
Issuing an Academic Transcript

Administrative Service Department

Deans' office, international student's coordinator, room 597

Procedure

Submit an application to the Dean of faculty of veterinary medicine (room 597).

Pay an administrative fee (if you are not an active student).

Receive the certificate from the office.

Payment

Administrative fee - 100 BGN (Bulgarian Lev) (only for nonactive students).

Processing Time

15 working days

Legal Basis

Higher Education Act - Art. 7, para 1

Regulation on State Requirements for the Content of Basic Documents Issued by Higher Education Institutions - Art. 1, para 2, and Art. 13.

Rector's Order 1682/12.06.2019 based on the Higher Education Act - Art. 90, para 3 and decision of the Academic council No. 6/12.05.2004, No. 9/16.09.2004, No. 32/29.05.2019.

Rules for educational activity at Trakia University Art.39, para 4.

Delivery Method

In person or by an authorized representative (power of attorney letter).