fields)

Notwithstanding the provisions of the preceding Articles of this Chapter, where the habilitation field is defined in Annex A as a habilitation field of New University and is not under the responsibility of any member institution, the entire procedure for election to a title shall be conducted at New University.

In this case, the candidate shall submit the application for election to a title directly to New University. The application shall be considered by the Habilitation Committee of New University (HC NU), which shall perform the duties of the member institution's Habilitation Committee under these Criteria.

In the cases referred to in the first paragraph of this Article, the Senate of New University shall decide on the candidate's election to the title.

In all other respects, the provisions of the preceding Articles of this Chapter governing procedures for election to titles in habilitation fields for which New University's member institutions are responsible shall apply mutatis mutandis to the procedure under this Article.

Article 42

(procedure for further election or re-election to a title)

The procedure for further election or re-election to a title shall begin at least six months before expiry of the current title. The Habilitation Committee of the member institution where the candidate is employed or has entered into an appropriate cooperation agreement must notify the candidate thereof in writing in good time.

If, where the application has been submitted in good time, the procedure has not been completed by the expiry of the existing title, the existing title shall be deemed valid until the decision becomes final.

Article 43

(evidence in the procedure for election to a title)

An application for election to a title must contain:

- a request stating the candidate's personal data (first name, surname, permanent residence address, address for service, email address, etc.);
- a curriculum vitae showing the candidate's professional, scientific and educational work;
- a signed printout of the Bibliographic Performance Indicators for Election to a Title at New University from the SICRIS system for the period since the last election, including a printout of bibliographic units, the current and requested titles, and the field of election;
- evidence of other works designed and completed, as well as works in press, not documented in COBISS;
- evidence of teaching competence;
- evidence of current election to a title, unless it is a first election;
- evidence of a higher education, university, master's, specialist or doctoral diploma;
- evidence of foreign-language proficiency.

Candidates who do not yet have a researcher identification code and are not registered in the SICRIS system shall submit an application with the following attachments:

- the candidate's personal data (first name, surname, permanent residence address, address for service, email address, etc.);
- a request stating the habilitation field in which the candidate seeks habilitation and the title to which the candidate seeks election;
- a curriculum vitae showing the candidate's professional, scientific and educational work;
- a bibliography in the form of a printout from COBISS;
- evidence of other works designed and completed, as well as works in press, not documented in COBISS;
- evidence of teaching competence;
- evidence of election to a title, if the candidate previously held one;
- evidence of a higher education, university, master's, specialist or doctoral diploma;
- evidence of foreign-language proficiency.

Article 44

(published works)

In the procedure for election to a title, the candidate's bibliography shall include works published by the date of submission of the application for re-election to the same title or election to a higher title. If a work is in the process of publication, the candidate shall submit confirmation from the editor that the candidate's work has been accepted for publication.

If a candidate submits several applications simultaneously, the same bibliography may not be relied upon in more than one application.

Article 45

(determining whether the application is complete)

Where the Habilitation Committee of a member institution finds that the submitted application or documentation is incomplete or improperly compiled, it shall request the candidate to remedy the deficiencies within a maximum of 30 days.

If the candidate fails to submit the required information or request an extension of the deadline within 30 days of being so requested, the Senate of the member institution conducting the procedure shall dismiss the application as inadmissible.

Article 46

(appointment of rapporteurs)

The Senate of the member institution conducting the procedure for election to a title shall discuss the submitted application and, on the proposal of the member institution's Habilitation Committee, appoint at least three rapporteurs to assess the candidate's professional competence within one month of submission of the application for election to a title, setting a deadline for the preparation of independent assessments that may not exceed two months.

A rapporteur may be a higher education teacher or a member of research staff holding at least the same title in the appropriate field or subfield as the title to which the candidate seeks election. In procedures for election to the title of Full Professor or Research Adviser, at least one rapporteur must not be habilitated at NU.

