

UNITED NATIONS EDUCATIONAL,
SCIENTIFIC AND CULTURAL ORGANIZATION

WORLD DIRECTORY

OF NATIONAL
INFORMATION CENTRES

FOR ACADEMIC
RECOGNITION AND
MOBILITY

1994



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NOTE BY THE SECRETARIAT

The first edition of the present **World Directory of National Information Centres for Academic Recognition and Mobility** provides information on national structures established in some 131 countries to serve the academic recognition purposes and to guide all those concerned by these matters (government and education authorities, students, teachers, researchers, the public at large). It is also hoped that the publication will provide for the establishment and further development of direct links and of cooperation between different national centres and thus facilitate the evaluation of foreign qualifications in all Member-States of UNESCO.

The above *Directory* represents a new step forward in a longdate activity by UNESCO aimed to promote academic mobility and to facilitate the international comparison of studies and qualifications obtained at the level of Higher Education. Since 1947 UNESCO has collected information and carried out studies in this field, including nine titles published between 1969 and 1981 in the series 'Studies on the Evaluation of Qualifications at the Higher Education Level'. The first two editions of the *World Guide to Higher Education* were part to this series. In parallel, UNESCO has developed a normative action which resulted in the adoption, in the 70's and early 80's, of five regional and one international Conventions in this field. All together they were ratified by some 113 Member-States of the Organization. Moreover, the recent 27th session of the General Conference of UNESCO has adopted the international Recommendation on the Recognition of Studies and Qualifications in Higher Education (16 November 1993).

This normative action of UNESCO is supplemented by multifaceted activities implemented at several distinct levels international, regional and national and through a variety of means

and mechanisms established for this purpose. Its operational 'modus vivendi' is assured through the regular sessions of the Regional Committees in charge of application of the above conventions and of their subsidiary working groups. Co-ordination of work at the international level is assured through the Joint Plan of Action, adopted by the International Congress on Academic Mobility and Recognition of Studies (UNESCO, Paris, 2-5 November 1992).

Amongst the priorities identified during the said International Congress, special emphasis was placed on the importance of further efficient and effective collection and dissemination of data and information on academic mobility and the recognition of higher education studies and qualifications. To this end UNESCO has undertaken several important activities:

- it has produced '*Study Abroad*' (28th edition) - a major international publication which provides information on scholarships and financial assistance, university-level courses, entry-level upgrading and short-term courses, training programmes, extra-mural and other continuing education programmes, etc. in all academic and professional fields in 128 countries, valid for the years 1994 and 1995.

- it has produced the *Training Guide for Credentials Evaluators*, to be published shortly in the series New Papers on Higher Education. Meeting documents The guide has to upgrade the professional capacity of various educational qualifications evaluators.

- in collaboration with the International Association of Universities, a comparative survey of systems, degrees and qualifications in 160 countries was carried out and the *World Guide to Higher Education* (3rd edition) was produced. This book is to be published early in 1995.

The present *Directory* supplements the third edition of the *World Guide to Higher Education* in so far as it provides useful names and addresses of persons in charge of academic recognition matters. The information in this volume is presented in English, French and Spanish. It is a result of a joint effort by UNESCO Member-States and the Secretariat of the Organization. The *Directory* integrates the

data provided in the joint UNESCO/CEPES-Council of Europe brochures *National Information Centres for Academic Recognition and Mobility in the Europe Region* published by CEPES (last edition 1993). UNESCO is indeed grateful to all those authorities which cooperated by responding to requests for data.

Dimitri Beridze
Editor
Division of Higher Education

The designations employed and the presentation of material throughout this Directory do not imply the expression of any opinion whatsoever on the part of UNESCO concerning the legal status of any country, territory, city or area of its authorities, or concerning the delimitation of its frontiers or boundaries.

N.B.: The Secretariat intends to up-date the above Directory on a regular basis. All suggestions in this regard should be communicated to the Editor at the following address: Division of Higher Education, UNESCO, 7 place de Fontenoy, 75352 Paris 07-SP. Tel.: 33-1-45-68-09-87; Fax.: 33-1-44-49-99-18

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OF NATIONAL INFORMATION CENTRES
FOR ACADEMIC RECOGNITION AND MOBILITY

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AFGHANISTAN

Title (original):

Title (English): Ministry of Education

Type of institution: Governmental. Ministry responsible for coordination and dissemination of information on academic recognition in co-operation with institutions of higher learning.

Mailing address: P.O. Box 717 Kabul

Telephone: (873) 320.76; 326.25

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Collection and dissemination of information on recognition of qualifications from institutions of higher education.

Publications:

ALBANIA

Title (English): Higher Education Department of the Ministry of Education

Type of institution:

Mailing address: Ministry of Education, Higher Education Department, Tirana, Albania

Telephone: 355-42-25987

Telex: 42-03 minars ab

Telefax: 355-42-28304; 355-42-27924

Administrative structure:

Director: *Dr. nia Prifti*

Other persons in charge of recognition matters:

Mr. Illi Gjanci, Inspector of the Higher Education Department

Ms. Mariana Kureta, Lawyer at the Ministry of Education

Total staff: 3

Library, documentation, computer:

Office hours: 7h00-15h00

Open to callers: 11h00-15h00

Functions:

- Staff recognition matters;
- Takes care of recognition and equivalence of diplomas matters both at home and abroad.

ARGENTINA

- A -

Title (original): Ministerio de Educacion y Justicia

Mailing address: Buenos Aires

Telephone: 54-1 423461

Telex: 22646 mejop ar

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ARGENTINA**-B-**

Title (original): Departamento Juridico y de Convalidaciones, Direccion Nacional de Asuntos Universitarios

Title (English):

Type of institution: Gubernamental (Ministerio de Educacion y Justicia)

Mailing address: Paseo Colon 533, 10° Piso, Capital Federal

Telephone: 54-1 30-3850

Telex:

Telefax:

Administrative structure:

Director: *Dr. Jose Luis DE IMAZ*, Director Nacional de Asuntos Universitarios

Other persons in charge of recognition matters:

Total staff: 5

Library, documentation, computer:

Office hours: 9h00-17h00

Open to callers:

Functions: Asistir en todo lo relativo a la aplicacion de Convenios, Convenciones y Tratados internacionales sobre reconocimiento y Convalidacion de titulos universitarios extranjeros y a la autorizacion de viajes de funcionarios y profesores universitarios al exterior para:

- Estudiar y analizar las normas legales y actos administrativos correspondientes .
- Asesorar sobre todos los asuntos, tems, cuestiones que se requieran, relativos a la competencia de la Direccion .

- Redactar los proyectos de Resolución de convalidación de títulos extranjeros, previo análisis de los mismos y de las certificaciones académicas respectivas, luego de un informe.
- Redactar los proyectos de resolución autorizando a ejercer su profesión en el país a los extranjeros graduados conforme a las resoluciones n° 194/77 y 1.823/78.
- Anotar en los títulos universitarios extranjeros los datos relativos a su convalidación.
- Llevar el libro de registro de convalidaciones y autorización para ejercer en el país.
- Redactar proyectos de resolución relativos a declaración de interés nacional de auspicio a congresos, jornadas, etc.
- Redactar los proyectos de resolución autorizando o convalidando los viajes de los agentes universitarios al exterior.
- Redactar los proyectos de resolución en los recursos de alzada y jerárquicos interpuestos por los agentes de las Universidades Nacionales contra actos emanados de las autoridades de estas.
- Redactar proyectos de decretos y de leyes en los casos en que sea necesaria la propiciación de tales actos.

Publications:

ARMENIA

Title (original): Title (English): Office of Information on the Recognition of Diplomas in Higher Education and Academic Mobility

Type of institution: Governmental

Mailing address: Ministry of Foreign Affairs, c/o National Commission of the Republic of Armenia for UNESCO, 10 Avenue Baghramian, Yerevan, Armenia.

Telephone: (78-852)-52-35-31 or 58-88-86 or 58-88-16

Telex: 24-33-13 DIANA SU

Telefax: (78-852)-52-70-22 or 56-56-16

Administrative structure: The Centre belongs to the Armenian Branch of the International Centre of Socio-Labour Problems

Director: *Mr.. Serge Simonian*, Councillor of the Ministry of Foreign Affairs

Other persons in charge of recognition matters: *Prows Evgueny Tiazhnenko-Davtian*

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ARUBA

Title (original): Department of Education, Division of evaluation of educational credentials

Title (English):

Type of institution: Governmental

Mailing address: Frankrijkstraat 3, Oranjestad, Aruba Telephone: (297-8)-23360

Telex:

Telefax: (297-8)-38438

Administrative structure:

Director: *Mr. Jose' A. Dane*

Head of Division: *Mr. Etley R.F. Lasten*

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours: 7h30-12h30; 13h00-16h30

Open to callers:

Functions:

Publications:

AUSTRALIA

Title (original): National Office of Overseas Skills Recognition (NOOSR)

Type of institution: Federal Government authority for assessment of comparability of professional, technical and general educational qualifications at a tertiary level. Information Centre.

Mailing address: National Office of Overseas Skills Recognition, Department of Employment, Education and Training, GPO Box 1407, CANBERRAACT 2601, Australia

Telephone: 61-06-276 7644

Telefax: 61-06-276 7566

Administrative structure: NOOSR is a Branch of the Australian Government Department of Employment, Education and Training and is supported by a network of advisory panels and councils which provide expert advice or conduct examinations covering many of the major professions and para-professions. NOOSR also services the National Advisory Committee on Skills Recognition (NACSR), which also advises the Government on skills recognition issues.

Director: *Ms. Kate McGovern*

Total staff: 39 Government employees and 12 panel and council registrars.

Library, documentation, computer: Library is fully computerized and contains approximately 25,000 reference books and other background papers. NOOSR operates an extensive local area network of personal computers.

Office hours: 8h30- 17h00

Open to callers: 9h00-17h00

Functions:

- makes recognition processes fairer by encouraging the adoption of national competency standards and related assessment methods; ensures an efficient and equitable system for the recognition of professional, technical and trade qualifications obtained overseas;
- facilitates the integration of people with overseas qualifications into the labour market by vocational support, and education and training opportunities;
- promotes effective information services relating to the recognition of qualifications and skills and, where appropriate, developing information resources;
- reduces the barriers to the use of skills by promoting occupational deregulation and the development of national labour markets; promotes international arrangements for skills recognition.

Publications:

- Introduction to Skills Recognition in Australia (a leaflet);
- Migrant Skills: Improving Recognition Processes;
- The Compendium of Guidelines for the Assessment of Overseas Qualifications 1991 -92;
- Technical Qualifications: A Summary of Guidelines for Assessment of Overseas Qualifications, 1992;
- Country Education Profiles (84 booklets);
- Skills Recognition in Australia, (2 vol.);
- Research Reports:
 Research Paper 1 - Establishment Competency-based Standards in the Professions.
 Research Paper 2 - Competency-based Assesments in the Professions;
 Research Paper 3 - Studies in Comparative Education: The Philippines;
 Research Paper 4 - Studies in Comparative Education: The People's Republic of China;

Research Paper 5 - Combining Research Methodologies to Develop Competency-Based Standards for Dietitians: A Case Study for the Professions;

Research Paper 7 - A Guide to Development of Competency Standards for the Professions.

AUSTRIA

Title (original): Informationsstelle über Anerkennungen, Gleichwertigkeiten und Mobilität im Hochschulbereich

Title (English): Information Centre on Recognition, Equivalence of Studies and Mobility in Higher Education

Type of institution: Governmental

Mailing address: Bundesministerium für Wissenschaft und Forschung.
Abteilung I/B/15, 1, Freyung, 1014 Wien, Austria

Telephone: 43-222-53120-5920 to 5923

Telex: 111157 bmwf

Telefax: 43-222-53120-6205

Administrative structure: Department of the Ministry of Science and Research

Director: Dr. *Heinz Kasparovsky*

Person in charge: *Dr. Christoph Demand*

Library, documentation, computer: Library on educational matters at the Ministry of Science and Research

Office hours: Monday to Friday, 8h00-17h00

Open to callers: On Tuesday and Thursday from 9h00 to 12h00

Functions:

- collects information on higher education systems abroad;
- answers to questions on equivalence of studies formulated by the Ministry of Science and Research;
- carries out discussions on recognition matters;
- represents the country within the international organisations on

recognition and mobility in higher education.

Publications:

- Oesterreichische Studienvorschriften. Textausgabe;
- Organisationsrecht der oesterreichischen Hochschulen;
- Rechtsvorschriften für die oesterreichischen Universitäten und Hochschulen künstlerischer Richtung. Dokumentation;
- Rechtsvorschriften für das wissenschaftliche Bibliothekswesen in Oesterreich. Dokumentation und Texte.

BAHRAIN

Title (English): National Committee of Evaluation of Academic Degrees, Ministry of Education

Type of institution:

Mailing address: P.O. Box 43, Manama, Bahrain

Telephone: 973 258400

Telex:

Telefax:

Administrative structure:

Chairman: Dr. H. *Al-Sulayti*

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

BANGLADESH

-A-

Title (original): Ministry of Education, Government of Bangladesh,
Bangladesh Secretariat

Mailing address: 1, Sonargaon Road (Palashi-Nilkhet), Dhaka 1205

Telephone: 880-2 415172

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

BANGLADESH

-B-

Title (original): University Grants Commission of Bangladesh

Type of institution: An autonomous body incorporated under Act of Parliament, responsible for funding the universities of the country, and also granting recognition to degrees and diplomas.

Mailing address: Sher-e-BanglaNagar, Dhaka-1207, Bangladesh

Telephone: 812629; 861054

Telex:

Telefax: c/o 880-2-863420

Administrative structure: The Chairman is the Chief Executive of the institution while the authorities responsible for taking decisions are the Commission, the Vice-Chancellors, Equivalence Committee, etc.

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: The Commission is, inter alia, responsible for determining the equivalence, and consequently, the recognition of foreign degrees and diplomas while ensuring uniformity of standard of local qualifications.

Publications:

BARBADOS

Title (original): Qualifications Equivalency Committee (December 1988)

Type of institution: Governmental, Committee within the Ministry of Education and Culture

Mailing address: Ministry of Education, Jemmotts Lane, St. Michael, Barbados

Telephone: 809-427-3272

Telex:

Telefax: 809-436-2411

Administrative structure:

Director: Deputy Chief Education Officer (Planning and Development)

Other persons in charge of recognition matters:

Total staff: 8 (The Committee is free to co-opt persons who are able to give further help in specific areas as the need arises)

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To advise on the matters of equivalence of educational qualifications and on the recognition which should be given to such qualifications for the purpose of salary and to devise a policy for accrediting technical/vocational courses also for the purpose of salary.

Publications:

BELARUS

Title (original): Belorusskij Uchebno-Metodicheskiy Tsentri Ministerstva Obrazovaniya Respubliki Belarus

Title (English): Byelorussian Centre for Educational Technology of the Ministry for Education of the Republic of Belarus

Type of Institution: Methodological Centre for all educational levels

Mailing address: 2200113, Minsk, B. Khmelniyskiy str. 3, Republic of Belarus

Telephone: 7-0172-732-52-12

Telex:

Telefax: 7-0172-31-84-21

Administrative structure: Department of the Ministry for Education of the Republic of Belarus

Director: *Dr. Vladimir Vadyushin*

Person in charge:

Total staff: 20

Library, documentation, computer: available

Office hours: 9h00-13h00; 14h00-18h15

Open to callers: During office hours

Functions: Intensification of the teaching/learning process at all educational levels. New types, methods and forms of instruction. Syllabi and curricula.

Publications:

BELGIUM**-A-****(French-speaking community)**

Title (original): Centre d'information sur la reconnaissance académique et l'équivalence des diplômes étrangers d'enseignement supérieur

Title (English): Academic Recognition and Equivalence Information Centre on Foreign Higher Education Diplomas

Mailing address: Ministère de l'Education, de la Recherche et de la Formation de la Communauté française. Service des equivalences de l'enseignement supérieur. Direction Générale de l'Enseignement supérieur et de la Recherche scientifique. Quartier des Arcades/6ème étage, 1ère Direction, 204 Rue Royale, 1010 Bruxelles, Belgique

Telephone: 32-2-210 55 77

Telex: 64556 edunat b

Telefax: 32-2-210 55 17

Administrative structure: The Centre is an administrative service within the Ministry of Education

Director: *Ms. Chantal Kaufmann*

Total staff: 14

Library, documentation, computer: Base de données "SOCRATE"

Office hours: 8h30-12h30; 14h00-16h00

Open to callers: 8h30-12h30; 14h00-16h00

Functions: Responds to individual requests and prepares decisions to be taken by the Minister. (The decision power is in the hands of the Education Minister for university degrees and diplomas defined by the law, as well as for certificates and diplomas delivered by non-university institutions. The universities decide on recognition matters in the context of

certificates and diplomas not defined by the law).

Publications:

- Liste des diplômes d'enseignement supérieur;
- L'Enseignement supérieur et la recherche scientifique en Communauté Française de Belgique.

BELGIUM**-B-****(Dutch-speaking community)**

Title (original): Vlaams Ministerie van Onderwijs. Bestuur Hoger Onderwijs en Wetenschappelijk Onderzoek

Title (English): Ministry of Education. Higher Education Department. Academic Equivalence and Recognition Office

Mailing address: Koningsstraat 136, B-1000 Brussels, Belgium

Telephone: 32-2-211 42 65

Telex: 26750 natop

Telefax: 32-2-211 42 50

Administrative structure: The Centre is part of a Directorate of the Belgian Ministry of Education (Dutch-speaking community)

Director: *Mr. Daniel De Schryver*

Total staff: 6

Library documentation, computer:

Office hours: 9h00-12h00; 13h30-16h00

Open to callers: Monday to Friday, same hours

Functions: The Centre acts as an information unit and as the decision-making authority on recognition and equivalence matters. In matters concerning the university degrees and diplomas (final level) as well as for certificates and diplomas delivered by non-university institutions, the decisions are taken by the Minister of Education or his deputy. The universities themselves decide on recognition and equivalence of diplomas and degrees (entrance and intermediate level).

Publications: Higher Education in Flanders

BENIN

Title (original): Commission universitaire d'orientation *and* Commission nationale d'étude des équivalences de diplômes, Ministère des Enseignements moyen et supérieur

Mailing address: B.P. 348, Cotonou

Telephone: 229 301991

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

BERMUDA

Title (original): Ministry of Education

Mailing address: P.O. Box HM 1185, Hamilton HM E

Telephone: 1809-2366904

Telex:

Telefax: 1809-2364006

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

BHUTAN

Title (original): Department of Education, Ministry of Social Services,
Royal Government of Bhutan

Type of institution: Government Department responsible for education

Mailing address: Thimphu, Bhutan

Telephone: 975-22912

Telex:

Telefax: 975-22578

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Co-ordination of information on academic recognition in co-operation with educational institutions.

