

Hashemite Kingdom of Jordan

Ministry of Higher Education and Scientific Research

Equalization Application FORM

First Name: Middle Name: Surname:

National NO.(only for Jordanians): Date of Application:

E-mail: Phone No.:

Scientific Qualifications

High School Certificate

Branch: Average: Graduation Country: Graduation year:

No	Scientific Degree	Major/ Specialization	Graduation University	Graduation Country	Admission Year	Graduation Year	Period of Study
1.							
2.							
3.							
4.							
5.							

Applicant Notes :.....

Name of applicant (Degree holder):..... Signature :.....

Name of legal representative of applicant under a special power of attorney:..... Signature:.....

Recognition Department:

UNIVERSITY: 1. Country of study :..... Recognized by Ministry

YES	NO
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2. Country of study :..... Recognized by Ministry

YES	NO
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Department Notes:

Transaction No. :

Authorized Signatory :

Recognition Signature:

Archiving Signature:

Data entry Signature:

Date: \ \

Ministry of Higher Education and scientific Research

Proof of residency in the country of study

No. of Trips	Date of arrival into the country of study(D/M/Y) entry stamp to the country of study	Transit area in the country of study (airport, seaport, Land Border)	Page number in the passport	Date of Departure the country of study (airport ,seaport, Land Border) (D./M./Y.) departure stamp to the country of study	Transit area (airport, seaport, Border in the country of study)	Page number in passport	Length of stay in the country of study for each trip		
							Year	Mon.	Day
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

****If trips more than (10) please use another form****

Note :1 - every student must bring the original passports used during his/her study period and copies of them. In case the student doesn't have the passports, he/she has to bring a duly authenticated document from the Borders and Residence Department.

2-For Palestinian students, they have to bring the green /yellow cards.

Important Notes :

1. US academic degrees must be authenticated first form AMIDEAST/Jordan and then from the Ministry of Higher Education and Scientific Research
2. British academic degrees must be authenticated first by British council and then from the Ministry of Higher Education and Scientific Research
- 3.The student has the right of appeal against the equalization decision within(60) days from the date of receipt of the decision
4. If the request form is not submitted by the applicant (degree holder) , a special power of attorney should be presented by his/her representative

*** If it turns out that the applicant has applied previously equalization of the same degree ,his application will be considered void and no fees paid shall be reimbursed, Legal and administrative action shall be taken in this regard.**

Approval

I approve that all information is correct and codified identical to the dates of the seals installed in the passport and I take all legal and administrative responsibility

Applicant's name: Signature: Date:/...../.....

Representative of applicant under a special: Signature:Date:/...../.....

Use by Section

First checker		Second checker	
Name		Name	
Signature		Signature	

The Required Documents to the Equation

Required documents for all degrees	Documentation intermediate diploma	Documentation bachelor	Master documents	Documents Ph.D.
1. High school certificate or equivalent, duly authenticated.	Intermediate diploma certificate duly authenticated	Intermediate diploma certificate duly authenticated	Intermediate diploma certificate and it's transcript duly authenticated	Intermediate diploma certificate and it's transcript duly authenticated
2. Document outlining different name in case there is a difference	Transcript Intermediate diploma duly authenticated	Bachelor's degree duly certified	Bachelor's degree duly certified and it's transcript duly authenticated	Bachelor's degree duly certified and it's transcript duly authenticated
3. Passport during the study and the current passport.	Document comprehensive exam	Bachelor's transcript authenticated in appropriate way	Master degree duly certified	Master degree duly certified
4. Personal Image			Master transcript authenticated in appropriate way	Master transcript authenticated in appropriate way
5. Transcripts that have been calculated including hours in the event of a student moving from other universities.			A document indicating the date of enrollment if study by research	A document indicating the date of enrollment if study by research
6. Foundation year in case he studied in the state where the language of study is non Arabic or English.				PH.D degree duly authenticated
7. Translation certificate and disclose if they have a language other than Arabic or English duly authenticated.				PH.D transcript duly authenticated
8. Document indicating Specialization in the event that the specialization was not mentioned in the certificate or detecting material.				

In case you got the equivalence degree for the previous certificates, you don't have to bring the related documents, just submit the documents for the final degree.

Fees

Fees by JD	Jordanian	Non- Jordanian
Scientific Degree		
Intermediate two years diploma	10	30
Intermediate three year diploma	15	45
Bachelor's degree	30	90
Master degree	50	150
PH.D degree	75	225

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