

Order N 98/N of the Minister of Education and Science of Georgia

1 October 2010

City of Tbilisi

On Approval of the Rule and Fees for Verification of Authenticity of Educational Documents Issued in Georgia and Recognition of Education Received Abroad

Based on Article 3, paragraph 3, sub-paragraph "d" of the Law of Georgia "on Education Quality Enhancement", Article 26(1)(s) of the Law of Georgia "On General Education", Article 15(f) of the Law of Georgia "On Vocational Education, Article 7(1)(o²) and Article 89(22) of the Law of Georgia "On Higher Education", Article 3(2)(l) of the provision approved by the Resolution N37 of 21 May 2004 of the Government of Georgia on Approval of the Regulation of the Ministry of Education and Science of Georgia,

I Hereby order:

1. To approve the procedure for confirming the authenticity of educational documents issued in Georgia and recognizing the education received abroad in accordance with Annex No. 1.
2. To approve the fees for authentication of educational documents issued in Georgia, recognition of education received abroad and for State recognition of higher education received by persons enrolled in a licensed higher education institution in accordance with Annex No. 2.
3. The Order shall enter into force upon promulgation.

D. Shashkin

Annex №1

Order of the Minister of Education and Science of Georgia dated November 3, 2016 No. 147/N - website, 03.11.2016.

The Rule for Verification of Authenticity of Educational Documents Issued in Georgia and Recognition of Education Received Abroad

Article 1. Scope of regulation

The Rule for Verification of Authenticity of Educational Documents Issued in Georgia and Recognition of Education Received Abroad (hereinafter - the rule) regulates the conditions and procedure of the verification of the authenticity of educational documents issued in Georgia (except for legalization and apostille certification), recognition of education received abroad, state recognition of higher education received by persons enrolled in a licensed higher education institution, and persons with international protection defined by the Law of Georgia "On International Protection" (hereinafter - a person with international protection) and recognition of education (hereinafter - recognition of education) of displaced persons from the occupied territories of Georgia, also of the persons, who acquired their education at now liquidated institutions or the institutions, which have seized their educational activities, and who are unable to prove their education or qualification.

Order No. 97/N of the Minister of Education, Science, Culture and Sports of Georgia dated May 27, 2019 - website, May 28, 2019.

Article 2. Authorized body

1. The validation of Georgian educational documents and recognition of education shall be undertaken by the Legal Entity of Public Law – National Center for Educational Quality Enhancement (hereinafter the Center) commensurate with the International Agreements of Georgia, legal and subordinate normative acts of Georgia and this Rule.

2. The Center shall exercise its authority under Paragraph 1 of this Article in cooperation with the Ministry of Education and Science of Georgia (hereinafter the “Ministry”), territorial bodies of the Ministry – educational resource centers (hereinafter the “educational resource centers”), educational institutions operating on the territory of Georgia and other authorized persons, and in the case of recognition of foreign education – also with the representatives of the international information network.

3. In order to confirm the authenticity of the educational documents issued in Georgia or to recognize the education, the owner of the educational document, duly authorized by this person or other interested person, submits to the Center an application filled in according to the form approved by the individual administrative-legal act of the Director of the Center. The application and attached documents can be submitted to the Center through the post office or through the website www.my.gov.ge administered by the LEPL - "Data Exchange Agency" under the jurisdiction of the Ministry of Justice of Georgia. The attached documents shall be submitted to the Center in Georgian (in the case of a foreign language document – a notarized translation into Georgian).

4. The application submitted by the interested person must meet the requirements established by the General Administrative Code of Georgia. Among them, in the case of an applicant is a natural person, it is necessary to attach a copy of the identity document to the application.

5. The prerequisite for consideration of the application submitted to the Center is the payment of the appropriate fee or an indication of exemption from the fee on the basis provided by Annex No. 2. This obligation does not apply to the legal entities submitting the application, who purchase relevant services in accordance with the law of Georgia "On State Procurement".

6. Responsibility for the correctness of the presented information rests with the applicant and the relevant body/institution issuing this information. If the presented documentation shows signs of forgery, the Center will hand over this document to the investigative bodies.

7. The application is reviewed within the time limits established by the General Administrative Code of Georgia, except for the implementation of accelerated service provided for in Annex No. 2 of this Order.