Publications:

BOLIVIA

Title (original): Comité Ejecutivo de la Universidad Boliviana (CEUB)

Title (English):

Type of institution: Universitaria

Mailing address: Avenida Arce 2606, Casilla Postal 4722, La Paz

Telephone: (591 2) 379967; (591 2) 378058

Telex: 3438

Telefax: (591 2) 379967

Administrative structure:

Director: *Mr. Mario Rios Araoz*, Secretario Ejecutivo

Heads of units:

Total staff: 31

Library, documentation, computer: Biblioteca, Centro de Documentación y Archivo Nacional de Títulos

Of fice hours: lunes a viernes, 8h30-12h30, 14h30-18h00

Functions:

Órgano de Programación, Coordinación y Ejecución que de acuerdo al Estatuto Orgánico de la Universidad Boliviana representa al sistema: programa, coordina y ejecuta las resoluciones de los Congresos y Conferencias Nacionales de Universidades; realiza gestiones que le encomiendan las Universidades del Sistema y; lleva a cabo la planificación administrativa del Sistema Universitario.

Las Universidades del Sistema son competentes para revalidar títulos otorgados por Universidades extranjeras y expedir el correspondiente en Provisión Nacional, requisito indispensable para el ejercicio profesional en Bolivia.

El Reglamento General de Títulos, aprobado por el Sistema Universitario

reconoce, de acuerdo con las normas vigentes, títulos y diplomas obtenidos por ciudadanos bolivianos y extranjeros graduados en Universidades, Institutos, Escuelas Superiores y Academias del exterior que tengan nivel universitario reconocido por el Estado de origen (Art. 17). La revalidación de títulos y diplomas conferidos por Universidades extranjeras estará a cargo de las Universidades Estatales que tengan carreras motivo de la revalidación y, por el Comité Ejecutivo de la Universidad Boliviana (CEUB), en caso de que la carrera pertinente no exista en ninguna de las Universidades autónomas.

El reconocimiento implica: a) Reconocimiento del valor legal del título, revalidación, y; b) Reconocimiento de la validez académica del título, convalidación. La Revalidación y la Convalidación constituyen dos etapas del un solo proceso que culmina con el otorgamiento del Título en Provisión Nacional.

Publications:

BRAZIL

Title (original): Divisao de Organiza,cao do Ensino Superior, Ministerio de Educacao

Mailing address: Esplanada dos Ministerios, Bloco L, 3° andar, sala 219, 70047-903 Brasilia, DF

Telephone: 55-61 225-6032

Telex:

Telefax: 55-61-224-8920

Administrative structure: Divisao de Organiza,cao do Ensino superior

Director: *Mr. Jose Walter Pereira dos Santos*

Other persons in charge of recognition matters:

Total staff: 20

Library, documentation, computer:

Office hours: 8h30-12h00; 14h00-18h30

Open to callers: 9h00-12h00; 14h30-18h00

Functions: Coordonner les systemes de reconnaissance des diplomes des universites et des institutions d'enseignement supérieur.

Publications:

BULGARIA

Title (English): International Relations Department of the Ministry of Education and Science

Mailing address: 18 Stamboliisky bld. 1000 Sofia, Bulgaria

Telephone: 359-2-802537

Telex: 23255 mnvo bg

Telefax: 359-2-880600

Administrative structure:

Director: Prof *Jordan Stoychkov*

Persons in charge: *Ms. Ivanca Yordaneva*

Total staff:

Library, documentation, computer:

Office hours:

Functions: The Department is responsible for the final decision in the field of the academic recognition. The activities of the Department are organized as follows: - research pertaining to educational systems in other countries with special emphasis on the recognition matters; information and documentation on higher education; - provides study opportunities in higher education for Bulgarian and foreign students; - completion of projects and concluding of agreements on academic recognition.

Publications:

BURKINA-FASO

Title (original): Commission nationale d'equivalence des titres et diplomes (CNEID);

Mailing address: Universite de Ouagadougou, B.P. 1990,.Ouagadougou

Telephone: 226 333462

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

BURUNDI

Title (original): Commission d'équivalence des titres et diplômes universitaires de l'enseignement supérieur

Mailing address: B.P. 1990, Bujumbura

Telephone: 257-22-218

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CAMEROON

Title (English): Ministry of Higher Education

Mailing address: P.O. Box 1457 Yaounde

Telephone: 237-23-14-07

Telex: 8418 KN

Telefax:

Administrative structure: Directorate of Training and Orientation of Higher Education; Division of Comparative University Systems and of Equivalences

Director: *Mr. Guillaume Bwele*

Other persons in charge of recognition matters: *Profit Jean Ongla, Mr. Felix Ko2~o, Mr. Daniel Bika Ze*

Total staff: 17

Library, documentation, computer: Only miscellaneous documents

Office hours: 7h30-12h00; 14h30-18h00, Monday through Friday

Open to callers:

Functions: In charge of processing applications for equivalences of diplomas and certificates.

Publications:

- Presidential decree creating a National Commission for Equivalences;
- Ministerial order fixing the modalities of the functioning of the Technical Sub-Committees of Equivalence;
- Ministerial orders giving individual equivalences to certificates.

CANADA

Title (original): The Canadian Information Centre for International Credentials (the Centre)

Mailing address: 252 Bloor Street West, Suite 5-200, Toronto, Ontario, Canada M5S 1V5

Telephone: 1-(416)-964-2551/ext. 242 or 245

Telex:

Telefax: 1-(416) 964-2296

E-mail: Bitnet: CMEC@OUTUROISE

Internet: CMEC@OISE1.OISE.ON.CA

Administrative structure: The Centre is housed with the Council of Ministers of Education of Canada. It is directed by a management committee which consists of representatives of both federal and provincial governments, national education NGOs, professional organizations and the Canadian Commission of UNESCO

Coordinator: *Dr. Wenona Gives*

Total staff: 3 part-time

Library, documentation, computer: Data on provincial education systems entered on TRACE Profile 1, database of regulated professional bodies and other agencies in each province involved in the assessment of foreign qualifications

Office hours: 8h30-17h00

Open to callers: During office hours

Functions: The Centre functions mainly as a centralized referral service. These services are extended to individuals and organisations from all countries. The Centre provides information on Canadian procedures for assessment of academic and professional qualifications. Working in

cooperation with Canadian associations and agencies, the Centre promotes networking among existing information sources and assists in providing current information on Canadian education systems. The Centre also facilitates the flow of information throughout Canada concerning foreign degrees and diplomas.

Publications: Going to Canada to Study, 2nd Edition, 1992

CHAD

Title (original): Commission d'admission de l'Universite, Universite du Tchad

Mailing address: B.P. 1117, Avenue Mobutu, N'Djarnena

Telephone: 235-515946

Telex: unitchad 5369 kd

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CHILE

Title (original): Consejo de Rectores de Universidades Chilenas

Mailing address: Alameda 1271, 4° piso, Casilla 14798, Santiago

Telephone: 56-2 6964286

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CHINA

Title (original): Title (English): The Office of the Academic Degrees Committee of the State Council (The Office of the ADCSC)

Type of institution: Educational administration

Mailing address: Office of the Academic Degrees Committee, #37 Damucang, Xidan 100816, Beijing

Telephone: 86-1-6021964

Telex:

Telefax: 865-1-6021964

Administrative structure: The Academic Degrees Committee of the State Council (ADCSC) is the highest administrative body in charge of the academic recognition work throughout the country. All the 46 members of the ADCSC appointed by the State Council are the most outstanding scientists and experts in different scientific fields. Under the ADCSC, the Office of the ADCSC is an administrative body, dealing with the routine matters of the committee.

Director: *Mr. Zhong-Lie Wang*

Other persons in charge of recognition matters:

Total staff: 33

Library, documentation, computer: Nine sets of computers

Office hours: Monday to Saturday, 8h00-12h00; 13h00-17h00

Open to callers: As above

Functions: make policies on the academic degrees and graduate education; evaluate the quality of the academic degrees and graduate education; collect, process and publish the information on academic degrees and graduate education; coordinate with the foreign agencies on the international academic recognition and exchanges; promote and establish the professional academic systems in China.

Publications:

- Journal of the Academic Degree & Graduate Education.
- Directory of Chinese Institutions of Higher Learning and Research Institutes Authorized to Confer Doctor's and Master's Degrees (Higher Education Press, 1988).
- Journal of the Chinese Doctors' Scientific Research Achievements.
- A Decade of Academic Degrees Conferral in China (Beijing, 1991).

COLOMBIA

Title (original): Instituto Colombiano para el Fomento de la Educación Superior (ICFES), Oficina de Coordinación Internacional y Convalidación de Títulos

Title (English):

Type of institution: Instituto Publico de carater academico del 6rden nacional adscrito al Ministerio de Educación

Mailing address: Apdo Aero 6319, Calle 17 no 3-40, Bogota, D.E.

Telephone: 57-1 2819311; 57-1 2839506

Telex: 42304 icfes co

Telefax: 57-1 2868045

Administrative structure:

Director: *Mr. Roque Gonzalez Garzon*

Other persons in charge of recognition matters:

Total staff: Directivo

	7
Profesional	112
Tecnico	57
Administrativo	181
Secretarial	49

Library, documentation, computer: Sistema de Información para la Educacion Superior (SIDES); Biblioteca General; Hemeroteca Nacional ICFES y Centro de Audiovisuales.

Of fice hours: lunes a viernes, 8h30-17h30

Open to callers:

Functions: De acuerdo al Decreto 81 de 1980, el ICFES es la entidad

encargada de fomentar la educación superior en Colombia. Funciones de la Oficina de Coordinación Internacional y Convalidación de Títulos:

- Coordinar las relaciones internacionales del ICFES de acuerdo con las instrucciones de la Dirección y políticas del Instituto;
- Coordinar los procesos necesarios para la convalidación de títulos y homologación de materias en educación superior obtenidas o cursadas en el extranjero;
- Asesorar a la Dirección General en las relaciones con gobiernos y entidades extranjeras y con organismos internacionales;
- Informar a las instituciones de educación superior y a las dependencias respectivas del Instituto sobre las ofertas de cooperación técnica y financiera de entidades y gobiernos extranjeros;
- Informar a las misiones diplomáticas acreditadas ante el gobierno colombiano y las de Colombia en el exterior, sobre las disposiciones legales vigentes y programas de educación superior, así como sobre los requisitos para la obtención de títulos en el país y la denominación de los mismos;
- Establecer y mantener contactos con la Oficina de Relaciones Internacionales del Ministerio de Educación Nacional y con la División de Relaciones Culturales del Ministerio de Relaciones Exteriores, en lo referente a la correcta interpretación de los convenios culturales;
- Comprobar y refrendar los títulos de educación superior cursados en Colombia que se acrediten en el exterior.

Publications:

- Memorias de Eventos Científicos Colombianos;
- Estadísticas de la Educación Superior;
- Los Puntajes más altos en los Exámenes de Estado;
- Estadísticas de Población - S.N.P.

CONGO

-A-

Title (original): Universite Marien Ngouabi

Mailing address: B.P. 69, Brazaville

Telephone: 242-812436

Telex: 5331 kg

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CONGO

-B-

Title (original): Ministère des enseignements secondaire et supérieur

Mailing address: B.P. 493, Brazzaville

Telephone: 242 831986

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition Gaffers:

Total staff:

Library, documentation, computer;

Office hours: Open to callers:

Functions:

Publications:

COSTA RICA

Title (original): Consejo Nacional de Rectores (CONARE), Oficina de Planificación de la Educación Superior (OPES), Oficina de Reconocimiento y Equiparación (ORE)

Title (English):

Type of institution: (CONARE) Organismo de Coordinación de la Educación Superior Universitaria Estatal

Mailing address: Apartado 374 - 2050, San Pedro Montes de Oca, San José, Costa Rica

Telephone: 506 24 30 66/506 24 27 20

Telex:

Telefax: 506 34 03 74

Administrative structure;

Director: *Mr. Sc. Jose' Andre's Masis*, Director

Other persons in charge of recognition matters: *Dr. Jorge Vargas C.*, Jefe de la Oficina de Reconocimiento y Equiparación de la OPES

Total staff: 2

Library, documentation, computer: Centro de Documentación y Biblioteca

Office hours: Lunes a viernes, de 7h30 a 12h00; de 13h00 a 16h00

Open to callers:

Status: Artículo 30. Convenio de Coordinación de la Educación Superior Universitaria Estatal en Costa Rica (20 abril 1982); Reglamento del artículo 30 del Convenio de Coordinación (19 agosto 1986)

Functions: Recibir las solicitudes de reconocimiento y equiparación de grados y títulos expedidos por instituciones de educación superior universitarias del extranjero y prevenir que se complete en su caso el expediente de cada interesado , para remitirlo a la Oficina de Registro o su "hom61Oga" de la institución encargada de tramitarlo, según la decisión de la Comisión de Reconocimiento y Equiparación CONARE.

Comisión de Reconocimiento y Equiparación CONARE:

- Decidir, en cada caso, cual institución tramitara la solicitud de reconocimiento o de equiparación.
- Vigilar al correcto funcionamiento de la Oficina de Reconocimientos y Equiparación de títulos y grados.
- Recomendar al CONARE el monto de los derechos a cobrar por el trámite de reconocimiento y de equiparación de grados y títulos. Dicho monto debera revisarse cada dos años por lo menos."

Publications:

COTE D'IVOIRE

Title (original): Universite nationale de Cote d'Ivoire

Mailing address: B.P.V. 34, Abidjan

Telephone: 225 439000

Telex: 23469 rectu i

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CROATIA

Title (original):

Title (English): Ministry of Science and Technology

Type of institution:

Mailing address: Strossmayerov trg 4, 41000 Zagreb, Croatia

Telephone: 385-41-428 318

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CUBA

Title (original): Departamento Juridico, Ministerio de Educaci6n Superior

Type of institution: Gubernamental

Mailing address: Calle 23 esq. F. Vedado, La Habana, CP. 10400

Telephone: 30-9046 y 36655 Ext. 143

Telex: 0511253 mes

Telefax: (537) 3330996 * 333295 * 333070

Administrative structure:

Director: *Lic. Jorge Valde's Asan*

Other persons in charge of recognition matters:

Total staff: 2

Library, documentation, computer: Disposiciones Juridicas

Office hours: de 8h30 a 17h30

Open to callers:

Functions: El Departamento Juridico del Ministerio de Educacion Superior de Cuba es el encargado de la tramitaci6n de las solicitudes de convalidacion de estudios, titulos y diplomas de nivel superior obtenidos en el extranjero, los que, despues de un proceso de consultas con e speci alistas de l as respectivas materias, son remitido s medi ante dictamen al Jefe del Departamento Juridico, persona encargada con la decision de lo propuesto en el dictamen, quien se pronunciara sobre la validez del documento academico, convalidandolo o no, acorde a la legislacion vigente el la Republica de Cuba y los Tratados de los que la misma es parte.

CYPRUS

Title (English): Information Service on Academic Recognition and Mobility

Mailing address: Department of Higher and Tertiary Education, Ministry of Education, Gregory Afxentiou Str., Nicosia, Cyprus

Telephone: 357-2-30 24 56

Telex: 3002 minaff or 5760 mineduc

Telefax: 357-2-445021

Administrative structure: The Service comes under the jurisdiction of the Department of Higher and Tertiary Education.

Director: Mr. *Stavros Philippides*

Heads of sections:

Total staff:

Library, documentation, computer:

Office hours: Monday through Friday 7h30-14h30; Thursday 15h00-18h00

Open to callers: During office hours

Functions:

- Information and documentation services;
- Advisory services to decision-makers;
- Decision-making functions and liaison with international networks.

Publications:

CZECH REPUBLIC

- A -

Title (original): Ministerstvo školství CR

Title (English): Ministry of Education, Youth and Sports of the Czech Republic. International Relations Department. Academic Recognition, Equivalence and Mobility Services

Mailing address: Karlovská 7, 118 12 Praha 1, Czech Republic

Telephone: 42-2-536635 or 42-2-530590

Telex:

Telefax: 42-2-531 322

Administrative structure:

Head of Department: Mr *J. Kopecký*

Persons in charge:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

CZECH REPUBLIC

- B-

Title (original): Centrum pro studium vysokeho skolstvi

Title (English): The Branch Centre for Equivalence of Documents about Education

Mailing address: U Luzickeho Seminare 13, 110 00 Praha 1, Czech Republic

Telephone:42-2-53-23-32

Telex:

Telefax: 42-2-55-19-45

Administrative structure:

Head of Department:

Persons in charge:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA

Title (English): National Commission of the Democratic People's Republic of Korea for UNESCO

Type of institution: Secretariat of National Commission for UNESCO responsible for coordination and dissemination of information on academic recognition in cooperation with institutions of higher learning.

Mailing address: Ministry of Foreign Affairs, Pyongyang, Democratic People's Republic of Korea

Telephone: 850-2-35350

Telex:

Telefax:

Administrative structure:

Director: *Mr. Li Tae &yun* (Secretary-General)

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

DENMARK

Title (original): Rektorkollegiets Sekretariat

Title (English): The Secretariat of the Danish Rectors' Conference

Type of Institution: Recognition/Equivalence and Mobility Information Centre

Mailing address: c/o Undervisningsministeriet, Frederiksholms Kanal 26, DK-1220 Kobenhavn K, Denmark

Telephone: 45-3392 5406

Telex: 16243 educ dk

Telefax: 45-3392 5075

Administrative structure: The Centre is a part of the Secretariat of the Danish Rectors' Conference

Director: *Ms Ellen Hansen*

Head of section: *Ms Sette Kirstein*

Assistant Head of section: *Ms. Helen Rasmussen*

Total staff: 2 part-time

Library, documentation, computer: Available

Office hours: 9h00-16h00, Friday 9h00-15h00

Open to callers: During office hours

Functions:

- provides information to individuals and to institutions in Denmark, about the equivalence of foreign degrees, examinations, etc.;
- collects the necessary information for making an evaluation and then refers it to the institution where the corresponding education takes place in Denmark. The actual competence lies with the

institution, and it is here that the equivalence decision is made, represents Denmark in different international networks concerning equivalence, i.e. the NARSCs network, the NEICs network, the TRACE network, the Nordic network as well as the UNESCO network.

Publications:

DOMINICAN REPUBLIC

Title (original): Consejo Nacional de Educacion Superior (CONES)

Mailing address: Vicente Celestino Duarte 19, Zona Colonial, Santo Domingo

Telephone: 809 686-8781

Telex:

Telefax: (809) 689-4026

Administrative structure:

Director: *Ms. Altagracia Bautista de Suarez*, Presidenta

Other persons in charge of recognition matters:

Total staff: 39

Library, documentation, computer: Centro de Documentación y Biblioteca, Estadísticas, Evaluación de proyectos, Asesorías

Office hours: de lunes a viernes, 8h00-14h30

Open to callers:

Functions: Supervisar, asesorar y regular la Educación Superior Dominicana.

Publications: Diagnostico de la Educación Superior Dominicana (1985).