Each rapporteur must submit the assessment referred to in the first paragraph to the Habilitation Committee of the member institution conducting the procedure within the prescribed deadline. A rapporteur's assessment may be examined only by members of the bodies that decide or issue opinions in the procedure.

Article 47

(opinion of the Student Council)

Where the candidate has previously carried out teaching work at NU, the Habilitation Committee of the member institution shall obtain from the professional services the results of the student satisfaction survey concerning the candidate's teaching work for the last or current academic year and request the Student Council of the member institution or of NU, where the field is under NU's responsibility, to formulate an opinion on the candidate's teaching work.

In formulating its opinion, the Student Council shall take into account the results of student surveys and other documented information obtained from students, particularly regarding the quality of the candidate's supervision. In forming its opinion, the Student Council shall not be bound exclusively by the results of student surveys. Where its opinion differs from the survey results, it must appropriately explain and substantiate that difference.

Article 48

(public trial lecture)

The rapporteurs appointed to prepare an expert assessment of the professional competence of a candidate applying for the first time for a title of higher education teacher shall, in agreement with the candidate, determine the subject and date of a public trial lecture if required by these Criteria.

The rapporteurs and a student designated by the Student Council of the member institution shall assess the success of the lecture, prepare a record of the trial lecture and grade the lecture as: successful or unsuccessful.

If any rapporteur is unable to attend the lecture, the Senate of the member institution shall, on the proposal of the member institution's Habilitation Committee, appoint a substitute member.

Article 49

(informing the candidate of an adverse opinion)

The Habilitation Committee of the member institution shall inform the candidate of negative assessments by rapporteurs or a negative opinion of the Student Council or poor results of the student satisfaction survey concerning the candidate's teaching work. The notification shall not disclose the names of rapporteurs or any other information from which the identity of a rapporteur could be inferred.

The notification shall be sent to the email address provided by the candidate in the application.

The candidate may comment on the content of negative assessments or potentially poor survey results within a period specified by the Habilitation Committee of the member institution. The period allowed for the candidate to comment on the content of negative assessments or potentially poor survey results may not be shorter than seven days.

Article 50

(first election to a title or election to a higher title)

In the event of first election to a title or election to a higher title, the Habilitation Committee of the member institution shall forward the entire documentation to the University's Habilitation Committee,

together with the rapporteurs' assessments and any comments submitted by the candidate on the assessments, or the opinion of the Student Council or student survey results if the candidate has carried out teaching work.

Where the candidate has not submitted a written statement within the prescribed period, the member institution shall, in addition to the documentation listed above, forward to the Habilitation Committee a statement that the candidate has not provided a written response to the negative assessments and/or negative opinion of the Student Council or poor survey results communicated to the candidate.

Article 51

(incomplete application)

If the University's Habilitation Committee finds that an application for election to a title is incomplete, it shall postpone consideration and request the candidate to submit the missing evidence and documents within a period it specifies. This period may not be shorter than one month or longer than three months.

If the candidate fails to submit the missing evidence or documents within the prescribed period, the member institution's Habilitation Committee shall notify the Senate of the member institution conducting the procedure for election to a title. The Senate of the member institution shall dismiss such an application as inadmissible.

Article 52

(deadline for deciding on an application)

Within two months, the University's Habilitation Committee shall decide on the application for election to a title on the basis of the documents or facts known at the time of appointment of the rapporteurs to prepare an expert assessment of the candidate's professional competence, and shall forward its decision to the Senate of the member institution competent for the election.

When deciding on a candidate for election to a title, the University's Habilitation Committee shall proceed from the rapporteurs' assessments of the candidate's professional competence.

After the University's Habilitation Committee has decided to consent to the election, the application may not be withdrawn.

Article 53

(decision on failure to meet the conditions for appointment to a title)

The University's Habilitation Committee shall issue a decision that the conditions for election to a title have not been met in two cases:

- if it finds that the opinions of two or more rapporteurs assessing the candidate's professional competence are negative;
- if, on the basis of a comprehensive assessment of the submitted documentation, it finds that the rapporteurs' opinions cannot be accepted.