8. The Director of the Center is authorized to determine the forms of verification of the authenticity of educational documents issued in Georgia and the necessary information for the recognition of education by means of an individual administrative-legal act.

9. The Director of the Center, in order to exercise the powers stipulated in this annex, is authorized to create a commission by an individual administrative-legal act, which will submit a recommendation regarding the confirmation of the authenticity of educational documents issued in Georgia and the recognition of education, except for the case provided for in Article 6, paragraph 9 of this Rule.

10. The Center shall develop general recommendations for educational institutions and other interested persons regarding the issues of authentication of educational documents issued in Georgia and recognition of education.

Order No. 62/N of the Minister of Education, Science, Culture and Sports of Georgia dated March 26, 2019 - website, 27.03.2019.

Order No. 97/N of the Minister of Education, Science, Culture and Sports of Georgia dated May 27, 2019 - website, May 28, 2019.

Article 3. Verification of authenticity of educational documents issued in Georgia

1. The object of verification of authenticity of educational documents issued in Georgia is the State document confirming education/qualification, as well as the document confirming the full or partial completion of the educational programme, and/or the document confirming the evaluations received during the full or partial completion of the educational programme.

2. In order to confirm the authenticity of educational documents issued in Georgia, the application submitted to the Center must be accompanied by a notarized copy of the document provided for in the first paragraph of this article.

3. In order to confirm the validity of the State document confirming the higher/vocational education issued in Georgia or the document confirming the completion of the educational programme/received evaluations, the fact of the completion of the educational programme by a person in full or partially, and the issuance of an appropriate document regarding the awarding of qualifications to the person/received evaluations is confirmed by the relevant document provided for in the first paragraph of this article issued in the person's name, and when determining compliance with the requirements of Georgian legislation, the Center checks the authority of issuing the educational document, State recognition of the period of study and the educational document, and when reflecting the qualifications in this document, its compliance with the qualifications available in Georgia. During the confirmation of the authenticity of the document confirming the qualification, the Center determines the qualification granted to the person/the issue of equating the education received by the person with the specific qualification.

3¹. The fact of issuing a State document - a certificate of complete general education issued in Georgia is confirmed by the document provided for in the first paragraph of this article, issued in the name of the person. When confirming the authenticity of the State document - a certificate confirming general education, the Center checks the data in the electronic data base of persons entitled to receive the document confirming general education, formed by LEPL Education Management Information System. When confirming the authenticity of the State document - a certificate, issued on a basis different from the one mentioned above, the Center examines the status of the institution implementing general educational activities and information about the period of study of the owner of the educational document (the fact of completion of the educational programme recognized by the State), only as of the last year of study.

4. When confirming the authenticity of the State document confirming higher education - diploma received by persons enrolled in higher education institutions since 2005, the Center additionally verifies the fact of a person's enrollment in a higher education institution according to the rule established by law and other information verifiable by the data of the Higher Education Management Information System (hereinafter - the System).

5. The reason for refusing to confirm the authenticity cannot be the circumstance in which the Center is deprived of the opportunity to determine the issue of equating the higher/vocational education obtained by a person as a result of completing the educational programme with the relevant level of education.

6. In order to confirm the authenticity of educational documents issued in Georgia, the Center uses the data of the system, and the Center is authorized to request the educational institution authorized to enter the relevant data to enter the necessary information into the system.

7. After completion of the relevant administrative proceedings provided for in this Article, the Center:

- a) Confirms the authenticity of the educational document issued in Georgia;
- b) Refuses to confirm the authenticity of the educational document issued in Georgia.

8. In the event of non-compliance with the requirements of Georgian legislation during the inspection provided for in this article, the Center refuses to confirm the authenticity of the educational document issued in Georgia, and in the event that there is an inaccuracy in the wording of the qualification granted by the educational document, which does not lead to a discrepancy between the education and the qualification granted, the Center confirms the authenticity of the educational document issued in Georgia and refers to the mentioned in the decision.

9. The decision on the confirmation of the authenticity of the educational documents issued in Georgia is valid only together with the copy of the educational document attached to it.

