

Ordnance

No. 11, dated 2.4.2020

FOR THE DETERMINATION OF THE CONTENT

AND SUPPLEMENT FORM

OF THE DIPLOMA

In support of Article 102 of the Constitution of Republic of Albania; of Article 91, of LAW No. 80/2015, "On higher education and scientific research in the institutions of higher education in Republic of Albania",

Direct:

1. Determining the content and form of diploma supplement, as an accompanying document, undivided and issued together with the diploma by the institution of higher education, in completion of first cycle study programs, of the second cycle, as well as those "Master executive" of the third cycle.

2. The diploma supplement is drawn up accordingly with the requirements of the European Higher Education Zone. It describes, in particular, the nature, the level, the content and the results of the studies, which are carried out by the degree holder, as well as the field of employment.

3. The content and the form of the supplement diploma of any institution of higher education, is defined in their charter and approved by the relevant Academic Senate, drawn up according to the National Model Diploma Supplement, attached and an integral part of this directive, as annex 1.

4. The diploma supplement must contain 8 (eight) sections as follows:

a) "1. Identification data of the diploma’s holder";

b) "2. Identifying information on qualification";

c) "3. Level and duration information of qualification";

ç) "4. Information on the completed study program and achieved results";

d) "5. Information on the use of the acquired qualification";

d) "6. "Additional information" which includes 'Ordinary number of the student in the basic register/ founder'; Ordinal registration number of the diploma, in the register of diplomas and relevant HEI certificates';

e) "7. Supplement Certification”;

ë) "8. Information about the national system of higher education".

5. Information about the national system of higher education, should reflect the organization and its operation at the moment the degree supplement it is issued. It should be the same for all Higher Education Institutions of the country.

6. Non-public institutions of higher education that organize studies not according to the Albanian model, should include in the diploma supplement as well information on the equivalence of the results achieved in the relevant study program with the national evaluation system.

7. Information in the diploma supplement is unique to each Higher Education Institution in terms of the form and the content.

8. Personal data in the supplement and diplomas are confidential.

9. The content of the diploma supplement must live in 2 (two) languages: Albanian and English. In cases when the study program takes place in the Republic of Albania from a foreign institution of higher education or in the case of joint degrees (of double or multiple) between one Albanian institution of higher education and one or some foreign institutions of higher education, its content is released in English and in the language of issuing the joint diploma (among 4 other main languages ​​of the European Union: French, German, Spanish and Italian). In any case, the content of the diploma supplement, in all languages, it should be the same. About the foreign operating institutions of higher education in the Republic of Albania in the content of the diploma supplement is also included information about the place where studies are offered, respectively in the Letter "dh", of Point 4, of this directive.

10. Diploma supplement, issued together with the diploma, it is free of charge for all graduates. In case its holder loses the diploma supplement, he may require the reissue of the supplement degree, against a fee approved by the relevant Higher Education Institution.

11. The diploma supplement does not replace the diploma that is awarded at the end of the study program.

12. The Higher Education Institution must determine in the internal acts of the exercise of its activity, the procedures for the preparation, the certification, the administration and the issuance of diploma supplement, in accordance with the legislation in force for higher education.

13. Directive No. 7, dated 18.2.2009, "For diploma supplement", is repealed.

14. They are charged with the implementation of this instruction The General Secretary of the Ministry of Education, Sports and Youth, Higher Education Institutions and the Educational Services Center.

This instruction comes into force after publication in the Official Journal.

MINISTER OF EDUCATION,

SPORTS AND YOUTH

**Besa Shahini**