

PAYMENTS (CEEPUS, GUEST PROFESSORS, GRANTS, etc)
Faculty of Humanities and Social Sciences University of Zagreb (FFZG)

UPDATE (CEEPUS, GOSTI PROFESORI, STIPENDIJE, itd)
Filozofski fakultet Sveučilišta u Zagrebu (FFZG)






Other practical information for guest professors:

<https://web2020.ffzg.unizg.hr/international/staff-mobility/guest-professors/practical-information-for-guest-professors/>

You can choose a payment to a BANK ACCOUNT:




A) IN CROATIA (IN KUNA¹ ONLY)

<p>Open a Bank² (current) account in Croatia</p> <ul style="list-style-type: none"> • you need: OIB* and Passport • before leaving Croatia CLOSE your Bank account (<i>if you will not use it</i>) <p>Submit/send to FFZG Accountancy*:</p> <p>1. Your name, surname, address _____</p> <p>2. OIB* _____</p> <p>3. Name of the Bank _____</p> <p>4. Account number _____</p>	<p>Send / submit to :</p> <p> Email OR </p> <p></p>	<p>FFZG Accountancy /Računovodstvo</p> <p>Vesna Tkalčić Barišić, e-mail: vtbarisi@ffzg.hr phone: (++ 385 1) 4092 201</p>
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or you can choose:

B) IN YOUR HOME COUNTRY

Money **transfer** to your home country bank account³

<p>1. Your name, surname, address, passport number _____</p> <p>2. OIB* _____</p> <p>3. Name of the BANK _____</p> <p>4. IBAN _____</p> <p>5. SWIFT or BIC _____</p>	<p>Send / submit to :</p> <p> Email OR </p> <p></p>	<p>FFZG Accountancy /Računovodstvo</p> <p>Vesna Tkalčić Barišić, e-mail: vtbarisi@ffzg.hr phone: (++ 385 1) 4092 201</p>
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Additional information: **Office for International Cooperation**/Ured za međunarodnu suradnju

Tamara Šveljo, email: tšveljo@ffzg.hr

Library ground floor phone: (++ 335 1) 409 22 66

¹ Kuna= currency of Republic of Croatia

² You can select any Bank in Croatia

³ Please bear in mind that **all payments and transfers are made in kuna, so there might be some loss of money with currency change and Bank administrative fees through money transfer procedures (pending on the your Bank's regulations and charges for such transfers)**

ISPLATA

Za isplatu možete odabrati:

A) isplatu na račun u Hrvatskoj (isključivo u kunama⁴)

Otvoriti (tekući) račun u banci⁵ Hrvatskoj

- za otvaranje računa potreban je **OIB*** i putovnica (*passport*)
- prije nego što napustite Hrvatsku **ZATVORITE** Vaš račun u banci (ukoliko ga više nećete koristiti)

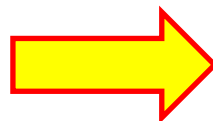
Sljedeće podatke dostaviti u Računovodstvo FFZG*

1. Vaše ime, prezime i adresu: _____
2. **OIB*:** _____
3. Naziv banke i broj računa: _____
4. Broj računa: _____

Pošaljite/dostavite



ili



Računovodstvo FFZG

Vesna Tkalčić Barišić,
e-mail: vtbarisi@ffzg.hr
telefon: (++ 385 1) 4092 201

ILI MOŽETE ODABRATI

B) isplatu na vlastiti bankovni račun u inozemstvu

1. Vaše ime, prezime i adresu _____
2. **OIB*** _____
3. Naziv banke i broj računa _____
4. IBAN _____
5. SWIFT ili BIC _____

Pošaljite/dostavite:



ili



Računovodstvo FFZG

Vesna Tkalčić Barišić,
e-mail: vtbarisi@ffzg.hr
telefon: (++ 385 1) 4092 201

Dodatne informacije: **Ured za međunarodnu suradnju**
Tamara Šveljo, email: tšveljo@ffzg.hr Knjižnica, prizemlje


FFZG= Filozofski fakultet Zagreb / Faculty of Humanities and Social Sciences Zagreb


⁴ Kuna= valuta Republike Hrvatske (RH)

⁵ Možete odabrati bilo koju banku u RH

***OIB**

PIN personal identification number /osobni identifikacijski broj

<p>OIB is issued by TAX ADMINISTRATION OFFICE* in Zagreb</p> <p>Please contact the Tax Administration Office to inquire about the pandemic procedure: https://www.porezna-uprava.hr/en/Pages/PIN.aspx</p> <ol style="list-style-type: none">1. Fill out the REQUEST (form is available on the web page in following languages (links to the documents)= hrvatski/ english/ german and in the Tax Administration Office*)2. Your PASSPORT⁶ <p><i>SUBMIT personally*</i>  OIB will be issued in a few minutes</p>	<p>*TAX ADMINISTRATION OFFICE / POREZNA UPRAVA Porezna uprava Novi Zagreb Odjel za OIB Avenija Dubrovnik 32, Zagreb Monday-Friday: 08.00-15.00 http://www.porezna-uprava.hr/en/Pages/PIN.aspx</p>
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<p>Molimo kontaktirajte Poreznu upravu zbog procedure tijekom pandemije: https://www.porezna-uprava.hr/en/Pages/PIN.aspx</p> <ol style="list-style-type: none">1. ZAHTJEV (obrazac je dostupan na mrežnim stranicama na navedenim jezicima (poveznice na dokumente)= hrvatski/ english/ german i u Poreznoj upravi*)2. Vaša putovnica⁷ <p><i>OSOBN0 predati*</i>  OIB će biti izdan za nekoliko minuta</p>	<p>*POREZNA UPRAVA Porezna uprava Novi Zagreb Odjel za OIB Avenija Dubrovnik 32, Zagreb Ponedjeljak-Petak: 08.00-15.00 http://www.porezna-uprava.hr/en/Pages/PIN.aspx</p>
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⁶ Make a copy of your PASSPORT page with Your personal data and your picture /or if You are not required to have a passport to enter Croatia copy of your ID card (both sides)

⁷ Kopirajte stranice putovnice s Vašim osobnim podacima i fotografijom)/ili ukoliko Vam nije potrebna putovnica za ulazak u Hrvatsku - kopirajte obje stranice osobne iskaznice