Order No. 64/N of the Minister of Education and Science of Georgia dated May 8, 2018 - website, 10.05.2018

Order No. 97/N of the Minister of Education, Science, Culture and Sports of Georgia dated May 27, 2019 - website, May 28, 2019

Order No. 213/N of the Minister of Education, Science, Culture and Sports of Georgia dated October 21, 2019 - website, 22.10.2019

Order No. 129/N of the Minister of Education and Science of Georgia dated December 13, 2022 - website, 14.12.2022

Article 4. State recognition of higher education received by persons enrolled in a licensed higher education institution

1. The State recognition of higher education acquired by persons enrolled in licensed higher education institutions (hereinafter - recognition of higher education) is intended to establish the conformity of learning outcomes achieved by persons enrolled in licensed higher education institutions, with learning outcomes provided for by components of appropriate educational programmes recognized by the State.

2. In order to recognize higher education, the following documents must be attached to the application submitted to the Center:

a) A report of the authorized higher education institution in Georgia, which determines the compliance of the learning outcomes achieved by a person enrolled in the licensed higher education institution within the framework of the programme not recognized by the State with the learning outcomes provided by the components of the corresponding higher education programme implemented by the authorized higher education institution (taking into account the number of places for persons admitted to higher education programmes);

b) A relevant document/certificate from a licensed higher education institution or a notarized copy thereof regarding the enrollment, expulsion, or completion of studies of a person in this institution and the list of subjects completed during the study period, indicating their credits and/or evaluations, on the basis of which the compliance of the learning outcomes achieved by a person enrolled in the licensed higher education institution within the framework of the programme not recognized by the State with the learning outcomes provided by the components of the higher education programme offered by the higher education institution was carried out.

3. After completion of the relevant administrative proceedings provided for in this Article, the Center:

a) Recognizes the higher education received by a person enrolled in a licensed higher education institution;

b) Refuses to recognize the higher education received by a person enrolled in a licensed higher education institution.

4. A prerequisite for the recognition of higher education is the enrollment of a person in a higher education institution in accordance with the procedure established by the legislation of Georgia.

5. After receiving the interested person's application for processing, the Center is entitled to request additional information regarding the issue of recognition of the interested person's education from the relevant educational institution, for the purposes of whose educational programme the applicant wishes to have higher education recognized.

6. Based on the application of the interested person, the relevant authorized higher educational institution, for the purposes of whose educational programme the interested person wishes to have higher education recognized, provides an examination in the components of the educational programme, the purpose of which is to determine whether the person possesses the competence provided for by a specific component of the relevant educational programme.

6¹. The Center is authorized to monitor the progress of the examination provided for in paragraph 6 of this article.

7. The procedure for conducting the examination of the applicant for recognition of education and the subject of the examination is approved by the legal act of the authorized person/organization of the receiving educational institution.

8. The interested party should be informed about the examination at least 2 weeks before its conduct, unless the party requests to conduct the examination in a shorter period. The Center should also be informed in advance about conducting the exam.

9. The decision on the recognition of education determines which part of education has been recognized.

Order No. 16/n of the Minister of Education and Science of Georgia dated May 20, 2021 - website, 21.05.2021

Article 5. Other cases of recognition of education received in Georgia

1. The Center recognizes the education of persons educated in liquidated or discontinued educational institutions, who are unable to prove their education or qualification, which means establishing the fact of receiving education by these persons.

2. The Center recognizes the education received by internally displaced persons from the occupied territories of Georgia, which means establishing the fact of receiving education by these persons.

3. In the case provided for in the paragraph 1 of this article, for the purposes of determining the fact of receiving education, the person's full completion of the programme and the awarding of the qualification to him/her is confirmed by the minutes/order on awarding the qualification and/or the registration journal of the issuance of the diploma or another type of document issued by the educational institution, which confirms the fact of awarding the qualification to the person; And partial completion of the programme by a person - with documentation confirming the completion of the relevant part of the educational programme.

4. In the case provided for in paragraph 2 of this article, for the purpose of establishing the fact of receiving education, the applicants shall attach to the application all the documents confirming the received education in their possession and/or indicate the information related to these documents.

5. After completion of the relevant administrative proceedings provided for in this Article, the Center:

- a) Recognizes the education received by a person;
- b) Refuses to recognize the education received by a person.

