



REPUBLIC OF ALBANIA  
UNIVERSITY OF TIRANA  
FACULTY OF FOREIGN LANGUAGES

**REQUIRED DOCUMENTS FOR APPLICATION FOR THE SECOND  
CYCLE OF STUDIES : “MASTER OF SCIENCE” , “PROFESSIONAL  
MASTER”, “JOINT MASTER”**

**FIRST STUDY PROGRAM FOR THE SECOND CYCLE OF STUDIES  
FOREIGN STUDENTS**

**ACADEMIC YEAR 2024-2025**

## **Chapter VII**

9. Candidates eligible to apply for second cycle programs are those who:

b) Have graduated abroad from an accredited foreign higher education institution or other authorized institution, for an accredited first cycle study program. In case of admission, the candidate is required to carry out the recognition and equivalence of the diploma at QSHA/ESC, according to the deadlines specified in this guideline.

10. The candidate must show in person or through an authorized representative and submit the following documentation:

a) Diploma of the first cycle of studies completed abroad, accompanied by a copy of the diploma unified with the original, or, in its absence, another official document based on which recognition and equivalence in the Republic of Albania was carried out, issued in the country where the studies were completed, allowing registration and continuation of second cycle studies. Candidates who have not completed the process of recognition and equivalence of the diploma must submit a certificate that they have applied to ESC for recognition and equivalence.

b) The application form, according to the format of annex no. 2, which is an integral and attached part of this guideline;

c) The declaration according to annex no. 1, which is an integral and attached part of this guideline;

d) A copy of the identification document;

e) Two personal photograph



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**REPUBLIC OF ALBANIA  
UNIVERSITY OF TIRANA  
FACULTY OF FOREIGN LANGUAGES**

f) Certificate of proficiency in the Albanian language, issued by the responsible structures, only for foreign nationals who are enrolling in a study program conducted in Albanian. A candidate of Albanian nationality with knowledge of the Albanian language may present any document from their country of origin proving proficiency in this language. This requirement is waived for foreign nationals who have completed upper secondary education or a study program in the Albanian language at higher education institutions in the Republic of Albania.



REPUBLIC OF ALBANIA  
UNIVERSITY OF TIRANA  
FACULTY OF FOREIGN LANGUAGES

Appendix No. 2 Date: / / \_\_\_\_

## Application Form

I, the undersigned \_\_\_\_\_, born on \_\_\_\_\_ first name father's name last name with identity card/passport no. \_\_\_\_\_

e-mail: \_\_\_\_\_, Tel: \_\_\_\_\_

Request to enroll in the study program:

- Professional Character
- "Bachelor"
- Integrated Second Cycle ("Master of Science")
- "Professional Master"
- "Master of Science", "Master of Arts"
- "Executive Master"

\_\_\_\_\_ at HEI \_\_\_\_\_

1. I declare that I am applying with quotas for candidates

a) Albanian citizens within the country

b) of Albanian nationality from the territories (mark with "x" the country the candidate comes from):

- Republic of Kosovo;
- Montenegro;
- North Macedonia;
- Presevo;
- Bujanovac;
- Medveđa;

c) With a foreign diploma

Nationality \_\_\_\_\_

Native language \_\_\_\_\_

Upper Secondary Education \_\_\_\_\_

Current address \_\_\_\_\_



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**REPUBLIC OF ALBANIA  
UNIVERSITY OF TIRANA  
FACULTY OF FOREIGN LANGUAGES**

2. I declare that I am applying with quotas for candidates (mark with "x" the category):
- PWD (People with Disabilities)
  - Orphan
  - Roma minority
  - Egyptian minority
3. I authorize the aforementioned higher education institution and the responsible institution for providing educational services to process my personal data within the framework of application and registration for continuing university studies at the aforementioned institution, as well as their publication.
4. I declare that I will enroll in only one of the study programs in which I will be declared a winner for the upcoming academic year.
5. I declare that I am not currently enrolled in any other study program at other higher education institutions and that I will not simultaneously follow another study program until the completion of the study program for which I am applying.
6. I declare that I am aware of the relevant guideline and am clear about the application, selection, and registration procedures.
7. I declare the accuracy of the data and documents presented. I am aware that, in case of false data declaration or submission of forged or false documents, I am subject to the measures provided in the Penal Code and other legal and sub-legal acts in force. In case of doubt regarding the accuracy of the declared information, the institution.

Candidate's First Name, Father's Name, Last Name

Signature



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REPUBLIC OF ALBANIA  
UNIVERSITY OF TIRANA  
FACULTY OF FOREIGN LANGUAGES

## Appendix No. 1

### Declaration

I, the undersigned \_\_\_\_\_, born on \_\_\_\_\_ first name father's name last name with identity card/passport no. \_\_\_\_\_

1. I authorize the higher education institution \_\_\_\_\_, the responsible ministry, and the institution responsible for providing educational services to process my personal data within the framework of application and registration for continuing university studies at the aforementioned institution, as well as their potential publication. I also authorize the higher education institution where I have applied, the responsible ministry, and the institution responsible for providing educational services to conduct all verifications and obtain all information related to the university studies where I have applied for enrollment, the period of previous studies, and any other verification related to the above.
2. I declare that I am not currently enrolled in any other study program at other higher education institutions and that I will not simultaneously follow another study program until the completion of the study program for which I am applying.
3. I declare that I am aware of the admission criteria for the study program and the evaluation points for each assessment criterion at the time of application, and I agree with them.
4. I declare the accuracy of the data and documents presented. I am aware that, in case of false data declaration or submission of forged or false documents, I am subject to the measures provided in the Penal Code and other legal and sub-legal acts in force. In case of doubt regarding the accuracy of the declared information, the responsible ministry, the institution responsible for providing educational services, and/or the higher education institution will initiate the control procedure by possibly forwarding this data to the competent authorities.

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Candidate's First Name, Father's Name, Last Name

Signature

First Name, Father's Name, Last Name of the Academic Registrar Employee

Signature

Place: \_\_\_\_\_ Date: \_\_\_\_ . \_\_\_\_ . \_\_\_\_\_