





Ministry of Education, Science and Sport

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Telephone: +386 | 478 4600 +386 | 400 5400 Fax: +386 | 400 5329 E-mail: enicnaric-slovenia.mvzt@gov.si gp.mizs@gov.si RECOGNITION OF EDUCATION FOR CONTINUING EDUCATION

MINISTRY OF EDUCATION, SCIENCE

AND SPORT

ENIC-NARIC centre Slovenia



# Recognition of education for continuing education

For the purpose of continuing education in the Republic of Slovenia, **educational institutions are the competent bodies** for the education recognition procedure.

The applicant can apply for education recognition at the educational institution, where he or she will continue his or her education.

The recognition procedure is a part of the enrolment procedure.



#### **Required documents**

- Original of the certificate/diploma (proving completed or partially completed foreign education)
- 2. Photocopy of the certificate/diploma
- 3. Certified Slovene translation of the certificate/diploma
- 4. Photocopy of the evidence on the contents and duration of education and the requirements fulfilled during the educational programme (Diploma supplement, annual report card, transcript...)
- 5. Short chronological description of the entire education prepared snd signed by the applicant or his/her legal guardian

## Procedure

In the procedure for the recognition of education, the level of education in the country of origin shall be identified by comparing the contents of the criteria and the fulfilment of conditions established with a view to access to the requested education programme.

# **C**riteria for recornition procedure

- I. Education system
- 2. Education programme, syllabus or curriculum
- 3. Academic achivements
- 4. Duration of education
- 5. Rights arising from education
- 6. Other circumstances(the age of the holder of educational certificate, language proficiency, the number of credits allotted, the level of education in the country of origin, out standing achivements,...

#### **Public information**

The ENIC-NARIC centre's website shall publish information anonymously in accordance with the elements of the issued opinion as information of a public nature. Published information shall be used for purpose of employment and in recognition precedures.

### Legalisation

The original of the certificate/diploma should be legalised on the basis of:

- the 1961 Hague Convention (at the court with territoral jurisdiction where the certificate/diploma has been issued),
- The Authentication of Documents in International Traffic Act.

For more information regarding legalisation it is necessary to contact the educational institution.



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