

NOSTRIFICATION

(Recognition of school leaving certificate)

Regional School Administration Office at Košice recognizes only elementary school, high school or grammar school certificates.

For recognition your universitarian study (bachelor, magister or engineer) you have to visit a Centre for recognition of diplomas (Stredisko uznávania dokladov o vzdelaní) at Bratislava, which is part of the Ministry of Education, Research, Development and Youth of the Slovak Republic. (<https://www.minedu.sk/office-hours-and-contacts/>)

Centre for recognition of diplomas created the „Recognition portal“ to simplify the education recognition system. <https://uznavanie.minedu.sk/en/navigator/>

You can find there information on the use of statement on the recognition of the level of attained foreign education – „**Recognition statement**“ and a database of issued statements from which you can download an electronic statement for your foreign qualification so the nostrification process is not needed.

The Recognition Statement, pursuant to Section 39a in conjunction with Section 60 of Act No 422/2015 Coll. on the recognition of formal qualifications and on the recognition of professional qualifications, replaces the recognition of the level of attained education attained pursuant to Section 39 and, in part, Section 36 of the Act for the purposes of continuing studies and for other purposes, except for the exercise of regulated professions.

Recognition statement and verified (and translated) certificate (qualification) submit to your study department.

Detailed information on the use of the recognition statement can be found on the document itself as well as on the webpage <https://uznavanie.minedu.sk/en/navigator/>.

In the case that the qualification does not have a recognition statement or it is from country Slovak republic does not have an bilateral recognition agreement with, you should follow the instructions below.

Procedure for applying:

1. Applicants have to fill in the request form for Nostrification. (<https://www.russ-ke.sk/ziadost-o-uznanie-dokladu-o-vzdelani-upravena-adresa/>)

Applicant can be qualification holder himself or the person with power of attorney given by qualification holder. Document *Power of attorney* must be notary-certified and translated by sworn translator.

In case that applicant is not adult (under 18 years old) the application must give his/hers legally guardian or the person with power of attorney given by the legal guardian. Again document *Power of attorney* must be notary-certified and translated by sworn translator.

If qualification holder's legal guardian has a different surname it is necessary to submit a document confirming the relationship between them (such as *birth certificate*, *marriage list* if there is difference in the birth certificate, sometimes even *decision on divorce* where the origin of the surname change is stated). Same situation if qualification holder change his/hers name we need confirmation that it is the same person.

2. Make a simple photocopy of your passport or ID (not a driving license). A photocopy of passport is also required for the legal guardian or person with power of attorney or both of them)

3. Pay the nostrification fee.

If you graduated from elementary school, high school or grammar school in:

- China (certificate issued after 1.9.2020),
- Germany (certificate issued after 13.12.2003),
- Poland,
- Croatia,
- Hungary,
- Romania,
- Russia (only two types of document: Аттестат о среднем общем образовании and Диплом о среднем профессиональном образовании) and
- Ukraine,

and your qualification does not have recognition statement you need to buy a KOLOK at any post office for 7 €.

If you have completed your graduation in countries outside the European Union or in countries Slovak republic does not have a bilateral recognition agreement with, you must purchase a KOLOK at any post office in the amount of €40.

The existing difference between the nostrification fee is due to a bilateral recognition agreement concluded between the Slovak Republic and the above-mentioned countries.

KOLOK is an option for how we pay the correct fee and looks like a receipt with a QR code. You can buy it at any post office.

4. Applicants must submit a notary-certified copy of their school leaving certificate and its Slovak translation by a sworn translator (in Slovakia, with blue round stamp). Furthermore, they must be willing to provide the original certificate for insight if required.

List of accepted notaries and list of accepted sworn translators can be found at (<https://www.justice.gov.sk/registre>)

5. All submitted documents to the nostrification office must be originals (not scans or ordinary photocopies) with original stamps and signatures.

6. For the documents from countries without a bilateral recognition agreement concluded is necessary to add not only a notary-certified copy of your school leaving certificate but also a notary-certified copy of list of subjects and exams from all years of study not only final grades and its sworn translation into the Slovak language.

SUBMITTED DOCUMENTS SHALL NOT BE RETURNED, WE KEEP THEM.

7. You can collect your “Decision on nostrification” from the office in Moldavská cesta 3110/10B after the e-mail confirmation sent by the officer.

8. Then submit the “Decision on nostrification” to the Study department of your university.

We also recommend to make a copy of the Decision on nostrification, verified by notary and that verified copy submit to study department and keep original.

Contact:

Regionálny úrad školskej správy v Košiciach
/Regional School Administration Office at
Košice
Moldavská cesta 3110/10B
040 11 Košice

Officer responsible for nostrifications:

Mgr. Katarína Kaňuchová
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