

## Recognition of Completed Education at Secondary Schools

Recognition of leaving certificates and diplomas issued by a secondary school in other member state or in a third state is performed at the **Department of Education of the respective District Office**, after the comparison of the content and length of the education obtained by the applicant and the requirements of the equivalent study program in Slovakia.

The recognition process is initiated with the receipt of the application. The application consists of the first name and surname of the applicant, permanent address or address of similar stay of the applicant, full name and address of the issuing primary or secondary school, the year of completion of the education and applicant's signature. If the applicant is underage, the application is filed by his/her legal guardian.

The application includes the following documents:

a) for documents which are subject to a bilateral mutual recognition agreements signed with Slovak Republic:

- copy of identification document,
- certified copy of the leaving certificate or diploma,
- proof of payment of the administrative fee (5 EUR).

b) for all other documents:

- copy of identification document,
- certified copy of the leaving certificate or diploma,
- transcript of completed courses and completed exams,
- in case of vocational secondary education, a confirmation issued by the secondary school about the scope of practical education,
- an authentication of signatures and seals of the school on the original educational documentation by the competent body of the state in question (apostille, super legalisation), unless an international agreement states otherwise,
- proof of payment of the administrative fee.

The **administrative fee** for the recognition

- **if there is** a bilateral agreement signed between the Slovak Republic and the country of origin: 5 EUR
- **if there is NOT** a bilateral agreement signed between the Slovak Republic and the country of origin: 30 EUR

The applicant is also obligated to present certified translation of the educational documents into the official language.