

RULES

FOR ADMISSION OF INTERNATIONAL STUDENTS

GENERAL

Art. 1. These rules lay down the conditions for the admission of foreign persons who have completed secondary education for students at Trakia University (TrU).

Art. 2. These Rules apply to the following categories of applicants:

1. Prospective students from the EU and EEA, persons with permanent residence on the territory of the Republic of Bulgaria, refugees.
2. Prospective students according to normative acts of the Council of Ministers ([Decree No 103 / 1993](#)) and [Decree No. 228 / 1997.](#))
3. Applicants from third countries – all foreign persons – non-EU and EEA nationals.
4. Applicants with dual citizenship, one of which is Bulgarian and the other is from a country outside the EU and EEA (third country).

Art. 3. Foreigners can apply for all specialties and forms of training - full-time and part-time, meeting the conditions of these Rules.

APPLICATION CONDITIONS

Art. 4. Foreigners who meet the following conditions may apply for and be admitted to the TRU:

1. To have completed secondary education entitling them to continue their studies at higher education institutions in the country where secondary education was acquired.
2. To have ball-forming grades in the high school diploma for the respective specialties.

Art. 5. For participation in the admission competition shall be paid a fee, determined by a decision of the Council of Ministers for approval of the application fees and tuition fees at the state higher education institutions for the respective academic year.

DOCUMENTS AND DEADLINES FOR APPLICATION

Art. 6. Prospective foreign students shall submit in person or through other duly authorized persons application documents.

Art. 7 (1) Foreigners under Art. 2, item 1, who apply for foreign language training and training at the Center for Language and Specialized Training at the TPU shall submit the following documents within deadlines, approved by the Academic Council and published on the website of the university:

1. An application form that can be downloaded from the website of Trakia University), containing short biographical data and the specialties in which candidates wish to study.
2. Document for completed secondary education together with the application with the grades. The appendix must include the ballot-forming grades required for the specialty. In case the diploma for secondary education lacks one or two of the required ballot marks, the candidates also submit a reference from the school for the last class of their secondary education in which they studied the required subjects.
3. A document issued by a competent authority certifying the applicant's right to continue his/her studies at the higher education institutions of the country where the secondary education was acquired.
4. A copy of the citizenship document.
5. Four photos in size 3 by 4 cm.

The documents under para. 1, items 2 and 3 must be submitted in a legalized translation, certified in accordance with the applicable provisions of the international treaties of the Republic of Bulgaria with the country in which they are

issued, and in the absence of such - under the general procedure of legalization, translation and certification of documents and other papers.

(2) Foreigners under Art. 2, item 1, who apply for training in the Bulgarian language, shall apply by the order of the Bulgarian citizens and submit documents in accordance with the Rules for admission of students for the respective year (the Admission Reference Book).

Art. 8 (1) The Ministry of Education and Science shall organize and coordinate the admission of **prospective students under Art. 2, item 2** by the order of Decree No 103 of 31 May 1993 on the implementation of educational activities among Bulgarians abroad and Decree No 228 of 20 May 1997 on the admission of citizens of the Republic of North Macedonia as students in the state higher education institutions of the Republic of Bulgaria.

(2) Prospective students shall be enrolled in the TrU after announcing a ranking by the Ministry of Education and Science.

Art. 9 (1) Foreigners under Art. 2, item 3, who apply for foreign language training and training at the Center for Language and Specialized Training at the TPU shall submit the following documents within deadlines, approved by the Academic Council and published on the website of the university:

1. An application form that can be downloaded from the website of Trakia University), containing short biographical data and the specialties in which they wish to study.

2. Certificate from RDE for recognized secondary education acquired abroad. The Certificate must include the ballot marks for the respective specialty. A mandatory condition is that the arithmetic mean of the grades from the required subjects should be not less than 62% of the maximum for the respective educational system. This means that in the RDE Certificate the arithmetic mean of the ballot marks should not be lower than 3.72. On the Thracian website University uni-sz.bg there is a table with the ball-forming subjects for all specialties, which is updated in case of change

3. A copy of the citizenship document.

4. Four photos with size 3 by 4 cm ..

(2) Foreigners under Art. 2, item 3, who apply for training in Bulgarian shall submit, in addition to the documents described in para 1, a document – a certificate / certificate for successfully completed language and specialized training by one of the higher education institutions in the Republic of Bulgaria.

