

Legalization

Legalization means attributing legal validity to documents issued on the territory of one country to make it possible to submit them on the territory of a different country.

There are two ways of legalizing a document of foreign education:

1. Consular legalization – for countries non-members of The Hague Apostille Convention (1961), which also have not signed the Mutual Legal Assistance Treaty with the Russian Federation*

Stages of consular legalization:

- Verification of a document of education and/or qualification by the Ministry of Education of the country where this document was issued;
- Verification of a document of education and/or qualification by the Ministry of External Affairs of the country where this document was issued;
- Verification of the signatures of the executive officers of the Ministry of Education / Ministry of External Affairs by a consular institution of the Russian Federation in the country where the document of education and/or qualification was issued.

2. Apostille verification (stamping with Apostille) – for countries being members of the Hague Apostille Convention (1961)*

Stamping with Apostille is a simplified legalization procedure. Apostille is stamped on the original document copy or on a separate sheet of paper bound to the original copy, and may feature the official language of the issuing authority. Apostille shall be stamped by a competent authorized body of the country where the document was issued (Secretary of State, Department of Education, Ministry of Education, educational institutions, etc.).

Important! Apostille is not a separate document, it is only a part of the document being verified. Each issued Apostille is attributed its unique registration number. It is prohibited by the Hague Apostille Convention to make any amendments to the Apostille text, or change order of lines in the stamp. Issue of an Apostille by way of the stamp's photocopying is not allowed.

IMPORTANT! Legalization (including Apostille verification) of a document of education shall be performed strictly in the country where this document was issued. Legalization of foreign documents of education on the territory of the Russian Federation, and likewise, legalization of Russian documents beyond the Russian Federation is impossible.

For consular legalization of degrees obtained at SUSU, you will need to:

1. Contact the [Consular Department of the Ministry of Foreign Affairs of the Russian Federation](#);
2. Obtain the verification of the signature of the officer of the Ministry of Foreign Affairs of the Russian Federation by a consular institution of the country accepting the outbound document.

For Apostille verification of degrees obtained at SUSU, you will need to contact the [Department of Organizational and Legal Support of the Ministry of Education and Science of the Chelyabinsk Region](#) at Office 505, 45a Elkina Str., Chelyabinsk, tel.: +7 (351) 264-60-03, e-mail: apostille74@mail.ru

* [List of countries with types of legalization and the need for it](#)