

<b>Document title</b>	<b>Regulations for recognition of foreign high school and university education in the admissions process</b>		
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<b>Distributed to</b>	Study applicants Students Study department Head of department Deans of faculties Guarantors of study programmes		
<b>Signature of an authorized person (document guarantor)</b>			

### **Article 1 Principal provision**

1. Pan-European University, (hereinafter referred to as "PEUNI") is a private-type university that meets the condition set out in § 48, paragraph 6 of Act No. 111/1998 Coll. "), as it has received institutional accreditation for at least one area of education, and is thus entitled to assess the applicant's foreign high school and university education as part of the admissions procedure in accordance with § 48, paragraphs 4 and 5 of the Act on Universities, in all components.
2. The recognition of foreign higher education and qualifications is regulated in § 87 paragraph 1) letter n), § 89, § 90, § 90a and § 90b of the Act on Universities and Act No. 500/2004 Coll., Administrative Code, as amended.
3. The recognition of foreign high school education within the admission procedure at PEUNI is governed by § 48 of the Act on Universities.
4. This rector's measure establishes the procedure according to which the recognition of foreign education at PEUNI is carried out.

### **Article 2 Assessment conditions**

1. As part of the admissions process, the fulfillment of the conditions for achieving secondary education with a matriculation exam according to § 48, paragraph 4) of the Act on Universities will be assessed or in the case of proper completion of studies in a bachelor's or master's degree program according to § 48, paragraph 5 of the Act on Universities, for applicants who obtained:
  - a. foreign secondary education by completing studies in a secondary education program at a foreign secondary school, an international secondary school, a European school operating under the Convention on the Statute of European Schools or a school in which the Ministry of Education, Youth and Sports of the Czech Republic (hereinafter referred to as the "Ministry") authorized, pursuant to Act No. 561/2004 Coll., on preschool, primary, secondary, higher vocational and other education, as amended (hereinafter referred to as the "Education Act"), compulsory school attendance (hereinafter referred to as "foreign secondary education").

- b. foreign higher education by completing studies in a higher education program at a foreign university (hereinafter referred to as "foreign higher education").

### **Article 3**

#### **Assessment progress**

1. Fulfillment of the condition of attaining secondary education with a matriculation exam according to § 48, paragraph 4 of the Act on Universities is proven:
  - a. a document on the general recognition of the equivalence or validity of a foreign document on the attainment of secondary education in the Czech Republic, obtained in accordance with the Education Act or in accordance with previous legal regulations,
  - b. proof of the award of the European Baccalaureate,
  - c. a foreign document of foreign secondary education with a school-leaving exam, if it is automatically equivalent in the Czech Republic according to its international obligations without further official procedure, or
  - d. a foreign certificate of foreign secondary education, which was obtained by completing studies in a secondary education program at a foreign secondary school operating according to the legal regulations of a foreign country and which entitles its holder to study in a bachelor's study program or a master's study program in that foreign country, which does not follow a bachelor's degree program.
2. Fulfillment of the condition of proper completion of studies in a bachelor's or master's study program according to § 48, paragraph 5 of the Act on Universities is proven:
  - a. a document of general recognition of foreign higher education in the Czech Republic, obtained in accordance with Sections 89 and 90 of the Act on Universities or in accordance with earlier legal regulations,
  - b. a foreign document on foreign higher education, which is equivalent in the Czech Republic in accordance with its international obligations without further official procedure, or
  - c. a foreign document on foreign higher education, which was obtained by completing studies in a higher education program at a foreign university operating according to the legal regulations of a foreign state.
3. The specific documents that the applicant is required to submit are specified in Appendix No. 1 of this regulation.
4. The recorded data (SŠ/VŠ identification table) are: name of foreign high school or university, seat of foreign school, state, document number and date of issue, name of the document in the original version (if it is given in Latin), name of the document in Czech or an English translation and whether the submitted document should be the equivalent of a high school diploma or a bachelor's, master's, or doctoral diploma. If the applicant submits a document according to § 48 paragraph 4 letter a) or paragraph 5 letter a) of the Act on Universities, the name of the foreign high school or university, the state, and the name of the document in the Czech language, e.g. certificate of recognition of foreign higher education, are entered in the title of the document in the Czech language.

