

**1. Mobility Candidates for fall semester of 2019-2020 academic year shall**

- a) Register on an online portal of the Education Management Information System [www.students.emis.ge](http://www.students.emis.ge) from July 31, 2019 to August 21, 2019 until 18.00
- b) A student, who will receive the right to enroll on the faculty of medicine at BAU International University, Batumi LLC, for Fall semester of 2019-2020 academic year with mobility shall go through an internal registration procedures on September 2-4, 2019 until 18:00pm;

**2. For internal registration a mobility candidate shall present the following documents:**

- a) A statement addressing the rector (the statement is prepared onsite);
- b) An excerpt from the order of enrollment at a higher education institution;
- c) Student's transcript of records;
- d) Syllabuses of the taken courses (upon university request);
- e) A certificate issued by a higher education institute (indicating a student status, name of the course and the list of issued legal acts thereof);
- f) A copy of an ID card. In case of the citizen of a foreign country- a copy of the passport translated and certified by a notary;
- g) A copy of the high school diploma certified by a notary. If a high school diploma was obtained in a foreign country- a copy of the recognition issued by the national center of education quality enhancement;
- h) 4 (four) photos with size: 3X4 and digital version on CD;
- I) In case of holding a grant, a letter from the national center of education quality enhancement LEPL indicating the amount of a tuition fee and a grant;
- J) An international English language certificate of B2 level (if available);
- K) Documents issued by higher education institutions shall be sealed accordingly.

3. Conclusions about credit recognitions for mobility candidates to be prepared by the faculty of medicine. Mobility candidates to be notified and written consents to be received no later than September 10, 2019 from 12:00 to 18:00pm.