



Tuesday, 3-5-2022

RECOGNITION OF FOREIGN UNDEGRUATE DEGREE

Due to Greek legislation, students that hold an undergraduate degree from a foreign (=other than Greek) university must recognize their degree to the Greek authority named “**Hellenic National Recognition and Information Center**” (D.O.A.T.A.P. in Greek) in order to be eligible for award of a postgraduate degree.

It is prerequisite for enrolling to one of our postgraduate programme that a copy of your application for degree recognition is submitted by you, at the latest, on 30th of September 2022 by email to co-dhsse@ihu.gr.

The recognition procedure takes place online through e-DOATAP platform <https://e-doatap.doatap.gr/?lang=en>. Estimated time of acquiring the credentials for e-doatap platform and application submission ranges from 5 to 15 days as some documents must be filled in by the university that granted your degree.

Estimated time for undergraduate (or other) degree recognition from DOATAP ranges from one to eight months depending mainly on the origin of university/department of the degree.(see here for updated info: https://www.doatap.gr/home_english/indicative-times/)

Until D.O.A.T.A.P. issues the recognition of the degree, students have the right to study in IHU postgraduate programme under the status of “conditional student”. Conditional students don’t pay any fees until the conditionality is resolved and then they should pay off the programme fees.

In case D.O.A.T.A.P. declines the recognition of the foreign degree conditional students can’t get awarded the postgraduate degree and should terminate their studies in IHU.

You need to follow the instructions bellow in order to be able to issue the platform credentials:

REGISTRATION OF FOREIGN CITIZEN TO THE ELECTRONIC PLATFORM E-DOATAP

In order to apply for subscription to the e-doatap platform, a procedure of personal identification (**see below for the details of the procedure**) should be made prior to your provision of codes for the platform.

If you live in Athens or Thessaloniki (Greece) or you are able to travel there, this can be done by going in person with your passport to DOATAP offices in Athens (54 Ag. Konstantinou St.) or to DOATAP offices in Thessaloniki (Ministry Makedonias - Thrakis, Dioikitirio), and submit the relevant application.

In case you **live abroad**, you can **be identified by the Greek Embassy/Consulate** in the foreign country you reside.

“Being identified” means that you visit the Embassy or Consulate in person, and you sign there (and not before) the application for credentials in order for the Embassy staff to bear witness for your signing and confirming this by stamping your application with their proper stamp or some other kind of confirmation that they will provide.

Another term for this kind of identification is “confirmation of genuineness of signature”

Then you email to helpdesk@doatap.gr and protocol@doatap.gr the following:

- 1) **your confirmed application for credentials** (see below for the application form)
- 2) **Copy of your passport or other identification document you presented in the Embassy/Consulate.**

After that, you will receive an email with the credentials for signing in the e-dootap platform.

INSTRUCTIONS OF APPLYING FOR AN UNDERGRADUATE DEGREE RECOGNITION

In the link <https://e-dootap.doatap.gr/> you will find a complete guide about applying for a degree recognition by clicking the menu “FORMS AND INSTRUCTIONS”.

The main necessary instructions are in the following documents:

1. Electronic Application System manual.pdf
2. REGISTRATION of FOREIGN CITIZEN - ΕΓΓΡΑΦΗ ΑΛΛΟΔΑΠΩΝ v2.pdf
3. FAQ e-dootap - EN.pdf
4. QUESTIONNAIRE.pdf
5. REQUIRED DOCUMENTS FOR RECOGNITION OF UNDERGRADUATE DEGREE.pdf
6. SOLEMN DECLARATION.pdf
7. UNI CERTIFICATE - BSc or MSc - EN.pdf

Fee payment

As far as fee payment is concerned and for the current date the total amount is 230.40 €. (Please advise the <https://e-dootap.doatap.gr/?lang=en> web page for updated info). The amount should be deposited to the Bank of Greece in the bank account described inside the document titled “REQUIRED DOCUMENTS FOR RECOGNITION OF UNDERGRADUATE DEGREE.pdf” under the mandatory document numbered 2, ‘Receipt of fee payment’.

The name of the applicant should be entered in the deposit form as depositor and will appear on the printed copy of the receipt.

A copy of the receipt must be attached in the online application together with all the other documents described in the file “REQUIRED DOCUMENTS FOR RECOGNITION OF UNDERGRADUATE DEGREE.pdf”.

APPLICATION

TO:
D.O.A.T.A.P.

SURNAME:.....
.....

NAME:.....
.....

FATHER'S NAME:
.....

MOTHER'S NAME:
.....

DATE OF BIRTH:

PASSPORT ID:

COUNTRY OF ISSUE:

DATE OF ISSUE:.....

EXPIRATION DATE:.....

ADDRESS:.....
.....
.....

MOBILE:.....

E-MAIL:.....
.....

ΘΕΜΑ: «Registration to the E-DOATAP platform»

Please register me to the E-DOATAP platform for the online submission of applications for degree recognition and send me my credentials to my personal e-mail address that I have stated in this application.

(Signature of Applicant)

.....
(City), (Date of application)