### **Article 4**

#### **Criteria for assessing documents from a formal point of view**

1. Documents issued by an institution in the Czech Republic, i.e. especially documents according to § 48 paragraph 4 letter a) and paragraph 5 letter a) of the Act on Universities, the applicant shall submit an officially certified copy.
2. The applicant must provide other documents in the form of an original or an officially certified copy of a document issued by a foreign high school or university, or possibly another foreign institution. When determining and checking the correct form of verification, the assessor is guided by Annex No. 2 of this directive.
3. Documents that are not originally published in Czech, English or Slovak must be officially translated into Czech or English. In the event that an officially certified translation is prepared by a non-Czech court interpreter, the sheets with the translations must be attached to the certified copies of the documents to which they relate, in such a way that prevents the additional exchange or confusion of the sheets containing the translation. Translations attached to plain copies of documents will not be accepted.

4. The applicant submits the documents in paper form, or in the form of a PDF document created by authorized conversion, or in the form of a digital original that can be verified online at the issuing institution, and only if the state in which the institution operates does not issue paper originals of documents, as is the case, for example, in the Kingdom of Denmark. Documents in electronic form that have not resulted from an authorized conversion of the document, or are not digital originals that can be verified in the manner described above, cannot be accepted. PEUNI may request that scanned documents be inserted into the electronic application at the same time as the documents are sent in paper and/or electronic form to the Study Department of PEUNI, for the internal needs of (preliminary) assessment of the documents.
5. In the event that the applicant has already delivered documents about his previous foreign education in the past and has gone through the process of assessing his previous foreign education with a positive result, the applicant can request a re-assessment of his previous foreign education based on previously delivered documents that PEUNI already has on file, without having to send them again. However, the applicant must again pay the administrative fee for the assessment.
6. Before PEUNI proceeds with the assessment of the content page of the applicant's collected documents according to Article 5, it will assess whether the applicant has submitted the documents specified in Appendix No. 1, and whether these documents meet the requirements regarding the form specified in paragraphs 1 to 4. If the documented documents do not meet the formal requirements, PEUNI will invite the applicant to eliminate the deficiencies or supplement the documents and set a reasonable deadline for this.

## **Article 5**

### **Criteria for assessing documents from a document point of view**

1. If the applicant has provided proof of the general recognition of the equivalence or validity of a foreign certificate of secondary education in the Czech Republic, obtained in accordance with the Education Act or in accordance with previous legal regulations, it is considered that the condition of obtaining secondary education with the school-leaving exam according to § 48 has been fulfilled § 4 of the Act on Higher Education Institutions proved. If the applicant has provided proof of general recognition of foreign higher education in the Czech Republic, obtained in accordance with Sections 89 and 90 of the Higher Education Act or in accordance with previous legal regulations, it is considered that the condition of proper completion of studies in a bachelor's or master's study program according to § 48, paragraph 5 of the Higher Education Act, proven in the study program that is listed in this document, which is usually a certificate of recognition of foreign higher education.
2. If the applicant has provided proof of the award of the European Baccalaureate, it is considered that the fulfillment of the condition of achieving secondary education with the matriculation exam according to § 48, paragraph 4 of the Act on Universities has been proven. This provision does not apply to the International Baccalaureate, which is considered a document according to § 48 paragraph 4 letter d) of the Act on Universities and for which the procedure is in accordance with paragraph 4. If the International Baccalaureate is an integral part of the school-leaving examination certificate for pupils who have successfully completed the school-leaving examination in Czech language and literature in the common part of the school-leaving examination, these applicants provide evidence as part of the admission procedure an officially certified copy of the matriculation certificate<sup>1</sup>.
3. If the applicant has documented a foreign document of foreign secondary education with matriculation examination, which is automatically equivalent in the Czech Republic in accordance with its international

