



REPUBLIKA E SHQIPËRISË  
UNIVERSITETI I TIRANËS  
FAKULTETI I GJUHËVE TË HUAJA



**REQUIRED DOCUMENTATION FOR APPLYING FOR THE SECOND CYCLE OF STUDIES “MASTER OF SCIENCE”, PROFESSIONAL MASTER”, “JOINT MASTER”**

**FIRST STUDY PROGRAM**

**Foreign students**

**ACADEMIC YEAR 2025-2026**

**CHAPTER VII**

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

b) Have graduated abroad from a higher education institution or another authorized foreign institution, accredited, for a first-cycle study program that is accredited. In case of admission, the candidate is required to have their diploma recognized and equated by the Center for Educational Services, CES (QSHA), according to the deadlines set in this guideline.

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

- a) A diploma from a completed first-cycle study program abroad, accompanied by a copy of the diploma aligned with the original, or, in its absence, another official document based on which the recognition and equivalence process was carried out in the Republic of Albania, issued by the country where the studies were completed, allowing registration and continuation in second-cycle studies. Candidates who have not completed the recognition and equivalence process of the diploma must present proof that they have applied to the CES (QSHA) for recognition and equivalence;
- b) the application form, according to the format of Appendix no. 2, attached to this guideline.
- c) the student's statement according to Appendix no. 1. attached to this guideline;
- d) a copy of the identification document (identity card, personal identification card or passport);
- e) two personal photos;
- f) the certificate of proficiency in the Albanian language, issued by the responsible authorities, is required only for foreign nationals registering in a study program conducted in the Albanian language. A candidate with Albanian nationality and knowledge of the Albanian language may submit any document from their country of origin proving their proficiency in this language. This requirement is waived for foreign nationals who have completed secondary education or a study program in the Albanian language at higher education institutions in the Republic of Albania



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## Appendix no. 1

### Statement

I, the undersigned \_\_\_\_\_, (name paternity surname) born on \_\_\_\_\_ with identity card/passport no. \_\_\_\_\_

1. Authorize the institution of higher education \_\_\_\_\_ the ministry responsible for education and the institution responsible for providing educational services to handle my personal data in the framework of the application and registration for the continuation of higher education studies in the aforementioned Institution, as well as their eventual publication. I also authorize the Higher Education Institution where I applied, the ministry responsible for education and the institution responsible for providing educational services to carry out all verifications and receive all information related to: higher education studies, where I applied for registration, the period of studies completed before, and any other type of verification related to the above.

2. I declare that I am not studying in any other study program in other institutions of higher education, and that I will not simultaneously follow another study program, until the end of the study program I am applying for.

3. I declare that I am familiar with the admission criteria in the study program at the time of application, as well as with the evaluation points for each evaluation criterion, I agree on.

4. I declare the truth of the data and documents presented. I am aware that in case of declaration of untrue data or submission of forged documents or with untrue data, I am subject to the measures provided for in the Criminal Code and other legal and by-laws in force. In case of doubt about the truth of the declared information, the ministry responsible for education and/or the institution responsible for providing educational services and/or the HEI initiate the procedure of their control and eventually forward this data to the competent authorities.

\_\_\_\_\_  
Name father's name, surname of the candidate

\_\_\_\_\_  
Name Father's name, Surname of the educational secretariat clerk

Signature

Signature

Location: \_\_\_\_\_ Date ..... \_\_\_\_\_



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## Appendix no. 2

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### Application form

I the undersigned \_\_\_\_\_ (name paternity surname), born on \_\_\_\_\_ with identity card/passport no. \_\_\_\_\_ email: \_\_\_\_\_ Mobile: \_\_\_\_\_ wish to be registered in the second cycle program of study:

- ☐ Of professional nature
- ☐ “Bachelor”
- ☐ Integrated second cycle (“Master of Science”)
- ☐ “Professional master”
- ☐ “Master of Science”, “Master of Arts”,
- ☐ “Executive Master”

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

1. I declare that I am applying for the quota for candidates:

- a) Albanian citizen within the country
  - b) Of Albanian citizenship from territories (mark an “x” the country the candidate comes from):
    - ☐ Republic of Kosovo;
    - ☐ Montenegro;
    - ☐ Presevo;
    - ☐ Bujanovac;
    - ☐ Medveja;
  - c) with a foreign diploma
- Citizenship \_\_\_\_\_  
Native language \_\_\_\_\_  
Secondary education \_\_\_\_\_  
Current address \_\_\_\_\_

***I hereby declare that I am applying for the quota for the candidates*** (the category to which the candidate is part of shall be marked with an X):

- ☐ Person with limited abilities (PAK)
- ☐ Orphan
- ☐ Roma minority
- ☐ Egyptian minority

3. I authorize the above-mentioned institution of higher education and the institution responsible for providing educational services for the processing of my personal data in the framework of the application and registration for the continuation of the studies of higher education, in the above-mentioned Institution, as well as their publication.

4. I declare that I will register only in one program of study in which I will have been announced winner for the coming academic year.

5. I declare that I am not studying in any other study program in other institutions of higher education, and that I will not simultaneously follow another study program, until the end of the study program I am applying for.

6. I declare that I am familiar with the relevant guideline and I am informed about the application, selection and registration procedures.

7. I declare the truth of the data and documents presented. I am aware that in case of declaration of untrue data or submission of forged documents or with untrue data, I am subject to the measures provided for in the Criminal Code and other legal and by laws in force. In case of doubt about the truth of the declared information, the ministry responsible for education and/or the institution responsible for providing educational services and/or the HEI initiate the procedure of their control and eventually forward this data to the competent authorities.

**Name, father's name, surname of the candidate**

**Name Surname of the clerk accepting the application (Signature)**