

## **Authentication Steps for the Information Request Form**

Non-Jordanian Higher education Institution wishing to obtain recognition of the Ministry of Higher Education and Scientific Research in the Hashemite Kingdom of Jordan must fill out the following forms (**based on the nature of programs offered**):

- 1) Information Request Form for Institutions of Higher Education that Offer **Traditional Education (On-Campus)**
- 2) Information Request Form for Institutions of Higher Education that Offer **Non-Traditional Education (Online)**

*(Available at the Ministry's website: [www.mohe.gov.jo](http://www.mohe.gov.jo))*

**and then have them authenticated through the following steps:**

- 1) The official seal of the educational institution on each of the form's pages.
- 2) The authentication of the competent body responsible for higher education in the country where the Institution is located. In addition, a covering letter should be included and indicating that all the information mentioned in the Form are correct.
- 3) The authentication of the Ministry of Foreign Affairs of the Country where the educational institution is located.
- 4) The authentication of the Jordanian embassy or consulate in the country where the educational institution is located. However, in the case no Jordanian embassy or consulate is present in that country, the application should be authenticated by the embassy of that country in Jordan and then the Ministry of Foreign Affairs in Jordan.