(3) Trakia University shall send electronically through the Visa Register "D" to the Ministry of Education and Science the documents of the approved foreign applicants, with a view to executing the procedure for issuing long-stay visas – visa type "D", according to the Ordinance on the terms and conditions for issuing visas and determining the visa regime not later than October 1 for the first semester and not later than February 1. for the second semester of the year of application.

(4) When filing the information under par. 3 Trakia University shall indicate:

1. personal data of the applicant - the names of the passport in Latin, date of birth, place of birth, citizenship;

2. name of the specialty, educational and qualification degree, form and term of training according to an approved curriculum;

3. information about the language and specialized training - degree of proficiency in the Bulgarian language, the name of the unit in which the preparation will be held (Center "Language and Specialized Training of Foreign Citizens"), duration of the training;

4. the semester fee for tuition and for the language and specialized training;

5. number of the bank account to which the tuition fee or the language and specialized training should be transferred.

(5) The Ministry of Education and Science shall draw up an electronic Certificate stating the specialty, duration of study, tuition fee. The prepared certificates shall be sent to the foreign applicants for obtaining a Visa "D" by the Bulgarian diplomatic mission serving the respective country.

Art. 10 Foreigners under Art. 2, item 4 shall be two categories according to the country of completion of their secondary education:

1. Persons with dual citizenship, one of which is Bulgarian and the other is from a country that is not a member of the EU and EEA (a third country), but have completed their secondary education in the Republic of Bulgaria, shall be admitted under the terms and conditions of Bulgarian citizens.

2 Persons with dual citizenship, one of which is Bulgarian and the other is from a non-member country of the EU and EEA (a third country), who have completed their secondary education abroad, shall be admitted under the conditions and by the order determined for third-country nationals. The required application documents for these applicants are described in art. 9.

LANGUAGE AND SPECIALIZED TRAINING OF FOREIGNERS APPLYING TO THE TRO

Art. 11. When applying, foreigners who wish to study in Bulgarian explicitly indicate this desire in the application form.

Art. 12. Trakia University provides language and specialized training to foreigners wishing to study in Bulgarian. The language and specialized training at Trakia University is organized by the Center "Language and Specialized Training of Foreign Citizens" (Language Center).

Art. 13. Application and enrollment in the Language Center is based only on documents and after payment of an application fee approved by the Academic Council.

Art. 14 (1) The training in the Language Center shall last 10 months and shall be carried out in training groups with a number of not more than 10 people.

(2) The language and specialized training shall be carried out through the study of compulsory academic subjects as follows:

- Bulgarian language – minimum 650 academic hours and
- specialized subjects – 350 academic hours.

Art. (1) The training in Bulgarian language shall end with a written and oral examination, which shall be taken before a committee.

(2) Foreigners who speak Bulgarian may sit for the examinations under para 1 without having passed language training.

(3) The specialized preparation ends with examinations in all subjects provided for in the curriculum, which shall be taken before a committee.

Art. (1) The persons who have successfully completed the language and specialized training at the Language Center shall be issued a certificate by Trakia University.

(2) The persons referred to in Article 16 (2) herein shall be issued with a certificate of successful passing of an examination (written and oral) in the Bulgarian language.

Art. 17. Foreigners who have acquired a certificate of language training from Trakia University or from another higher education institution in the Republic of Bulgaria and who meet the conditions of Article 4 shall be enrolled in their desired specialty.

ADMISSION FOR ENGLISH LANGUAGE TRAINING

Art. 18. Training in the specialties "Medicine" and "Veterinary Medicine" may also be carried out in English, and when applying, prospective students explicitly indicate this desire.

Art. 19. Candidates for the English programs of the specialties "Medicine" and "Veterinary Medicine" sit for admission exams as follows:

- (1). For the specialty "Medicine" – exam in biology and exam in chemistry (in English)
- (2). For the specialty "Veterinary Medicine" – exam in biology (in English)

(3) Candidates from countries where English is not an official language also take an English language exam, with the final grade being "passes" or "does not pass".

Art. 20. The organization and conduct of the entrance exams for foreign language training are in accordance with the Rules for the organization and conduct of entrance exams for English-language training in the specialties "Medicine" and "Veterinary Medicine" in TrU.

Art. 21. The ballot formation is as follows:

For the specialty "Medicine" – to the sum of the double marks from the entrance exams in biology and chemistry are added the grades in biology and chemistry from the diploma for secondary education of the candidate.

For the specialty "Veterinary Medicine" – to the double grade of the entrance exam in biology are added the marks in biology and chemistry from the diploma for secondary education of the candidate.

