



**SBA**

**საქართველოს ბიზნესის აკადემია**  
**BUSINESS ACADEMY OF GEORGIA**

## **Customs Study vocational program**

**Program duration-** 2 years

**Qualification to be awarded:** Fifth level vocational qualification in Customs Study

**Tuition fee-** 2100\$

### **Documents to be submitted to the program by foreign citizens:**

1. Personal (in case of under age person, his legal representative) statement (in Georgian or English);
2. Filled form (in Georgian or English);
3. First page copy, translated into Georgian and notarized (original has to be submitted personally at the time of the contract signing, after the official approval of the enrollment);
4. Power of attorney (if representative) translated into Georgian and notarized;
5. In accordance with the preconditions of admission to the program - Document certifying basic education or higher level education, translated into Georgian and notarized, and education recognition document;
6. A person who has received advanced education abroad, and on base of this he/she is enrolled at educational program - must present the document of education recognition;
7. Two coloured photos;
8. A document certifying the knowledge of the language in which is implemented. A certificate can be considered as a certifying document if a school has received a school education in the language of the program. In case of English language - document certified internationally (document of delivery of English as a second foreign language) or a document certifying the possession of the English language in accordance with the results of the Certificate exam conducted by the Academy. The presentation of the document is not mandatory if a person is from the country whose official language is English;
9. If a non-Georgian person wants to study at Georgian language program - a document passing a Georgian language preparation program or a document of passing the Georgian language exams of the unified national exams are required. In the absence of such a document, the person is entitled to pass exam conducted by the Academy. In case of a person's lack of knowledge of Georgian language, he/she begins studying Georgian language, appropriate to the program level.

**1st Step-** Presenting the following documents:

1. School certificate- first page translated in Georgian language and notarized;
2. Passport copy/ duplicate all pages;
3. One of the following documents, confirming that, a person has lived abroad for the last 2 or more years: a. The registration document of foreign country; b. Consulate registration document; c. Any other document, that confirms the fact of living in the country, in accordance with the legislation;
4. Photo: 2 (two colored), printed (also on CD);
5. Power of attorney (if representative) translated into Georgian;

Student also has to pay document preparation fee - 300\$ (nonrefundable).

**2nd Step-** Taking the documents to the National Center for Educational Quality Enhancement.

**3rd Step-** The answer from the Center about education recognition.

**4th Step-** Tuition fee payment.

**5th Step-** Sending invitation letter to the student or giving a reference.