

APPENDIX 4: Proof required for the application procedure for enrolment and recognition of education for the purpose of continuing studies in the Republic of Slovenia for candidates with a foreign document¹⁶ [table of contents](#)

Proof	Legalization		
	Without legalization	Apostille stamp	Act on verification of documents in international traffic (Official Gazette of the RS, No 9/17)
<p>1. E-copy/scan or photograph of the educational certificate for which the right of access, application and consideration in the enrolment procedure for continuing education is sought, without legalization. The authenticity of the copy of the training document will be verified with the issuer of the document.</p> <p>If the higher education institution is unable to verify the authenticity of the document, applicants will be asked to send:</p> <p>Original document(s) of education completed abroad, legalized according to the rules and regulations of the country of origin.</p> <p>Legalization requirements depending on the country of origin of the document(s):</p>	<ul style="list-style-type: none"> • Austria • Bulgaria • Bosnia and Herzegovina • Czech Republic • France • Greece • Croatia • Hungary • Romania • North Macedonia • Serbia 	<p>Countries signing the Hague Convention: https://www.hcch.net/en/instruments/conventions/status-table/?cid=41</p> <p>Competent authorities for legalization: https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41</p>	<p>All other countries</p>
<p>2. E-copy/scan or photograph of a certified translation into Slovene or English of the education document(s) referred to in point 1. In case the candidate needs to send a translation of the document, he/she will be asked for it later on the eVŠ portal.</p>			
<p>3. E-copy/scan or photograph of the annual report cards, transcripts, diploma supplement or other evidence on the content and duration of education and the obligations fulfilled during the education (<u>e.g.</u> class certificates for all years of secondary school). In case the candidate needs to send a translation of the evidence(s), they will be asked for it later on the eVŠ web portal.</p>			
<p>4. E-copy or photograph of a short chronological description of the entire education relevant to the enrolment application and recognition of your foreign education (Write it in a few sentences, including the years of your previous education). https://www.uni-lj.si/mma/obrazec_kronoloski_opis/2024011810045065/?m=1674032690</p>			
<p>5. E-copy or photograph of the document, proving that the candidate has passed a Slovenian language exam at the appropriate level or other relevant proof - only in cases where this is an enrolment condition for the study programme. More information about other relevant proof: http://portal.evs.gov.si/razpisi-za-vpis-javni-koncesionirani.</p>			
<p>6. E-copy/scan or photograph of a personal document on the basis of the written consent of the candidate:</p> <ul style="list-style-type: none"> - citizens of the EU Member States: identity card or passport (a page with personal data of the candidate, which should show his name, surname, date and place of birth and citizenship), - foreign nationals from non-EU countries: passport (a page with the applicant's personal details, showing first name, surname, date and place of birth and nationality). 			
<p>7. Additional proof: the education recognition authority may require the applicant to provide additional proof if this is necessary to assess the application. In this case, the candidate will be invited to provide if at a later stage on the eVŠ web portal.</p>			

¹⁶ The required documentation is in compliance with the Rules on forms, documentation and costs in the evaluation and recognition of education.