6. The decision on the recognition of education determines which part of education has been recognized.

Order No. 97/N of the Minister of Education, Science, Culture and Sports of Georgia dated May 27, 2019 - website, May 28, 2019.

Article 5¹. Recognition of education received by people holding international protection status

1. The Center recognizes the education received abroad by persons with the status of international protection, which means determining the fact of receiving education by these persons and determining the compatibility of the qualifications received abroad with the qualifications existing in Georgia.

2. The regulations established by this article are applicable only if the person with the status of international protection cannot present to the Center a document confirming his/her education abroad.

3. In the case provided for in the paragraph 1 of this article, for the purposes of establishing the fact of receiving education, all documents confirming the education received by the applicant must be attached to the application and/or the applicant must indicate the information related to these documents.

4. After receiving the application, the Center begins to search for information to determine the fact of receiving education abroad by a person with international protection status, for which it is authorized to conduct an oral hearing with the involvement of a person with international protection status and/or apply to the competent/relevant bodies of a foreign country that recognize the education received by a person with international protection status.

5. The Center, with the involvement of the educational institution indicated by the applicant, ensures the conduct of an examination, the purpose of which is to determine whether the person with the status of international protection possesses the relevant knowledge, skills and competencies of the qualifications indicated in the application. The exam is conducted in Georgian or any foreign language, according to the agreement of the educational institution and the applicant.

6. The procedure for conducting the examination and the subject of the examination provided for in paragraph 5 of this article, based on the agreement with the educational institution, is determined by the individual administrative-legal act of the Director of the Center, which the applicant must familiarize with 10 (ten) working days before the examination.

7. Taking into account the results of the examination, the Center makes one of the following decisions:

- a) On the recognition of the education received by a person with the status of international protection;
- b) On partial recognition of education received by a person with international protection status;
- c) On refusal to recognize the education received by a person with the status of international protection.

8. The compliance of the education received by the person with the status of international protection with the National Qualifications Framework is indicated in the decision provided for in subparagraph "a" of paragraph 7 of this article.

9. In the decision provided for in subparagraph "b" of paragraph 7 of this article, it is indicated which part of education is recognized.

10. As a result of the conducted administrative proceedings, together with one of the decisions provided for in paragraph 7 of this article, the Center establishes an information card, which indicates:

- a) The date of drawing up the card;
- b) Personal identification data of a person with international protection status (name, surname, etc.);
- c) Data on qualifications to be assessed;
- d) Additional information provided by the applicant (about foreign language skills, work experience, etc.);
- e) Information about the evaluation procedure of the exam provided for in paragraph 5 of this article, the evaluating educational institution, and the results of the evaluation.

11. The information card specified in paragraph 10 of this article is drawn up in Georgian and English and is given to the applicant together with the document of recognition/partial recognition/rejection of recognition of education.

Order No. 97/N of the Minister of Education, Science, Culture and Sports of Georgia dated May 27, 2019 - website, May 28, 2019.

Article 6. Recognition of the education obtained abroad

1. Recognition of education received abroad includes recognition of complete general education received abroad or general education received during the period of study, vocational education, academic qualification or education received within the framework of a higher education programme during the period of study. Recognition of education received abroad does not imply recognition of education received remotely in a foreign higher education institution by persons on the territory of Georgia, in which case the educational process is not fully or partially carried out on the territory of a foreign country within the contact hours of the professor and the student.

2. In order to recognize the education received abroad, an educational document or its copy may be submitted to the Center; And in the case of recognition of the education received in a foreign general education institution, the applicant is entitled, instead of the educational document, to attach to the application other document(s) in his/her possession and/or indicate the information related to these documents.

2¹. Based on the general recommendations developed by the Center, the report of the receiving general education institution on the relevance of the general education received during the study abroad must be attached to the application submitted to the Center regarding the recognition of the general education received during the period of study abroad.

2². The application submitted to the Center regarding the recognition of vocational or higher education received during the period of study abroad must be accompanied by the report of the receiving educational institution on the conformity of the vocational or higher education received by the person during the period of study abroad with the educational programme offered by it.

3. In order to recognize the education received abroad, the Center shall establish:

a) Whether the educational document is issued in the name of the person indicated in this document, and whether the educational institution issuing the document is recognized by the legislation of the country where this institution carries out educational activities (confirmation of authenticity);

b) The compliance of qualification received abroad with qualifications existing in Georgia (establishing compliance).