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<sup>1</sup> Matriculation certificate issued by schools that have been granted approval by the Ministry of Education, Youth and Sports with a different way of ending education with a matriculation examination in the field of education 79-41-K/610 Gymnasium – selected subjects in a foreign language (Section 81(9) of the Education Act for the period from 1 September 2014 to 31 August 2020). The IB Diploma is an integral part of the school-leaving examination certificate for pupils who have successfully completed the school-leaving examination in Czech language and literature in the common part of the school-leaving examination. These are the following schools: The English College in Prague, Anglické gymnázium, o.p.s., PORG – grammar and elementary school, o.p.s., OPEN GATE – grammar and elementary school, s. r. o., 1st International School of Ostrava – international grammar school, s. r. o. Graduates of these secondary schools provide as part of the admissions process, an officially certified copy of the matriculation certificate.

obligations without further official procedure, it is considered that the condition of achieving secondary education with matriculation examination according to § 48 par. 4 of the Higher Education Act proved. If the applicant has provided proof of a foreign university education, which is equivalent in the Czech Republic in accordance with its international obligations without further official procedure, it is considered that the condition of proper completion of studies in a bachelor's or master's study program according to § 48, paragraph 5 of the Act has been fulfilled about universities proven. The list of international agreements that regulate the automatic equivalence of documents is given in Appendix No. 3 of this regulation.

4. If the applicant has documented a foreign document of foreign high school education according to § 48 paragraph 4 letter d) of the Act on Universities, is checked by PEUNI on the basis of the submitted documents
  - a. whether this document was obtained by completing studies in a secondary education program at a foreign secondary school operating according to the legal regulations of a foreign state and
  - b. whether in a given foreign country it entitles its holder to study in a bachelor's study program or in a master's study program that does not follow on from a bachelor's study program.

For this purpose, PEUNI may ask the applicant to submit additional documents listed in Appendix No. 1 of this regulation. If PEUNI concludes that the above-mentioned facts have been documented, the fulfillment of the condition of achieving secondary education with the matriculation exam according to § 48, paragraph 4 of the Act on Universities is proven. If PEUNI concludes that these facts have not been convincingly documented, or has doubts about the sufficient level, extent or content of the applicant's previous foreign education, documented by a foreign document, it will invite the applicant to prove the education in the manner specified in § 48 paragraph 4 letter a) of the Act on Universities and will provide him with a reasonable period for this. If the applicant subsequently does not submit this document, he has not proven that he has met the condition of achieving secondary education with the matriculation exam according to Section 48, Paragraph 4 of the Act on Universities, and PEUNI will issue a decision on non-admission to study

5. If the applicant has provided proof of a foreign university education in accordance with Section 48, Paragraph 5 of the Act on Universities, PEUNI will check on the basis of the submitted documents:
  - a. whether the given foreign higher education institution in the said foreign country is authorized to provide higher education (whether the higher education institution is accredited and the specific study program completed by the applicant),
  - b. whether in a given foreign country it entitles its holder to study in a master's study program that follows on from a bachelor's study program, or in a doctoral study program.

If PEUNI concludes that these facts have not been convincingly documented, or has doubts about the sufficient level, extent or content of the applicant's previous foreign education, documented by a foreign document, it will invite the applicant to prove the education in the manner specified in § 48 paragraph 5 letter a) of the Act on Universities and will provide him with a reasonable period for this. If the applicant subsequently does not submit this document, he has not proven that he has fulfilled the condition of proper completion of studies in a bachelor's or master's study program according to § 48, paragraph 5 of the Act on Universities, and PEUNI will issue a decision on non-admission to study.

6. When assessing the applicant's foreign education according to § 48 paragraph 4 letter d) and paragraph 5 letter c) of the Act on Universities PEUNI will consider the content and scope of the study abroad only in relation to the assessment of the fulfillment of the criteria listed in paragraphs 3 to 5. The fulfillment of other conditions of admission to study determined in accordance with § 49 paragraphs 1 and 3 of the Act on Universities is verified by PEUNI independently.

