

DOCUMENTS REQUIRED FOR NOSTRIFICATION OF HIGH SCHOOL EDUCATION

1. ORIGINAL DIPLOMA FOR FINISHED HIGH SCHOOL EDUCATION:

- three photocopies of the Diploma;
- diploma, translated by a certified court translator in three samples, out of which one notarized;
- Apostille on the Diploma – for the countries signatories of the Hague Convention, and for the other countries stamp from the Ministries of Foreign Affairs – translated by a certified court translator in three samples, out of which one notarized;
- three photocopies of the Apostille
- three samples of the translation of the Apostille translated by a certified court translator in three samples, out of which one notarized.

2. ORIGINAL CERTIFICATES FOR EACH FINISHED YEAR:

- three certificates of each Certificate;
- the Certificates translated in three samples, out of which one notarized;

3. APPEAL AND STATEMENT from parent/guardian

- (these samples can be obtained from the Archives of the Ministry of Education and Science):
- Administrative fee in the amount of 250,00 denars for the Appeal.

4. ORIGINAL BIRTH CERTIFICATE and three photocopies:

- if the Certificate is not issued in the Republic of Macedonia – three photocopies of the original and the same shall be translated and notarized, in three samples.

5. ORIGINAL CERTIFICATE OF CITIZENSHIP and three photocopies:

- if the Certificate is not issued in the Republic of Macedonia – three photocopies of the original and the same shall be translated and notarized, in three samples.

6. EVIDENCE OF PAID FUNDS:

- original deposit slip paid 3000,00 denars;
- **Purpose of payment:** Payment for nostrification of high school education;
- **Name of receiver:** Ministry of Education and Science;
- **Bank of receiver:** NBRM;
- **Account:** 100000000063095;
- **Amount:** 3000,00 denars;
- **Account of Budget user:** 160010032978736;
- **Revenue Code and program:** 72311910

7. EVIDENCE OF PAID FUNDS:

- original deposit slip paid 250,00 denars;
- **Purpose of payment:** Payment of administrative fee;
- **Name of receiver:** Treasury Account of R. Macedonia;
- **Bank of receiver:** NBRM;
- **Account:** 100000000063095;
- **Amount:** 250,00 denars;
- **Payment Account:** 840 – XXX – 03161; (instead of XXX write in the number of your municipality, and for foreigner write in 182)
- **Revenue Code and program:** 722313-00.

Note: After the authorized civil servant from the Ministry of Education and Science determines that you have all the required documents for nostrification you shall pay the funds in the amount of 3000,00 denars.

A Decision on Nostrification is brought by the Commission on Nostrification that held Meetings once a week.

Deadline on finishing the nostrification is 30 days since the day of filing, if the required documents are complete.

Consultations by phone: 02/3121412.

//Coat of Arms of the Republic of Macedonia//
Republic of Macedonia MINISTRY OF EDUCATION AND SCIENCE

Info Center on Equivalence and Recognition of foreign Higher Education qualifications

List of required documents for the recognition of first cycle university studies:

1. ORIGINAL FOREIGN HIGHER EDUCATION DIPLOMA (verified with Apostille)
2. PHOTOCOPY OF THE HIGHER EDUCATION DIPLOMA (one sample, notarized)
3. TRANSLATION OF THE FOREIGN HIGHER EDUCATION DIPLOMA
(one sample in Macedonian and Cyrillic, notarized)
4. ORIGINAL CERTIFICATE WITH GRADES/TRANSCRIPT OR DILOMA SUPPLEMENT
5. PHOTOCOPY OF CERTIFICATE WITH GRADES/ TRANSCRIPT OR DILOMA SUPPLEMENT (one sample, notarized)
6. TRANSLATION OF THE CERTIFICATE WITH GRADES/ TRANSCRIPT OR DILOMA SUPPLEMENT (one sample in Macedonian and Cyrillic, notarized)
7. ORIGINAL INDEX
8. PHOTOCOPY OF DIPLOMA FOR PREVIOUS EDUCATION
(one sample, notarized, if the Diploma is obtained abroad, the applicant shall supply an evidence on nostrification by the Ministry of Education and Science)
9. CERTIFICATE ISSUED BY THE HIGHER EDUCATION INSTITUTION, ON VALIDITY OF THE FOREIGN HIGHER EDUCATION DOCUMENT THAT IT ISSUED
10. CERTIFICATE ON ACCREDITATION AND AUTHORIZATION OF THE HIGHER EDUCATION INSTITUTION THAT ISSUED THE HIGHER EDUCATION QUALIFICATION ISSUED BY COMPETENT AUTHORITIES FOR ACCREDITATION AND AUTHORIZATION IN THE NATIVE COUNTRY
11. STUDY PLAN AND PROGRAM IN THE DURATION OF THE STUDIES
12. APPLICATION (Form of the Ministry of Education and Science)
13. PAYMENT SLIP WITH ADMINISTRATIVE FEE OF 250,00 DENARS
 - ❖ Name and Seat of the Receiver: Treasury Account of RM
 - ❖ Bank of Receiver: National Bank of RM
 - ❖ Transaction Account: 1000000000 630 95
 - ❖ Amount: 250,00 MKD
 - ❖ Payment Account: 840-XXX-03161 (XXX – Municipality, for foreigners XXX-182)
 - ❖ Revenue Code and Program: 722313-00
 - ❖ Purpose of Payment: Payment for administrative fee for nostrification
14. PAYMENT IN THE AMOUNT OF 4.500,00 DENARS
 - ❖ Name and Seat of the Receiver: Budget of the Republic of Macedonia, Ministry of Education and Science
 - ❖ Bank of Receiver: National Bank
 - ❖ Transaction Account: 1000000000 630 95
 - ❖ Amount: 4.500,00 MKD
 - ❖ Account of Budget user: 1600100329 788 44
 - ❖ Revenue Code and Program: 723 119 40
15. OTHER DOCUMENTS THE COMISSION CONSIDERS NECESSARY, RELATED TO THE RECOGNITION OF THE FOREIGN HIFHER EDUCATION QUALIFICATION