4. In order to recognize the education received abroad, the Center is connected with the authorized body of the relevant country and/or the educational document issuing institution. In order to resolve the issue, the Center is authorized to request additional documentation, including for the purposes of recognition of education received abroad, confirming the person's life abroad.

5. When determining the compliance, the Center determines the compliance of the qualifications received abroad, the learning outcomes achieved during the study period, with the existing qualifications in Georgia.

6. After completion of the relevant administrative proceedings provided for in this Article, the Center:

a) Recognizes the education received abroad;

b) Refuses to recognize the education received abroad.

7. In case of the written consent of the applicant, the Center is authorized to issue a conditional decision, which indicates compliance of the qualification obtained abroad with the qualifications existing in Georgia. This decision is the basis for obtaining the right to continue education in accordance with the rules established by law. This decision is void from the moment of publication, unless the verification of the educational document issued by the foreign institution is confirmed.

8. The decision on the recognition of education received abroad is valid only with a copy of the educational document attached to it, and in the case of recognition of the education received in a foreign general education institution, instead of a copy of the educational document, the decision on recognition may be accompanied by the documentation sent by the authorized body of the relevant country and/or the institution issuing the educational document. The decision on the recognition of education determines which part of education has been recognized.

9. In order to recognize the education received by a person in the State provided for by the first article of the Law of Georgia "On Occupied Territories", based on the suspicious circumstances revealed as a result of the administrative proceedings conducted by this rule, and also on the basis of the applicant's request, which may indicate that the same State has intentionally obstructed the person, the issue of recognition of the education received by a person shall be considered by the commission established by the individual administrative-legal act of the Minister of Education and Science of Georgia.

10. The commission provided for in paragraph 9 of this article shall submit a recommendation to the Director of the Center on the recognition/refusal of recognition of the education received by a person abroad/conditional recognition for the period of validity of the Law of Georgia "On Occupied Territories".

Order No. 64/N of the Minister of Education and Science of Georgia dated May 8, 2018 - website, 10.05.2018.

Order No. 62/N of the Minister of Education, Science, Culture and Sports of Georgia dated March 26, 2019 - website, 27.03.2019.

Order No. 02/N of the Minister of Education, Science, Culture and Sports of Georgia dated January 9, 2020 - website, 01.09.2020

Order No. 16/n of the Minister of Education and Science of Georgia dated May 20, 2021 - website, 21.05.2021

Article 7. Peculiarities of recognition of education received during study abroad

1. Based on the confirmation of the submission of the application for the recognition of general education received during the period of study abroad, before the final decision is made by the Center, the interested person is entitled to apply to the general education institution that provides the opportunity to attend the lessons of the relevant class. In order to participate in the educational process. Copies of the documents submitted to the Center (if any) are attached to the application submitted to the general education institution.

2. In order to recognize the education of those persons who are unable to confirm the general education received during their studies abroad, the Center conducts the relevant administrative proceedings provided for by the General Administrative Code of Georgia and reports the results to the general education institution in which the person continued his/her studies. If, as a result of this proceeding, the fact that the person received general education during his/her studies abroad could not be confirmed, the person has the right to master the subjects in the form of an externship in the manner established by the legislation of Georgia.

3. In order to draw up the report provided for in paragraph 2¹ of Article 6 of this rule, the general education institution determines the compliance of the subjects specified in the documentation submitted by the interested person with the mandatory subjects provided by the national curriculum. The report indicates the subjects taken by the person during his/her studies abroad, which correspond to the mandatory subjects provided by the national curriculum and the grades obtained as a result of transferring the grades obtained in these subjects to the grades provided for by the national curriculum.

4. On the basis of the report provided for in paragraph 2¹ of Article 6 of this rule, the Center makes a decision on the recognition of general education received during the period of study abroad. If the validity of the educational document issued by the institution of a foreign country is not confirmed by the authorized body of the relevant country and/or the institution issuing the educational document within the period determined for the administrative proceedings initiated on the basis of the application submitted to the Center for the recognition of the general education received during the period of study abroad, a conditional decision shall be issued. This decision is void from the moment of publication, unless the verification of the educational document issued by the foreign institution is confirmed.

