In accordance with the **Act No. 422/2015 Coll.** on recognition of documents on education and on recognition of professional qualifications and on changing and amending certain laws, as amended, the university is entitled to decide upon acknowledging the education documents issued by a university or an educational institution outside the territory of the Slovak Republic if they provide the study programmes of the same or related fields of study for the purposes of

* *continued study*
* *issue of the European Union blue card*
* *performing an occupation non-regulated in the Slovak Republic*
* *authorization to use academic titles and their abbreviations as awarded in accordance with the national legislation of the country in which the document was issued.*

Detailed information on recognition of documents on education completed outside the territory of the Slovak Republic is available at the website of the Ministry of Education, Science, Research and Sport of the SR.

The application for recognition of the education document may be submitted in person or by post to the address:

Prešovská univerzita v Prešove  
Útvar vzdelávania   
17. novembra 15   
080 01  Prešov

When submitting the application applicants should enclose these additional documents:

* a copy of proof of identity,
* certified copies of documents on completed education,
* a transcript of subjects and passed examinations,
* a certified copy of the diploma supplement, if such a document is issued by the university or other educational institution of the country concerned,
* a copy of documents on previous education completed prior to the education which is the subject of the application,
* an authentication of signatures and seals of the school on the document on the completed education by the competent body of the EU member state or the third state in question (apostille,  superlegalisation), unless an international agreement states otherwise,
* proof of payment of the administrative fee in the amount of **5 €** (in cases where the SR has signed an international agreement on mutual recognition of educational documents) – *the Czech Republic*, *Hungary, the Federal Republic of Germany*, *the Croatian Republic,* *the Republic of Poland, Romania, Ukraine,* **30 €** (in cases where the SR has not signed an international agreement on mutual recognition of educational documents) via the **E-KOLOC electronic payment system**,
* proof of payment of the administrative fee.

The applicant is obliged to present a certified translation of the educational documents into the official language.

*The fee (for the purpose of issuing a decision, passing additional examinations, completion of the thesis and its defence) is set in the Table of Tuition and Fees valid in the current academic year (published in the part Education/internal regulations).*

Data for the administrative fee payment

The fee for the issue of the decision on recognition/refusal of the document on education without passing additional examinations: 55 EUR  
IBAN account number: SK15 8180 0000 0070 0006 6503

constant symbol: 0311, variable symbol: 201999, note: nostrification – surname

address: Prešovská univerzita v Prešove, 17. novembra 15, 080 01 Prešov  
SWIFT code: SPSRSKBA  
Recipient´s bank: Štátna pokladnica, Radlinského 32, 810 05  Bratislava, Slovakia

*The decision on recognition/refusal of the education document* *can be taken in person or sent to the applicant by post as a personal delivery service.* *Taking the document of another person is possible only with authorization of a certified deed of trust.*