

Slovak Republic

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A. Contact point

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B. General information

1.	Legal basis	<p>Provisions on the registration and status of a trainee:</p> <ol style="list-style-type: none">ACT No. 586/2003 Coll. on the Legal Profession and on Amending Act No. 455/1991 Coll. on the Business and Self-Employment Services (Business Licensing Act) – Sections 61 to 64 <p>Provisions on the recognition of education certificates:</p> <ol style="list-style-type: none">ACT No. 293/2007 Coll. on Recognition of Professional QualificationsACT No. 131/2002 Coll. on Higher Education and on the amendments of some Acts in the wording of latter regulations (§ 106, sections 1 – 5)Decree of the Ministry of Education of the Slovak Republic No. 238/2005 Coll. on procedures in recognizing education certificates.
2.	Overview of procedural steps	<ol style="list-style-type: none">The applicant sends an application for recognition of his/her educational certificate to the Ministry of Education, Science, Research and Sport. The competent authority is the Centre for Recognition of Diplomas (NARIC).Once the educational certificate is recognized by the Ministry, the employer of the applicant may send an application for the registration of the applicant as a trainee lawyer to the Bar Association. (An employment contract with a lawyer is therefore pre-requisite for the application.)The President of the Bar Association or the Bar Council decides on the registration as a trainee lawyer. The applicant who already pursued his/her traineeship in another country may apply for recognition of part of that traineeship period; the decision is taken by the Bar Council.Upon successful completion of the traineeship, the trainee lawyer is eligible to take the Bar exam and be registered as a lawyer.

C. Procedural steps at the Ministry of Education level (responsible body: Centre for Recognition of Diplomas)

I. Processing of the application

1.	Information and documents requested from the applicant	<p>In order to apply for recognition of educational certificate the applicant must provide the following documents:</p> <ol style="list-style-type: none">A standard application form (link below);A copy of the ID card or passport;A certified copy of the educational certificate issued by an educational institution abroad with an official translation into the Slovak language;A certified copy of a transcript of courses the applicant attended and exams s/he passed, and a certified copy of a certificate supplement, if such a certificate supplement has been issued by the foreign university, with an authenticated translation into the Slovak language;Revenue stamp in the amount of application fee. <p>The applicant is not obliged to translate the documents from the Czech language. If the documents were certified by a notary abroad, they must be apostilled.</p> <p>The applicant may be required to submit other documents or information, provided these are necessary for assessing the content and extent of the education acquired abroad.</p>
2.	Submission of application	<p>There is a standard form of application on the website of the Ministry of Education, Science, Research and Sport (accessible here). The application should be submitted in Slovak either by post or in person at the following address:</p> <p>Ministerstvo školstva, vedy, výskumu a športu Stredisko na uznávanie dokladov o vzdelaní Stromová 1 813 30 Bratislava</p>
3.	Application fees	<ol style="list-style-type: none">99,50 €33,00 €: This fee is applied in case of recognition of educational certificates acquired in EU provided that it