5. A person is enrolled in a general education institution according to the class specified in the document of recognition/refusal of education. If it is not clear from the document of recognition/refusal of recognition of education, in which class the person received his/her education, he/she is enrolled in a class corresponding to his/her age or, in case of his/her consent, in a lower class.

6. A person has the right to master the mandatory subjects stipulated by the national curriculum, with which compliance has not been established, in the form of an individual curriculum or externship, in the manner established by the legislation of Georgia.

7. In the event that the person was not able to master the subjects provided for in paragraph 6 of this article before the end of the school year, the general education institution is not authorized to transfer the student to the next class.

8. After receiving the application for recognition of vocational or higher education received during the period of study abroad, the Center determines the compatibility of the learning outcomes achieved during the study period with the learning outcomes of the corresponding level of the National Qualifications Framework.

9. The Center recognizes the learning outcomes obtained by a person in a recognized higher education institution of a foreign country, in the study component of the third-level educational programme, and the decision on the recognition of the research component performed within the doctoral educational programme during the period of study abroad (before the completion of the scientific thesis) is made by the higher education institution where the person wishes to continue their studies.

10. Based on the appeal of the interested person, in order to draw up the report provided for in paragraph 2² of article 6, of this rule, the educational institution determines the compatibility of the learning outcomes achieved by the person during his/her studies abroad with the educational programmes offered by it and develops a report on the recognition of the relevant credits.

11. Credits received within the programme of the institution, in which enrollment and training were carried out in accordance with the law, are subject to recognition.

12. As a result of the qualitative examination, it is possible to establish the correspondence of the academic courses completed by a person during his/her studies abroad and provided by the educational programme of the receiving institution, regardless of the difference in their names.

13. It is permissible to recognize the course that is not included in the educational programme of the receiving institution.

14. The institution is authorized to calculate the student's credit load in accordance with the law, in the case of an educational programme that is not completed in accordance with the European credit transfer system.

15. (Deleted 22.08.2017, No. 143/N).

16. The recognition is formed by a substantiated report of the authorized body of the institution, which indicates the compliance of the educational programme completed by the person during his/her studies abroad with the programme of the receiving institution, as well as the number of recognized credits.

17. Taking into account the report determined by paragraph 2² of Article 6 of this rule, the Center makes a decision on the recognition of the vocational/higher education received during the period of study abroad. The Center recognizes the number of credits provided for the compatible course of study of the receiving educational institution. If the validity of the educational document issued by the institution of a foreign country is not confirmed by the authorized body of the relevant country and/or the institution issuing the educational document within the period determined for the administrative proceedings initiated on the basis of the application submitted to the Center for the recognition of the vocational/higher education received during the period of study abroad, a conditional decision shall be issued. This decision is void from the moment of publication, unless the verification of the educational document issued by the foreign institution is confirmed.

18. If an agreement is signed between an educational institution and an institution of another country on the implementation of an exchange programme and/or mutual recognition of credits, the

educational institution is entitled to receive prior approval from the Center, which is subsequently the basis for automatic recognition of vocational or higher education received during the period of study abroad within the framework of this exchange programme. In such a case, the vocational or higher education received during the period of study abroad within the framework of this exchange programme is considered to be recognized regardless of the implementation of the procedures provided for in this article.

19. The preliminary consent specified in paragraph 18 of this article is issued by the Center for a period of 2 (two) years.

20. In order to obtain the preliminary consent specified in paragraph 18 of this article, the educational institution must submit to the Center the agreement signed between the educational institution and the educational institution of another country on the implementation of the exchange programme and/or the mutual recognition of credits. The procedure for the recognition of education given in the submitted agreement must be in accordance with the legislation regulating the recognition of education received abroad.

Order No. 143/n of the Minister of Education and Science of Georgia dated August 22, 2017 - website, August 23, 2017.

Order No. 64/N of the Minister of Education and Science of Georgia dated May 8, 2018 - website, 10.05.2018.