ECUADOR

Title (original): Comision Academica del Consejo Nacional de Universidades y Escuelas Politecnicas (CONUEP)

Title (English):

Type of institution: Organismo Interuniversitario Autonomo

Mailing address: 9 de Octubre 624 y Jeronimo Carrion, Quito

Telephone: 593-2 569898

Telex: 21442 conuep ed

Telefax: 593-2 563685

Administrative structure:

Director: *Dr. Theodoro Coello Vazquez*, Presidente

Dr. Gonzalo Munoz Jaramillo, Secretario General

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Ley de Universidades y Escuelas Politecnicas (14 de mayo de 1982): "Capitulo I, de su constitucion, fines y objetivos, art. 1...; Otorgar, reconocer y revalidar en forma privativa grados academicos y titulos profesionales, ..." Reglamento Interno del consejo nacional de Universidades y Escuelas Politecnicas (3 de Marzo 1989): "Capitulo primero, Principios, Fines y Atribuciones del Consejo, Art. 4 (Atribuciones y Deberes del CONUEP), M) Fijar las normas fundamentales

para la revalidación y equiparación de títulos, de acuerdo a las disposiciones establecidas en las leyes nacionales y en los acuerdos internacionales ratificados por el Estado;"

"Capítulo Tercero, de la Organización del Consejo, Párrafo 3, (De las Comisiones del Consejo), Art. 19 Comisión Académica ... La Comisión Académica estudiará e informará al Consejo sobre la orientación, coordinación y armonización de la enseñanza superior en el país, la unificación de planes, programas de estudio y títulos de las universidades y escuelas politécnicas, las normas para el funcionamiento de los cursos de postgrado; lo relacionado a las becas oficiales destinadas a la educación superior; la revalidación, reconocimiento y equiparación de títulos y, sobre las relaciones internacionales universitarias..."

Publications:

EGYPT**-A-****Title (original):** Supreme Council of Universities**Mailing address:** Orman, Giza**Telephone:** 20-2 726131 / 20-2 728877/ 20-2 728736**Telex:** 92312 frcu un**Telefax:** 20-2 728722**Administrative structure:****Director:****Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours:****Open to callers:****Functions:** Provides information on the admission to the following Egyptian Universities (Cairo, Alexandria, Ain Shams, Assuit, Mansoura, Tanta, Zakazik, Helvan, Monofia, Suez Canal and Minia)***Publications:**

- * Information on the admission to: the El-Azher University (Address: Nasr City, Cairo); the Academy of Arts (Address: El-Ahram, Giza) and the Sadat Academy are provided by the centres established individually within these institutions.

EGYPT

-B-

Title (original): Ministry of Higher Education

Mailing address: 4 Ibraheim Nageib Street, Garden City, Cairo

Telephone: 20-2 726131 / 20-2 728877 / 20-2 728736

Telex: 92312 frcu un

Telefax: 20-2 728722

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer.

Office hours:

Open to callers:

Functions: Provides information on the admission to the Colleges and Institutes out of Universities, and on the admission of foreign students to Universities and Higher Institutions.

Publications:

EL SALVADOR

Title (original): Direccion de Educacion Media y Superior, Ministerio de Educacion

Title (English):

Type of institution: Gubernamental

Mailing address: Colonia Quezaltepec, Calle Quezaltepec, Edificio Quezaltepec, 2da. Planta, Santa Tecla, San Salvador

Telephone: 281019; 283891

Telex:

Telefax: 280377

Administrative structure:

Director: *Mr. Luis Alonso Reyes Benitez*

Heads of units:

Total staff: 4

Library, documentation, computer:

Office hours: 8h00-16h00

Functions: Registros, Autenticas, Incorporaciones de calificaciones y titulos de Educacion Superior extendidos en el pais o en el extranjero.

Publications: Anuario de Educacion Superior en Cifras.

ETHIOPIA

Title (English): Higher Education - Main Department

Mailing address: P.O. Box 30747, Addis Abeba

Telephone: 251-1 550088

Telex: 21452 cohed et Cable: etche

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

FINLAND**-A-****Title (original):** Kansainvalisen Henkilovaihdon Keskus**Title (English):** Finnish Centre for International Mobility and Exchange Programmes (CIMO)**Mailing address:** P.O. Box 343, SF-00531 Helsinki, Finland**Calling address:** Hakaniemenkatu 2, Helsinki, Finland**Telephone:** 358-0-7061**Telex:** 122093 cimo sf**Telefax:** 358-0-763911**Administrative structure:** CIMO is an independent centre funded by the Ministry of Education**Director:****Person in charge:** *Mrs. Ilannele Ahti***Total staff:** 28**Library, documentation, computer:** Available**Office hours:** 8h00-16h15; June-Aug.: 8h00-15h15**Open to callers:** During office hours**Functions:**

- CIMO creates, coordinates and administrates exchange programmes for students, postgraduates, professional experts and trainers;
- it provides information, counselling and consultative services related to international mobility and exchanges between Finland and other countries;
- the centre coordinates the international TRACE database network in Finland and serves as the National Grant Awarding Authority (NGAA) for the ERASMUS programme.

Publications (In English):

- Higher Education and research in Finland;
- An introduction to Higher Education in Finland;
- Information uber das Hochschulstudium in Finland;
- Study in Finland 1992-1993: English Language Programmes in Finnish Universities;
- Recognition of Foreign Academic Studies in Finland;
- Development in Education;
- Vocational Education in Finland.

FINLAND**-B-****Title (original):** Opetusministerio**Title (English):** Ministry of Education. Department for Higher Education and Research, Equivalence and Recognition Services**Mailing address:** P.O. Box 293, 00171 Helsinki, Finland**Calling address:** Meritullinkatu 10, 00170, Helsinki, Finland**Telephone:** 358-0-134 171**Telex:** 122079 mined sf**Telefax:** 358-0-656 765**Administrative structure:** Within the Ministry the Department of Higher Education and Research and its Bureau for Study Affairs.**Person in charge:** *Mrs. Sirkka-Leena Hotkko*, Senior Adviser**Library documentation, computer:** Available**Office hours:** 8h00-16h15; June-August: 8h00-1Sh15**Open to callers:** During office hours**Functions:**

- Decisions on recognition of foreign diplomas and degrees for posts in public administration;
- General information about the equivalence of degrees and diplomas,
- Recommendations for the instructions on the recognition of foreign degrees in institutions of higher education;
- Liaison with international networks, such as UNESCO/CEPES/NIB, Council of Europe/NEIC and EC/NARIC.

Publications:

- Higher education in Finland;
- Guide for foreign students 1989-1990;
- Study in Finland. International Programmes in Finnish Universities

1992-1993.

- An Introduction to Higher Education in Finland. A Brief Guide for Foreign Students;
- Education in Finland 1991;
- KOTA. The Database on Higher Education Statistics 1991;
- Recognition of Foreign Academic Studies in Finland (also in Finnish);
- Vocational Education in Finland.

FRANCE

Title (original): Centre d'information sur la reconnaissance des diplômes et la mobilité académique

Title (English): Information Centre on the Recognition of Diplomas and Academic Mobility

Mailing address: Ministère de l'Éducation Nationale, de la Jeunesse et des Sports. Direction des affaires générales internationales et de la coopération. Sous-direction des affaires multilatérales. Bureau de réévaluation de l'information et des comparaisons internationales. DAGIC 7, 110 Rue de Grenelle, 75007 Paris, France

Telephone: 33-1-40-65-65-90

Telex: 270925 eduna f

Telefax: 33-1-45-44-57-87

Administrative structure: The Centre is integrated in the services of the French National Ministry of Education, Youth and Sports

Director: *Mr. Antoine Bousquet* (Sous-Directeur)

Other persons in charge of recognition matters: *Ms. Solange de Serre* (Chief DAGIC Bureau)

Total staff:

Ms. Christine Eusebe (EEC and AELE countries), 33-1-40 65 66 53

Ms. Cecile Vu Thi Mai (Africa, America, Asia, Central and Eastern Europe), 33-1-40 65 67 80

Library, documentation, computer: Small library on French and foreign education systems on the way of computerisation. 4 PC computers, 1 data base on international and foreign universities and financial supports.

Office hours: 14h00-17h30

Open to callers: Answers only to written or telephonic requests

Functions:

- evaluates co-operation among higher education institutions. Provides information on the academic mobility and on the recognition of foreign diplomas;
- issues certificates confirming the studies undertaken for recognition purposes;
- provides information and advice to universities, higher education establishments, French cultural services abroad and foreign public cultural bodies;
- replies to any written requests for information from individuals and public or private institutions needing to solve a problem of recognition of diplomas relating to the pursuance of studies or the exercise of a professional activity.

Publications:

GABON

-A-

Title (original): Universite Omar Bongo

Mailing address: Libreville

Telephone: 241-732033

Telex: 5336 ung

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

GABON

-B-

Title (original): Universite des Sciences et Techniques de Masuku

Mailing address: B.P. 190, Franceville

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

GABON

-C-

Title (original): Commission permanente des Equivalences

Mailing address: B.P. 17011, Libreville

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

GERMANY**Equivalence/Recognition:**

Title (original): Zentralstelle für Ausländisches Bildungswesen im Sekretariat der Kultusminister Konferenz

Title (English): Central Office for Foreign Education in the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs

Mailing address: Nassestrasse 8, 53113 Bonn, Germany

Telephone: 49-228/50 10/

Telex: 886587 kmk D

Telefax: 49-228-50 14 86

Administrative structure: Special department of the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs. Four sections:

A. General and basic questions;

B. Evaluation and recognition of foreign educational qualifications I;

C. Evaluation and recognition...II;

D. Internal documentation and library services.

Director: *Dr. Gfinter Reuhl*

Heads of sections: *Dr. Gunter ReuXI*
Mrs. Monika Wendt
Dr. Peter Oberschelp
Dr. Holger Conrad

Total staff: 40

Library, documentation, computer: Computer facilities for registration of the individual evaluation cases/applicants, data exchange and word processing

Office hours: 8h00-12h00; 12h30-16h00

Open to callers: 10h00-13h00; 14h00-16h00

Functions:

- evaluation of foreign educational qualifications and diplomas of higher education upon request from the authorities legally entitled to decide on individual cases of recognition (e.g. ministries, universities, courts, etc.);
- elaboration of general equivalence schemes and placement recommendations;
- assistance in the preparation of bilateral agreements on mutual recognition of diplomas;
- participation in national and international committees on equivalences and mobility;
- collection and analysis of information and documents - periodicals, official bulletins, university guides dealing with foreign educational systems, professional, technical and university studies, to allow the evaluation of the foreign diplomas and to provide any information to official authorities.

Publications:

- Bewertungsvorschläge. [Recommendations on the admission of students from foreign countries to institutions of higher education in the Federal Republic of Germany]. A loose-leaf collection of all foreign schoolleaving certificates, updated regularly.
- Bildungssysteme und Bildungsnachweise osteuropäischer Länder. [Educational systems and qualifications of countries of Eastern Europe, especially Poland, Yugoslavia, Romania and the Soviet Union (1979-1983)].
- Informationen zum Hochschulrecht. [Information on legislation literature and judicial decisions in the field of higher education].
- Nichtärztliche Heilberufe. [Para medical professions; e.g. nurses, technical assistants, physiotherapists in some countries of Western Europe (1981 - 1983)].
- Ausländische Hochschulsysteme (Foreign Systems of Higher

Education) (1989 - 92).

Mobility:

Title (original): Deutscher Akademischer Austauschdienst

Title (English): German Academic Exchange Service

Mailing address: Kennedyallee 50, D - 5300 Bonn

Telephone: 49-228-88 21

Telex: 88 55 15 daad d

Person in charge: *Dr. L. Vohs*

GHANA

Title (original): Higher Education Division, Ministry of Education

Mailing address: P.O. Box M28, Accra

Telephone: 665421 ext. 3640

Telex:

Telefax:

Administrative structure:

Director: Mr. *N. Kotey*

Other persons in charge of recognition matters:

Total staff:

Library, documentation computer:

Office hours: 8h00-12h30;13h30-17h00

Open to callers:

Functions:

Publications:

GREECE**- A -**

Title (English): Inter-University Centre for the Recognition of Academic Titles (DIKATSA)

Type of institution:

Mailing address: Leoforos Sygrou 112, 11741 Athens, Greece

Telephone: 30-1-922 25 26; 30-1-922 90 65

Telex: 21 31 87 dika gr

Telefax: 30-1-921 80 52

Administrative structure: The Centre is a National Centre outside the Ministry of Education. The twelve members of the Administrative Council (all university professors nominated by their institutions) are appointed by the Ministry of Education. They cover the main fields and branches of study.

President: *Prof Emmanuel Konstantinidis*

Total staff: 20

Library, documentation, computer:

Office hours: May-September: 7h30-14h30

October-April: 7h30-15h00

Functions: The Centre acts as an information unit and as a decision-making body on individual cases.

Publications:

GREECE**-B-**

Title (English): Institute of Technological Education (ITE)

Type of institution:

Mailing address: 56 Leoforos Sygrou Av., 11742 Athens, Greece

Telephone: 30-1-922 1000; 30-1-921 6617

Telex:

Telefax: 30-1-92 27 716

Administrative structure: The Institute of Technological Education is a Ministry of Education and Religion authoritative organisation

President: *Profit Dr. Charalambos Tsiltiklis*

Total staff: 13

Library, documentation, computer:

Office hours:

Functions:

- consults on scientific and educational matters concerning the third level higher technological education;
- decides on matters concerning the equivalence of foreign academic qualifications with the disciplines and courses offered by the Technological Education Institutions (TEIs);
- functions both as National Academic Recognition Information Centre (NARIC) and decision body on matters concerning the equivalence of qualifications awarded abroad by non-university higher education institutions to the TEI degree "ptychio".

GUATEMALA

Title (original): Universidad de San Carlos, Departamento de Registro y Estadísticas

Title (English):

Type of institution: Universitaria

Status: Ley Organica de la Universidad de San Carlos de Guatemala, Ley de Co legiac ion Ob ligatori a

Mailing address: Ciudad Universitaria, Zona 12, 01012 Guatemala

Telephone: Central 760790 al 4; 760985 al 6

Telex:

Telefax: 767221

Administrative structure:

Director: *Mr. Juan Alfonso Fuentes Soria*, Rector

Heads of units:

Total staff:

Library, documentation, computer: Centro de Documentacion y Biblioteca

Office hours: Open to callers:

Functions:

- Reconocimiento de Grados Academicos;
- Registro de Estudios Especializados,
- Equivalencia de Estudios entre Unidades Academicas y Universidades Privadas de Guatemala y entre Universidades

Extranjeras y la Universidad de San Carlos;

- Incorporacion de profesionales egresados de Universidades o Instituciones de Enseñanza Superior del extranjero;
- Otorgamiento de Licencias para ejercer Profesiones facultativas.

Publications:

Publicaciones mensuales y anuales.

GUINEA

Title (original): Direction Nationale de l'Enseignement Supérieur

Title (English):

Type of institution:

Mailing address: c/o Ministère de l'Enseignement Supérieur et de la Recherche Scientifique, B.P. 964 Conakry, République de Guinée

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Heads of units:

Total staff:

Library, documentation, computer:

Office hours:

Functions:

Publications:

GUYANA

Title (original): Guyana National Equivalency Board, Ministry of Education

Mailing address: 26 Brickdam, P.O. Box 1014, Georgetown

Telephone: 592-2 63094

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

HAITI

Title (original): Ministere de l'Education Nationale

Mailing address: 5, avenue Marie-Jeanne, Port-au-Prince

Telephone: 509 21757

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

HOLY SEE

Title (original): Congregazione per l'educazione cattolica

Title (English): Congregation for Catholic Education

Type of institution: Recognition and equivalence information centre

Mailing address: 3 Piazza Pio XIII, 00193 Rome, Italy

Telephone: Rome 39-50-69 84 161

Telex: 20 24 Dirgentel va

Telefax: 39-6-698-41-72

Administrative structure: The Congregation has three Sections, one of which deals with universities. The senior official of each Section is a "Capo Ufficio" (Head of Section). The Congregation has a Cardinal as its Prefect, an Archbishop as its Secretary and also an Under-Secretary.

Director: The Prefect

Total staff: 32

Library, documentation, computer: The Congregation has a library

Office hours: 8h30-13h30; Tuesdays and Fridays: 17h00-20h00

Open to callers: 10h00-13h00

Functions:

- constant contact with Bishops, Episcopal Conferences;
- various contacts with individual universities and faculties;
- contact with UNESCO and with the Council of Europe through the Holy See's representatives to them.

Publications: "Seminalium" (quarterly publication).

HONDURAS**-A-**

Title (original): Consejo Universitario de la Universidad Nacional Autónoma de Honduras (IJNAH)

Type of institution: Institucion de Educacion Superior Estatal

Mailing address: Ciudad Universitaria Jose Trinidad Reyes, Tegucigalpa, Municipio del Distrito Central, Apartado Postal 3560

Telephone: 504 32-2110

Telex: unah hol289

Telefax: 504 314601

Administrative structure:

Director: *Ldo. Jorge Omar Casco Zelaya*, Rector

Other persons in charge of recognition matters:**Total staff:**

Library, documentation, computer: Centro de Documentacion y Biblioteca

Office hours: 7h00-21h00

Open to callers:

Functions: Son atribuciones del Consejo Universitario: - Reconocer equivalencias de estudios y titulos profesionales, de conformidad con las leyes respectivas y los Tratados (Articulo 12 e) de la Ley Organica de la Universidad).

Publications:

HONDURAS

-B-

Title (original): Ministerio de Educacion Publica

Mailing address: Ira Calle, entre 2da, 3ra y 4ta Avenidas,
Comayaguela, D.C.

Telephone: 504 227497

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

HUNGARY

Title (original): Muvelodesi es kozotatasi Miniszterium, Magyar Ekvivalencia es Informacios Kozpont

Title (English): Ministry of Culture and Education, Hungarian Equivalence and Information Centre

Mailing address: Szalai u. 10-14, H-1055 Budapest, Hungary

Telephone: 36-1-132-19-32

Telex: 22-59-35 h

Telefax: 36-1-132-19-32; 36-1-153-35-53

Administrative structure:

Director: Dr. *Tibor G3vula Nagy*

Total staff:**Library, documentation, computer:****Office hours:****Functions:**

- conclusion and application of international agreements on recognition;
- validation of foreign diplomas of higher education.

Publications:

ICELAND

Title (English): Office for Academic Affairs, University of Iceland

Type of institution: Equivalence, recognition and mobility information centre

Mailing address: University of Iceland, v/ Sudurgata, ISL-101 Reykjavik, Iceland

Telephone: 354-1-69 45 86

Telex: 2307 isinfo

Telefax: 354-1-21331

Administrative structure: The Centre acts as Iceland's NARIC (National Academic Recognition Information Centre) and NEIC (National Information Centre on Academic Mobility and Equivalence) within the framework of the European Community and the Council of Europe

Director: *Mr. Thodur Kristinsson*

Heads of sections: Asgerdur Kjartansdottir and Karitas Kvaran

Total staff: 3

Library, documentation, computer: The Information Office - Studies Abroad serves as a documentation centre for the office for academic affairs since the centre has various books on educational systems around the world, as well as study catalogues from individual schools and universities. MacIntosh computers are used for data processing.

