

DOCUMENTS TO BE PROVIDED

for the recognition of the professional qualification authorising to practice the profession of **SURGEON, DENTAL PRACTITIONER, PHARMACIST, VETERINARY SURGEON**, attained in a non-EU country by EU citizens, citizens from the Swiss Confederation and citizens from EEA countries (Iceland, Liechtenstein, Norway), and already recognized by means of a formal provision in another EU Member State, in the Swiss Confederation and in EEA countries (Iceland, Liechtenstein and Norway).

PLEASE NOTE:

Recognition of the professional qualifications of SPECIALISED DOCTOR and SPECIALISED DENTAL PRACTITIONER (Annex E1, Application form E1) is subject to prior recognition by the Italian Ministry of Health of the qualifications of SURGEON or DENTAL PRACTITIONER.

1. Copy of a valid Identity Document (ID) displaying the signature of the person concerned. If the personal data in the provided documents are different from the currently valid personal data, the applicant will provide appropriate certification, attesting that the identity documents refer to the same person.
2. If the application is not submitted directly by the person concerned, this one can delegate a trusted person (natural person or service company) to submit the application on his or her behalf and/or to follow the assessment procedure. In this case, the delegated person/company will provide specific mandate, and signature will be in original, non-authenticated. Copy of the IDs both of the delegator and the delegate must be attached.

For a qualification attained in a non-EU country, the following documentation is required:

3. Authenticated copy* of the specific degree whose recognition the person is applying for, accompanied by an individual certificate issued by the Institution/University where it was attained, and specifying the legal duration of the graduation course, as well as the detailed list of the examinations passed. For each examination, the certificate will state:
 - a) how many **hours** were attended (specifying the difference between theoretical education and practical internship)
 - b) if the education and training programme is described in terms of **credits**, it is necessary to state how many education and training hours (not including the number of hours devoted to individual study) are necessary to achieve one credit.

This Administration reserves the right to ask for an authenticated copy of the individual study programme, with indication of the person's name and study years attended for the achievement of the qualification whose recognition the person is applying for, if this will be deemed necessary for the assessment of his or her training path.

4. Authenticated copy* of the specific professional qualification authorising to practice the profession, if required in the non-EU country where the qualification was attained.
5. Authenticated copy* of enrolment in the specific professional Register/College, if registration is required in the non-EU country where the qualification was attained.
6. 'Declaration of value' in original, issued by the Italian Diplomatic or Consular Authority located in the country issuing the degree whose recognition the person is applying for. This document will state:
 - a) that the degree was issued by a competent Authority in the country where it was attained;
 - b) access requirements to the degree course (basic level);
 - c) that the degree is a professional qualification authorising to pursue the profession in the country where it was issued;
 - d) duration (in years) of the degree course;
 - e) authenticity of the signature on the degree, and validity of such degree (if this certificate of authenticity is not provided, it is necessary to ask for the legalisation of the degree, carried out by a competent Authority);
 - f) professional activities the person is entitled to practice in the issuing country on the basis of this degree.
7. Certificate/s detailing any professional activities carried out by the applicant in the country of origin.

For the recognition of a non-EU qualification attained in an EU country, in the Swiss Confederation or in EEA countries (Iceland, Liechtenstein, Norway), the following documentation is required:

8. Authenticated copy* of the recognition provision issued by the EU Member State, by the Swiss Confederation, or by the EEA countries (Iceland, Liechtenstein, Norway).
9. Original Certificate issued by the competent Authority of the issuing country, specifying
 - a) if this first recognition is compliant with art. 2 paragraph 2 of the EU Directive 2005/36/EC and meets the requirements set by art.3 paragraph 3 of the same Directive;
 - b) which procedures and methods have led to the qualification's recognition (e.g.: aptitude test, adaptation period, training programme's integration in terms of subjects/examinations etc.)
10. Certificate of Good Standing issued by the competent Authority of the country that has already recognised the qualification. This document will state that neither bans nor suspensions prevent the applicant from pursuing the profession. If the applicant is not currently enrolled in any Register/College but he or she was in the past, the Certificate of Good Standing must nevertheless be

provided for the previous registration period. The Certificate must be submitted **in original**, and issued no earlier than 3 months before the submission of the application.

If the applicant has had the qualification recognised in an EU country, in the Swiss Confederation or in an EEA country (Iceland, Liechtenstein, Norway), but he or she is not pursuing the profession in one of the above-mentioned countries, then the Certificate of Good Standing must be issued by the competent Authority of the non-EU country where the applicant is practising the profession.

11. Certificate attesting the absence of any restrictions of a criminal nature, preventing the applicant from pursuing the profession. This certificate must be issued by a competent Authority of the country where the applicant pursues the profession. It must be submitted **in original**, and issued no earlier than 3 months before the submission of the application. If the applicant declares never having pursued the profession before, only this Certificate will be required, and it will be issued by the country of origin or provenance.
12. Authenticated copy* of applicant's enrolment in the Register/College of the country where the qualification has already been recognised.
13. Curriculum vitae, dated and signed.
14. Payment of a stamp duty of € 16,00, to be put on the application form.

GENERAL NOTES AND WARNINGS:

The legalisation of professional qualifications attained in a non-EU country is accepted if it is carried out either by the Italian Diplomatic/Consular Authority, located in the country where the qualification was issued, or by means of an Apostille (according to The Hague Convention of 5 October 1961).

If the original document is not written in Italian, it will be provided with a **translation** into Italian. This translation must be certified by the Italian Diplomatic or Consular Authority located in the country where the document was issued. Otherwise, the translation must be sworn by a translator and certified by the competent Italian Judicial Authority.

*Photocopied documents can be certified either by the Italian Diplomatic/Consular Authority located in the source country, or by any notary or clerk of the court located in Italy, or by any Italian municipal office.

Colour copies are not accepted.

This Administration will send any communication regarding the procedure to the address provided in the application form. Therefore, it is up to the applicant to communicate any changes in his or her address timely, via mail.

This Administration will not be liable if notices are not received because of transfer, or wrong indication of the receiving address by the applicant, or return to sender for overdue mail holding.

Remember that pursuing a health profession in Italy before the qualification is recognised by the Italian Ministry of Health is a criminal offence.