

## **Recognition abroad of qualifications acquired in Lithuania**

An applicant who seeks confirmation of the acquisition of primary, basic or secondary education must provide the following to the Lithuanian Ministry of Education and Science (A. Volano g. 2, Vilnius, Room 117):

1. an application;
2. a document certifying education (primary, basic, seven-year, eight-year, incomplete secondary, nine-year education certificate, a certificate issued in 1993 and 1994 confirming completion of the ninth grade, secondary education certificate, or secondary school diploma [*brandos atestatas*] and supplement, if any);
3. personal ID document (passport, personal ID card);
4. a document certifying change in surname or name (if any, for example a marriage certificate).

The applicant who seeks confirmation of the qualifications gained at a vocational education and training school must provide the following to the Lithuanian Ministry of Education and Science (A. Volano g. 2, Vilnius, Room 117):

1. an application;
2. a document certifying the acquired qualification (vocational education and training diploma and supplement, if any, or a certificate of qualification);
3. personal ID document (passport, personal ID card);
4. a document certifying change in surname or name (if any, for example a marriage certificate).

If the application regarding confirmation of the acquired education or qualification and the consent to use personal data is signed by an authorised person, it is necessary to provide an ID document and a letter of authorisation by the owner of the documents certified according to the procedure stipulated in legal acts (by a notary or another competent authority).

Documents must be submitted in the Lithuanian language and copies will be made on the spot. If copies of documents are provided, they must be notarised. Applications will be processed in 15 business days after the date of receipt of the documents by the Ministry.

The applicant may collect the letter confirming education and assessment of learning outcomes in the Republic of Lithuania in person (Room 117) or it can be sent by registered mail. The document may also be collected by an authorised person (who must provide a notarised power of attorney).

The Ministry of Education and Science issues letters confirming education and assessment of learning outcomes in the Republic of Lithuania in the Lithuanian language. The applicant must take responsibility for obtaining a translation of the document (to the language of the country where he is travelling) with a notary's confirmation. To find out whether a document legalisation stamp, an apostille, is required, please contact the Consular Department of the Ministry of Foreign Affairs (tel. 8 5 236 2611)

**Enquiries regarding confirmation of primary, basic or secondary education:**

Tel.: (8 5) 219 11 45,

Email: Loreta.Grazeliene@smm.lt .

**Enquiries regarding confirmation of qualifications gained at a vocational education and training school:**

Tel.: (8 5) 219 11 37,

Email: Ruta.Zukauskaite@smm.lt .