Office hours: 9h00-17h00

Open to callers: 10h00-12h00, 13h00-17h00

Functions:

INDIA

-A-

Title (original): Association of Indian Universities

Mailing address: AIU House, 16 Kotla Marg, New Delhi 110 002

Telephone: 91-11 3313390/91-11 3310059

Telex: 31-66180 AIU IN

Telefax:

Administrative structure: 1. President
2. Secretary-General
3. Other Officers and Staff

Director:

Other persons in charge of recognition matters: *Mr. Sri KC. Kalra*,
Deputy Secretary (Evaluation)

Total staff: About 100

Library, documentation, computer:

Office hours: 9h00-5h30, Monday to Friday

Open to callers: Yes

Functions: Inter-university Organization

Publications: (List of AIU publications available on request)

INDIA
-B-

Title (original): University Grants Commission

Type of institution: An agency of the Central Government charged with the responsibility of funding the universities and, inter alia, for according recognition to and determining equivalence of academic degrees and diplomas

Mailing address: Bahadurshah Zafar Marg, New Delhi, India

Telephone: Can be contacted through the Secretary-General, Indian National Commission for Cooperation with UNESCO, Ministry of Human Resources Development, Department of Education, Room 203, C Wing, Shastri Bhawan, New Delhi 110 001, India, Phone: 91-11-386451

Telex:

Telefax: c/o 3161336

Administrative structure: The decision-making authorities of the agency are the Commission, the Vice-Chancellors Committee, Equivalence Committee

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours: Open to callers:

Functions: Responsible for recognition and equivalence of academic qualifications.

INDONESIA**-A-****Title (original):** Direktorat Ferguruan Tinggi Swasta**Title (English):** Directorate of Private University**Type of institution:** Directorate General of Higher Education,
Department of Education and Culture**Mailing address:** Jalan Pintu Satu, Senayan, Jakarta 10270, Indonesia**Telephone:** 581987**Telex:** 31-66180 AIU IN**Telefax:****Administrative structure:****Director:** *Prof: Dr. Sahara Sukra, MSc.***Other persons in charge of recognition matters:****Total staff:****Library, documentations computer:****Office hours:** 8h00-15h00 - Monday-Thursday

8h00-1 lh30 - Friday

8h00- 14h00 - Saturday

Open to callers:**Functions:** Responsible for recognition of academic qualifications.**Publications:**

INDONESIA**-B-****Title (original):** Direktorat Pembinaan Sarana Akademis**Title (English):** Directorate of Academic Affairs**Type of institution:** Directorate General of Higher Education,
Department of Education and Culture**Mailing address:** Jalan Pintu Satu, Senayan, Jakarta 10270, Indonesia**Telephone:** 581903**Telex:** 31-66180 AIU IN**Telefax:****Administrative structure:****Director:** *Profit Dr. Ir. Bambang Suhendro***Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours:** 8h00-15h00 - Monday-Thursday

8h00-1 lh30 - Friday

8h00-14h00 - Saturday

Open to callers:**Functions:** Responsible for recognition of academic qualifications.**Publications:**

IRAN**- A -**

Title (original): Vezarate Farhang-Va-Amozeshe ally-Edareh Kolle omoure Faregh-AI-Tahtsilan

Title (English): Ministry of Culture and Higher Education, Department of Graduates

Type of institution: Educational, cultural

Mailing address: P.O. Box 15745-5885, Department of (Graduates, Tehran

Telephone: 852027

Telex:

Telefax:

Administrative structure: A Section of the Ministry of Culture and Higher Education

Director: *Dr. S. Fahimifar*

Other persons in charge of recognition matters:

Total staff: 20

Library, documentation, computer: All documents are kept in files.

Office hours: 7h30-15h30

Open to callers: 7h30-13h30; 13h30-15h30

Functions: Evaluation and approval of all the university degrees.

Publications: Several publications on different aspects brought out through the Ministry.

IRAN
-B-

Title (English): Graduates Department, Ministry of Culture and Higher Education

Type of institution: Educational, cultural

Mailing address: Dr. Beheshti Ave., Shahid Sabounchi Cross, Tehran, P.O. Box 15245/769

Telephone: 98-21-852027

Telex: 212889 IRDC IR

Telefax: 98-20-849785

Administrative structure: A Section of the Ministry

Director: *Dr. M. Karrari*

Other persons in charge of recognition matters:

Total staff: 20

Library, documentation, computer: All available

Office hours: 7h30-1Sh30

Open to callers: 7h30-12h00, 13h00-1Sh00

Functions: Evaluation of Foreign Qualifications

Publications: A Guide to universities, and other higher education institutions in Iran (in persian).

IRELAND

Title (original): National Academic Recognition Information Centre

Type of institution: Academic recognition information centre

Mailing address: Higher Education Authority, 21 Fitzwilliam Square, Dublin 2, Ireland.

Telephone: 353-1-12748

Telex:

Telefax: 353-1-10492

Administrative structure: The Centre is a National Centre operated by the Higher Education Authority which is a statutory body with funding, advisory and developmental functions in relation to third-level education.

Director: *Mr. Brendon O'Decl*

Person in charge: *Ms. Mary Do7~oghae*

Total staff: 2

Library, documentatin, computer: Available

Of fice hours: 9hl 5-17h30

Functions: The Centre acts as an information unit supplying general information to foreign students. Specific queries are passed on to universities or relevant higher education institution which deal with queries. Decisions are taken by the higher education institutions.

Publications:

ISRAEL

Title (English): Committee for the Evaluation of Foreign Academic Diplomas and Degrees

Type of institution: Recognition and equivalence information centre

Mailing address: Ministry of Education and Culture, 34 Shivtei Israel Street, P.O. Box 292, 91911 Jerusalem, Israel

Telephone: 972-2-278260/292222

Telex:

Telefax: 972-2-29 32 38

Administrative structure: Governmental Committee

Director: *Mr. Arse Shoval*, Chairman

Total staff: 1

Library, documentation, computer:

Office hours: 8h00-15h00 (Friday 8h00-14h00)

Open to callers: During office hours

Functions:

- provision of information;
- documentation services;
- referral of inquiries;
- advisory services to decision-makers;
- liaison function in international networks (UNESCO-CEPES).

Publications:

ITALY

Title (original): Centro di Informazione sulla Mobilita e le Equivalenze Accademiche (CIMEA)

Title (Itnglish): Information Centre on Mobility and Academic Equivalence

Type of institution: Equivalence/recognition information centre; mobility information centre

Mailing address: Fondazione RUI, Viale Ventuno Aprile 36, 00162 Rome, Italy

Telephone: 39-6-863-21-281

Telex: 043/6t'6036 frui rrn

Telefax: 39-6-863-22-845

Administrative structure: CIMEA functions on the basis of an agreement between the Ministry of Public Instruction and the RUI Foundation

Director: *Dr. Ing. Alfredo Razzano*

Persons in charge: *Dr. Carlo Finochietti*

Total staff: 4

Ms. Silvia Capucci - EC & EFTA countries, Latin America, USA

Ms. Sandra Natoli - mobility and recognition

Ms. Luisa M. Pallottino - Western European countries

Mr. Giacomo Zagardo - EC Mobility Programmes; Statistics.

Library, documentation, computer: Library: 1800 books + 90 titles of magazines. Documentation: microfiches, catalogues, bulletins, legislation collection, directories, guides etc. providing information on Italian and foreign education systems, academic mobility and cooperation, recognition of foreign qualifications. Computer PS/2 IBM model 60 with two data bases

on: 1. cooperation agreements between Italian and foreign universities; 2. cases of recognition of foreign qualifications effected by Italian universities.

Office hours: 8h30-18h30

Open to callers: Information distributed only in writing by replying to letters

Functions: The objective of CIMEA is to promote the mobility of students, researchers and university teachers by offering information and counselling on academic recognition of diplomas and periods of study undertaken in other Member States of the European Community. Its services are open to:

- Italian and foreign universities and cultural institutions, to international organizations and to European citizens. CIMEA publishes guides and foreigners intending to study or to do research work in Italy. CIMEA does not have power to recognize and validate diplomas. Taking into account the autonomy of universities and the institutional comparability of diplomas and certificates for the purpose of granting recognition and establishing the equivalence of diplomas and promoting the free circulation of the citizens of the Community.

Publications: "Serie doc." (set of informational documents) up to no. 20 on December 31, 1987.

JAMAICA

- A -

Title (original): Ministry of Education

Mailing address: 2, National Heroes Circle, P.O. Box 202, Kingston

Telephone: 1809 9221400

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

JAMAICA

-B-

Title (original): University Council of Jamaica**Type of institution:** Quality assurance body for Tertiary Education**Mailing address:** The Towers, 7th Floor, 25 Dominica Drive, Kingston**Telephone:** 809 929-7299; 929-7312**Telex:****Telefax:** 809 929-7312**Administrative structure:****Director:** *Ethley D. London*, Ph.D.**Other persons in charge of recognition matters:**

Total staff: Directive	16
Professional	3
Technical	3
Administrative	5
Secretarial	2

Library, documentation, computer: Small documentation centre**Office hours:** 8h30-17h00**Open to callers:****Functions:**

- Accreditation;
- Registration of Institutions;
- Recognition of Qualifications;
- Degree Granting.

Publications:

- Restructuring Tertiary Education;
- A Study of the Tertiary Education System in Jamaica (excluding U.W.I.) with Recommendations for its Restructuring;
- The Accreditation and Programme Development Needs of Private Professional Tertiary-Level Training Institutions in Jamaica: a Preliminary Survey;
- Registration Handbook;
- Journal of the Joint Committee for Tertiary Education.

JAMAICA

-C-

Title (original): University of the West Indies

Mailing address: Mona, Kingston 7

Telephone: 1809 927-1661

Telex: 2123 univers ja

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

JAMAICA

- D -

Title (original): College of Arts, Sciences and Technology

Mailing address: 237 Old Hope Road, Kingston 6

Telephone: 1809 927-1680

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

JAPAN

Title (original): Title (English): Ministry of Education, Science and Culture

Type of institution: Government Ministry responsible for education, science and culture

Mailing address: Ministry of Education, Science and Culture, 3-2-2 Kasumigaseki, Chiyoda-ku, Tokyo, 100 Japan

Telephone: 81-3-3581.4211

Telex:

Telefax: 81-3-33581.9149

Administrative structure:

Director: Mr. *Yoshikazu Hasegawa*, c/o Secretary-General, National Commission of UNESCO

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Collection of information from institutions of higher learning including recognition and equivalence of qualifications, and dissemination of the same.

Publications:

JORDAN

Title (English) Higher Committee for the Equivalence of Degrees and Diplomas, Ministry of Higher Education

Mailing address: P.O. Box 138, Jbeiha, Amman

Telephone: 962-847671

Telex: 21396 educate jo; 24131

Telefax: 837616

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff: 30

Library, documentation, computer:

Office hours: 8h00- 14h00

Open to callers:

Functions:

Publications: Lists of accredited universities in 16 countries including: Australia, Austria, Canada, Cyprus, France, Germany, Greece, India, Italy, Pakistan, Philippines, Spain, Switzerland, Turkey, United Kingdom, USA.

KENYA

Title (original): Commission for Higher Education

Mailing address: P.O. Box 54999, Nairobi, Kenya

Telephone: 254-228753 or 222233

Telex: N/A

Telefax:

Administrative structure: The Unit serving as the National Information Centre on Academic Recognition and Mobility is known as the Equation of Qualifications Unit. It is expected to work closely with the Documentation Centre, which among other things, is supposed to develop a Management Information System (MIS) for the Commission for Higher Education and the public universities in Kenya.

Director/Co-ordinator: *Dr. F. N. Owako*

Other persons in charge of recognition Gaffers: *Mrs. P. W. Mscharis*, Senior Assistant Commission Secretary, plus an additional staff to be appointed.

Total staff: 3

Library, documentation, computer: The Commission is in the process of gathering information on educational systems world-wide, as well as establishing a library on higher education. The university calendars, bulletins and yearbooks such as the Association of Commonwealth Universities, Yearbook, World Guide to Higher Education, British Council publications, Association of Indian Universities Equation of Qualifications, documentation on accrediting bodies, etc. are collected as well. At the same time, the Commission is in the process of establishing a Management Information System (MIS), for the purpose of accessing and disseminating information between the Commission and the public universities, and hopefully, with other management information systems, when the MIS is fully developed. The work of the Commission is highly

computerised - with all secretarial duties carried out through personal computers (pcs) attached to each secretary. All these personal computers will be accessed to the MIS, as soon as the latter is established. The Equation of Qualifications Unit, will be one of the units in the Commission.

Office hours: 8h00-1300 and 14h00-17h00

Open to callers: Yes

Functions: To advise the Government on the standardisation, recognition and equation of degrees, diplomas and certificates conferred or awarded by foreign and private universities.

Publications:

- Accreditation Reports on private universities;
- Annual Report for the Commission.

KIRIBATI**Title (original):****Title (English):** Ministry of Education**Type of institution:** Government Ministry responsible for all matters pertaining to education including recognition and equivalence of degrees and diplomas**Mailing address:** P.O. Box 263, Bikenibeu, Tarawa, Republic of Kiribati**Telephone:** 68628-102; 28-091**Telex:****Telefax:** 686 28-222**Administrative structure:** The Ministry is headed by the Secretary for Education, who is the principal executive concerning all matters connected with education.**Director:** *Mr. T. Nathan Bauro*, Secretary for Education**Heads of units:****Total staff:****Library, documentation, computer:****Office hours:****Functions:** To supervise all matters pertaining to education including recognition and equivalence of academic awards.**Publications:**

KUWAIT**Title (original):****Title (English):** Kuwait University**Type of institution:** Academic Institution**Mailing address:** Kuwait University, P.O. Box 5969, Safat 13060,
Kuwait**Telephone:** (965)-484-5839**Telex:****Telefax:** (965)-483-9146/484-8648**Administrative structure:** University**Director:** *Professor Shuaib Abdullah Shuaib***Heads of units:****Total staff:** 710 Faculty / 3100 Employees**Library, documentation, computer:** Available**Office hours:** 7h30-14h00 (Saturday through Wednesday)**Functions:** Academic, Higher Ed., Cont. Ed., Cultural exchange**Publications:**

- The Journal in Science;
- Arabic Journal of Administrative Sciences,
- Journal of Social Sciences Medical principles and practice;
- Islamic Studies Magazine;
- Journal of the Gulf and Arabian Peninsula;
- The Educational Journal;
- Arab Journal for Humanities;
- Annuals of the Faculty of Arts;
- Journal of Law.

LAO PEOPLE'S DEMOCRATIC REPUBLIC**Title (original):****Title (English):** Ministry of Education and Sports**Type of institution:** Government Ministry responsible for collection of information on academic recognition in cooperation with the Ministry of Education and educational institutions, and its dissemination.**Mailing address:** Ministry of Education and Sports, B.P. 67-Vientiane, Lao People's Democratic Republic**Telephone:** 2213,2247,2050**Telex:** 4317,4320**Telefax:****Administrative structure:****Director:****Heads of units:****Total staff:****Library, documentation, computer:****Office hours:****Functions:** Collection of information on all educational matters including recognition and equivalence of academic qualifications.**Publications:**

LEBANON

Title (original): Commission Nationale des Equivalences, Ministere de l'Education nationale

Mailing address: Beirut

Telephone: 961-1 305111

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

LITHUANIA

Title (original): Tarptautiniu, Sutarciau ir Programu, Skyrius

Title (English): The Department of International Programmes and Agreements

Type of institution: Governmental

Mailing address: The Lithuanian Agency for Higher Education, Research and Development, Gedimono 11, 2039 Vilnius, Lithuania

Telephone: 7-0122-62 70 78

Telex:

Telefax: 7-0122-61 48 29; 7-0122-22 63 01

Administrative structure: Integrated into the activities of the Lithuanian Agency for Higher Education, Research and Development

Director: Dr. *Jonas Buodz Ius*

Head of Section: *Ms. Birute Mockene*

Total staff: 2

Library, documentation, computer: Small library on foreign education systems on the way of computerisation. 1 IBM PC computer.

Office hours: Mondays, Thursdays: 9h00-18h00;
Friday 9h00-16h45

Open to callers:

Functions:

- collection and analysis of information and documents, dissemination of information, advice to higher education establishments;
- assistance in preparation of bilateral agreements on academic and

scientific exchange and mutual recognition of diplomas and negotiations; participation in legislative work on recognition of foreign credentials; liaison with international networks.

Publications: Lithuanian Higher Education and Research Institutions: Short Guide, 1992.

LUXEMBOURG

Title (original): Ministère de l'Éducation Nationale. Département de l'Enseignement Secondaire et Supérieur

Title (English): Ministry of National Education. Department of Secondary and Higher Education

Mailing address: 29 Rue Aldringen, L-2926, Luxembourg

Telephone: 352-478-5127

Telex: 3311 menj lu

Telefax: 352-478-5130

Administrative structure: The Centre is a service within the Ministry of National Education

Director: *Mr. Ernest Weds*

Total staff:

Library, documentation, computer:

Office hours:

Functions: The main role of the Centre is information and advice. The Centre cooperates with the "Commission d'homologation des titres et des grades d'enseignement supérieur".

Publications:

MACAU

Title (original): University of East Asia

Mailing address: University Drive, Taipa, P.O. Box3001, Macau

Telephone: 853 327322

Telex: 88397 uea om / **Cable:** ueastasia

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

MADAGASCAR

Title (original): Direction de l'Enseignement Supérieur, Ministère des Universités

Mailing address: Tsimbazaza, Antananarivo

Telephone: 254-67;279-04

Telex: 22539 mrstd

Telefax: 253-74

Administrative structure: Direction

Director: *Mr. Joseph Sydson*

Other persons in charge of recognition matters:

Mme Chantal Rahalison (Chef de Service)

Mile Lanto Ralaimidona (Chef de Service)

Total staff:

Library, documentation, computer:

Office hours: 8h00-12h00;14h00-18h00

Open to callers: 8h00-12h00;14h00-18h00

Functions:

Publications:

MALAYSIA

-A-

Title (original): Public Service Department, Education and Qualified Recognition Career and Training Division

Mailing address: Perkim Building, Jalan Ipoh, Kuala Lumpur

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition Gaffers:

Total staff:

Library, documentation, computer:

Office hours: Open to callers:

Functions:

Publications:

MALAYSIA

-B-

Title (English): Ministry of Education

Type of institution: Government Ministry responsible for collection of information on all academic matters including recognition and equivalence of academic awards and its dissemination.

Mailing address: Ministry of Education, External Affairs Division, 5th Floor, Block F (Norm), Damansara Town Centre, 50604 Kuala Lumpur, Malaysia

Telephone: (093) 255-3535

Telex:

Telefax: (093) 254-4580

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

MALDIVES

Title (English): Ministry of Education

Type of institution: Government Ministry.

Mailing address: Gazy Building, Male, 2005, Maldives

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To deal with all matters in education including recognition of degrees, diplomas and certificates.

Publications:

MALTA

Title (English): Malta Equivalence Information Centre (MEIC)

Type of institution: Recognition and equivalence information centre, also helps with mobility of students

Mailing address: Ministry of Education, Beltissebh, La Valetta, Malta

Telephone: 356-33-231589

Telex: 11 00 modmit mt

Telefax: 356-33-222256

Administrative structure: The service forms part of the duties assigned to the Officer i/c Planning and Statistics in the Department of Education. The Centre has close liaison with the Registrar, University of Malta, who also acts as an Information Centre on Equivalence and Mobility for University.