## **Article 6**

### **Issuance of a no/accept decision in relation to the assessment of foreign education**

1. A separate decision is not issued on the proof of fulfillment of the condition of the achievement of previous education according to § 48 of the Act on Universities. The assessment carried out according to § 48 paragraph 4 letter d) and paragraph 5 letter c) of the Act on Universities is valid only within the specific admission procedure at PEUNI and does not declare the equivalence of a foreign study program with any of the study programs implemented at PEUNI.
2. A decision on admission or non-admission to study can only be issued after verification of the conditions for admission to study, in accordance with the relevant standards.
3. The deadline for submitting the study application, including all relevant documents, is determined by PEUNI's internal standards.
4. To visa applicants and in other justified cases, PEUNI may issue a confirmation of the ongoing admissions procedure even before issuing the acceptance decision.

## **Article 7**

### **Fee for actions connected with the assessment of fulfillment of the condition for admission to study**

1. The fee for actions connected with the assessment of the fulfillment of the conditions for admission to study (hereinafter referred to as the "fee for the assessment of foreign education") is determined by PEUNI's internal regulations and is collected according to the following rules:
  - a. The fee for assessment of foreign education is collected only in cases according to § 48 paragraph 4 letter d) and § 48 paragraph 5 letter c) of the Higher Education Act, regardless of whether the assessment result is positive or negative. In cases according to § 48 paragraph 4 letter a), b), c) and § 48 paragraph 5 letter a), b) of the Higher Education Act, the applicant does not pay the fee for the assessment of foreign education.
  - b. If the applicant submits multiple applications, he will pay the fee for the assessment of foreign education only once.
  - c. PEUNI will invite the applicant without undue delay, after the applicant requests an assessment of previous foreign education as part of the admissions procedure, to pay the fee for the assessment of foreign education, in all cases where the fee for the assessment of foreign education should be paid according to the rules referred to in letters a) and b) of this paragraph and will provide him with the necessary instructions for payment.
  - d. In the event that the applicant does not pay the fee for the assessment of foreign education within the period specified in the sent instructions, PEUNI will send him a request for payment.
2. PEUNI records the date of payment of the fee for assessment of foreign education, or notes that the fee for assessment of foreign education is not paid (cases according to § 48 paragraph 4 letter a), b), c) and § 48 paragraph 5 letter a), b) of the Act on Universities).

## **Article 8**

### **Final and Transitional Provisions**

1. This rector's provision complements the rector's provision No. OR\_2024\_002 Recognition of results of previous studies.

#### **Annexes:**

- Annex No. 1 – Documents for the assessment of the fulfillment of the condition of achieving secondary education with the matriculation exam
- Annex No. 2 – Form of documents

- Annex No. 3 – International agreements that regulate the automatic equivalence of documents on the achievement of secondary education
- Annex No. 4 – Confirmation of fulfillment of the educational attainment condition

## **Annex No. 1**

### **Documents for the assessment of the fulfillment of the condition of achieving secondary education with the matriculation exam**

1. The documents for assessing the fulfillment of the condition of achieving secondary education with a matriculation exam according to § 48, paragraph 4 of the Act on Universities are:
  - a. a document on the general recognition of the equivalence or validity of a foreign document on the attainment of secondary education in the Czech Republic, obtained under the "Education Act" or under earlier legal regulations, or
  - b. a certified copy of the European baccalaureate, foreign certificate, or similar document of foreign secondary education, which was obtained by completing studies in a secondary education program at a foreign secondary school operating according to the legal regulations of a foreign country, + an original or a certified copy of the document on the content and scope of the education completed at a foreign school (overview of subjects with an hourly subsidy for individual years of study).
2. In the event that the applicant submits the documents referred to in paragraph 1 letter a) or the documents referred to in paragraph 1 letter b), with this act, the applicant simultaneously applies for assessment of previous foreign high school education and its recognition for the purposes of studying at PEUNI.
3. If necessary, PEUNI will ask the applicant to provide the following documents as well:
  - a. additional information about the content and scope of foreign high school studies,
  - b. additional information that the study program was carried out by an institution authorized to provide education comparable to secondary education according to the Education Act,
  - c. confirmation from the relevant foreign secondary school or other relevant foreign authority that the graduate of the secondary education program of the given foreign secondary school is entitled to apply for admission to study in a bachelor's study program or in a master's study program that does not follow for a bachelor's degree program.

