



Prot. No. 330

Tirana, 20/9/2024

**Admission Criteria and Procedures reserved to Albanian Citizens with an Upper Secondary Education Diploma obtained abroad  
applying to the Medicine and Surgery course in English, Faculty of Medicine**

**Second Round, 2024- 2025 A.Y**

**Admission requirements and available slots**

The available slots to Albanian candidates with an upper secondary education diploma obtained abroad for the Medicine and Surgery course in English are included in the available slots for Albanian citizen candidates defined in the second round announcement/call published in the following link: <https://www.unizkm.al/posts/slug/regjistrim-ne-vitin-e-pare?lang=it>.

The candidates must have completed upper secondary education and meet the following requirements:

- They must have an Upper Secondary Education Diploma;
- They must meet the average grade requirement defined in the Council of Ministers' Decision No. 436 of 03/06/2020, as amended by DoCM No. 46 of 01/27/2021 of the Republic of Albania for the academic year 2024-2025, following which the average grade of upper secondary education results **must be equal to/above 6.5** (referring to the Albanian education system);
- They shall not be simultaneously enrolled in other study programs in the same academic year, at public and/or private universities, Albanian and/or foreign.

Applicants who have not completed secondary education in a secondary school where the official language of instruction is not English must have the Certification of English language proficiency at least at level B1, as provided for in Ministerial Decree No. 52 of 03/12/2015, or take the test on knowledge of the English language organized by the NSBC Catholic University at the time of enrolment.

The selection of candidates for the Medicine and Surgery course will take place through admission exams/tests, which consist of:

- 1. <i>Written test in English</i> , a multiple-choice questions test, to evaluate the applicants' knowledge in Sciences (Biology, Physics, Chemistry and Mathematics)	30 points
- 2. Test on English language knowledge	20 points
- 3. Evaluation of the average grade of the curriculum of the upper secondary school.	30 points
<b>Total</b>	<b>80 points</b>



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The admission tests will take place in the headquarters of the Catholic University "Our Lady of Good Counsel" at Rr. "Dritan Hoxha", Tirana, Albania, on the following dates:

Study course	Date	Time
Single-cycle Degree Course in <i>Medicine and Surgery</i>	24/09/2024	10:00

Participants in the admission tests must present themselves at the Didactic Secretariat at least 30 minutes before the start of the respective test with an identification document (identity card/passport). It is forbidden to present and bring electronic communication devices (cell phones, iPhones, iPads, etc.) during the test. Participants found in possession of one or more of these devices will be immediately excluded from the competition procedure.

The rankings will be made on the basis of individual final results, following the descending order of the points/score obtained. The result will be published in the University premises as well as on the official website [www.unizkm.al](http://www.unizkm.al) on **25th September 2024**.

### Submission of the admission application

With regards to the participation in the admission exam for the degree course in *Medicine and Surgery* Albanian candidates in possession of the upper secondary education diploma shall complete no later than in dates **September 19th to September 23st, 2024, the on-line registration at the University portal: <http://admissions.unizkm.al/#/>**, attaching the electronic copy of the following documents in PDF (pdf/A scans):

1. Upper Secondary Education Diploma (if in possession);
2. Upper Secondary Education Diploma certificate, indicative of the individual scores (written test, interview, school credit, added score) that make up the overall grade of the Upper Secondary Education Diploma. In the temporary absence of the certificate, a stamped and signed certificate issued by the relevant school/high school must be attached, certifying the overall grade and the detailed scores (written test, interview, school credit, added score).
3. Report cards of all the Upper Secondary Education years;
4. Identity card or passport (issued by the Albanian authorities, within validity).

The enrollment status can be checked by accessing the respective reserved area on the University portal: <http://admissions.unizkm.al/>.

After entering all the above listed documents, the University will verify the documentation and calculate the average grade for each candidate. This verification takes place for both eligibility purposes as well as for the registration in the competition. Pursuant to the Ministerial Instruction no. 10, dated 05/15/2019, as amended, the National Education Services Center of the Republic of Albania (NESC -The National Education Services Center) is the body that will perform the official recognition of the documents and the calculation of the average grade for the purposes of equivalence and enrollment of candidates. In this regard, since there are very tight deadlines, each candidate is required to evaluate their average grade in advance according to the manual for the calculation of the average grade which is attached to this announcement. This shall prevent candidates who are not eligible due to the average grade mark from presenting themselves on the competition day.





