



***1. Internal verification process consists of:**

- the country of origin;
- whether the institution, the completed study programme, and the qualification are recognised and/or accredited;
- the format of the documentation.
- the appearance;
- if the content of the qualification conforms country specifics (e.g. logos, awarding bodies, dates and duration, the number of subjects studied, the grading system used, the compulsory subjects);
- the chronology on the documentation;
- the entry requirements have been met, in terms of level and grading;
- the identity of the applicant.

***2. External verification process consists of:**

- contact the issuing institution to verify the applicant's qualifications;
- request applicants to have their transcripts sent directly to VILNIUS TECH by the awarding institution in a sealed envelope;
- contact the relevant bodies/authorities in the country of origin or contact other recognition centres for their professional opinion on the documents presented in relation to authenticity;
- submit original documents for forensic examination.