In both cases, the University's Habilitation Committee must state the reasons for its decision and inform the Habilitation Committee of the member institution before which the election procedure is being conducted.

The Habilitation Committee of the member institution shall forward to the candidate the decision that the conditions for continuing the procedure have not been met and inform the candidate that, within 14 days of receipt of the decision, they may apply to the member institution for re-election to a title, in which case the procedure shall continue as a re-election procedure.

If the University's Habilitation Committee has issued a decision that the conditions for continuing the procedure have not been met and the candidate has not applied for re-election within the prescribed period, the Senate of the member institution shall adopt a declaratory decision terminating the procedure within 30 days.

Article 54

(re-election to a title)

In the event of re-election to a title, the Senate of the member institution conducting the procedure for election to a title shall decide on the basis of documents or facts known at the time of appointment of the rapporteurs to prepare an expert assessment of the candidate's professional competence.

Article 55

(consent to appointment to a title)

If the University's Habilitation Committee establishes that the candidate meets the conditions for appointment to the requested title, it shall notify the Senate of the member institution that it consents to the appointment to the title. The Senate of the member institution shall decide on the candidate's election to the title within 30 days of receipt of the consent of the University's Habilitation Committee. In the case of a procedure for election to the title of Full Professor or Research Adviser, the consent of the University's Habilitation Committee shall be forwarded to the University's Senate, which shall likewise decide on election to the title within 30 days of receipt of the consent.

Article 56

(possibility of re-election where a candidate was not elected)

A candidate who has not been elected to a title in the election procedure may not reapply for election to that title until one year has elapsed since the rejection of the application.

Article 57

(discretionary decision)

Election to a title is an expression of autonomous academic assessment of the candidate's work and professional and teaching competence. Fulfilment of the conditions under these Criteria is merely a prerequisite for consideration of an application for election and does not create any right to election.

In exercising its discretion in the procedure for election to a title, the competent body shall select, from among several possible decisions, the one it considers most appropriate and professionally justified in the specific case, and shall give reasons for or support that decision by referring to the facts and evidence established in the procedure.

Article 58

(scientific misconduct or serious breach of ethical principles)

The body competent for election to a title shall reject a candidate's application on grounds of scientific misconduct or serious violations of the ethical principles of scientific and artistic work. In such a case, the candidate may no longer apply for election to a title at NU.

a. Appeal in the procedure for election to a title

a1. Right of appeal

Article 59

(time limit for lodging an appeal)

Within 15 days of service of the decision rejecting or dismissing the application for election to a title, the candidate may lodge an appeal with the Senate of NU.

a2. Grounds for appeal

Article 60

(grounds for appeal)

Where an application has been rejected, an appeal may be lodged on the following grounds:

- a material breach of the procedure for election to a title;
- incorrect or incomplete determination, during the election procedure, of facts relevant to the decision that existed at the time of appointment of the rapporteurs to prepare expert assessments; and
- incorrect application of substantive law in issuing the decision, which could have affected the substance of the decision, or failure to apply substantive law at all.

A manifest irregularity shall be deemed to exist where the Senate of the member institution determined the facts or applied legal acts arbitrarily and without any reasonable justification.

Where an application has been dismissed as inadmissible, an appeal may be lodged if provisions of the law or the Statute of NU have been violated or procedural rules have been breached.

Article 61

(lodging an appeal)

An appeal shall be lodged with the member institution that conducted the procedure for election to a title. The member institution must forward it to the Senate of NU within seven working days.

The Senate of the member institution shall dismiss by decision any late appeal, inadmissible appeal or appeal lodged by an unauthorised person and notify the University's Senate thereof.

At its first meeting following receipt of the appeal, the University's Senate shall designate a rapporteur from among its members. A member of the University's Senate may not be designated as rapporteur if the Senate of the member institution appointed that person as a rapporteur assessing the competence of the same candidate. Nor may a member of the University's Senate coming from the same member institution as the candidate be designated as rapporteur.

