

# Nostrification and Certification of Diplomas and Transcripts Guidelines

*Please read this carefully as the final admission decision is conditioned by the **nostrification** of your Master diploma in the Czech Republic (or by presenting a valid Czech Master diploma), which is a legal requirement for admission to the Czech PhD program in the Czech Republic.*

**Nostrification** is a process of granting recognition of a degree from a foreign university and is usually done by universities (offering similar programs) or by the Czech Ministry of Education. In order to submit an application for nostrification you need to have notarized **copies of your Bachelor and Master Diplomas and Transcripts, translated to English** (only exception are Czech and Slovak documents). Notary verified Diplomas and Transcripts need to be submitted when you are applying for studies at CERGE-EI (by February deadline).

CERGE-EI offers **assistance with the nostrification process** to all applicants which are either admitted directly to the program, or which are invited to the summer Preparatory semester. These applicants will be contacted shortly after the Admissions Committee results are published (March / April). If your **nostrification is not done prior to Final Admissions Committee meeting in August, you cannot be offered admittance to the Czech PhD program** (and related financial support – you could be offered admittance to US part of MA/PhD program only with limited financial support set on individual basis).

## Necessary Steps

**What you need to do before submitting your application to the PhD program:**

1. Bring your original Bachelor and Master diploma and transcripts to a **notary**
2. request notarized copies of the original documents that are to be used abroad (IMPORTANT: the notarization **MUST** be made by the notary, **NOT** by his/her assistant and **NOT** by your university)
3. Bring the notarized copies to a **certified court translator** and ask him/her to make a certified translation into English. He/she should inseparably attach the translations to the notarized copies of your diplomas and transcripts.
4. Both of these documents (Bachelor and Master Diplomas and Transcripts ) must be then **specialy verified** depending on the country where they were issued (there are several types of verifications according to the different agreements of the Czech Republic with different countries):

**A (APOSTILLE)** – according to the Hague Conference, these diplomas and transcripts must be verified by an Apostille. Apostille is an official document/stamp issued in the country where you studied, which certifies that the diploma is authentic.

What you need to do:

- Take your notarized and translated copies of your diplomas and transcripts to the Apostille Office in the country where your diplomas were issued (contacts can be found here: [www.hcch.net/index\\_en.php?act=conventions.authorities&cid=41](http://www.hcch.net/index_en.php?act=conventions.authorities&cid=41)).
- Send the notarized, translated and apostilled diplomas and transcripts to CERGE-EI

**B (NO VERIFICATION REQUIRED)** – only notarized copies of your translated Transcripts and Diplomas are required in order to get the nostrification

**L (SUPERLEGALIZATION)** – diplomas and transcripts must be verified by the Ministry of Foreign Affairs of the state in which the diplomas were issued and a representative body of the Czech Republic there (Czech Embassy or Consulate).

What you need to do:

- Take your notarized and translated copies to the Ministry of Foreign Affairs of the state in which the diplomas were issued and ask for superlegalization stamp.
- Submit them to the representative body of the Czech Republic in the country where the diplomas were issued and ask for verification. (Contacts to be found at [www.mzv.cz/jnp/en/diplomatic\\_missions/czech\\_missions\\_abroad/index.html](http://www.mzv.cz/jnp/en/diplomatic_missions/czech_missions_abroad/index.html))
- Send the notarized, translated and superlegalized diplomas and transcripts to CERGE-EI.

List of countries with the SPECIFICATION OF THE TYPE OF VERIFICATION needed is below:

**NOTE:** nostrification has **nothing to do with your nationality, but with the country where you studied**. For example, if you are from Serbia but you studied in Turkey, you need the verification valid for Turkey and you must contact offices in Turkey.