Upon Request from the Ministry of Education and Science I give the following

STATEMENT*

From _____ from _____ with which I declare that in the period from _____ to _____ I was (my son/daughter was) a regular student in elementary/secondary school _____ in _____ and in the abovementioned period he/she obtained this Certificate/Diploma.

I give this Statement under moral, criminal and material responsibility.

Date, _____

STATEMENT GIVEN BY

Name and Surname _____

No. of ID Card _____

*** for an underaged child the Statement is filled by a parent/guardian**

*** for a mature person the Statement is filled personally.**

TO MINISTRY OF EDUCATION
AND SCIENCE OF THE REPUBLIC OF MACEDONIA
SKOPJE

APPLICATION

From _____,

Str. _____ No. _____, City _____,

Phone _____.

I appeal to the Ministry of Education and Science to nostrify the document on graduated

_____ issued by _____
(Name of Institution)

_____ (City)

_____ (State)

_____ under Reg. No. _____
(Date of issuance)

I need the nostrification for _____

Attachment: original document, three translations made by a certified court translator verified by a Notary Public in three samples, Birth Certificate and original documents from previous education.

APPLICANT,

Name and Surname _____

No. of ID Card _____

DATE _____

**APPLICATION
ON RECOGNITION OF FOREIGN HIGHER EDUCATION QUALIFICATION**

1. DATA ON THE APPLICANT:

Name	Surname
Date of birth	Unique ID Number
Place and state of birth	Citizenship
Nationality	Gender: Male Female
Address	City and state
e-mail	Contact phone

2. DATA ON THE OBTAINED FOREIGN HIGHER EDUCATION QUALIFICATION THAT REQUIRES RECOGNITION

Name of Higher Education Institution
Address of Higher Education Institution
City, State
Web address of the Higher Education Institution
Study domain – Department
Manner of studying (for example: regular, part-time study, distance studying, common diploma)
Acquired degree/title/name/profession
Duration of the studies according to study programme (number of years) _____ years
Date of enrollment _____ /__/__/____
Date of graduation _____ /__/__/____
Date of issuance of the qualification _____ /__/__/____
Conditions on obtaining the foreign higher education qualification: (circle) <ul style="list-style-type: none"> • thesis, dissertation • final exam • other _____

Is the higher education qualification obtained at one of the first 500 universities ranked at the last published list of the following institutions: Institute of higher education at the Shanghai Jiao Tong University, US News and Report and Times Higher Education Supplement – World University Ranking: (circle)

- Yes (supply an evidence attached)
- No

3. PREVIOUS EDUCATION

A. Secondary Education

Name of Institution	City and State	Name of obtained qualification	Year of enrollment	Year of graduation

B. Higher Education

Name of Institution	City and State	Name of obtained qualification	Year of enrollment	Year of graduation

4. PURPOSE OF RECOGNITION OF THE FOREIGN HIGHER EDUCATION QUALIFICATION IN THE REPUBLIC OF MACEDONIA (circle)

- Continuation of education
- Employment
- Other _____

Under full moral, criminal and material responsibility I declare that the documents that I file is valid and completely compliant to the list of required documents of the Info Center on Equivalence and Recognition.

Skopje,

Signature,

Note:

- **The lawfully determined deadline on adopting a Decision on Recognition and Equivalence is valid only if complete documentation is filed;**
- **If your application is incomplete you will be informed by phone or in written to additionally supply the remaining documents**
- **Notary and court verified samples remain for the needs of the Archives of the Ministry of Education and Science;**