### **Documents for assessing the fulfillment of the condition of proper completion of studies in a bachelor's or master's study program**

1. The documents for assessing the fulfillment of the condition of proper completion of studies in a bachelor's or master's study program according to § 48, paragraph 5 of the Act on Universities are:
  - a. proof of general recognition of foreign higher education in the Czech Republic, obtained in accordance with Sections 89 and 90 or in accordance with earlier legal regulations, or
  - b. an original or certified copy of a diploma, certificate or similar document (for example, a certificate of completion of studies) issued by a foreign university + an original or certified copy of a supplement to the diploma or a transcript of completed exams (so-called Diploma Supplement or Transcript).
2. In the event that the applicant submits the documents referred to in paragraph 1 letter a) or the documents referred to in paragraph 1 letter b), with this act, the applicant simultaneously submits a request for assessment of previous foreign higher education and its recognition for the purposes of studying at PEUNI.
3. If necessary, the part of the applicant will be asked to provide the following documents as well:
  - a. additional information about the content and scope of foreign university studies,
  - b. confirmation from the relevant foreign authority that the given foreign higher education institution is authorized to provide higher education in the said foreign state (certificate of accreditation),
  - c. confirmation on the territory of which country the study program completed by the applicant was carried out, issued by a foreign university, in the case of a document of higher education issued by a Slovak university after March 28, 2015.

### **Additional documents**

If the applicant's situation requires it, they will also provide the following documents:

- a. power of attorney, if the applicant is represented by a proxy in order to document the fulfillment of the admission conditions according to § 48, paragraphs 4 and 5 of the Act on Universities,
- b. in the event of a change of the applicant's name, an officially certified copy of the document proving this (e.g. marriage certificate),
- c. a certified copy of the decision on the granting of international protection, if the person referred to in § 90, paragraph 4 of the Act on Universities requests an assessment and if this person wants to use the option of replacing any of the documents with an affidavit.

## Annex No. 2

### Form of documents

All documents that the applicant submits to the university must be properly verified, in accordance with the relevant international agreements. PEUNI only accepts documents with original verification, e.g. it is not possible to submit an official or notarized copy of an Apostille or Superlegalization (list current as of September 1, 2023): Countries that have concluded a legal assistance agreement with the Czech Republic, original documents are valid in the territory of the contracting states without further verification.

If the applicant submits copies of such documents, they must be officially certified copies made by a Czech or foreign notary, at a Czech embassy abroad or made through the Czech Point service.

- a. **List of states that have concluded legal assistance agreements with the Czech Republic:** Afghanistan, Albania, Algeria, Belgium, Belarus, Bosnia and Herzegovina, Bulgaria, Montenegro, France, Georgia, Yemen, Croatia, Korea (DPRK = North Korea), Cuba, Cyprus, Kyrgyzstan, Hungary, Moldova, Mongolia, Poland, Austria, Romania, Russian Federation, Greece, North Macedonia (formerly Macedonia/FYROM), Slovakia, Slovenia, Serbia, Syria, Spain, Switzerland, Ukraine, Uzbekistan, Vietnam.
- b. **States that are signatories to the multilateral convention on simplifying the verification of foreign public documents**

Convention on the abolition of the requirement for authentication of foreign public documents (The Hague, 5 October 1961, published under No. 45/1999 Coll.m.s.), hereinafter referred to as the "Hague Convention". The list of countries that have started Apostille verification is available at: <https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>

For these states, there is a uniform form of verification of the authenticity of documents, the so-called Apostille, which is issued by the authorized body of the state in which the diploma was issued (the so-called apostille office).

A list of apostolic offices is available on the website of the Hague Conference at: <https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41>.