Candidates who, after the verification of the documentation and the average grade, are considered suitable for registration in the competition, must present themselves at the University Student Admissions Office (available from Monday to Friday from 08:00 - 16:30) to pay for the competition registration fee of 2000 lekë **up to one hour before the start of the respective admission test**. The payment of the participation fee for the admission test can also take place at the branches of Banca Intesa SanPaolo to the current account with the following data:

Beneficiary: Nostra Signora del Buon Consiglio Foundation (Catholic University)

IBAN AL06208112040000030694935304 for payments in Lekë.

It can also be carried out by credit card online on the University portal: <https://admissions.unizkm.al>

## **2.Registration/Matriculation**

Candidates declared winners of the second-round admission tests must register at the Secretariat **on September 28<sup>th</sup> - October 7<sup>th</sup>, 2024**. As required by Ministerial Instruction no. 112 dated 05.07.2024 of the Ministry of Education and Sport, this period is divided into 5 stages of 48-hours (28- 29; 30- 01; 02- 03; 04- 05; 06- 07). *Each candidate declared winner from the admission test will be sent an email from the Didactic Secretariat in which the necessary documents and the 48-hour deadline for registration will be communicated.* When the candidate is declared a winner, he/she must report to the Didactic Secretariat within 48 hours. If any of the winners of the admission test do not register within 48 hours, they automatically lose their place, and the Didactic Secretariat calls the next candidate. These phases continue until the available places are filled and end on **7 October 2024**.

**For matriculation (registration) purposes, candidates declared winners from the admission tests must submit at the Didactic Secretariat the following documents in person or through a representative with a proxy:**

- a. Receipt of the bank payment order of the first installment or the entire annual tuition fee (the payment order is downloadable from the student portal: [portal.unizkm.al](http://portal.unizkm.al), item: "Tariffs");
- b. *Authenticated and apostilled copy of the Upper Secondary Education Diploma (Copy of the document issued by NESC certifying the recognition of the Upper Secondary Education Diploma, complete with a copy of the diploma/report card and the list of grades. Candidates who have not completed the equivalence and recognition process of the qualification, present the certificate issued by NESC following the submission of the application for recognition and equivalence by 30 March 2025);*
- c. The report cards of all the Upper Secondary Education years as authenticated copies *and apostilled in every single page*;
- d. Authenticated and apostilled copy of the Upper Secondary Education Diploma certificate/certificate stamped and signed by the relevant school/high school, indicative of the individual scores (written test, interview, school credit, added score) that make up the overall score of the Upper Secondary Education Diploma;
- e. International Certificate of Linguistic Knowledge pursuant to Law no. 80/2015 on "Higher Education and Scientific Research" and in compliance with the Ministerial Instructions in force (if the candidate was obliged to deliver);
- f. Statement of residence (issued by the competent authorities in Albania);
- g. Medical Certificate proving the ability to study (issued by the competent authorities in Albania);



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- h. Family certificate (issued by the competent authorities in Albania)
- i. Identity card or passport (issued by the competent authorities in Albania)
- j. 2 photos, passport size;

Additionally, applicants will sign/fill in at the Didactic Secretariat the following documents:

- Enrollment Application (downloadable from the student portal: [portal.unizkm.al](http://portal.unizkm.al));
- Registration contract;
- Declarations formulated in compliance with the Annexes of the respective Ministerial Instructions.

**Candidates who are not compliant with the submission of the documents mentioned in points 2 and 5 will be reserved limited registration and will not be able to take the exams until the required documentation is available.**

Reserved limited enrollment means that failure to comply with the requirements within the deadlines set by the ministerial decrees may result in the student not obtaining the student status and, consequently, the loss of any rights towards the Catholic University. **Successful candidates will enroll in the first year of the course with limited reserved registration until they obtain their matriculation number from NESC.**

The Rector  
Leonardo Palombi

