



REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES

**REQUIRED DOCUMENTS FOR BENEFITING FROM SCHOLARSHIPS
ACADEMIC YEAR 2025–2026
FIRST CYCLE (BACHELOR)**

Pursuant to Council of Ministers Decision (CMD) No. 39, dated 23.01.2019, on the provision of scholarships, we hereby inform that applications for scholarship support shall be submitted by students through the delivery of documentation via Albanian Post.

Students enrolling in the first year, as well as those in subsequent years of study, may submit the required documentation from **13.10.2025 until 14.11.2025**.

The documents to be submitted by students, according to the respective categories, are as follows:

a) STUDENTS FROM FAMILIES RECEIVING ECONOMIC ASSISTANCE

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Family certificate.
3. Official confirmation issued by the relevant Administrative Unit indicating that the family receives economic assistance, issued by the Economic Assistance Section at the Municipality, specifying the file number and the amount received. This document must be officially registered (protocolled), signed, and stamped.
4. Photocopy of the student's ID card.

b) SPOUSES WITH CHILDREN WHO ARE BOTH STUDENTS AND ARE EACH ENTITLED TO FINANCIAL SCHOLARSHIP SUPPORT

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Student status confirmation issued by public Higher Education Institutions (HEIs) for both parents.
3. Family certificate.



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4. Photocopy of the student's ID card.

c) STUDENTS WITH DISABILITIES, CERTIFIED BY THE MEDICAL COMMISSION FOR THE ASSESSMENT OF WORK CAPACITY, WHO ARE BENEFICIARIES OF DISABILITY ALLOWANCE

For this category, the following documents must be submit

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Family certificate.
3. Photocopy of the student's ID card.
4. Medico-Legal Report issued by the Medical Commission for the Assessment of Work Capacity (KMCAP), photocopied and notarized.
5. Official certificate issued by the Social Insurance Institute or by the Economic Assistance Office within the relevant Administrative Unit confirming the payment of the disability allowance.

c) STUDENTS WHOSE BOTH PARENTS HAVE DISABILITIES, CERTIFIED BY A DECISION OF THE MEDICAL COMMISSION FOR THE ASSESSMENT OF WORK CAPACITY, AND WHO ARE BENEFICIARIES OF DISABILITY ALLOWANCE

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. An original or notarized copy of the certificate issued by the Medical Commission for the Assessment of Work Capacity (KMCAP) for both parents with disabilities (work invalid, paraplegic invalid, tetraplegic invalid).
3. An original certificate issued by the Social Insurance Institute confirming the payment of disability pension (for both parents with disabilities).
4. An original certificate issued by the Administrative Unit confirming the amount of social assistance received by the disabled parents, duly protocolled (for both parents with disabilities).
5. Family certificate confirming the relationship between the student and the parent who is recognized as a work invalid, paraplegic invalid, or tetraplegic invalid
6. Photocopy of the student's ID card.

d) STUDENTS WHOSE BOTH PARENTS ARE RETIREES OR ONE PARENT IS A RETIREE AND THE OTHER PARENT IS DECEASED

For this category, the following documents must be submitted:



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1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. An original certificate issued by the Social Insurance Institute confirming the payment of old-age pension for one or both parents.
3. Family certificate.
4. Death certificate of the deceased parent (in cases where one parent is no longer living).
5. Photocopy of the student's ID card.

dh) STUDENTS WHO ARE THE THIRD CHILD OR ABOVE IN THE FAMILY ORDER AND WHO COME FROM FAMILIES WITH THREE OR MORE CHILDREN, OF WHOM THE FIRST TWO ARE STUDENTS IN PUBLIC HIGHER EDUCATION INSTITUTIONS

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Family certificate.
3. Official certificate confirming that the first two children are enrolled as students in public Higher Education Institutions (HEIs).
4. Photocopy of the student's ID card.

e) STUDENTS WHO HAVE BEEN GRANTED ORPHAN STATUS, UP TO THE AGE OF 25

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al)
2. Family certificate.
3. Notarized photocopy of the official document granting orphan status.
4. Photocopy of the student's ID card.

ë) STUDENTS WHO HAVE LOST PARENTAL CUSTODY BY FINAL COURT DECISION, UP TO THE AGE OF 25

For this category, the following documents must be submitted:



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1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Family certificate.
3. Final court decision confirming the loss of parental custody.
4. Photocopy of the student's ID card.

f) STUDENTS IDENTIFIED AS VICTIMS OF HUMAN TRAFFICKING AND WHO HAVE BEEN GRANTED LEGAL STATUS FOR TREATMENT AS VICTIMS OF HUMAN TRAFFICKING, UP TO THE AGE OF 25

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Official certificate issued by the Ministry of Interior.
3. Photocopy of the student's ID card.

g) STUDENTS WHO ARE CHILDREN OF EMPLOYEES OF THE STATE POLICE, THE GUARD OF THE REPUBLIC, THE SERVICE FOR INTERNAL AFFAIRS AND COMPLAINTS, THE FIRE PROTECTION AND RESCUE SERVICE, THE ARMED FORCES, THE STATE INTELLIGENCE SERVICE, AND THE PRISON POLICE, WHO HAVE LOST THEIR LIVES IN THE LINE OF DUTY AND AS A RESULT OF DUTY

For this category, the following documents must be submitted:

1. The application form for scholarship support (to be downloaded from the Faculty's official website: www.fgjh.edu.al).
2. Official certificate issued by the respective Ministry.
3. Photocopy of the student's ID card.
4. Family certificate.

NOTE:

Individuals belonging to the above-mentioned social categories shall **not** benefit from this Decision if they:

1. Are pursuing a second study programme for which they are required to bear tuition fees.
2. Repeating students (students who are repeating an academic year).

DEADLINE FOR SUBMISSION OF DOCUMENTATION



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From **13.10.2025 to 14.11.2025**

The documentation must be submitted **via Albanian Post** to the following address:

Faculty of Foreign Languages, University of Tirana
“Elbasani” Street
Tirana, Albania

After submission of the documentation and verification by the issuing offices, the decision regarding the students who will benefit from the scholarship shall be taken by the **Board of Administration**.

For any clarification, please contact the following email address:
info.fgjh@unitir.edu.al