**Documents from the following countries must be authenticated in the form of an Apostille:** Andorra, Antigua and Barbuda, Argentina, Armenia, Australia, Azerbaijan, Bahamas, Bahrain, Barbados, Belize, Bolivia, Botswana, Brazil, Brunei Darussalam, Cook Islands, China - currently only Hong Kong and Macau (for all of China effective from 07/11/2023, if the Czech Republic does not object to China's accession), Denmark, Democratic Republic of St. Tomas and Princes Islands, Dominica, Dominican Republic, Ecuador, Estonia, Eswatini (formerly Swaziland), Fiji, Philippines, Finland, territories belonging to France (i.e. French Polynesia, French Territories of Affairs and Issas, Guadeloupe, Guyana, Chile, Comoros Islands , Martinique, New Caledonia, Réunion, Saint Pierre and Miquelon, Wallis and Futuna), Grenada, Guatemala, Honduras, India, Indonesia (with effect from 04 June 2022), Ireland, Iceland, Italy, Israel, Jamaica, Japan, South Africa , Canada (effective 11/01/2024), Cape Verde, Kazakhstan, Colombia, Republic of Korea (South Korea), Kosovo, Costa Rica, Lesotho, Liberia, Liechtenstein, Lithuania, Latvia, Luxembourg, Malawi, Malta, Morocco, Marshall Islands , Mauritius, Mexico, Monaco, Namibia, Germany, Nicaragua, Niue, Netherlands and its territories (ie Netherlands Antilles, Aruba), Norway, New Zealand, Oman, , Palau, Panama, Paraguay, Peru, Portugal, El Salvador, Samoa, San Marino, Saudi Arabia (effective 7 December 2022), Senegal (effective 23 March 2023), Seychelles, Singapore, Suriname, Saint Lucia, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Sweden, Tajikistan, Tonga , Trinidad and Tobago, Tunisia, Turkey, Uruguay, USA and their territories (i.e. American Samoa, Guam, Northern Mariana Islands, Puerto Rico, Virgin Islands of the United States), Great Britain and its territories (i.e. Jersey, the Bailiwick of Guernsey, Isle of Man, Anguilla , Bermuda, British Antarctic Territory, British Virgin Islands, British Solomon Islands, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, Saint Helena, South Georgia and South Sandwich Islands, Turks and Caicos Islands), Vanuatu and Venezuela.

For documents from the countries of the European Union, Great Britain and its territories, Norway, the United States of America, Canada, Australia and New Zealand, it is possible to replace the Apostille with an officially certified copy of the documents (similar to option a.), if one of the following conditions is met at the same time:

- i. upon a request sent by the applicant, the foreign secondary school or university will confirm via e-mail to the address info@peuni.cz that the applicant is a graduate of this foreign secondary school or university,
  - ii. the foreign higher education institution sends to PEUNI a transcript or supplement to the applicant's diploma, in a sealed envelope, or if the applicant submits the transcript in a sealed envelope as part of the supporting documents, or
  - iii. the official website of a foreign high school or university allows you to verify that the applicant is a graduate of it (e.g. the option to download the applicant's transcript from the official website of the foreign university after entering a password).
- c. **Other countries** – graduation documents must be superlegalized. As part of superlegalization, the authenticity of signatures and stamp impressions on original documents is verified:
- i. by the Ministry of Foreign Affairs of the state in which the secondary or higher education institution that issued the document is based, or by a competent foreign authority,
  - ii. and further by the locally relevant embassy of the Czech Republic.

The requirements for the submission of duly verified documents will also be met if the applicant submits officially verified copies of documents that are verified by one of the above-mentioned methods that applies to the documents submitted by him (e.g. in the case of a diploma from Kazakhstan, he/she submits an officially verified copy with an original Apostille).

