

Recognition of Foreign Education (Nostrification) in the Czech Republic

In keeping with the law (Act. No. 111/1998 Coll. on Higher Education) all prospective students wishing to study at the Czech accredited program of the University of New York in Prague are required to provide a certificate of recognition of diplomas and degrees from foreign educational institutions ("Nostrification") issued by the Czech authorities.

This does not apply to those who have state accredited secondary school diploma of these countries:

- **Czechia** („Maturitní vysvědčení" or „Bakalář")
- **Germany** („Zeugnis der Allgemeinen Hochschulreife" or "Bakkalaureu")
- **Poland** („Świadectwo dojrzałości" or „Licencjat ")
- **Hungary** („Érettségi Bizonyítvány" or „Főiskolai oklevél")
- **Slovakia** („Maturitné vysvedčenie" or „Bakalár´´)
- **Slovenia** („Spričevalo o splošni maturi")

If you possess such a diploma, the Nostrification is not required as your diploma is recognized by Czech Republic automatically based on the Agreements between Czech government and government of above-mentioned countries.

If you do not possess such a diploma, and you would like to enroll only into an American accredited program, the Nostrification process will not be required*

In this case it would be necessary to sign a form "Nostrification declaration" and send it to directly to Nostrification officer: sogurtsova@unyp.cz

**Please keep in mind, especially if you are a Visa Student that this will result in less beneficial conditions of your visa status and future benefits on the Czech job market.*

You can find useful information about the Nostrification process and step by steps instructions here:

<https://nostrifikace.mkc.cz/en/>

Nostrification officer is always ready to provide you with the support and expertise needed for the Nostrification process, whether you will use our services or do it on your own.

Contact details

For more information or in case of any questions feel free to contact a **Nostrification officer Ms. Sofiya Ogurtsova**.

You can find her on the 5th floor in the Admissions office or by following **email: sogurtsova@unyp.cz** or **phone number: +420 224 221 261/281**.

The process of Nostrification for Undergraduate students

The process of Nostrification for Undergraduate students means a recognition of the High school diploma by the Czech Authorities.

This is a three steps process:

1. Collecting necessary documents:

- a) **Original High school diploma with the correct legalization** according to the origin country of the issued document.
- b) **Original High school transcripts** with the official school stamp/seal and signature in blue ink
- c) **Original List of subjects and hours** you finalized during your last 3-4 years of High School studies with the official school stamp/seal and signature in a blue ink.

*(If you followed an education system with credits, that instead of the List of subjects and Hours, it can be used an **Explanation letter**, where the school will explain the connection between one credit and number of instructional hours, this letter also must be with official school stamp/seal and signature in a blue ink.)*

- d) **Copy of the Official Accreditation of the High school** with the official school stamp/seal and signature in the blue ink on the top of the copy.
- e) **Confirmation of Accommodation** with verified signature of the Landlord
- f) **Passport or national ID**
- g) **Application form**

2. Arranging Notarized copies by Czech official Notary with the official Court Translation to Czech Language.

This step is important as all document submitted to relevant Authorities for the Nostrification purposes will not be given back and must be in Czech Language.

3. Submitting the Documents

Once all the documents are gathered, the Nostrification application must be submitted to the relevant Regional Authority according to the permanent residence in Czech Republic.

The Nostrification process of High school diploma typically takes about 1-6 months to complete once all required documents are submitted. As during the process the Authority will review all provided documents and if it is found that the student is lacking some course or competency in comparison with the Czech secondary education system, the student will be required to sit Nostrification exam (1-5 subjects) to demonstrate that they have the necessary knowledge in that area. During the exam is allowed to have certified interpreter, as the exam is in Czech.

Expected Fees for the Nostrification of the High school diploma

We encourage all our students to prepare all documents required for the Nostrification on their own, so below are listed expected costs of necessary services and fees for the Nostrification. There is also an option to handover the original documents to the Nostrification officer, who will arrange all necessary

requirements on the behalf of the student. In this case the Single UNYP's Nostrification processing fee will be required.

Single UNYP's Nostrification processing fee*: 5000CZK (*CZK is a Czech local currency*)

**Includes all required costs of the Notary and official court translations of the documents to the Czech Language and Administrative processing fee required by Authorities.*

Administrative processing fee required by the Authorities: 1000 CZK

Notarized copy: approx. 35CZK per page

Official court translations to Czech Language: depends on the language approx. 590-1100 CZK per page

Official Interpreter for the Nostrification exams: depends on the language approx. 2500 CZK per hour

The process of Nostrification for Graduate students

At the moment, **Nostrification is required only if a student wish to follow our Master in Psychology program. And it is very important that the Nostrification of the Bachelor degree will be fully completed before the beginning of the program.**

The recognition of the undergraduate degree is carried out by the public universities that provide a program with the same or similar content to the one you obtained.

This is a three steps process:

1. Collecting necessary documents:

- h) **Original Bachelor diploma with the correct legalization** according to the origin country of the issued document.
- a) **Original diploma supplement** or the list of completed exams or official transcripts.
- b) **Application form** which can be found at the web-site of the university providing your study program (or similar)
- i) **Passport or national ID**

* Additional documents may be required during the process of recognition by evaluating University.

2. Arranging a Notarized copies by Czech official Notary with the official Court Translation to Czech or English Language.

This step is important as all document submitted for the Nostrification purposes will not be given back and must be in Czech or English Language.

3. Submitting the Documents to the relevant University

Once all the documents are gathered, the Nostrification application must be submitted to the relevant Public University, with the relevant program.

List of universities that provides a similar study program can be found here <https://www.msmt.cz/areas-of-work/tertiaryeducation/public-higher-education-institutions-websites>

The Nostrification of a Bachelor's diploma typically takes about 1-3 months to complete once all required documents are submitted.

Expected Fees for the Nostrification of the High school diploma

We encourage all our students to prepare all documents required for the Nostrification on your own, so below are listed expected costs of necessary services and fees for the Nostrification.

There is also an option to handover the original documents to Nostrification officer, who will arrange all necessary requirements on the behalf of the student. In this case the Single UNYP's Nostrification processing fee will be required.

Single UNYP's Nostrification fee*: 5000CZK (CZK is a Czech local currency)

**Includes all required costs of the Notary and official court translations of the document to Czech or English Language and Administrative processing fee required by Public Universities.*

Administrative processing fee required by the public Universities: 3000 CZK

Notarized copy: approx. 35CZK per page

Official court translations to Czech or English Language: depends on the language approx. 590-1100 CZK per page