Director:

Head of section: Dr. *Paul Heywood*, Assistant Director of Education

Total staff:

Library, documentation, computer: The Centre has a small library. Documentation is available in relevant departmental files. Library and documentation material are also available with the Registrar and the Librarian of the University of Malta, Tal-Qroqq, Msida. **Office hours:** 7h45-12h30; 13h15-17h15 (winter); 7h30-13h30 (summer) **Open to callers:** During office hours

Functions:

- provides information on the equivalence of foreign qualifications for local use;
- helps foreign students to be enrolled in local schools;
- provides contacts and other information to local students seeking to

- study overseas as available,
collaborates with national centres in other countries and with
recognized institutions and organisations

Publications:

MAURITIUS

Title (original): University of Mauritius

Mailing address: Reduit

Telephone: 230 454104

Telex: 4621 UNIM IW / **Telegrams:** University Mauritius

Telefax: 230 4549642

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

MOLDOVA

Title (original): Ministerul Stiintei si Educatiei. Directia pentru Stiinte Reale si Umanistice

Title (English): Ministry of Science and Education. Division for Sciences and Humanities

Type of Institution:

Mailing address: 1, Piata Marii Adunari Nationale, 277033 Chisinau, Moldova

Telephone: 7-0422-233418

Telex:

Telefax: 7-0422-233515

Administrative structure:

Head of unit: *Dr. Arcadie Barbarosie*

Other persons in charge of recognition matters:

Total staff: 3

Library, documentation, computer: Documentation unit, equipped with personal computers.

Office hours: 8h00-17h00

Open to callers: During office hours

Functions: - provision of information; - referral of inquiries; - documentation services.

Publications:

MONGOLIA**-A-****Title (original):** Mongol Ulsun Undesnii Ikh surguul**Title (English):** Mongolian National University**Type of institution:** Research and training institution**Mailing address:** P.O. Branch 46, Mongolian National University,
Ulaanbaatar-210646, Mongolia**Telephone:** 20160, 22508**Telex:** 79305 ERDEM MN**Telefax:****Administrative structure:** The Rectorial Council, the Academic Council; the Faculties, the Instructional and Research Institutes; the Departments and Research Laboratories**Director:** *Prod: D. Dory, PhD.***Head of Section:** *Assoc.Prof: S. Davaa* (reply to instruction), *Prod: A. Mekey* (reply to research and foreign relations)**Other persons in charge of recognition matters:****Total staff:** c.400 teachers and researchers, and c.3000 students (university)**Library, documentation, computer:** Library-c.350.000 vols., a small Computer Center**Office hours:****Open to callers:** 8h30-17h30

Functions:

- Instruction and research;
- Training of Bachelor, Master and PhD. degrees in fundamental and applied natural, social and humanity sciences.

Publications:

- Research Bulletin;
- Proceedings.

MONGOLIA**-B-**

Title (original): Technikiin Ikh surguul
Title (English): Technical University of Mongolia

Type of institution: University

Mailing address: P.O. Branch 46/520, Technical University of Mongolia, Ulaanbaatar-210646, Mongolia.

Telephone: 3-24121, 3-24709

Telex:

Telefax:

Administrative structure: The Academic Council, the President's Council, the Instructional and Research Schools, the Departments and Research Laboratories

Director: *Assoc.Prof: D. Radarch, PhD.*

Head of Section: *Assoc.Prof. Altangerel, Senior Vice-President; L. Boldbaatar, Vice-President, Ts. Bold, Vice-President.*

Other persons in charge of recognition matters:

Total staff: 400 (university)

Library, documentation, computer: Library-c.300.000 vol., a Computer Center

Office hours:

Open to callers: 8h30-17h30

Functions: instruction and research in the fields of technics and technology.

Publications:

- Research Bulletin;
- newspaper "Erdmyin duruu".

MONGOLIA**-C-****Title (original):** Hudow ajy akhuin Ikh surguul**Title (English):** Agricultural University of Mongolia**Type of institution:** University**Mailing address:** Agricultural University of Mongolia, Ulaanbaatar, Mongolia**Telephone:** 3-41377, 3-41770**Telex:****Telefax:****Administrative structure:** The Rectorial Council, the Academic Council, the Faculties and Departments**Director:** *Prod: Sanjid, PhD.***Head of Section:** *Prod: A. Magash, Deputy Rector, Prod: N. Nadmid, Deputy Rector***Other persons in charge of recognition matters:****Total staff:** 150(university)**Library, documentation, computer** Library-c.180.000 vol., Computer Laboratory**Office hours:****Open to callers:** 8h30-17h30**Functions:** Instruction and research in the fields of agriculture-veterinary medicine, husbandry, agronomy, agricultural mashinery and agricultural economics and accounting, etc.**Publications:** Research Bulletin

MONGOLIA**-D-**

Title (original): Anagaakh ukhaany Ikh surguul Title (English):
Medical University

Type of institution: University

Mailing address: Jamyangunyi Street, 4, POB 48/60, Ulaanbaatar,
Mongolia

Telephone: 21249, 21834

Telex:

Telefax:

Administrative structure: The Rectorial Council, the Academic
Council, the Faculties and Departments

Director: *Prod: G. Jamba, MD.*

Head of Section: *Prof D. Dungereorj-Deputy Rector, Dr. Ts.
Lkhagwasuren-Provost*

Other persons in charge of recognition matters:

Total staff: 540 (university)

Library, documentation, computer: The library collection has grown
to 150.000 volumes of books, monographs and bound periodicals. The
audiovisual section of the University has a computer.

Office hours: 8h00-12h00; 13h00-18h00

Open to callers: 10h00-12h00

Functions: To train physicians and other medical specialists as medical
practitioners, educators and researchers.

Publications:

- Annual research reports of Medical University of Mongolia;
- Journal "MEDICINE".

MONGOLIA

Title (original): Bagshyin Ikh surguul

Title (English): Teacher's Training University

Type of institution: University

Mailing address: The Teacher's Training University,
Ulaanbaatar-210644, Mongolia

Telephone: 3-22705

Telex:

Telefax:

Administrative structure: The Rectorial Council, the Academic Council, the Faculties and Departments

Director: *Prof B. Chulaundorj, DSc.*

Head of Section: *Dr. Ts. Tseveen-Deput, v.* Rector; *Dr. Altangerel*-Provost.

Other persons in charge of recognition matters:

Total staff: 400 (university)

Library, documentation, computer: Library

Office hours:

Open to callers: 8h30-17h30

Functions:

- Instruction and research in the fields of education;
- instructional methodology and teacher training, etc.

Publications: Research bulletin

MONGOLIA**-F-****Title (original):** Technologyin deed surguul**Title (English):** Institute of Technology**Type of institution:** Research and training institution**Mailing address:** The Teacher's Training University,
Ulaanbaatar-210644, Mongolia**Telephone:** 3-22705**Telex:****Telefax:****Administrative structure:** The Rectorial Council, the Academic Council, the Faculties and Departments**Director:** *Academic B. Chadraa-DSc*Head of Section: *Dr. Batmunkh-Deputy Rector, Dr. Budnyam-Deputy Rector***Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours:****Open to callers:** 9h00-17h30**Functions:** Research and instruction on the fields of technology (high-tech).**Publications:**

;

MOROCCO**-A-**

Title (original): Ministère de l'Éducation nationale. Enseignement supérieur. Secrétariat Général. Direction des affaires juridiques et de l'enseignement supérieur privé.

Mailing address: Rue Idriss A1 Akbar, Quartier Hassan, Boîte postale 4500, Rabat

Telephone:

Telex: 36153 M

Telefax: (212) 70-62-81; 70-61 -88

Administrative structure: Direction des affaires juridiques et de l'enseignement supérieur privé

Director: *Mr. Lhoussein Benali*

Other persons in charge of recognition matters: *Ms. Zahra Nclssiri*

Total staff: 4

Library, documentation, computer:

Office hours: 8h30-12h00; 14h30-18h30

Open to callers: 10h00-14h30; 15h00-17h00

Functions:

Publications: Enseignement supérieur universitaire au Maroc, 2 vol.

MOROCCO

Title (original): Division de la Reglementation et des Equivalences de Diplomes, Ministere de l'Education nationale

Mailing address: 24 due du Senegal-Ocean, Rabat

Telephone: 212-7 74839

Telex: 31016 meps-mes

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

MYANMAR**Title (original):**

Title (English): Department of Higher Education Policy, Ministry of Education

Type of institution: Government Department

Mailing address: Theinbyu Street, Yangon, The Union of Myanmar

Telephone:

Telex:

Telefax:

Administrative structure:

Head of department:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To deal with all matters relative to higher education including recognition and equivalence of degrees, diplomas and certificates.

Publications:

NEPAL

-A-

Title (English): Ministry of Education and Culture

Type of institution: Governmental

Mailing address: Kaiser Mahal, Kantipath, Kathmandu, Nepal

Telephone: 977 14064

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Responsible for decision-making in all matters relative to education including equivalence and recognition of degrees, diplomas and certificates.

Publications:

NEPAL

-B-

Title (original): Tribhuvan University

Mailing address: Kirtipur, Kathmandu

Telephone: 977 15313

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications: .

THE NETHERLANDS

Title (original): Nuffic, de Nederlandse organisatie voor internationale sarnenwerking in het hogher onderwijs, gaat verhuizen

Title (English): NUFFIC, the Netherlands Organisation for International Cooperation in Higher Education

Type of institution: Equivalence/recognition information centre and mobility information centre.

Mailing address: Kortenaerkade 11, P.O. Box 29777,2502 LT The Hague, Netherlands

Telephone: (31-70)-426-02-60

Telex: 33565 nufic nl or 35361 nufic nl

Telefax: 31-70-426-03-99

E-mail: Kouwenaa@Nuffics.nl

Administrative structure: Nuffic is a foundation of the Dutch institutions of higher education. Nuffic is fiJnded by the Dutch Ministry of Education and Science and has been appointed as national information centre for equivalence/academic recognition and for international academic mobility.

Director: *Mr. Jon Erik Hagen*

Heads of sections: *NEIC: Mr. Kees Kouwenaar*

Mobility Information Centre: Mr. Marcel Oomen

Total staff:

Library, documentation, computer: Computerized library.

Office hours: 9h00-17h00

Open to callers: 13h00- 16h00

Functions:

- provision of information,

- referral of inquiries;
- documentation services;
- advisory services to decision-makers and possessors of certificates;
- liaison with international networks.

Publications (in English):

- COUNTERPART, the International Dimension of Higher Education and Research in the Netherlands (periodical);
- Nuffic - A Portrait;
- Studying at a University in Holland; Should you? (brochure, also in French, Spanish and German);
- Higher Education in the Netherlands.

NETHERLANDS ANTILLES

Title (original): Department of Education Title (English)

Type of institution: Governmental

Mailing address: Schouwburgweg 24-26, Apna Buildings, Cura,cao

Telephone: 615 577

Telex:

Telefax: 618 941

Administrative structure:

Director: Mr. R. W.A. *NaaldiCk*

Heads of units:

Total staff:

Library, documentation, computer:

Office hours: 7h30-12h00; 13h30-17h00

Functions:

Publications:

NEW ZEALAND**-A-****Title (original):** The University of Auckland**Title (English):** As above**Type of Institution:** University**Mailing address:** Private Bag 92019, Auckland, New Zealand**Telephone:** (64) (09) 373 7999**Telex:****Telefax:** (64) (09) 373 7400**Administrative structure:** Council**Director:** Sir *Colin Maiden*, Vice-Chancellor**Other persons in charge of recognition matters:****Total staff:** 2000 (university)**Library, documentation, computer:**

- Library 1,400,000 volumes;
- Computers IBM, VAX, SILCON GRAPHICS.

Office hours: 8h30-17h00 - Monday-Friday**Open to callers:** 8h00-17h30 - Monday-Friday**Functions:**

- Undergraduate and graduate teaching facilities;
- Architecture, Arts, Commerce and Economics, Education;
- Engineering, Fine Arts, Law, Medicine and Human;
- Biology, Music, Property and Planning, Science.

Publications:

- University of Auckland Calendar;
- Faculty Handbooks.

NEW ZEALAND
-B-

Title (original): The University of Waikato

Title (English): As above

Maori:

Te Whare Wananga o Waikato

Type of Institution: Educational - Tertiary

Mailing address: Private Bag 3105, Hamilton 2001, New Zealand

Telephone: (0064) (7) 856 2889

Telex:

Telefax: (0064) (7) 856 0135

Administrative structure: Academic and Administrative Head: The ViceChancellor

Director: *Prod: EGG. Malcolm*, Vice-Chancellor

Other persons in charge of recognition matters:

Total staff: Academic-500

General staff-530

Library, documentation, computer: Library: 613,000 volumes

Office hours: 8h30-17h00

Open to callers: 8h30-17h00

Functions: Teaching and Research.

Publications: Of ficial information about the University and the courses it offers is produced annually in the University of Waikato Calendar. The University also produces an Annual Report, comprising Research and Financial reports.

NEW ZEALAND

-C-

Title (original): Massey University

Title (English): Massey University

Type of Institution: University

Mailing address: Private Bag 11 222, Palmerston North, New Zealand

Telephone: (00) (64) (06) 356 9099

Telex:

Telefax: (00) (64) (06) 350 5603

Administrative structure: Registrar assisted by Academic Registrar, Students Affairs Registrar, Staff Registrar, Finance Registrar and Works Registrar

Director: *Dr. T.N.M Waters*, Vice-Chancellor

Other persons in charge of recognition matters:

Total staff: Approx. 1700 (university)

Library, documentation, computer:

Office hours: 8h30-17h00

Open to callers: 8h30-17h00

Functions: Education and Research

Publications: Massey University Calendar and Course Booklets

NEW ZEALAND**-D-****Title (original):** Victoria University of Wellington**Title (English):** As above**Type of Institution:** University**Mailing address:** P.O. Box 600, Wellington, New Zealand**Telephone:** (04) 472 1000**Telex:****Telefax:** (04) 499 4601**Administrative structure:** Faculties of Arts, Science, Law, Architecture Commerce and Administration, Education, numerous Centres and Institutes**Director:** *Prof Les Holborow*, Vice-Chancellor**Registrar:** *Mr. Andrew Neeson***Other persons in charge of recognition matters:****Total staff:** Approx. 1000F/Time, 2500 P/Time (includes 340F/Time Academic staff)**Library, documentation, computer:** Founded 1899, 848,000 volumes, UN Depository Library (1975), Computer - Vax, Silicon Graphics, Backbone Network**Office hours:** 8h00-17h00**Open to callers:** 9h00-17h00**Functions:** Teaching and Research**Publications:** Calendar, annual reports, charter, statements of objectives and service performance, research reports and departmental reports.

NEW ZEALAND**-E-**

Title (original): University of Canterbury **Title (English):** University of Canterbury

Type of Institution: University

Mailing address: Private Bag 4800, Christchurch, New Zealand

Telephone: (03) 366 7001

Telex:

Telefax: (03) 364 2999

Administrative structure: University Council, Academic Board

Director: Vice-Chancellor

Other persons in charge of recognition matters:

Total staff: 1000 (university)

Library, documentation, computer:

Office hours: 9h00-17h00

Open to callers: Yes

Functions: Teaching and Research

Publications: 805

NEW ZEALAND**-F-**

Title (original): Te Whare Wanaka O Aoraki **Title (English):** Lincoln University

Type of Institution: University

Mailing address: P.O. Box 94, Lincoln University, Canterbury, New Zealand

Telephone: 64-3-325-2811

Telex:

Telefax: 64-3-325-2965

Administrative structure: Governing Body of the University is the Lincoln University Council. The Chancellor, Pro-Chancellor, Vice-Chancellor, Deputy Vice-Chancellor and the Registrar are the Principal of ficers of the University.

Chief Executive Officer: *Proof B. J. Ross*, Vice-Chancellor

Director:

Other persons in charge of recognition matters:

Total staff: 728 (university)

Library, documentation, computer: Library holds 110,000 volumes, Network of PC Computers linked to Vax Cluster

Office hours: 8h00-16h30

Open to callers: 8h30-16h30

Functions: Research, Higher Education

Publications: Lincoln University Calendar, Lincoln Outlook, Lincoln News, and research publications.

NEW ZEALAND**-G-****Title (original):** University of Otago**Title (English):** University of Otago**Type of Institution:** University founded 1869**Mailing address:** P.O. Box 56, Dunedin, New Zealand**Telephone:** 64 (3) 479 1100**Telex:****Telefax:** 64 (3) 474 1607**Administrative structure:** Four academic divisions (Commerce, Health Sciences, Humanities and Sciences³, a Division of Academic Services and a Division of Administrative and Student Services**Director:** *Sir Robin Irvine* M.D. (NZ) Dr.H.C. (Edin) FRCP FRACP FRSA FNZIM. Sir Robin Irvine will retire from the office of Vice-Chancellor on 31 January 1994 and will be succeeded by *Dr. Graeme Fogelberg* MBA, PhD (W. Ont), MCom (Well), FCA.**Other persons in charge of recognition matters:****Total staff:** 690 full-time teaching staff**Library, documentation, computer:** The University of Otago library contains more than 1.2 million volumes in its central and specialist libraries. The libraries are fully computerized with on-line search facilities. The University's central computing service is based on a cluster of DEC VAX machines.**Officehours:** 8h30-17h00**Open to callers:** 9h00- 17h00**Functions:** Teaching and Research

Publications: The University publishes annually University of Otago Calendar, The Otago Graduate, Undergraduate and Postgraduate Prospectuses, annual reports, research reports and academic papers.

NEW ZEALAND
-H-

Title (original): New Zealand Qualifications Authority

Title (English): As above

The New Zealand Qualifications Authority is an independent statutory body which reflects community, employer, employee and Education interests. The Board is appointed by and responsible to the Minister of Education. The Chief Executive Officer heads the staff and is responsible for the administration and management of the Authority. It consults widely with education, industry and professional groups.

Mailing address: New Zealand Qualifications Authority, P.O. Box 160, Wellington, New Zealand

Telephone: (04) 385-0459

Telex:

Telefax: (04) 385-4929

Administrative structure: The New Zealand Qualifications Authority is an independent statutory body established by the Education Amendment Act 1990. The Authority has a Board of nine members and a chairperson appointed by and responsible to the Minister of Education. The Chief Executive Officer heads the staff and is responsible for the administration and management of the Authority. It consults widely with education, industry and professional groups.

Chief Executive Officer: Mr. *David Hood*

Director:

Other persons in charge of recognition matters:

Total staff: 156

Library, documentation, computer: Own research library, information

publications - Data General Avion, Novell Network, Unix Environment

Office hours:

Open to callers:

Functions: The New Zealand Qualifications Authority will promote improvement in the quality of education and training in New Zealand through the development and maintenance of a comprehensive, accessible and flexible National Qualifications Framework.

The Authority's main functions are to:

- co-ordinate all qualifications in post-compulsory education and training (from upper secondary to degree level) so they have a purpose and relationship to one another that the public and students can understand;
- set an regularly review standards as they relate to qualifications;
- ensure New Zealand qualifications are recognised overseas and overseas qualifications are recognised in New Zealand;
- administer national examinations, both secondary and tertiary.