Article 8. Transitional provision

1. The general education institution of Georgia shall be allowed to enroll a person who, as a result of the hostilities that began in Ukraine on February 24, 2022, is unable to continue receiving general education in a general education institution of Ukraine and expresses his/her desire to continue the studies in a general education institution of Georgia, to enroll in the corresponding class of the class in which the said person studied at the general education institution of Ukraine as of February 24, 2022. The regulations established for the recognition of general education received during the period of study abroad, provided for in this rule, do not apply to the person provided for in this paragraph.

2. In order to enroll a person in a general education institution of Georgia provided for in the paragraph 1 of this article, it is sufficient to present any document that proves the fact of the person studying in a general education institution of Ukraine. If the submitted documentation is found to be falsified, the decision of the general education institution of Georgia to enroll a person in the general educational institution is invalid from the date of its entry into force.

Order №39/ N of 17/03/2022, of the Minister of Education and Science of Georgia - Web site, 17.03.2022.

Annex №2

Fees for authentication of educational documents issued in Georgia, recognition of education received abroad and State recognition of higher education received by persons enrolled in a licensed higher education institution

Article 1. Amount of fees

1. Amount of fees are the following:

a) For confirmation of the authenticity of educational documents issued in Georgia - 40 GEL, for accelerated proceedings within 15 business days - 80 GEL, for accelerated proceedings within 5 business days - 120 GEL, for accelerated proceedings within one business day - 250 GEL. The service is provided within one business day in connection with individual educational documents, the list of which is determined by the individual administrative-legal act of the Director of the Center;

b) For recognition of education received abroad (full general education received abroad or general education received during the period of study, vocational education, academic qualification or education received within the framework of a higher education programme during the period of study) - 40 GEL, for accelerated proceedings within 15 business days - 80 GEL, for accelerated proceedings within 5 business days - 120 GEL, for accelerated proceedings within one business day - 250 GEL;

c) For State recognition of higher education received by persons enrolled in a licensed higher education institution - 40 GEL, for accelerated proceedings within 15 business days - 80 GEL, for accelerated proceedings within 5 business days - 120 GEL, for accelerated proceedings within one business day - 250 GEL;

d) For obtaining preliminary consent in the case of an agreement on the implementation of an exchange programme and/or mutual recognition of credits between an educational institution and an institution of another country - 25 GEL;

e) For the recognition of the education of persons educated in liquidated or discontinued educational institutions - 40 GEL;

f) For recognition of education received abroad by a person with the status of international protection defined by the Law of Georgia "on International Protection" - 70 GEL. In addition, the educational institution, which carries out the assessment of the exam provided for in paragraph 5 of Article 5¹ of the rule approved by the first paragraph of this order, is authorized to additionally determine the fee, taking into account the characteristics of the qualification/learning outcomes to be evaluated.

2. 5 GEL is added to the fees for the services provided for in the paragraph 1 of this article in case of using the postal service.

3. In the event that the authorized body of a foreign country requests the payment of an appropriate fee for the recognition or provision of information, a document confirming the payment of this fee must be submitted to the Center.

4. In order to prepare a bilingual (Georgian-English) decision confirming the authenticity of educational documents issued in Georgia, 25 GEL shall be added to the fee to be paid for the service within the period stipulated by the paragraph 1 of this article.

Order No. 64/N of the Minister of Education and Science of Georgia dated May 4, 2011 - website, 04.05.2011

Order No. 139/N of the Minister of Education and Science of Georgia dated September 18, 2013 - website, August 18, 2013

Order No. 134/N of the Minister of Education and Science of Georgia dated October 9, 2014 - website, 09.10.2014

Order No. 22/N of the Minister of Education and Science of Georgia dated March 22, 2016 - website, 23.03.2016

Order No. 169/N of the Minister of Education and Science of Georgia dated December 26, 2016 - website, 27.12.2016

Order No. 126/N of the Minister of Education and Science of Georgia dated August 7, 2017 - website, 08.08.2017

Order No. 62/N of the Minister of Education, Science, Culture and Sports of Georgia dated March 26, 2019 - website, 27.03.2019

Order No. 97/N of the Minister of Education, Science, Culture and Sports of Georgia dated May 27, 2019 - website, May 28, 2019

Order No. 213/N of the Minister of Education, Science, Culture and Sports of Georgia dated October 21, 2019 - website, October 22, 2019

Order No. 16/n of the Minister of Education and Science of Georgia dated May 20, 2021 - website, 21.05.2021

Article 2. Procedure for payment of fees and refund of paid fees

1. The fee shall be paid in advance, before the relevant service is provided, by cashless payment of depositing it into the Center's account.