The rapporteur must prepare a report and draft decision within 30 days and submit them to the University's Senate. The report and draft decision shall be confidential and accessible only to members of the University's Senate.

Article 62

(notification of the candidate)

The appellant shall have the right to inspect all material on which the University's Senate bases its decision, except for the report and draft decision. The appellant may submit proposals, evidence and views on the facts and circumstances relevant to the decision no later than one week before the meeting of the University's Senate at which the appeal will be decided. New facts and evidence may be taken into account only if the appellant was unable, through no fault of their own, to submit them in the first-instance procedure.

a3. Decision on appeal

Article 63

(decision-making)

The University's Senate shall decide on the appeal in a closed session, at which it shall deliberate and vote.

Deliberations shall begin with the rapporteur's report, in which the rapporteur presents the appropriate proposed decision to the University's Senate.

Article 64

(decision)

The University's Senate may:

- dismiss the appeal as inadmissible;
- reject the appeal;
- uphold the appeal by setting aside the contested decision and remitting the matter to the member institution for reconsideration at the procedural stage at which the violation occurred.

The University's Senate shall decide by a majority vote of the members present; members of the University's Senate may not abstain from voting. Where a member of the University's Senate participated in the first-instance procedure, that member must withdraw from the discussion and voting on the candidate's appeal.

The decision of the University's Senate shall be final.

VII. RECOGNITION OF A TITLE OBTAINED AT A FOREIGN UNIVERSITY

Article 65

(recognition of a title obtained at a foreign university)

New University shall recognise a title obtained by higher education teachers or associates, members of research staff and research associates at a foreign university or an independent foreign higher education institution as equivalent to a title obtained at NU.

On the basis of the opinion of the University's Habilitation Committee, the Senate of the member institution shall adopt a decision declaring the candidate's title obtained abroad equivalent to a title obtained at NU.

Recognition of an equivalent title obtained abroad shall remain valid until the expiry of the title at the institution where it was awarded.

VIII. REVOCATION OF A TITLE

Article 66

(procedure for revocation of a title)

The procedure for revocation of a title shall be initiated on grounds of failure to meet the conditions for election to the title or scientific misconduct.

The Senate of the member institution shall initiate a procedure for revocation of a title on grounds of failure to meet the prescribed conditions for election where there is reasonable suspicion that the candidate supplied false information in the election procedure that materially influenced the decision to elect the candidate to the title.

The Senate of the member institution shall initiate a procedure for revocation of a title on grounds of scientific misconduct where there have been serious breaches of ethical principles of scientific and artistic work.

A person whose title at NU has been revoked may no longer apply for election at NU.

The University's Senate shall decide on revocation of the title, obtaining the opinion of the University's Habilitation Committee before making its decision.

IX. TRANSITIONAL AND FINAL PROVISIONS

Article 67

(completion of procedures already initiated)

Procedures for election to a title initiated before the entry into force of these Criteria shall be completed in accordance with the conditions and criteria under which they were initiated.

Article 68

Notwithstanding the fifth paragraph of Article 5 of these Criteria, in the case of higher education teachers, research staff and higher education associates who retired before the entry into force of these Criteria and whose existing title has already expired, the date of entry into force of ZViS-1, namely 9 August 2025, shall be deemed the starting date of the new period of validity of the title.

Article 69

On the date of entry into force of these Criteria, the Criteria for Election to the Titles of Higher Education Teachers, Research Staff, Higher Education Associates and Research Associates at New University of 18 December 2025 shall cease to apply, except for completion of procedures already initiated as provided in the preceding Article.

These Criteria were adopted by the Senate of NU on 24 June 2026 and shall enter into force on the day following their adoption.

The Criteria shall be published on NU's website.

Ljubljana, 24 June 2026



prof. dr. Peter Jambrek

Rector of NU