



## Administrative Service Fees

№	Type of Document	Fee BGN/€
1	2	3
1	Certificate	10 BGN
2	Academic transcript for university graduates before 2010	200 BGN
3	Academic transcript for university graduates after 2010	100 BGN
4	Academic transcript for a present/graduating student	70 BGN
5	Annotation and training programme of one subject of graduates or students, suspended their studies at Medical University-Varna	30 BGN
6	Qualification characteristics of the specialty studied	80 BGN
7	Set of documents for a course of training (copies of the curriculum and training programmes of all subjects)	300 BGN
8	Certificate of completion of a preparatory course for specialized and language training	100 BGN
9	Duplicate Secondary School or College Diploma, issued by Medical College - Varna, within 7 (seven) days	25 BGN
10	Duplicate Secondary School or College Diploma, issued by Medical College - Varna, within 3 (three) days	50 BGN
11	Duplicate Higher Education Diploma	150 BGN
12	Duplicate European Supplement of Higher Education Diploma	50 BGN
13	Reference-Acknowledgment, required by ECFMG, sent by e-mail	100 BGN
14	Reference- Acknowledgment in English, required by foreign organizations, postal delivery	120 BGN
15	Dean's / College / Affiliate Director's Letter in English	100 BGN
16	Set of documents for work abroad application (academic transcript and reference excerpts from training programmes, clinical practice and pre-diploma internship)	200 BGN
17	Documents and records, required for work abroad application	100 BGN
18	Exam for restoring the rights to practise the profession of a medical doctor	500 BGN
19	General exam for restoring the rights to practise other medical professions	300 BGN
20	Certificate of grades obtained in entrance examinations	10 BGN
21	Writing off newly admitted students before the start of the academic year	20% of the term fee paid
22	Fees for administrative costs for recognition of a completed term of study at foreign higher schools	100 BGN
23	Fees for administrative costs for recognition of higher education acquired at foreign higher schools	300 BGN
24	Fee for conducting summer training practice for Bulgarian nationals, studying at foreign higher school for 1 (one) month	400 BGN
25	Fee for conducting summer training practice for foreign nationals, studying at foreign higher school for 1 (one) month	400 € *

26	Fee for preparation and passing state examinations for professional qualification for foreign nationals	3 600 € *
27	Fee for passing state exam for recognition of professional qualification in a regulated profession	500 BGN/each exam
28	Conducting additional training for recognition of professional qualifications in a regulated profession	30 BGN/ac. hour
29	Fee for passing a semester exam in a subject for recognition of professional qualification in a regulated profession	500 BGN/each exam
30	Set of training programmes for 1 (one) year of all subjects	100 BGN
31	Permission to sit for an additional examination in a semester examination	200 BGN
32	Permission for all graduating students to sit for an off-schedule state examination	200 BGN
33	Issuance of a Diploma by the date of Promotion	28 BGN
34	Off-schedule working out of missed exercises (excluding Sports) in Bulgarian-language training	20 BGN/ac. hour
35	Off-schedule working out of missed exercises (excluding Sports) in English-language training	40 BGN/ac. hour
36	Off-schedule working out of missed exercises in Sports in Bulgarian-language training	30 BGN/exercise
37	Off-schedule working out of missed exercises in Sports in English-language training	60 BGN/exercise
38	Off-schedule working out of missed colloquium in Bulgarian-language training	40 BGN
39	Off-schedule working out of missed colloquium in English-language training	80 BGN
40	Off-schedule consultation in Bulgarian-language training	20 BGN/ac. hour
41	Off-schedule consultation in English-language training	40 BGN/ac. hour
42	Issuance of an academic transcript for present students in the following cases: a/ participation in student mobility programmes; b/ competitions for granting government training scholarships by the Ministry of Education; c/ application for other academic scholarships; d/ application to conduct a teaching practice/pre-graduate internship; e/ single students who have lost both parents; f/ students with permanent disabilities; g/ students with one parent who is permanently disabled; h/ students with two parents with permanent disabilities; i/ students raised at homes for persons deprived of parental care till coming of age; j/ female students with children under the age of 6 /six/.	free of charge

\* Note:

Fees are payable in BGN equivalence of the approved amount of the fee in EURO, according to the fixed exchange rate of EURO to BGN.