## **Annex No. 3**

### **International agreements that regulate the automatic equivalence of education documents**

#### **Secondary education**

In the case of documents proving the acquisition of the equivalent of the Czech high school diploma in Slovakia, Poland (swiadectwo dojrzalosci), Hungary (érettségi prótvány) and Slovenia, thanks to the equivalence established by the international treaties listed below, the procedure is carried out according to § 48 paragraph 4 letter c) of the Act on Universities. In the case of documents proving the acquisition of the equivalent of the Czech high school diploma in Germany (Zeugnis der Allgemeine Hochschulreife), the fulfillment of the condition of achieving secondary education with the high school graduation exam is assessed according to § 48 paragraph 4 letter d) of the Act on Universities. However, the international agreement with Germany stipulates that the result of such an assessment will always be positive.

#### **Higher education**

##### **Slovakia**

The Czech Republic, as well as the Slovak Republic, recognize higher education and higher education diplomas issued during the period from the split of the Czech and Slovak Federal Republic (i.e. from January 1, 1993) to the present as generally mutually equivalent, automatically (without further proceedings). These are documents according to § 48 paragraph 5 letter b) of the Act on Universities.

Exception: Art. 11 paragraph 3) letter b) of the contract specifies that automatic equivalence does not apply to Slovak higher education documents issued after March 28, 2015 obtained at universities in the Slovak Republic by completing bachelor's, master's, engineering, doctoral or doctoral studies conducted outside the territory of the Slovak Republic. For these documents, it is necessary to proceed according to § 48 paragraph 5 letter C). The faculty has the option of requesting from the applicant a confirmation issued by a Slovak university stating in which country the study program completed by the applicant was carried out.

##### **Poland**

Articles 4 to 6 of the Agreement establish the mutual automatic equivalence of Polish higher education qualifications (i.e. diplomas) certifying the discharge of an accredited study program of a specific level of higher education with their Czech equivalent. These are documents according to § 48 paragraph 5 letter b) of the Act on Universities.

##### **Hungary**

The agreement stipulates that the Czech Republic, as well as the Hungarian Republic, consider diplomas recognized by the state - i.e. documents on the completion of studies in a bachelor's study program (Article 6, paragraph 1), a master's study program (Article 6, paragraph 2) and a doctoral study program (Article 6, paragraph 4) mutually equivalent, automatically (without further proceedings). These are documents according to § 48 paragraph 5 letter b) of the Act on Universities.

##### **Slovenia**

The agreement stipulates that the Czech Republic as well as the Republic of Slovenia recognize diplomas issued after the completion of university studies (Article 2) as equivalent and that these diplomas confirm the acquisition of a university education to the extent required for admission to the education of scientific workers in both countries. The equivalence of diplomas according to the Agreement applies to diplomas issued after completion of master's study programs (refers to documents according to § 48, paragraph 5, letter b)). Automatic equivalence does not apply to diplomas issued after completion of bachelor's study programs (refers to documents according to § 48, paragraph 5, letter c)).

##### **Germany**

Regarding the recognition of German university qualifications (diplomas) certifying the discharge of an accredited study program of a specific level of higher education for the purpose of further study, as well as the relevant parts of the study and individual exams, Article 3 of the Agreement stipulates that this will be done "upon request". They are therefore not equivalent automatically and without further official procedure, therefore they are subject to the procedure according to §48 paragraph 5 letter c), while the result of the assessment will always be positive.

Verification of the accreditation of a foreign institution

Even if the international agreement stipulates the equivalence or a positive result of the assessment of foreign educational documents, it is necessary to verify whether this document was obtained by completing studies in a secondary education program at a foreign secondary school operating according to the legal regulations of a foreign state, or whether the given foreign university is a school in the specified foreign country authorized to provide higher education (whether the university is accredited and the specific study program completed by the applicant).

**List of the international agreements:**

**Slovakia - equivalence**

(exception of foreign branches of higher education institutions after 28 March 2015)

Agreement between the Czech Republic and the Slovak Republic on the mutual recognition of the equivalence of educational documents issued in the Czech Republic and in the Slovak Republic (Prague, 28 November 2013, published under No. 23/2015 Sb.m.s., valid from 28 March 2015).

**Poland - equivalence**

Agreement between the Government of the Czech Republic and the Government of the Republic of Poland on the mutual recognition of parts of studies, the equivalence of documents of education and documents of scientific ranks and degrees issued in the Czech Republic and in the Republic of Poland (Prague, 16/01/2006, published under No. 104/2006 Sb.m.s.).

