

How to make your diploma Apostilled?

If you would like to use your Hungarian diploma in your home country or any other country, you have to go through an administrative process in order to legalize your degree. You have to make the following steps:

1. Intermediate legalisation at the Office of Education

- The Customer service of the Office of Education will validate your degree even during the pandemic. However, they ask to do it in the most urgent situations.

Address: **1122 Budapest, Maros street 19-21.**; Office hours: **Tuesday, 8:00-12:00**

- It is not possible to make copies in the building, therefore please prepare with all the necessary copies (and of course the original documents).
- Fee: **free of charge**.

2. Apostille certificate by the Ministry of Foreign Affairs and Trade

Countries which are members of the *Hague Convention Abolishing the Requirement of Legalisation for Foreign Public Documents, signed on 5 October 1961* (hereinafter: “Apostille Convention”), the Department of Consular Affairs and Citizenship issues the Apostille certificate as per Legislative Decree 11 of 1973 (the updated list of State Parties to the Convention is found at

http://www.hcch.net/index_en.php?act=conventions.status&cid=41

In this case the document may be used in each and every member state of the Convention without any further legalisation.

Due to the pandemic, there are no in-person office hours. Documents are accepted only via postal service.

▪ By post

- Fill in the request form: <https://konzinfostart.mfa.gov.hu/#!/login>
- Transfer the administration fee of **5500 HUF per signature to be legalized**, to the bank account of the Ministry of Foreign Affairs and Trade: **10032000-01410608-00000000**. In the note section please do not forget to write the following: **FH + YOUR SURNAME**.
- Print the request form and the certificate of the bank transfer.
- Please check the [requirements of intermediate legalization](#) of your documents.
- Send the **signed request form**, the **certificate of the bank transfer** and the **original documents** to be legalized to the following address:

Külgazdasági és Külügyminisztérium
Konzuli és Állampolgársági Főosztály, Felülhitelesítés
1525 Budapest, Pf. 28

Further info:

<https://konzuliszolgalat.kormany.hu/information-on-the-legalisation-procedure-of-documents-to-be-used-abroad>

3. **Ministerial legislation** (for those who are not in the Apostille Convention. See the list above.)

- With respect to countries which have **not** joined the Apostille Convention, the Department of Consular Affairs and Citizenship carries out the diplomatic legalisation of the documents. In this case, following the legalisation at the Ministry of Foreign Affairs and Trade, the documents shall be further legalised by the accredited mission of the target country in Hungary.
- Accredited delegation of the target country in Hungary. (If there is no accredited delegation of your country in Hungary, we recommend you to visit the nearest one. i. e. Vienna in Austria)

Further info:

<https://konzulizolgalat.kormany.hu/information-on-the-legalisation-procedure-of-documents-to-be-used-abroad>