



## National Certification and Training Center

<https://nancbud.com.ua/>

[nancbud@ukr.net](mailto:nancbud@ukr.net)

### **Recognition procedure in the Ministry of Education and Science**

For the Ministry to make a decision on recognizing foreign education documents, the documents are reviewed by the authorized State-Owned Company "Information and Image Centre" of the Ministry of Education and Science of Ukraine, which carries out the functions of the ENIC Ukraine, National Information Center of Academic Mobility, under the Cabinet of Ministers Decree No. 924 of Aug. 31, 2011.

#### **1. Where to apply**

There are two options:

##### 1.1. In person:

Viacheslava Chornovola St., Kyiv  
(SC "Information and Image Centre")

##### 1.2. Online:

via the website <https://naric.in.ua/poryadok-podachi.html>

#### **2. Package of necessary documents**

(as required by the ENIC Ukraine)

1. Personal Data Processing Application-Consent (Appendix 1).
2. Personal Data Processing Consent (Appendix 2).
3. Copy + translation of the legalized foreign educational document.
4. Copy + translation of the legalized supplement to the foreign educational document.
5. Copy + translation of the passport or other personal identity document
6. Name change certificate (if applicable).

More details: <https://naric.in.ua/perelik-dokumentiv.html>

#### **3. Result of the procedure**

After checking and reviewing, the Ministry:

- either issues the decision on recognizing the foreign education document in Ukraine;
- or informs that additional review is needed.

#### **4. Services to enhance the procedure's performance and comfort**

LLC NCTC can handle the education document recognition procedure on your behalf.



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You need to:

1) send the scanned copies of documents to NCTC's email address — [nancbud@ukr.net](mailto:nancbud@ukr.net);

2) send documents (in accordance with paragraph 2) by post to the address:  
2/1 Vitaliia Shymanovskoho St, Office 639, Kyiv so that the further education document recognition procedure in Ukraine is held.

**Additional services offered by NCTC:**

- translation of documents into Ukrainian language;
- notarization (legalization) of copies.