**Hungary - equivalence**

Agreement between the Government of the Czech Republic and the Government of the Republic of Hungary on the mutual recognition of the equivalence of documents on education and documents on scientific ranks and degrees issued in the Czech Republic and in the Republic of Hungary (Budapest, 6/5/2004, published under No. 92/2005 Coll.m.s.).

**Slovenia - equivalence (except for bachelor's degrees)**

Agreement between the Government of the Czechoslovak Socialist Republic and the Union Executive Council of the Assembly of the Socialist Federal Republic of Yugoslavia on the mutual recognition of the equivalence of documents of education and documents of scientific ranks and degrees, issued in the Czechoslovak Socialist Republic and in the Socialist Federal Republic of Yugoslavia (Belgrade, 12 September 1989, published under No. 89/1991 Sb.m.s.) – valid only for Slovenia; not for the other successor states of Yugoslavia.

**Germany – there is no automatic equivalence, but the result of the assessment will always be positive (document according to § 48, paragraph 4, letter d) or paragraph 5, letter c) of the Higher Education Act)**

Agreement between the government of the Czech Republic and the government of the Federal Republic of Germany on the mutual recognition of the equivalence of educational documents in the field of higher education (Prague, 23 March 2007, published under No. 60/2008 Coll.m.s.).

Prague, XXXXXXXX

**ACKNOWLEDGEMENT**  
**on meeting the condition of achieving secondary education**  
**with the matriculation exam**

Pan-European University, in accordance with § 48, paragraphs 4 and 6 of Act No. 111/1998 Coll., on universities and on the amendment and addition of other laws (hereinafter referred to as the "Act on Universities"), as part of the admission procedure to an accredited bachelor's degree program:

**Programme title**

has hereby assessed the applicant's foreign secondary education certificate:

**Name and surname:**                    **Petr Pavel**  
**Date of birth:**                         **01.01.2000**

Title of the document:	Certificate of secondary school education
Study programme title:	Programme title
Document number:	AB 123456
Date of issue of the document:	30.06.2023
Foreign school:	School title
Location of foreign school:	City/Country
Established and recognized in the country:	Turkey

Pan-European University, has no doubts about the sufficient level, extent or content of the applicant's previous foreign education, documented by a foreign document, and confirms that the applicant in accordance with § 48 paragraph 1, paragraph 4, letter d) and paragraph 6 of the Act on Universities

**has fulfilled**

the condition of attaining secondary education with the matriculation exam for admission to the bachelor's study program at the Pan-European University.

.....  
**prof. Ing. Aleksandr Ključnikov, Ph.D.**

Vice-rector for science, research and foreign affairs  
Member of the Board  
Pan-European University

## **ACKNOWLEDGEMENT**

### **on meeting the condition of obtaining a previous university education**

Pan-European University, in accordance with § 48 paragraphs 5 and 6 of Act No. 111/1998 Coll., on universities and on the amendment and addition of other laws (hereinafter referred to as the "Act on Universities"), as part of the admission procedure to an accredited university study program:

#### **Programme title**

has hereby assessed the applicant's proof of foreign university education:

**Name and surname:**                    **Petr Pavel**  
**Date of birth:**                         **01.01.2000**

Title of the document:	University Diploma
Study programme title:	Programme title
Document number:	AB 123456
Date of issue of the document:	30.06.2023
Foreign school:	School title
Location of foreign school:	City/Country
Established and recognized in the country:	Turkey

Pan-European University, has no doubts about the sufficient level, scope or content of the applicant's previous foreign education, documented by a foreign document, and confirms that the applicant in accordance with § 48 paragraph 1, paragraph 5, letter c) and paragraph 6 of the Act on Universities

#### **has fulfilled**

the condition of obtaining a previous university education for admission to the study program at the Pan-European University.

.....  
**prof. Ing. Aleksandr Ključnikov, Ph.D.**

Vice-rector for science, research and foreign affairs  
Member of the Board  
Pan-European University