Publications

- QA News;
- The Authority's bimonthly newsletter,
- Framework Update (An inset in QA News focussing on developments in the New National Qualifications Framework);
- Ao Kawe Kupu (A quaterly newsletter focussing on Maori education issues);
- Developing a qualifications framework for New Zealand (A series);
- Quality Assurance in Education and Training (A series);
- School Awards Handbook 1991 and Supplement 1992;
- Various publications for those seeking registration, accreditation or approval;
- Various publications on the National Qualifications Framework.

NEW-ZEALAND**-I-**

Title (original): New Zealand Vice-Chancellors' Committee (NZVCC)

Mailing address: P.O. Box 11-915, Manners Street, Wellington

Telephone: 64 4 801 5086

Telex:

Telefax: 64 4 801 5089

Administrative structure: A committee of the vice-chancellors of the 7 state-funded universities together with a number of standing committees, supported by a Wellington-based secretariat.

Director: *Mr. Lindsay S. Taiaroa* (Executive Officer)

Other persons in charge of recognition matters: *Mrs. Angela M. Werren* (Academic Officer)

Total staff: 7

Library, documentation, computer: The NZVCC does not maintain a library. It has a number a standard reference works such as the Commonwealth Universities Yearbook, the International Handbook of Universities, American Universities and Colleges, together with the calendars of the New Zealand universities, copies of relevant legislation and other miscellaneous publications.

The computer system is an IBM LAN.

Of fice hours: 8h30-17h00 - Monday to Friday **Open to callers:**

Functions: Policy advice, approval and moderation procedures, scholarships administration, disbursement of research funds, industrial relations, public relations, placement and monitoring service for New Zealand government-funded overseas students, fostering links between

the New Zealand university system and those overseas.

Publications:

- Annual Report (annually);
- Scholarships Handbook (approximately biennially);
- The Role of the Vice-Chancellors' Committee (1992);
- Graduate Employment in New Zealand (annually);
- A newsletter published 4 times annually.

NICARAGUA

Title (original): Asociacion Nicaraguense de Instituciones de Educacion Superior (ANIES)

Mailing address: Universidad Nacional Autonoma de Nicaragua, Leon

Telephone: 505 2612

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

NIGER

Title (original): Service des Equivalences, Universite de Niamey

Mailing address: B.P. 237, Niamey

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

NIGERIA

Title (original): National Standing Committee for the Evaluation of Foreign Qualification

Type of institution: Not a statutory, but purely advisory and consultative body

Mailing address: c/o Federal Ministry of Education and Youth Development (Evaluation and Accreditation Branch), P.M.B. 12573, Victoria Island, Lagos, Nigeria

Telephone: 01 -612852

Telex: Seceducate

Telefax:

Administrative structure: The National Standing Committee is made up of experts appointed from the universities and polytechnics in the fields of pure and applied sciences, social sciences and business studies. There are also Ministerial and non-ministerial ex-officio members. The life span of each Committee is three years. The Committee deals with the broad principles of evaluation and sets criteria for the recognition and evaluation of foreign qualifications. The Committee is serviced by a Secretariat located within the Federal Ministry of Education.

Director: The Secretariat is supervised by a Director, who is the Chairman of the National Standing Committee. The Director is assisted by a Deputy Director who is the Secretary of the Committee and the head of the Secretariat.

Other persons in charge of recognition matters: There are also Evaluation Offices within the State Ministries of Education in the 30 States, they are however guided by the Secretariat in the Federal Ministry of Education.

Total staff: 24

Library, documentation, computer: There is no computer in the Secretariat. Well documented information kept in files. Library is full of books and publications collected from Embassies.

Office hours: 7h30-1Sh30

Open to callers: 10h00-14h00

Functions: The National Standing Committee:

- sets guidelines/criteria for evaluating foreign qualifications;
- receives and considers representations from aggrieved persons on the day-to-day evaluation of foreign qualifications.

The Secretariat:

- collects and disseminates information on educational systems of foreign countries;
- evaluates foreign qualifications on a day-to-day basis.

Publications: The National Register of Foreign Qualifications and their Nigerian Equivalents. This contains information on the educational systems of various countries on a regional basis.

NORWAY

Title (original): Informasjonssenter for internasjonal utdanning

Title (English): National Academic Recognition Centre (NAIC)

Type of institution: Information centre providing information about higher education institutions in order to facilitate internationalisation. The Centre is responsible for NARIC and NEIC functions.

Mailing address: NAIC, University of Oslo, International Education Services, P.O. Box 1081, Blindern, N-0317 Oslo, Norway

Telephone: 47-2-85 41 06/85 47 09

Telex: 72425 unios

Telefax: 47-2-85 50 73/85 44 56

E-mail: J.N.Olsen@admin.uio.no

Administrative structure: NAIC was established in 1991 by the Ministry of Education, Research and Church Affairs. As part of the Department of Academic and Students Affairs at the University of Oslo, it is administrated by the International Education Services Office.

Director: *Mrs. Sigrid Holtermann*

Head of section: *Ms. Jean Nesland Olsen*

Total staff: 6

Library, documentation, computer:

Office hours: 8h00-15h45 (16 September - 14 May); 8h00-13h00 (15 May - 15 September).

Open to callers:

Functions:

- facilitates the recognition of foreign education by coordinating

- the evaluation of foreign education and credentials;
- acts as a national information centre by providing information and advice concerning the admission of foreign students to universities and colleges in Norway;
- makes proposals on how to improve the system for recognizing foreign education;
- provides relevant information and answers inquiries from foreign students about study possibilities in Norway;
- coordinates work with international organisations and networks such as NARICs, NEICs and TRACE.

Publications: Admission requirements for foreign students to Universities, University Colleges and Regional Colleges in Norway, 1992.

PAKISTAN**Title (original):****Title (English):** University Grants Commission**Type of institution:** Autonomous body incorporated by an Act of Parliament**Mailing address:** Sector H-9, Islamabad**Telephone:** (92) (51) 254230**Telex:****Telefax:** (92) (51) 256057

Administrative structure: The chief executive authority of the UGC is the Commission which is headed by the Chairman. The Whole-Time Member is the focal point of administration. Advisor Academic and Advisor Finance and Planning respectively head the Academic Wing and Finance & Planning Wing of the Commission. National Academy of Higher Education, headed by the Director-General, works as an integral part of the Commission. In performance of its duties, the Commission is assisted by the Vice-Chancellors' Committee, Finance and Planning Committee, Equivalence Committee. In all there are eight sub-divisions dealing with different programmes. The Academic Division which works under the supervision of the Advisor Academics deals with equivalence and recognition of degrees, diplomas and certificates.

Director: *Mr. Have Muhammad Asian***Other persons in charge of recognition matters:****Total staff:** UGC - 300; Academic Division - 20

Library, documentation, computer: The Commission is maintaining well-stocked library on education. Besides the main-frame computer, VAX system, it has about 12 PCs for running the training programmes of university faculty and administrators.

Office hours: 8h30-1Sh00 - Saturday to Thursday

Open to callers: As above

Functions: The Commission is the body incorporated through Act of Parliament and is charged with the responsibility of funding all the Federal as well as Provincial Universities of the country. In addition, the Commission acts as a catalyst for academic standardisation of all institutions of higher learning. It also determines the equivalence and recognition of degrees, diplomas and certificates.

Publications: The Commission regularly brings out news bulletin "Higher Education News". It also publishes monographs, reports of Committees appointed on various aspects of education, research reports, etc. It has also published a Guide to Equivalence of Qualifications in Pakistan, 1988 and Handbook of Universities of Pakistan.

PANAMA

Title (original): Vicerrectoria de Investigacion y Postgrado, Universidad de Panama

Type of institution: Institucion Estatal de Educacion Superior

Mailing address: Estafeta Universitaria, Panama

Telephone: 23-9985; 64-4242

Telex: 2661 cab pub atnvp pg

Telefax: 507-644450

Administrative structure:

Director: Mr. *Octavio E. Soussa P.*

Other persons in charge of recognition matters:

Total staff: 24

Library, documentation, computer: Centro de Documentacion y Biblioteca, Procesamiento de Datos, Bioterio

Office hours: 8h00-18h00 (de lunes a vienes)

Open to callers:

Status: Ley 11 de la Universidad de Panama, 8 de junio 1981. Capitulo XI, Disposiciones Especiales "Articulo 74: Los titulos o grados de ensenanza superior expedidos por universidades o centros educativos extranjeros estan sujetos al pro cedimi ento de revalidacion que se e stablezoa en el Estatuto y en lo s reglamentos universitarios. Se exceptuan de la aplicacion de este articulo los titulos universitarios provenientes de aquellos paises con los cuales la Republica de Panama haya celebrado tratados o convenios internacionales de reciprocidad en la

material."

Functions:

Publications:

- Revista Scientia;
- Carta Informativa;
- Becas, Cursos, Reuniones.

PAPUA NEW GUINEA

Title (original): Commission for Higher Education

Type of institution: Government agency

Mailing address: Waygani, Papua New Guinea

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To plan higher education in infinity with country's needs, to reduce higher education costs to government while maintaining approximately the same quantity and quality of output, and to reorient that output more toward the human resource development needs of the country. It administers a central selection unit for processing admissions to the majority of institutions, and for the administration of the national tertiary scholarship scheme through which most students are financed. It also determines the equivalence and recognition of degrees, diplomas and certificates.

PERU

Title (original): Ministerio de Educacion

Mailing address: Oficina de Asuntos Internacionales, Lima

Telephone: 51-14 281209

Telex: 25803 mesc pe

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

PHILIPPINES

Title (original): Bureau of Higher Education, Department of Education, Culture and Sports

Mailing address: 4th Floor, Bonifacio Building, University of Life Complex, Pasig, Metro Manila, Philippines

Telephone: 632-13 61 to 72, local 2066

Telex:

Telefax: 632-08-05

Administrative structure:

Director: *Mona D. Valisno, Ph.D.*

Other persons in charge of recognition matters:

Total staff: 136

Library, documentation, computer: Microfilms

Office hours: 8h00 - 17h00

Open to callers:

Functions:

- Develop, formulate and evaluate programs, projects and educational standards for higher education;
- Provide staff assistance to the Board of Higher Education in its policy formulation and advisory functions;
- Provide technical assistance to encourage institutional development programs and projects;
- Compile, analyze and evaluate data on higher education;
- Perform other functions provided by law, i.e., authenticate school records such as diplomas and transcripts.

POLAND

Title (original): Ministerstwo Edukacji Narodowej, Departament Wapolpracy z Zagranica, Wydział do Ekwiwalencji

Title (English): Ministry of National Education, Department of International Cooperation, Equivalence Division

Type of institution: Equivalence and recognition information centre

Mailing address: Ministry of National Education, Department of International Cooperation, Al. J. Ch. Szucha 25, 00-918 Warszawa, Poland

Telephone: 48-22-628 04 61; 48-22-29 72 41 ext. 530, 531

Telex: 816 841

Telefax: 48-22-628 85 61

Administrative structure: Unit of the Ministry of National Education.

Director: *Mr. Jerzy Wisniewski*

Deputy Director: *Mr. Aleksander Musz Kocira*

Equivalence/Mobility staff: *Ms. Romoalda Solak* (Algeria, Belgium, France, Lybia, Morocco, Syria, Tunisia, Italy);

Mr. Robert Majewski (Denmark, Finland, Greece, Netherlands, Ireland, Sweden, Great Britain);

Mr. Bogdan Hoffmann (Austria, Switzerland, Germany, Russian Federation).

Total staff:

Library, documentation, computer:

Office hours: 8h15- 16h15

Functions:

- advices on the comparability of the Polish and foreign qualifications and diplomas;
- referral of inquiries,
- collaboration with national centres in other countries.

Publications:

PORTUGAL

Title (original): Ministerio da Educa,cao. Direc,cao General do Ensino Superior. Centro de Infounacao sobro o Reconhecimento Academico de Diplomas (CIRAD).

Title (English): Ministry of Education. General Directorate for Education. Centre of Infortnation on Academic Recognition of Diplomas (CIRAD).

Mailing address: Av. 5 de Outubro, 107-9, P- 1051 Lisboa Codex, Portugal.

Telephone: 351-1-76 56 21

Telex: 18428 educa p

Telefax: 351-1-796-09-84

Administrative structure: The CIRAD is part of the Ministry of Education.

Coordinator:

Persons in charge: *Ms. Ana Bela Rocha, Ms. Maria Manuela Paiva, Ms. Suzere Barroso, Ms. Conscifao Figueiredo*

Total staff: 4

Library, documentation, computer:

Office hours: 9h00-12h30; 13h30-17h00

Open to callers:

Functions:

- acts as an information and documentation centre on matters relative to equivalence in higher education for those who want to continue their studies as well as for professional purposes;
- provides information on the academic recognition of diplomas and study periods in Portugal and abroad, especially with regard to the

Member States of the European Community;

- prepares studies on different equivalence systems pertaining to higher education and access to higher education;
- cooperates with higher education institutions towards a uniformisation in the application of the legislation on academic equivalence of studies in and access to higher education.

Publications:

QATAR

-A-

Title (original): Ministry of Education

Mailing address: P.O. Box 80, Doha

Telephone: 974 413717

Telex: 4316 min ed dh

Telefax: 974 413886

Administrative structure:

Director:

Other persons in charge of recognition matters: Head of the Evaluation Committee, Ministry of Education

Total staff:

Library, documentation, computer:

Of fice hours: 7h00- 13h00

Open to callers:

Functions:

Publications:

QATAR

-B-

Title (original): University of Qatar

Mailing address: P.O. Box 2713, Doha

Telephone: 974 832222

Telex: 4630 UNVSTY DH

Telefax: 974 835111

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

REPUBLIC OF KORICA**-A-**

Title (original): University Education Academic Affairs Division,
University Education Office, Ministry of Education

Mailing address: 77 Sejong-ro, Chongro-gu, Seoul, Republic of Korea

Telephone: 720 3329/3427

Telex:

Telefax: 733-2322 / 736-3402

Administrative structure: The Ministry of Education is composed of 3 offices, 5 bureaus, and 25 divisions. Among them, three divisions are directly related to the recognition of degrees, diplomas, and certificates of higher education.

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours: 9h00-18h00 (Apr.-Oct.); 9h00-17h00 (Nov.-Mar.)

Open to callers:

Functions: Recognition of university degrees, diplomas and certificates.

Publications:

REPUBLIC OF KOREA**-B-**

Title (original): Junior College Academic Affairs Division, Science and Technology Education Bureau, Ministry of Education

Mailing address: 77 Sejong-ro, Chongro-gu, Seoul, Republic of Korea

Telephone: 720-3331 / 737-3878

Telex:

Telefax: 733-2322 / 736-3402

Administrative structure: The Ministry of Education is composed of 3 offices, 5 bureaus, and 25 divisions. Among them, three divisions are directly related to the recognition of degrees, diplomas, and certificates of higher education.

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours: 9h00-18h00 (Apr.-Oct.); 9h00-17h00 (Nov.-Mar.)

Open to callers:

Functions: Recognition of junior college degrees, diplomas, and certificates.

Publications:

REPUBLIC OF KOREA

Title (original): Non-formal Education System Division, Non-formal and International Education Bureau, Ministry of Education

Mailing address: 77 Sejong-ro, Chongro-gu, Seoul, Republic of Korea

Telephone: 720-2161

Telex:

Telefax: 733-2322 / 736-3402

Administrative structure: The Ministry of Education is composed of 3 offices, 5 bureaus, and 25 divisions. Among them, three divisions are directly related to the recognition of degrees, diplomas, and certificates of higher education.

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

OEce hours: 9h00-18h00 (Apr.-Oct.); 9h00-17h00 (Nov.-Mar.)

Open to callers:

Functions: Recognition of open university degrees, diplomas, and certificates.

Publications:

ROMANIA

Title (original): Ministerul Invatamintului, Directia Generala a Inv'ppbmintului Superior

Title (English): Ministry of Education, Higher Education Department

Mailing address: 30 Gen. Berthelot Street, R-70738 Bucharest, Romania

Telephone: (40-1)-61542-35; 615-74-30; 615-43-25

Telex: 11637ro

Telefax: (40-1)-312-26-52

Administrative structure: Unit of the Ministry of Education

Stead of unit: *Mr. Iulian Beju*

Total staff: 8

Library, documentation, computer:

Office hours: 8h00-16h00

Open to callers: During office hours

Functions:

- Exchange activities with similar institutions abroad;
- Takes decisions in equivalence matters;
- assesses and decides on the equivalence and recognition of the diplomas of the applicants;
- collects information on the requirements for undergraduate an master's degrees in foreign universities

Publications:

- Forum - Higher Education Review;
- L'enseignement et la pedagogic en Roumanie;
- Revue de la Pedagogie.

RUSSIAN FEDERATION**-A-**

Title (Original): Sovet po priznaniiu documentov o vischem obrazovanii, utchenich stepeniah i periodah obouchenia

Title (English): Council on the Recognition of Studies and Qualifications in Higher Education, State Committee for Higher Education

Mailing address: 51 Lusinovskaja St., Moscow 113833, Russian Federation

Telephone: (7095) 237-65-94, (7095) 237-83-12

Telex:

Telefax: (7095) 230-20-89

Administrative structure: The Council is integrated in the State Committee for Higher Education

Director: *Mr Vladimir D Shadrikov*, President

Other persons in charge of recognition matters:

Total staff: 21

Library, documentation, computer: Available

Of rice hours: 9h00- 18h00

Open to callers: 10h00-17h00

Functions: Research in the field of the recognition of studies and qualifications in higher education; preparation of draR agreements.

Publications: Evaluation, attestation and accreditation of higher education institutions; recognition of studies, diplomas and degrees concerning higher education.

RUSSIAN FEDERATION**-B-**

Title (original): Nauchno-issledovatelsky tseñtr mezhdunarodnogo obrazovanija

Title (English): Research Centre on International Education. Peoples' Friendship University of Russia

Type of institution:

Mailing address: 6, Miçlucho-Maçlaya str., 117198 Moscow, Russian Federation.

Telephone: (7095) 434-26-01

Telex:

Telefax:

Administrative structure: The Centre is integrated in the People's Friendship University of Russia

Director: Dr. *Gennady A. 7:oukitchev*

Total staff: 10

Library, documentation, computer: Available

Office hours: 10h00-18h00

Open to callers: During office hours

Functions: - comparative research on systems of education; - evaluation of educational qualifications of foreign candidates for studies in the Russian Federation; - advisory services to decision-makers; - liaison with international networks; - provision of information,

Publications: World tendencies in education development; comparison of education systems,

RWANDA

Title (original): Ministry of Higher Education and Scientific Research

Mailing address: B.P. 624, Kigali

Telephone: 250 82745/250 83051

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Open hours:

Open to callers:

Functions:

Publications:

SAMOA

Title (original): Department of Education Type of institution:
Government Department

Mailing address: Department of Education, Government of Samoa,
P.O.Box 1896, Apia, Samoa

Telephone: 685-21911 through 15

Telex:

Telefax: 685-21917

Administrative structure:

Director: *Mr. Manumaleuga Logologo Taulealo*

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To deal with all matters relative to education including recognition of degrees, diplomas and certificates.

Publications:

SAN MARINE

Title (original): Dicastero della Pubblica Istruzione, Cultura e Università. Settore equivalenza e mobilità accademica

Title (English): Ministry of Education, Culture and University. Academic Equivalence and Mobility Services.

