

PROCEDURE OF NOSTRIFICATION

Once the applicant is successfully admitted for studies at FMCU, they must start the procedure of Nostrification here:

Regional School Administration Office - Customer Center

Regionálny úrad školskej správy - Klientske Centrum,
Tomášiková 46,
1st floor of Klientske centrum, n. room 70
832 05 Bratislava 3

Responsible:

Mgr. Ľubica Dekanová

Tel.: 02 322 26 209

email: lubica.dekanova@russ-ba.sk

Mgr. Alla Kováčová

Tel.: 02 322 26 210

email: alla.kovacova@russ-ba.sk

<https://www.russ-ba.sk/>



Office hours:

Tuesday: 09:00 - 11:00

Thursday: 13:00 - 15:00

Required documents :

- **Request** of District office in Bratislava (see the attachment on website)
- **General Certificate of Secondary Education (GCSE)** – copy of the original document has to be **certified by a Notary/Registrar**, only after that it may be **translated into Slovak language byso-called court translator**
- **ID, Passport** (copy)
- **The fee** - the amount depends on the country where GCSE was issued
 - **7€** fee for countries: Czech republic, Hungary, Germany, Croatia, Poland, Romania, Ukraine, Russia, China.
 - **40€** fee for all other countries

You **have to bring or send The Final Document - Decision** (provided by the regional office) to the Study Department for Study in English Language immediately after you will receive it.

Be careful, because the procedure of Nostrification is a long process and without this document **It is not possible to enroll you to the study.**