For EU and EEA citizens, the grades from the secondary education diploma are equated to the six-point grading system according to a special formula. For third-country nationals, biology and chemistry assessments are taken from the RDE Certificate.

Art. 22. The final ranking is announced on the website of the TrU on a date approved by the Academic Council and announced on the website of the TrU. All candidates who have fulfilled the following conditions participate in the ranking:

- Submitted the required application documents within the deadlines announced on the website of TrU
- They have successfully passed the required entrance exams for the specialty.

Art. 23. Newly admitted students must enroll within the announced deadlines for enrollment in the Academic Department of the faculty to which they are admitted.

Art. 24. Upon enrollment at Trakia University, the student pays a semester tuition fee in accordance with an Order of the Rector of the TPU and a Decision of the Council of Ministers approving the application fees and tuition fees in the state higher schools. If the student is prevented from enrolling within the specified deadlines, he can keep the earned place by paying the first semester fee by bank transfer and presenting as evidence the payment document. In the event that the applicant does not enroll in the accepted specialty within one month from the beginning of the first semester, the fee paid under the preceding sentence shall be retained by the University and shall not be refunded to the person.

TUITION FEES

Art. 25. Upon enrollment at Trakia University, foreigners pay semester tuition fees as follows:

(1). The students-citizens of the EU and the EEA, the persons with permanent residence on the territory of the Republic of Bulgaria and the persons with refugee status shall pay the same fee as the Bulgarian citizens, determined by an Order of the Rector of the TPU and in accordance with the Decision of the Council of Ministers for approval of the fees for application and training at the state higher education institutions for the current academic year.

(2). Students admitted under Decree 103 are exempt from tuition fee if they are citizens permanently or habitually residing on the territory of the following countries: the Republic of Albania, the Republic of Kazakhstan, the Republic of Kosovo, the Republic of Moldova, the Republic of North Macedonia, the Republic of Serbia and Ukraine.

(3). Students admitted under Decree 228 shall pay the same fee as Bulgarian citizens, determined by an Order of the Rector of the Council of Ministers and in accordance with a Decision of the Council of Ministers for approval of the application and tuition fees at the state higher education institutions for the current academic year.

(4). Students from third countries shall pay a tuition fee for foreign nationals in accordance with Art. 95, para. 8 of the Higher Education Act and a Decision of the Council of Ministers on the approval of the fees for application and tuition at the state higher education institutions for the current academic year.

(5). Students with dual citizenship, one of which is Bulgarian and the other is from a country outside the EU and EEA (a third country) pay a tuition fee according to Art. 95, para. 10 of the HEA.

(6). Foreigners undergoing a preparatory language course at the Language Center pay a tuition fee for the preparatory year according to the Decision of the Council of Ministers on the approval of the fees for application and training in the state higher schools.

Art. 26. Tuition fees are systematized and published on the website of Trakia University and are updated in case of change.

ADDITIONAL PROVISIONS

§1. Special cases:

- (1) When there is no assessment in the secondary education qualification participating in the formation of the competitive ball, the candidates have the opportunity to place DZI at a school designated by the Regional Department of Education in accordance with Art. 166, para. 5 of the Pre-school and School Education Act.

- (2) Where the assessment in the subject "Bulgarian Language and Literature" participates in the formation of the competitive ball, but no such qualification is entered in the secondary education diploma of the person, and the applicant has not passed language and specialized training at a higher education institution in the Republic of Bulgaria, instead of it the score from a successfully passed test in Bulgarian language may be taken as a ball-former, the minimum level may not be lower than B2. This test is audited by a European language organisation, a partner of the Council of Europe, and is equated to an 'excellent' (6.00).
- (3) For prospective students who in the last years of their studies have been students in foreign schools for at least 3 years, when the DZI grade in Bulgarian language and literature participates in the formation of the competitive ball, but no such grade in the secondary education diploma of the person is entered, instead of it the arithmetic mean score from the matriculation exam in the respective foreign language may be taken, studied in the country, and the assessment under para. 2.

§2. A prospective student who submits a document with false content or a false or forged document and/or provides false data in the completed application documents before the Admission Committee and/or the management of the TRU shall be removed from participation in the competition.

§3. All disputed admission issues shall be resolved by the Rector of the TRU in accordance with the Higher Education Act, the Rules for Development, Activity and Management of the Commercial University and all other applicable internal regulations, rules and procedures.