

PROCEDURE OF NOSTRIFICATION

If you were successfully admitted for study in FMCU you have to start immediately with 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

You have to prepare and submit following 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 by so-called court translator
- **ID, Passport** (copy)
- **The fee** - the amount of the fee depends on the country where GCSE was issued. The fee 5€ for countries: Czech republic, Hungary, Germany, Croatia, Poland, Romania, Ukraine, Russia, China
The fee 30€ for all other countries

The **Final Document** you **have to bring or send** to the Study Department for Foreign Students 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.**