

Recognition of Foreign Higher Education Documents

Recognition for the purpose of further education

The recognition of a foreign higher education document is a procedure which grants its holder the right to continue education.

For the access to further studies, according to Serbian Law on Higher Education, the first step is academic recognition of previous levels of study. Application for recognition of foreign higher education document is to be submitted to the University of Novi Sad, Office for qualification recognition (Rectorate, 2nd floor, room II- 14.b, Dr Zorana Đinđića 1, 21000 Novi Sad)

Candidate should submit the following documents:

1. Application form – 2 copies;
2. Two certified copies of a foreign higher education document and an original document for inspection;
3. Two copies of translation of the foreign higher education document into the Serbian language, certified by an authorized court interpreter;
4. Two certified copies of Diploma Supplement (if any) and two copies of translation of the Diploma Supplement into Serbian certified by an authorized court interpreter. If there is no Diploma Supplement, it is necessary to submit the academic transcript of records with a number of classes in individual subjects (1 original and 2 certified copies, together with two copies of the certified translation of the academic transcript of records into the Serbian language);
5. Curriculum/ study programme (one copy, preferable in English);
6. Diploma of the previously obtained degree – 1 certified copy;
7. Copy of the Passport (first page with a photo);
8. Proof of the procedure fee payment;
9. Official document issued by the authorities or a copy of a marriage certificate (for individuals who changed their name/family name);
10. Candidates who want to continue further with higher education on doctoral studies are obliged to submit documents 1-6 listed above referring to their bachelor and master studies.

All original documents necessary for enrolment (in undergraduate, master or doctoral studies) must be translated into the Serbian language and certified by an official court interpreter, except study programme (which can be in English).

The procedure for recognition of a foreign higher education document lasts 3 to 4 months. The Academic Council of the University of Novi Sad reaches a decision on recognition of an academic degree based on report of an expert commission and its recommendation.

Fee for the recognition of a foreign higher education document for the purpose of further education:

For the citizens of the Republic of Serbia and foreign citizens

20.000 RSD

Univerzitet u Novom Sadu (University of Novi Sad) Broj žiro računa: 840-631666-25 (Account number) Model 97; Poziv na broj: 05101636534 (reference number) Svrha uplate: Priznavanje diplome (Purpose)	Radi nastavka školovanja (purpose of further education)	20.000,00 dinara (dinars)
--	--	--------------------------------------

Appointment with applicants are for Tuesdays and Fridays from 10 to 13 hours.