Type of institution:

Mailing address: Palazzo Maggio, Contrada Omerelli, 23, 43031 Repubblica San Marino

Telephone: 39-549-88 22 50

Telex: 330 ester sm

Telefax: 39-549-88 23 01

Administrative structure:

Director: *Mrs. Donatella Merlini*

Heads of units:

Total staff: 5

Library, documentation, computer:

Office hours: 8h00-14h15 (Mondays, Wednesdays, Thursdays and Fridays)

Open to callers:

Functions:

Publications:

SAUDI ARABIA

Title (original): Degree Equivalence Committee, Ministry of Higher Education

Mailing address: Riyadh

Telephone: 966-1 4042888

Telex: 401673 maaref sj

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

SENEGAL

Title (original): Rectorat, Universite CheiE Anta Diop, (University of Dakar)

Mailing address: Dakar

Telephone: 221 230584/221 230588

Telex: 51262 unidak.sg

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

SLOVAK REPUBLIC**- A -**

Title (original): Ministerstvo školstva, mladeze a sportu Slovenskej republiky

Title (English): Ministry of Education, Youth and Sports of the Slovak Republic

Mailing address: Hluboka 2, 813 30 Bratislava, Slovak Republic

Telephone: 42-7/ 49 77 49

Telex: 92581

Telefax: 42-7/ 49 77 92

Administrative structure: Department of the Ministry of Foreign Relations

Head of Department: *Mrs Olga SubenEikova*

Persons in charge: *Ing Hyacinth Draganovsku*

Total staff: 19

Library, documentation, computer:

Of rice hours: 9h00- 15h00

Functions:

- Methodological guidance of the Centre for Equivalence of Certificates on Education;
- Implementation of recommendations on education (OECD, Council of Europe, European Community, etc.);
- Preparation of background materials for the discussion of the ministers responsible for education and sciences;
- Formation on education to general public in the Slovak Republic and abroad.

SLOVAK REPUBLIC**-B-**

Title (original): Stredisko pre ekvivienciu dokladov o vzdelani (SEDV)

Title (English): Centre for Equivalence of Certificates on Education

Mailing address: 52, Stare grunty, 842 44 Bratislava, Slovak Republic

Telephone: 42-7/72 65 21

Telex:

Telefax: 42-7/72 61 80

Administrative structure: Department of the Institute of Information and Prognoses of Education, Youth and Sports I)

Head of Department: *Dr. Maria Hrabinski*

Total staff: 6

Library, documentation, computer: The UIP's library holds 5410 book issues and 92 periodicals. The Centre has one personal computer.

Open to callers: Thursdays - 13h00-17h00

Functions:

- collection and issue of multilateral and bilateral agreements, eventually, conventions adopted on the equivalence of documents on education in the form of separate publications;
- evaluation of documents on studies and preparation of documents for decision-making at a higher level upon request;
- elaboration of general schemes on equivalence of documents on education and recommendations to the documents on the study abroad, which may be used as legally binding regulations upon the approval by the Minister of Education;
- study of present tendencies, particularly the innovative processes, trends and long-term prospects of higher education development in foreign countries with a view of using the acquired knowledge in the domestic theory and practice;
- development of publications on school system in the Slovak Republic

- in foreign languages for the needs of research activities, or publicity of the Slovak education abroad;
- participation in research projects concerning the introduction of innovations into the education system, particularly from the viewpoint of using foreign experience;
- participation in the educational analyses, particularly from the viewpoint of international comparison.

Publications:

- International Agreements on Equivalence of Documents on Education. Bratislava, UIPSMT, 1991, 84 p.
- Higher Education in the Czech and Slovak Federal Republic. Short version of the report prepared by Czech and Slovak researchers. Bratislava, UIPSMT, 1991, 64 p.
- Higher Education in the Czech and Slovak Federal Republic. Report to the OECD. Prague-Bratislava, UIPSMT, 1992, 207 p.-
- Higher Education in the Czech and Slovak Federal Republic. Bratislava, UIPSMT, 1992, 279 p.

SLOVENIA

Title (original):

Title (English): Ministry of Education and Sport

Type of institution:

Mailing address: Zupanciceva 6, 61000 Ljubljana, Slovenia

Telephone: 38-61-154 208

Telex:

Telefax: 38-61-214-820

Administrative structure:

Head of Department:

Person in charge:

Total staff:

Library, documentation, computer:

Office hours:

Functions:

Publications:

SOMALIA

Title (original): Evaluation Committee, Ministry of Education and Culture

Mailing address: Box 1182, Mogadiscio

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

SPAIN

Title (original): Ministerio de Educacion y Ciencia. Subd*eccion General Cooperacion Internacional.

Title (English): Ministry of Education and Science. Subdepartment of International Cooperation.

Type of institution: **EquivalencelRecognition** information centre and Mobility information centre

Mailing address: Paseo del Prado, 28-4, 28014 Madrid, Spain

Telephone: 34-1-420 36.25/420.21.28

Telex: 41306 - 23801

Telefax: 34-1-420.33.25

Administrative structure: The Centre is integrated in the services of the General Subdepartment of International Cooperation which is part of the General Technical Secretariat of the Ministry of Education and Science.

Director: *Ms. Catalina Ramos*

Persons in charge: *Ms. Maria Teresa Dies Iturrioz, Ms. Maria Luisa Robles, Ms. Carmen Garcia*

Total staff: 4

Library, documentation, computer: Available

Omce hours: 9h00-14h00; 16h00-18h00

Functions:

- provides information to Spaniards wishing to study abroad (primarily within the European Community), or to continue their abroad, as well as to foreigners wishing to pursue studies in Spain who ask for the evaluation of their diplomas or partial studies obtained or pursued abroad;
- maintains contact with the Evaluation Service of the General Section for Recognition and Evaluation of Diplomas and with the University

- Councils, which are the decision-makers in this field; collaborates with national centres in other countries and with private persons.

SRI LANKA

-A-

Title (original): Ministry of HigherEducation

Mailing address: 18, Ward Place, Colombo 07

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

SRI LANKA

-B-

Title (original): University Grants Commission

Mailing address: 20 Ward Place, Colombo, Sri Lanka

Telephone: 595301, 595302

Telex:

Telefax:

Administrative structure:

Director: *Prod: A.D. V. de S. Indraratna*, Director, Planning & Research

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To provide finding to the Universities and exercise academic supervision and control over them. To decide on equivalence and recognition of degrees, diplomas and certificates.

Publications:

SURINAM

Title (original): Ministerie van Ondrwijs en Volksontwikkeling,
Evaluatie Commissie Buitenlandse Diploma's

Title (English): Ministry of Education and Population Development,
Evaluation Commission of Foreign Diplomas

Mailing address: van't Hogerhuysstraat 28, Paramaribo

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

SWAZILAND

Title (original): Ministry of Education

Mailing address: P.O. Box 39, Mbabane

Telephone: 268 42491

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

SWEDEN**-A-**

Title (original): Ekvivaleringsenheten (Vardering av utlandsk hogre utbildning)

Title (English): National Equivalence Information Centre/ The Swedish NARIC

Type of institution: Recognition and equivalence information centre

Mailing address: National Agency for Higher Education, VHS, P.O. Box 7851, 10399, Stockholm, Sweden

Telephone: 46-8-4535000

Telex:

Telefax: 46-8-4535140

E-mail: Marianne.Hildebrand@vhs.se

Administrative structure: Section of National Agency for Higher Education

Director: *Ms. Marianne Hildebrand*

Total staff: 12

Library, documentation, computer: PC+net (Macintosh)

Office hours: 8h00-16h40 (winter); 8h00-16h00 (summer)

Functions: - equivalence/recognition for labour market for immigrants and Swedish with foreign education; - referral inquiries; - documentation services; - advisory services to decision-makers; - liaison with international networks.

Publications:

In English:

- Studying in Sweden;
- Admission to Undergraduate Studies in Sweden (leaflets);
- Summaries of reports from R&D section.

In Swedish:

- Hogskoleprovet (Non-compulsory admission test).

SWEDEN**- B -**

Title (original): NAMIC - Informationscentrum for internationelt utbyte inom hogskola och skola

Title (English): National Academic Mobility Information Centre (NAMIC)

Type of institution: Academic Mobility Information Centre

Mailing address: NAMIC, The Swedish Institute, Box 7434, S-10391, Stockholm, Sweden

Telephone: 46-8-789-20 00

Telex: 10025 swedins s

Telefax: 46-8-20 72 48 Remail: mar(~si.se

Administrative structure: Section of Department for Education and Research Exchange, Swedish Institute

Director: Ms *alla Rylander*

Total staff: 4

Library, documentation, computer: Documentation on Swedish and foreign higher education. Books, catalogues, brochures and magazines. PC + net (WANG, IBM + CD-ROM)

Office hours: 8h20-17h00

Open to callers: During office hours

Functions: The Centre provides information to:

- Swedish students, researchers and staSin higher education and students and teachers in upper secondary education who are interested in studying, teaching or collaborative work in other countries;
- foreign students, researchers and teachers about opportunities for study, research, and teaching in Sweden;
- The Centre's main task is to co-ordinate the information available on

these matters and to complement the information activities of universities, colleges and schools.

- The Swedish Institute NAMIC is part of the European network of national information bodies dealing with matters of academic mobility and is the national co-ordinator for TRACE.

Publications:

- Nytt fran NAMIC (newsletter in Swedish language only); Scholarship for study and research in Sweden;
- Utbildningar utomlands (a series of fact sheets on education in other countries - in Swedish only);
- Svenska Institutes internationella akademiska sommarkurser;
- Fact Sheets on Sweden (English, German, French, Spanish, Italian);
- Primary and Secondary Education in Sweden;
- Higher Education in Sweden;
- Adult Education in Sweden; Research Planning and Organization
- Sweden: A student Handbook
- A Major Guide to Higher Education in Sweden
- The current Sweden Seriesd of Articles: Big Chances in Swedish Education

SWITZERLAND

Title (original): Schweizerische Zentralstelle für Hochschulwesen.
Title (English): Central Office of the Swiss Universities

Type of institution: Recognition information centre and mobility information centre

Mailing address: Seidenweg 68, 3012 Bern, Switzerland

Telephone: 41-31-302 23 50; 41-31-302 83 41

Telex:

Telefax: 41 -31 -302 68 11

E-mail: Trempe@ubclu.unibe.ch

Administrative structure: The Central Office is subordinated to an Association constituted by the 10 Swiss universities. The activity of the Office is coordinated by the General Assembly of the Association, meeting once a year, and the Bureau, meeting 2-3 times a year.

Director: IDr. *RudogNageli*

Persons in charge: Mr. *Boris Fever (FRASHES, Swiss NGAA)* -tel. 41-31-302 74 72; Ms. *Marianne Trempe (Swiss NARIC/NEIC/NIB)*-tel. 41-31 302 23 34

Total staff: 4

Library, documentation, computer: Documentation on higher education in Switzerland and abroad. PC-network (Novell)

Office hours: 8h00-11h00; 14h00-17h00 **Open to callers:** 10h30-11h30; 14h00-15h00

Functions:

- information collection on academic problems;
- information for foreigners on conditions of study in Swiss universities
- information on higher education system in Switzerland and abroad;
- mobility and equivalence information;

- administration of exchange scholarships for students, several exchange programmes for assistant teachers and professors;
- ERASMUS information office.

Publications:

- The Swiss Universities;
- Newsletter (5 times a year, in German and French);
- Annuaire des universites et hautes ecoles S uisses (bi-annual year-book in German and French).
- Vademecum to University Reception (in German and French)

SYRIAN ARAB REPUBLIC

-A-

Title (original): Council for Higher Education

Mailing address: P.O. Box 9355, Damascus

Telephone: 963-11 239298

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Responsible for recognition of academic degrees.

Publications:

SYRIAN ARAB REPUBLIC

-B-

Title (original): Ministry of Higher Education

Mailing address: P.O. Box 9355, Damascus

Telephone: 963-11 330700

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer

Office hours:

Open to callers:

Functions: Responsible for recognition of other degrees and diplomas.

Publications:

SYRIAN ARAB REPUBLIC

-C-

Title (original): Ministry of Health

Mailing address: Damascus

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Responsible for recognition of degrees and diplomas awarded in the field of medicine.

Publications:

THAILAND**Title (original):**

Title (English): Academic Affairs Division, Ministry of University Affairs

Type of institution: Governmental office

Mailing address: 328 Si Ayutthaya Rd., Bangkok 10400

Telephone: 662 245-5507; 662 245-6092

Telex:

Telefax: 662 245-8636; 662 245-8930

Administrative structure:

Director: *Miss Jiranee Tantiratanawong*

Other persons in charge of recognition matters:

Total staff: 48

Library, documentation, computer: Documentation Center and two PCs.

Office hours: 8h30-16h30; 9h30-17h30

Open to callers: yes

Functions:

- Curriculum approval;
- Curriculum standard setting;
- Certification of Academic Degrees from foreign institutions;
- Thai textbook development and promotion;
- Documentation services;
- Test analysis and development (Entrance Examination).

TOGO

-A-

Title (original): Direction des Etudes et Programmes de l'Universite du Benin

Mailing address: B.P. 1515, Lome

Telephone: 228-21 3027

Telex: 5258 ubto

Telefax: 228-21 8784

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer;

Office hours:

Open to callers:

Functions:

Publications:

TOGO
-B-

Title (original): Commission Nationale des Equivalences

Mailing address: Rectorat de l'Universite du Benin, B.P. 1515, Lome

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

TONGA

Title (original):

Title (English): Ministry of Education

Type of institution: Government department

Mailing address: P.O. Box 61, Nuku'alofa, Tonga

Telephone: 676 23511; 23802

Telex:

Telefax: 676 23696

Administrative structure:

Director: Ms *Paula S. Bloomfield*, Director of Education

Other persons in charge-of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: To supervise all activities relative to education including recognition of degrees, diplomas and certificates.

Publications:

TRINIDAD AND TOBAGO

Title (original): Committee on the Recognition of Degrees (CORD),
National Institute of Higher Education

Mailing address: 20 Victoria Avenue, Port-of-Spain, Trinidad

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

TUNISIA

Title (original): Commission nationale d'equivalence et d'agrement des Ecoles techniques, Ministere de l'enseignement supérieur et de la recherche scientifique

Mailing address: Tunis

Telephone: 216-1 682754

Telex: 13870 minsup tn

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

TURKEY

Title (original): Yuksekogretim Kurulu Baskanligi

Title (English): The Higher Education Council's Equivalence Unit

Type of institution: Governmental. Responsible for the assessment and recognition of undergraduate and postgraduate diplomas obtained from foreign universities

Mailing address: Yuksekogretim Kurulu (YOK)~ 06539 Bilkent-Ankara Turkey.

Telephone: + 90 4 287 30 00/ext. 2442 and 2443

Telex: 42839 tcyk tr

Telefax: + 90 4 266 47 59

Administrative structure: The Equivalence Unit is established as a Bureau of Education and Training of the Higher Education Council. The activities of the Bureau are directed and supervised by a committee of three members of the Executive Board of the Higher Education (Council).

Director: *Prod: Kemal Karhan*

Person in charge: *Prod: Mumin Koksoy*

Total Staff: 9

Library Documentation, Computer Facilities: Present

Office Hours: 8h30-17h30 (Monday to Friday)

Open to Callers: 9h00-12h00; 13h00- 17h00

Functions:

- assesses and decides on the equivalence and recognition of the diplomas of the applicants,
- collects information on the requirements for undergraduate and master's degrees in foreign universities.

TUVALU

Title (original):

Title (English): Ministry of Health and Human Resource Development

Type of institution: Government department

Mailing address: Box No. 36, Funa Futi, Tuvalu, South Pacific

Telephone:

Telex:

Telefax:

Administrative structure:

Director: *Dr. Iftikhar Ayaz*, Permanent Secretary, Ministry of Health and Human Resources Development

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours: Open to callers:

Functions: To look after all matters relative to education, including recognition of degrees, diplomas and certificates.

Publications:

UGANDA

Title (original): National Curriculum Development Centre

Title (English):

Type of institution: Research and Training Institution

Mailing address: P.O. Box 7002, Kampala, Uganda

Telegrams: Current, Kampala

Telephone: 244642

Telex: 62039 - IDAMOE UGA

Telefax: 244642

Administrative structure: Institutional Directorate accountable to (governing) Council accountable to Minister of Education & Sports

Director: *Mr. Dan Sentamu*

Head of Section: *Mr. Sengendo-Kamya, Harry*

Other persons in charge of recognition matters:

Total staff: 58

Library, documentation, computer: Library computers (but not for database) and E-Mail

Office hours: 8h00-17h00, Monday to Friday

Open to callers: During office hours

Functions: Planning, design, curriculum research, publication of curriculum support materials, design and production of teaching aids, training education personnel in curriculum - development techniques.

Publications:

- Teaching syllabuses;
- Teacher's guides,

- Pupils' books;
- Textbooks in general;
- Magazines;
- Evaluation and other research reports.

UNITED ARAB EMIRATES

Title (original): Equivalency of Certificates Committee, Ministry of Education

Mailing address: P.O. Box 295, Abu Dhabi

Telephone: 971-2 34 39 49

Telex: 22 581 tarbia-em

Telefax: 35 11 64

Administrative structure:

Director: Mr. *Salem Al Ghamai*

Other persons in charge of recognition matters:

Total staff: 7 members of the Committee

Library, documentation, computer

Office hours: 7h30-13h30

Open to callers:

Functions: Recognition of studies and qualifications (diplomas and degrees) in higher education only.

Publications:

UKRAINE**-A-****Title (original):****Title (English):** Ministry of Education of Ukraine**Type of institution:** Government Office**Mailing address:** Prospect Pobedy, Kiev, 252135, Ukraine**Telephone:** (044) 216 24 42**Telex:****Telefax:** (044) 216 28 49**Administrative structure:** 17 departments including:

- department of international cooperation;
- department of attestation of pedagogical staff.

Director: *Prod: Petro Talanchak*, Minister**Heads of units:****Total staff:** 290**Library, documentation, computer:** IBM 286**Office hours:** 9h00-13h00; 14h00-18h00**Functions:** The recognition of documents of higher education, degrees of professor and assistant professor (docent).**Publications:** Problems of Higher School (magazine) and others.