1¹. In the case of legal entities submitting an application for relevant services to the Center, who purchase relevant services in accordance with the law of Georgia "On State Procurement", the fee

shall be paid after rendering the relevant services, by cashless payment by depositing it into the Center's account.

2. The fee paid for the services provided by the Center is fully refunded if:

a) The interested person refuses the service before registering the application for the relevant service;

b) As a result of the administrative proceedings, a decision could not be made due to the reason of the Center.

3. If the interested person cannot receive the service in the period corresponding to the fee paid by him/her for a reason independent of him/her and wishes to use another period for which the law provides for a lower fee, then the difference between these two fees is returned to the interested person. The interested person has the right to refuse the service and request a full refund of the paid fee, if the service could not be provided within the relevant period due to the reason of the Center.

4. If the interested person was refused to provide the services provided by this order due to a defect in the document presented for the purpose of confirming the authenticity of the educational document issued in Georgia and/or incomplete presentation of the documents stipulated by the legislation of Georgia, the Center is obliged to provide the service based on the already paid fee in case of elimination of the said defects. In case of refusal to provide the service, based on the request of the applicant for the refund of the fee, the paid fee is subject to full refund, except in the case when a false document was submitted for verification.

5. If the Center made a mistake while providing the service, in particular, the documents were drawn up and/or issued with incorrect data, the interested person shall be provided with the service again without paying an additional fee. In such a case, if the interested person refuses to apply for the service again, the paid fee will be returned to him/her.

6. If the fee is paid in an amount higher than the rate established by this rule, the difference between the amount paid by him/her and the rate established by this law shall be returned to the payer of the fee.

7. According to the procedure established by this article, the fee is returned within 10 business days from the written request of the interested person. The request must include a justification for the existence of a legal basis for a partial or full refund of the paid fee. The request must be submitted within 3 months after the payment of the fee. The paid fee will not be returned after the expiration of this term. Extension of this period or renewal of the missed period is not allowed.

Order No. 21/n of the Minister of Education and Science of Georgia dated March 22, 2016 - website, 23.03.2016.

Article 3. Exemption from payment of fees

1. When requesting the confirmation of the authenticity of their educational document issued in Georgia or the recognition of their education, the following are exempted from paying the service fee provided for in this annex:

a) Georgian citizens disabled in fighting for the territorial integrity, freedom and independence of Georgia;

b) Participants of the Second World War;

c) War and armed forces veterans and internally displaced persons - by 50%;

d) Severely and significantly disabled persons - by 50%;

e) Students of an authorized higher education institution holding a student ID (residence) certificate - by 20%.

1¹. Representatives of the international information network, diplomatic and consular missions of foreign countries accredited in Georgia, as well as the Ministry of Foreign Affairs of Georgia are exempted from paying the service fee stipulated in this annex when providing services arising from diplomatic relations.

1². In case of simultaneous existence of several grounds for exemption from paying the service fee provided for in this annex, a person is entitled to use only one of the grounds.

1³. The Ministry of Education and Science of Georgia shall be exempted from paying the fees established by subparagraphs "a" and "c" of the Article 1 of this annex.

2. The fee established by this rule shall not be paid in the cases stipulated by the international agreement/agreement of Georgia.

Order No. 64/N of the Minister of Education and Science of Georgia dated May 4, 2011 - website, 04.05.2011.

Order No. 108/N of the Minister of Education and Science of Georgia dated June 6, 2012 - website, 07.06.2012.

Order No. 124/N of the Minister of Education and Science of Georgia dated June 27, 2012 - website, 28.06.2012.

Order No. 165/n of the Minister of Education and Science of Georgia dated August 23, 2012 - website, August 29, 2012.

Order No. 240/N of the Minister of Education and Science of Georgia dated November 12, 2012 - website, 14.11.2012.

Order No. 62/N of the Minister of Education, Science, Culture and Sports of Georgia dated March 26, 2019 - website, 27.03.2019.

Order No. 16/n of the Minister of Education and Science of Georgia dated May 20, 2021 - website, 21.05.2021