

## **RULES FOR ENROLLMENT OF FOREIGN CITIZENS FOR STUDENTS AT THE MEDICAL UNIVERSITY – SOFIA FOR THE ACADEMIC YEAR 2017-2018**

- 1. The Center for Language Training, Physical Training and Sports of MU-Sofia organizes prep-course in Biology and Chemistry in English in the frame of 5 days – 4 hours per day in every subject from 21.08.2017 till 25.08.2017 for all foreign undergraduates.**
- 2. The submission of the documents is personally or by an authorized representative on the base of a translated in Bulgarian language letter of attorney verified in the corresponding order.**
- 3. The enrollment of the foreign citizens from the EU or European Economic Space (EES) who are candidates for enrollment at the MU-Sofia is as follows:
  - 3.1. From 01.06.2017 till 18.08.2017**
  - 3.2. They can pass the prep-course and take an exam on the first exam-session on 26.08.2017 or take the combined exam directly on 26.08.2017 without attending the course.****
- 4. The enrollment of foreign citizens from third countries that are not members of the EU or EES is as follows:
  - 4.1. From 01.06. 2017 till 18.08.2017**
  - 4.2. Those of them who start their education from the 1-st course and who have Visa “D” and a Certificate issued by MON (Ministry of Education and Science), can study at the prep-course and **take the exam on the first exam-session on 26.08.2017** or they can take the combined exam **directly** on 26.08.2017 without attending the course.****
- 5. Foreign students from third countries who have submitted their documents after 01.09.2017 but have a Certificate issued by MON and Visa “D” and have arrived in the country **before 30.09.2017** can take the additional combined exam if the group is not less than 12 people and there is an appointed date for additional combined exam.**
- 6. Foreign students from third countries who have submitted the documents after 01.09.2017 but don't have a Certificate issued by MON and Visa“D” and have arrived in the country **up to 30.09.2017** are enrolled in the prep-course at the CLTPTS.**

7. **All documents are submitted at the Students' Education Department** at the Rectorate of the Medical University – Sofia, 15 Acad. Ivan Geshov Blvd., (former Center for Hygiene), fl.12, room 12 and 15.
8. **The submission of documents is every workday from 9 till 12 a.m. and from 13 till 15,30 p.m.**
9. **All foreign students at the MU-Sofia** who do not attend a prep-course but whose documents are approved receive a text-book for self - training for the combined entrance exam.
10. **After the documents are approved** the candidates are obliged to take a combined entrance exam in English, in Biology and Chemistry with duration of 2 astronomy hours.
11. **The combined entrance exams are conducted as follows:**
  - 11.1. First exam session – on **26.08.2017 (Saturday)**
  - 11.2. Announcement of **results of the first exam-session – on 30.08.2017**
12. **All foreign students** who have submitted their documents between 18.08.2017 and 08.09.2017 can take as follows;
  - 12.1. **Second exam session – on 09.09.2017 (Saturday)**
  - 12.2. **Announcement of results of the second exam-session – on 11.09.2017.**
  - 12.3. **Announcement of the general list and rating of the candidates who had attended the combined entrance exam – on 12.09.2017.**
13. **The combined entrance exam is passed successfully** only if the three subjects: English language, Biology and Chemistry are passed successfully. In all other cases the exam is not considered as successfully passed.
14. **All unsuccessful entrance exam candidates** and all who are not included in the general list of the rating are enrolled in the prep-course at the CLTPTS.
15. **The academic year** for all students who are educated in English language in Medicine, Dental Medicine and Pharmacy **starts on 16.10.2017.**
16. **All foreign citizens who apply for the specialties at the Medical College J. Filaretova – Sofia** and know Bulgarian language fluently – written and spoken must pass an entrance exam in Bulgarian language and written part on “Motivation for implementation of healthcare services to the people in need” on 09.09.2017. **The start of the academic year – on 11.09.2017.**

**RULES FOR TRANSFER OF STUDENTS  
FROM OTHER HIGHER MEDICAL SCHOOLS TO MU-SOFIA  
FOR THE ACADEMIC YEAR 2017-2018**

- 17. All the documents needed for the transfer and the Academic Transcripts are submitted** at the Students' Education Department of the Rectorate of the Medical University – Sofia, 15 Acad. Ivan Geshov Blvd., (former Center for Hygiene), fl.12, room 12 and 15 up to **18.08.2017**.
- 18. The Academic Transcripts are submitted together with the other documents for transfer.** After the submission of the documents for transfer it is not permitted to submit an Academic Transcript in addition. These Academic Transcripts are not accepted and they are not considered.
- 19. All documents and Academic Transcripts are listed, registered and are send to the Dean** of the faculties with an accompanying letter for statement and appointment of the correspondent course where the student is transferred.
- 20. When the statement of the Dean of the correspondent faculty** and the course for acceptance is positive:
- 20.1. If the candidates are transferred to the MU-Sofia from a Medical University with preserved student's rights up to the start of the academic year, the Students' Education Department issues an Order for admission of the transferred student in the appointed by the Dean correspondent faculty course.
- 20.2. If the candidates are transferred to the MU-Sofia from a Medical University with lost student's rights they are obligatory enrolled to pass the combined entrance exam on 26.08.2017 or on 09.09.2017. If desired, they can join included in the 5-day preparatory course in biology and chemistry, which takes place from 21.08.2017 until 25.08.2017.
- 20.2.1. When the combined exam is successfully passed up to the start of the academic year the Students' Education Department issues an Order for admission of the student in the appointed by the Dean correspondent faculty course.
- 21. All candidates who are transferred** from abroad to MU-Sofia are mandatory enrolled to pass the combine exam on 26.08.2017 or on

09.09.2017. If desired, they can join included in the 5-day preparatory course in biology and chemistry, which takes place from 21.08.2017 until 25.08.2017.

21.1. When the combined exam is successfully passed up to the start of the academic year the Students' Education Department issues an Order for admission in the appointed by the Dean correspondent faculty course.

**22. After the beginning of the school year transfer papers are not accepted and examined and transfer of students from other higher medical schools from the country and abroad is not carried out.**

### **FEES AND TAXES**

**23. When the international undergraduates apply, they must pay the taxes and fees as follows:**

23.1. **For admission of documents and receiving a text-book** for self-training, the student must pay at the Rectorate's pay-office **80 BGL (eighty Bulgarian Leva) cash**

23.2. **For the prep-course** of 40 academic hours in **Biology and Chemistry** the student must pay at the Rectorate's pay-office **300 BGL (three hundred Leva) for each subject or 600 BGL (six hundred Leva) total cash.**

23.3. **For combination exam in Biology, Chemistry and English language** the student must pay a tax of **400 BGL (four hundred Leva) at the CLTPTS pay-office cash.**

### **STUDENTS' RECRUITMENT AND REPRESENTATION**

**24. Medical University - Sofia will no conclude Contracts for students' recruitment for the academic year 2017/2018. Medical University-Sofia has not authorized anyone to represent it. There is no officially accredited representatives of MU-Sofia.**