UKRAINE**-B-****Title (original):****Title (English):** Attestation Board of the Ministry of Education**Type of institution:** Government office**Mailing address:** Prospect Pobedy, Kiev, 252135, Ukraine**Telephone:** (044) 228 49 76**Telex:****Telefax:** (044) 228 49 76

Administrative structure: Attestation Board - a collective body of different branches of the Ministry of Education. Department of attestation - a substructure of the Ministry

Plead of department of attestation: *Proof Z Pogrebnyak*, Scientific Secretary to the Attestation Board

Total staff: Attestation Board - 20 persons; Department of attestation - 6 persons

Library, documentation, computer: IBM 286

Office hours:

- Attestation Board - once per month, from 15h00
- Department of attestation - 9h00-13h00; 14h00-18h00

Functions: Conferring degrees of professor and assistant professor (docent) and recognition of corresponding documents

UKRAINE

-C-

Title (original):**Title (English):** Supreme Attestation Commission of Ukraine**Type of institution:** State degree-awarding institution**Mailing address:** 34 Khrestchatyk Kiev, 252001, Ukraine**Telephone** (044) 221 20 41**Telex:****Telefax:** (044) 225 71 07

Administrative structure: 1) Department of mathematics, Physics and Earth Sciences; 2) Department of Technical Sciences; 3) Department of Biology, Chemistry, Medicine and Agriculture; 4) Department of Human and Social Sciences; 5) Information and Methodological Department; 6) Inspectoring Service

Director: *Mr. Ivan V. IDzyub*, President

Head of departments: 1) *Petro O. Kondratenko*; 2) *Yuryi I. Gubskyyi*; 3) *Eduard K Posviatenko*; 4) *Oleksandr V. Skrypnyuk*; 5) *Myroslav i. Kratko*

Total staff: 55 persons**Library, documentation, computer:** IBM 286**Office hours:** 9h00-13h00; 14h00-18h00

Functions: Conferring degrees of candidate and doctor, awarding degrees of senior researcher, recognition of corresponding documents.

Publications (in Ukrainian): Biouleten Vishoi attestatsionnoi komisii Ukraini

UNITED KINGDOM

Title (original): National Academic Recognition Information Centre (NARIC) - The British Council (Education and Science Division)

Type of institution: Mainly recognition and equivalence information centre but also deals with mobility questions

Mailing address: Medlok Street, VK-Manchester M 15 4 PR, United Kingdom

Telephone: 44-61-957-7000;

Direct line: 44-61-957 7063

Telex: 8952201 bricon g

Telefax: 44-61-957 7111

Administrative structure: The Centre is part of the British Council which promotes cultural, educational and technical co-operation between Great Britain and other countries.

Director: *Ms. Katherine Stewart*

Heads of sections: *Mr. Michael Snoxall* (Europe - inch Turkey and Russian Federation); Tel.: 44-71-389.43.11 // *Mr. John Rolfe* (3JSA, Canada, Australia, New Zealand, Africa); Tel.: 44-71-389.43.01 // *Ms. Margaret Tudman* (Asia, Central and South Arnerica, Caribbean, Pacific)

Total staff: 4

Library documentation, computer: Collection of documents and reference books

Office hours: 9h30-17h30

Open to callers: Deals with written and telephone enquiries only

Functions:

- provides information on the recognition likely to be given to overseas academic qualifications in the United Kingdom to educational institutions, professional bodies, Government departments an offices, employers;

- refers professional enquiries to relevant professional bodies;
 - offers advice based on past experience;
- liaisons with: The British Council overseas network; British higher education constituency; European Community information centres; Council of Europe information centres; NAFSA/AACRAO.

Publications:

- International Guide to Qualifications in Education (3rd ed., Mansell, 1991).

UNITED STATES OF AMERICA**-A -**

Title (original): National Council on the Evaluation of Foreign Credentials

Type of institution:

Mailing address: c/o American Association of Collegiate Registrars and Admissions Officers (AACRAO), One Dupont Circle, N.W., Suite 370. Washington, D.C. 20036-1110, USA.

Telephone: 1-(202) 293 9161

Telex:

Telefax: 1-(202) 872-8857

Administrative structure: Non-profit higher education membership association.

Director: Elected every two years

Total staff:

Library, documentation, computer: Available, equipped with Wang PC.

Office hours: Open to callers:

Functions:

- reviews, modifies, and approves placement recommendations drafted for publications used by the U. S. admission community;
- helps establishing priorities and research guidelines for international admissions publications;
- participates in international meetings that involve foreign educational credentials for the purpose of international exchange of students and scholars.

Publications:

Title (original): American Association of Collegiate Registrars and Admissions Officers (AACRAO). Office of International Education Services

Mailing address: One Dupont Circle, N.W. Suite 370, Washington, D.C. 20036-1110, USA

Telephone: (202) 293-9161

Fax: (202) 872-8857

Administrative structure: Non profit higher education association

Executive Director: Mr. *Dale Gough*, Director, AACRAO-AID Project

Office hours: 9h00-17h00

Open to callers:

Functions: Serves as secretariat for the National Council on the Evaluation of Foreign Educational Credentials.

UNITED STATES OF AMERICA**-B-**

Title (original): College Entrance Examination Board (The College Board) - Office of International Education

Type of Institution:

Mailing address: 1717 Massachusetts Avenue, N.W. Suite 402, Washington, D.C. 20036-1480, USA.

Telephone: 1-202- 332-1480

Telex: RCA 204856 CBOIE

Telefax: 1-202-234 9806

Administrative structure: Non-profit higher education membership association

Director: *Mr. Sanford C. Jameson*

Total staff;

Library, documentation, computer: IBM compatible, Word Perfect

Office hours: 9h00- 17h00

Open to callers:

Functions: Member of the National Council on the Evaluation of Foreign Educational Credentials.

Publications:

UNITED STATES OF AMERICA

-C-

Title (original): International and Territorial Services. United States Department of Education

Mailing address: 400 Maryland Av., N.W., Washington, D.C. 20202, USA

Telephone: 1 -202- 401 -0430

Telex:

Telefax: 1-202- 401-2508

Administrative structure: Federal Government Agency

Head of Department: *Dr. Stewart Tinsman*

Total staff:

Library, documentation,computer:

Omce hours: 9h00-17h30

Functions:

- Policy formulation and coordination;
- Provides liaison in the field of international education with governmental agencies and relevant professional associations.

Publications:

VENEZUELA

Title (original): Direccion general sectorial de educaci6n superior,
Division de Control y Registros Academicos, Ministerio de educacion

Mailing address: Oficina 13-16, Edificio Sede del Ministerio de
Educacion, piso 13, Esquina de Salas, Caracas 1010

Telephone: 58-2 5625444

Telex: 21943 rnin ed

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

VIET NAM**Title (original):**

Title (English): Higher Education Department, Ministry of Education and Training

Type of institution: Governmental office

Mailing address: S.R. Vietnam, Hanoi, 49 Dai Co Viet Street, Higher Education Department, Ministry of Education and Training

Telephone: 2.64884; 2.63252

Telex:

Telefax: 84.42 64085

Administrative structure: The office consists of (1) the groups controlling curricula implementation in all of the higher education institutions; (2) the information centre on the World Higher Education; (3) the division controlling over awarding university degrees in the higher education institutions.

Director: *Prod: Lam Quang T/7iep*

Other persons in charge of recognition matters:

Total staff: 20

Library, documentation, computer: A small library, some computers (AT 286 and 386)

Office hours: 8h00-16h30

Open to callers: During working hours

Functions:

- to provide minimum requirements for curriculum development in the higher education institutions;
- to approve the higher education curricula;
- to give the regulations of evaluating student achievements in higher

YUGOSLAVIA (SERBIA AND MONTENEGRO)

Title (original): Savezni zavod za medjunarodnu naucnu, prosvetno-kulturnu i tehnicku saradnju (referat za medjunarodno priznavanje diploma)

Title (English): Federal Administration for International Scientific, Educational, Cultural and Technical Cooperation (Unit for International Recognition of Diplomas)

Mailing address: Kosancicev venac 29, Post. fah. 384, 11000 Beograd, Yugoslavia.

Telephone: Central: 38-11-625 955 /ext. 50/.

Telex: yuzarns 11661

Telefax: 38-11-629.785

Administrative structure: Unit within Federal Administration for International Scientific, Educational, Cultural and Technical Cooperation, that is a Federal Government's organisation

Director: Director of the parent institution

Total staff: 3: Chief of unit, Programme specialist, Secretary.

Library, documentation, computer: In prospect for June 1987

Office hours: 7h30-15h30; Wednesdays 7h30-17h30

Open to callers: During working hours

Functions:

- provision of information;
- referral of inquiries;
- documentation services;
- advisory services to decision-makers;
- liaison with international networks;
- preparation of agreements in the field.

Publications:

- Higher Education in Yugoslavia. Beograd, 1979, 1980. In English;

- Nostrification and Equivalence of School Certificates and Diplomas in Yugoslavia, Beograd, 1983. In English;
- Development of Education in SFR of Yugoslavia. Reprinted in 1985. In English;
- Monthly Bulletin of the Federal Administration for International, Scientific, Educational, Cultural and Technical Cooperation. Beginning with 1985 contains a regular section: "Information and documentation in the field of international recognition of diplomas".

ZAIRE

Title (original): Commission permanente des études du Ministère de l'Enseignement supérieur et universitaire

Mailing address: B.P. 154, Kinshasa XI

Telephone:

Telex:

Telefax:

Administrative structure:

Director: *Professeur Kalemba-Mifa Kanga*

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ZAMBIA

-A-

Title (original): The Pennant Secretary, MinistrS of Higher Education, Science and Technology

Mailing address: P.O. Box 50464, Lusaka

Telephone:

Telex:

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ZAMBIA

-B-

Title (original): The Senior Assistant Registrar (Academic), The Copperbelt University

Mailing address: P.O. Box 21682, Kitwe

Telephone: 260 210841

Telex: / Cable: unzando kitwe

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ZAMBLA

-C-

Title (original): The Senior Assistant Registrar (Academic), The University of Zambia

Mailing address: P.O. Box 32379, Lusaka

Telephone: 260-1 213221

Telex: 44370

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition Gaffers:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ZAMBIA

-D-

Title (original): The Director, Department of Technical Education and Vocational Training

Mailing address: Privatebag RW 16, Birdcage Walk, Lusaka

Telephone: 260-1 212716

Telex: / Cable: zamtec

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

ZIMBABWE

Title (original): University of Zimbabwe

Mailing address: P.O. Box MP 167, Mount Pleasant, Harare

Telephone: 2634 303211

Telex: 4-152 ZW

Telefax:

Administrative structure:

Director:

Other persons in charge of recognition matters:

Total staff:

Library, documentation, computer:

Office hours:

Open to callers:

Functions:

Publications:

IAU

Title (original): Association internationale des universites (AIU)

Title (English): International Association of Universities (IAU)

Type of institution: International non-governmental organization

Mailing address: UNESCO House, 1, rue Miollis. F - 75732 Paris Cedex 15, France

Telephone: (33-1) 45 68 25 45

Telex: 042 270602 unesc f

Telefax: (33-1) 47347605

Administrative structure:

Director: *Dr. Franz Eberhard*, Director-General

Head of unit: *Mrs. Claudine Langlois*

Total staff: 6

Library, documentation, computer: Available

Office hours: 9h00- 17h00

Functions:

- provision of information;
- referral of inquiries;
- documentation services;
- liaison with international networks.

Publications:

- International Handbook of Universities;
- World List of Universities;
- Monographs and Reports;
- Higher Education Policy (quarterly);
- IAU Bulletin (bimonthly).

CRE

Title (original): Conference permanente des recteurs, presidents et vicechancelliers des universites europeennes

Title (English): Standing Conference of Rectors, Presidents and Vice-Chancellors of the European Universities

Type of institution: CRE is a international non-govemmental organisation, governed by Swiss law and its headquarters are linked to the University of Geneva

Mailing address: 10 rue du Conseil General, CH-1211 Geneve 4, Suisse

Telephone: 19-41-22 329644/3292251

Telex: +045 428280 cre ch

Telefax: 19-41-22 3292821

Administrative structure:

Director:

Heads of units:

Total staff:

Library, documentation, computer:

Office hours:

Functions:

Publications:

E.U. COMMISSION**Title (original):**

Title (English): Commission of the European Union. Task Force Human Resources, Education, Training and Youth

Type of institution: Regional Governmental Organization

Mailing address: 200 rue de la Loi, B-1049 Brussels, Belgium

Telephone: 32-2-296-52-29

Telex:

Telefax: 32-2-296-42-58

Administrative structure:

Director: *Mr. Thomas OtDyer*, Director-General

Heads of units: *Mr. Domenico Lenardazzi*, Acting Director for Education

Person in charge: *Mr. Peter van der Hidden*, President of the NARIC Network

Total staff:

Library, documentation, computer: Available

Office hours:

Functions:

- Community Programmes and networks: COMMET, DELTA, ERASMUS, EUROTECNET, EURYDICE, LINGUA, TEMPUS;
- coordination of the NARIC network.

ERASMUS BUREAU

Title (English): European Community Action Scheme for the Mobility of University Students (ERASMUS Bureau)

Type of institution: Technical assistance unit at the Commission of the EC (TFHR)

Mailing address: 70, rue Montoyer, B-1040 Bnlxelles, Belgium

Telephone: 32-2-233.01.11/0192

Telex: 046 63 528

Telefax: 32-2-233050/0150

Administrative structure:

Director: *Mr. Gerard Druesne*

Head of section: *Mrs. Suzanne Cypres*

Total staff:

Library, documentation, computer: Presence library and documentation centre. Full internal computerisation.

Office hours: 9h00-17h00

Functions: The ERASMUS Bureau, an autonomous unit of the European Cultural Foundation, assists the Commission of the EC in the implementation of the ERASMUS programme and action II of the LINGUA Programme.

Publications:

- Guidelines for Applicants (yearly) (in the 9 official EC languages);
- ERASMUS and LINGUA Action II Directory (yearly) (English/French);
- A Guide to Higher Education Systems and Qualifications in the European Community, 1990 (to be updated in 1994).

COUNCIL OF EUROPE

Title (original): Conseil de Europe Title (English): Council of Europe

Type of institution: Regional intergovernmental organization

Mailing address: BP 431 R6, F-67006 Strasbourg Cedex, France

Telephone: 33 88.41.20.00 (switchboard)

Telex: +042 870943 eur f

Telefax: +33 88.41.27.81121318

Administrative structure:

Director: *Mr. Maitland Stobart*, Deputy Director of Education, Culture and Sport, Head of the Education Department

Heads of unit: *Mrs. Vera Boltho*, Director of the Division of Higher Education and of Research, *Mr. James Wimberley*, Chief of the Higher Education Sector

Person in charge: *Mr. Spur Bergan*, Administrator

Total staff: 2

Library, documentation, computer:

Office hours: 9h00-12h00; 14h00-18h00

Open to callers: During office hours

Functions:

- provision of information;
- referral of inquiries;
- documentation services.

Publications: over 2 000 titles in English and French pertaining to the various fields of activities of the organization:

- Student Handbook;

- Vademecum to University Reception;
- Forum (quarterly);
- Naturopa (quarterly);
- Newsletter/Faits Nouveaux Education (5 issues a year).

UNESCO

Title (English): United Nations Educational, Scientific and Cultural Organization

Type of institution: International governmental organization

Mailing address: 7 Place de Fontenoy, F-75352 Paris 07-SP, France

Telephone: 33- 1-45681000;33- 1-45680987

Telex: 04200-270602 unesc, 04200-204461 unesc

Telefax: 33 - 1 -45671690;33 - 1 -44499918

Administrative structure:

Director: *Mr. Marco Antonio R. Dias*, Director of the Division of Higher Education

Head of unit: *Mr. Dumitru Chitoran*, Chief of the Higher Education Section

Person in charge: *Mr. Dimitri Beridze*, Programme Specialist

Total staff: 5

Library, documentation, computer: yes

Office hours: 9h00-18h00

Functions: Co-ordinates the work of the Secretariats for 5 Regional and 1 International Committees for the application of Conventions on the recognition of studies, diplomas and degrees in higher education; collects and produce information and documentation on the recognition and mobility issues.

Publications:

- International and regional normative instruments (conventions, recommendation) on the recognition of studies and qualifications in higher

education;

- Study Abroad;
- World Guide to Higher Education (in collaboration with IAU);
- World Directory of National Information Centres for Academic Recognition and Mobility;
- Papers on Higher Education (36 issues published in 1983-1987);
- New Papers on Higher Education (15 issues published as from 1987).

French and Russian);

- Monographs of national systems of higher education;
- CEPES Papers on Higher Education;
- Studies on specific issues of higher education.

UNESCO-CRESALC

Title (original): Centro Regional en Educacion Superior para America Latina y el Caribe (CRESALC)

Title (English): Regional Centre for Higher Education in Latin America and the Caribbean (CRESALC)

Type of institution: International Governmental Organization

Mailing address: Apartado Postal 68394, Caracas 1062-A, Venezuela

Telephone: (58-2) 2618854; 2612375; 2610901

Telex: 24642

Telefax: 2620428; 2612129

E-mail:

Director: *Mr. Luis Yarzabal*

Person in charge: *Ms. Sna Lila*, Relations with Member States

Total staff: *2 Ms. Ana Lila; Ms. Monica de Rivera*, Documentalist

Library, documentation, computer: Library and documentation center, equipped with 3 PC

Omce hours: 08h00-12h30; 13h30-17h30

Open to callers: 08h00-12h30; 14h00-17h30

Functions: Serves as Secretariat for the Regional Committee for Application of the Convention on the Recognition of Studies, Diplomas and Degrees concerning Higher Education in the States belonging to Latin America and the Caribbean

Publications:

- Educacion Superior y Sociedad (quarterly review, published in

Spanish);

- Monographs of national systems of Higher Education
- CRESALC Papers on Higher Education
- Studies on specific issues of higher education

UNESCO-UNEDBAS

Title (original): UNESCO Regional Office for Education in the Arab States (UNEDBAS)

Title (English): As above

Type of institution: International Governmental Organization

Mailing address: Wadi Saqra, El-Shmeisani, P.O. Box 2270 Amman, Jordan

Telephone: (962-6) 606559

Telex: 24304 UNESCO JO

Telefax: (962-6) 682183

Smal: UH AMM

Director: *Mr. Abdul-Gader El-Atrash*

Person in charge: *Mr. Ramzi Salame*

Total staS: 2 A programune assistant; A secretary

Library, documentation, computer: Library and documentation centre equipped with computerized system of reference

Office hours: 07h30-15h00

Open to callers:07h30-15h00

Functions: Serves as Secretariat for the Regional Committee for Application ofthe Convention on the Recognition of Studies, Diplomas and Degrees in Higher Education in the Arab States

Publications: Readings in Higher Education (in Arabic)

UNESCO-BREDA

Title (original): Bureau Regional d'education pour l'Afrique (13REDA)

Type of institution: International governmental organization

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Administrative structure:

Director: Mr. *Puts A.R Obanya*

Person in charge:

Library, documentation, computer:

Office hours:

Open to callers:

Functions: Serves as Secretariat to the Regional Committee for application of the Convention on the Recognition of Studies, Certificates, Diplomas, Degrees and other Academic Qualifications in Higher Education in the ASican States

Publications:

UNESCO-PROAP**Title (original):**

Title (English): Principal Regional Office for Asia and the Pacific (PROAP)

Type of institution: International governmental organization

Mailing address: 920 Sukhumvit Road, Box 967, Prakanong Post Office, Bangkok 10110, Thailand

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Director: *Mr. Hedayat Ahmed*

Head of unit: *Mr. Wang Yibing*, Programme Specialist in Higher and Distance Education

Library, documentation, computer:

Office hours: 07h30-16h00

Open to callers: 07h00-12h00; 13h00-16h00

Functions: Serves as Secretariat for the Regional Committee for the application of the Convention on the Recognition of Studies, Diplomas and Degrees concerning Higher Education in the States belonging to the Asia and the Pacific Region.