Country in which the diploma was issued	Verification
Afghanistan	B
Albania	B
Algeria	B
American Samoa	A
American Virgin Islands	A
Andorra	A
Angola (Portugal)	A
Argentina	A
Armenia	A
Aruba (The Netherlands)	A
Australia	A
Austria	B
Azerbaijan	A
Bahamas	A
Bahrain	L
Bangladesh	L
Barbados	A
Belgium	B
Belize	A
Belarus	B
Benin	L
Bermudas (United Kingdom)	A
Bhutan	L
Bolivia	L
Bosnia and Herzegovina	B
Botswana	A
Brunei Darussalam	A
Bulgaria	B
Burkina Faso	L
Burundi	L
Ceuta	L

Cayman Islands (United Kingdom)	A
Cambodia	L
Cameroon	L
Canada	L
Cape Verde Islands	L
Cook Islands	A
Central African Republic	L
Chad	L
Chile	L
China (Hongkong and Macao only)	A
Christmas Islands	L
Colombia	A
Comor Islands	A
Congo	L
Costarica	L
Crete	L
Cuba	B
Croatia	B
Cyprus	B
Denmark	L
Dominican Republic	A
Djibouti	L
Egypt	L
Ecuador	A
Equatorial Guinea	L
Eritrea	L
Estonia	A
Ethiopia	L
Faroe Islands	L
Falkland Islands (United Kingdom)	A
Fiji	A
Philippines	L
Finland	A
France	B
Gabon	L
Gambia	L
Germany	A
Ghana	L
Gibraltar (United Kingdom)	A
Grenada	A
Greenland	L
Georgia	A
Greece	B
Guatemala	L
Guinea	L
Guinea-Bissau	L
Guadelupe (France)	A
Guyana (France)	A
Haiti	L
Honduras	A

Hungary	B
India	A
Indonesia	L
Iraq	L
Iran	L
Ireland	A
Iceland	A
Italy	A
Isle of Man (United Kingdom)	A
Israel	A
Ivory Coast	L
Jamaica	L
Japan	A
Jordan	L
Kazakhstan	A
Kenya	L
Kiribati	L
Korea (South)	L
Korea North	B
Kuwait	L
Kyrgyzstan	B
Laos	L
Latvia	A
Lesotho	A
Lebanon	L
Liberia	A
Libya	L
Liechtenstein	A
Lithuania	A
Luxembourg	A
Macau	L
Madagascar	L
Macedonia	B
Malaysia	L
Malawi	A
Maldives	L
Mali	L
Malta	A
Martinique	A
Mauritius	A
Mauritania	L
Mayotte	L
Melilla	L
Mexico	A
Micronesia	L
Moldova	B
Monaco	A
Mongolia	B
Montserrat (United Kingdom)	A
Monte Negro	B

Morocco	L
Mozambique (Portugal)	A
Myanmar	L
Namibia	A
Nauru	L
Nepal	L
Netherlands Antilles	A
Netherlands	A
New Caledonia (France)	A
New Zealand	A
Niger	L
Nigeria	L
Nicaragua	L
Niue	A
Norfolk	L
Norway	A
Oman	L
Pakistan	L
Palau	L
Panama	A
Papua New Guinea	L
Paraguay	L
Peru	L
Pitcaim	L
Poland	B
Portugal	B
Puerto Rico (USA)	A
Qatar	L
Réunion (France)	A
Romania	B
Russian Federation	B
Rwanda	L
Salvador	A
Samoa	A
San Marino	A
Saudi Arabia	L
Senegal	L
Seychelles	A
Sierra Leone	L
Singapore	L
Slovakia	B
Slovenia	B
Somalia	L
Serbia	B
Sri Lanka	L
South Africa	A
Sudan	L
Suriname	A
Saint Helena (United Kingdom)	A
Saint Lucia	A

St. Kitts and Nevis	A
Saint Pierre and Miguelon (France)	A
Saint Thomas	L
Saint Vincenc and Grenadines	A
Swaziland	A
Syria	B
Solomon Islands	L
Spain	B
Sweden	A
Switzerland	B
Tajikistan	L
Tanzania	L
Thailand	L
Taiwan	L
Togo	L
Tokelau	L
Tonga	A
Trinidad and Tobago	A
Tunisia	A
Turkey	A
Turkmenistan	L
United Arab Emirates	L
United Kingdom	A
Uganda	L
Ukraine	B
USA	A
Uruguay	L
Uzbekistan	B
Vanutu	L
Vatican	L
Venezuela	A
Vietnam	B
Virgin Islands (United Kingdom)	A
Yemen	B
Zambie - Zambia	L
Zimbabwe	L