**Recognition of foreign university diploma and qualifications in Hungary**

Appendix No. 1

Application for recognition of level of education as a home master degree, approved by a foreign diploma for employment as teacher or scientific coworker

**APPLICATION FORM**

As undersigned I ask the Science University of Eötvös Loránd, based on the attached certifications and personal data to recognize my diploma as Master Degree in order to fulfil an employment. I acknowledge that the recognition is only for the employment in Science University of Eötvös Loránd.

|  |  |
| --- | --- |
| Family name of applicant: |  |
| Given name(s) of applicant: |  |
| Gender: Male/Female |  |
| Nationality: |  |
| Date of birth (dd mm yyyy): |  |

Address of permanent residence of applicant (if the applicant does not have a permanent residence in Hungary, he/she will indicate the address of permanent residence abroad)

|  |  |
| --- | --- |
| Street / House No: |  |
| City: |  |
| Postal Code: |  |
| Country: |  |
| Name of Higher Education Institution (HEI) or university, from which the applicant graduated: |  |
| Name of College/Faculty/School from which the applicant graduated: |  |
| Address of HEI/University: |  |
| Address of HEI/University (City): |  |
| Country: |  |
| Date of enrolment: |  |
| Date of graduation: |  |
| Title of study programme: |  |
| Title of field of studies /major: |  |

I apply for the recognition of university diploma

BSc or BA (Bachelor) MSc or MA (Master) PhD (Doctoral)

Applicant’s permanent residence address in Hungary (or abroad, if applicant does not have permanent residence in Hungary), to which the decision on recognition will be sent:

|  |  |
| --- | --- |
| Street /House No.: |  |
| City: |  |
| Postal Code: |  |
| Country: |  |
| Phone: |  |
| e-mail: |  |
|  |  |

I apply for recognition of my foreign university diploma for the following purposes (select in the appropriate box):

|  |  |
| --- | --- |
| For purposes of pursuing university studies in Hungary (indicate the name of HEI or university in Hungary) |  |
| For professional purposes, related to my work in Hungary |  |
| Other purposes |  |

I hereby confirm with my signature that my foreign university diploma was not yet recognised in Hungary and that I have not submitted an application for recognition of foreign university diploma at any other HEI/university in Hungary

Date of submission of application (dd,mm,yyyy): ………………………….

Signature of foreign diploma holder: …………………………………………….

**ANNEXES TO BE SUBMITTED WITH APPLIACTION FORM**

1. Original of the foreign university diploma (or photocopy, officially certified and stamped by notary), high school leaving diploma or equivalent, issued by the foreign HEI, University College, High School, etc.

2. Original (or officially certified copy) of Academic Transcript specifying study outcomes and examinations results, or Diploma Supplement.

3. Officially certified translations in to Hungarian language of foreign diploma and official documents. The translations must be from an accredited translator or agency in Hungary (with stamp), or by the translating services of the Hungarian Embassy abroad.

4. Officially certified letter of attorney (proxy), in case that the applicant designated another person for submitting his/her application for recognition of foreign diploma.

5. Apostille, or certificate, certifying that the foreign HEI/University/College/ is authorised to deliver education comparable with university/college education in Hungary and in accordance with the Act on Higher Education and HEI (Certificate of accreditation of foreign HEI, certificate of accreditation of foreign study programme/field of studies)

Date: Budapest 20………..

Signature of the applicant: ………………………….

I ask the recognitions’s procedure for employment as a teacher or scientific coworker.

Date: Budapest 20………...

Signature of the Dean: ………………………….