**TRANSFER TO BSMU FROM ANOTHER**

**UKRAINIAN UNIVERSITY: STEP-BY-STEP PROCEDURE**

1. In order to start the procedure of transfer to Bukovinian State Medical University (BSMU) for continuation of your studies, you must first receive a written approval/permission for transfer from the head of your higher education institution and send its scanned copy to the e-mail address of the Department of International Relations ([inter@bsmu.edu.ua](mailto:inter@bsmu.edu.ua)) to obtain the approval/permission from the head of our University (in case of the availability of study places at a particular faculty and year of study).
2. The mail must contain the following information:

* full name as indicated in your passport document;
* country of origin;
* year of birth;
* specialty;
* year (semester) of study, which you have completed at your higher education institution.

It is necessary to attach to the letter of approval the scanned copies of the **individual study plan** or **credit book** or **academic transcript with grades**, **a temporary residence permit for staying in Ukraine with a validity period of not less than 2 months, a certificate of registration of the place of residence and a Certificate of recognition (nostrification)** of foreign education document in Ukraine, issued by the Ministry of Education and Science of Ukraine.

1. In case of getting a positive response for your transfer request, you must come to BSMU within 5 days from the date of expulsion at the address: **Teatralna Square, 2, Dean’s Office of the respective faculty (Medical Faculty No. 3, Medical Faculty No. 4, Faculty of Dentistry, Faculty of Pharmacy), Chernivtsi, Ukraine**.
2. On your arrival you must submit the original hardcopies of the following documents to the Dean’s Office of the respective faculty:

* passport;
* a notarized translation of the passport;
* a valid temporary residence permit and a certificate of registration of the place of residence;
* academic transcript (transcript of records);
* education document (Certificate of Secondary Education);
* Certificate of recognition (nostrification) of foreign education document in Ukraine;
* health insurance for emergency medical care and for COVID-19 coronavirus disease (if available);
* the liability insurance for reimbursement of the expenses associated with the forced expulsion from Ukraine;
* 4 photos having size 3х4 cm.

1. After checking the original hardcopies of the documents, within 5 days the Dean’s Office of the respective faculty will issue an order of enrollment for obtaining medical education at BSMU and the contracts on education and on providing paid educational services in a particular specialty will be concluded.