		was already recognised by one of the EU member state.
4.	Expected duration of the application processing	Two months
II. Initial assessment of application and possible outcomes		
1.	General requirements	There are no nationality conditions.
2.	Equivalence of relevant knowledge and/or professional qualifications	For the purpose of registration as a trainee lawyer, the Ministry would recognize only a 2 nd degree diploma in law. If the applicant is not a holder of diploma in law or the applicant is a holder of the 1 st degree diploma in law, the aptitude test cannot be taken because the divergence is too considerable. Equally, it is not possible to compensate the education if the Ministry does not recognize the educational institution that issued the diploma. It carries out an assessment by comparison of relevant foreign and national qualifications taking into account especially the length of studies and courses attended.
3.	Outcome	The Ministry of Education can either recognise a certificate or reject the application – a form of decision is attached to the Decree of the Ministry of Education of the Slovak Republic No. 238/2005 Coll. on Procedures in recognizing educational certificates. The decision must be well-founded but assessment criteria are not indicated in the Decree. In case the Ministry rejects the application, the applicant may seek judicial review of the decision.
III. Steps following initial assessment		
1.	Aptitude test or adaptation period	The Ministry must specify the grounds on which it rejects the decision. As concerns legal professions, the applicant cannot undergo the adaptation period (similarly as in case of medical professions). In case the Ministry finds that the number of courses the applicant took is not sufficient and more courses are necessary in order to have the diploma recognized, it rejects the application and the applicant may apply at any of the law faculties in Slovakia in order to pursue his studies. The faculty in question decides on the content of the studies and other conditions and criteria (fees, date, etc.).
D. Procedural steps at the Bar level		
I. Processing of the application		
1.	General requirements	<ul style="list-style-type: none"> - A recognized University diploma (see the procedure above) - An employment contract with a lawyer <p>If those two requirements are completed, then the employer of the applicant can submit his/her registration as a trainee to the Slovak Bar Association.</p>
2.	Submission of the documents.	<p>Documents needed:</p> <ol style="list-style-type: none"> 1. An application by the lawyer - employer of the person on behalf of whom it is filed. 2. A certified copy of the educational certificate issued by an educational institution abroad with an official translation into the Slovak language. 3. A certified copy of a transcript of courses the applicant attended and exams s/he passed, and a certified copy of a certificate supplement to the diploma, if such a certificate supplement has been issued by the foreign university, with an authenticated translation into the Slovak language. 4. Decision of the Ministry on the recognition of the university diploma. (The Ministry takes into account the results received from the faculty.) 5. A copy of an employment contract with a lawyer or a law firm. 6. A declaration of honour that the applicant does not have more than one employment contract – a wording can be found on the website of the Bar in Slovak, click here. 7. A photograph (3,5 cm x 3 cm). 8. Relevant data for obtaining a criminal records certificate – birth number, date and place of birth, ID number, name of applicant's parents. <p>The application should be submitted in Slovak either by post or in person at the following address: Slovenská advokátska komora, Kolárska 4, 813 42 Bratislava</p> <p>If the applicant already pursued his/her traineeship in another country, he/she may apply for its recognition at the Bar. The decision on recognition is taken by the Slovak Bar Council. The applicant must submit a confirmation by the former employer on the length of the traineeship period, position and scope of duties.</p>
3.	Fees	No fees

4.	Expected duration of the application processing	15 days
II. Assessment/outcome		
1.	Decision of the Bar	<p>The President of the Bar Association decides on registration of the applicant as a trainee lawyer. In practice, if all necessary documents are submitted, the applicant is registered. The power was vested in the President due to a great number of applications.</p> <p>In certain cases, however, the Bar Council decides. For instance, if the applicant is a holder of a specialized diploma (even if the diploma was recognised by the Ministry, the Bar may find it too specialized since Slovak trainee lawyers must have general education in law, not only in certain area of law.)</p> <p>Moreover, It is possible to seek judicial review of the decision according to the administrative procedure rules</p>
E. Normal route to qualify as a lawyer		
1.	Academic stage	<p>Legal studies</p> <p>Duration: 5 years</p> <p>Degree: Master</p>
2.	Professional stage	<p>Traineeship</p> <p>Duration: 5 years</p> <p>Mandatory participation in seminars held twice a year and introductory seminar on legal ethics: no exam</p>
3.	Bar exam	<p>A written exam is held on three subsequent days and it consists of criminal law, company law and civil, family and labour law. An oral exam is held on one day and it consists of questions from criminal law, civil law, family law, labour law, company law, administrative law, tax law, constitutional law and acts on legal profession. A complete list of legislative acts is provided to all candidates before the exam.</p> <p>Fees: 400 EUR</p> <p>Board in charge: 5 members, at least three of them must be lawyers registered at the Slovak Bar Association</p> <p>A candidate who failed in one or two subjects can re-sit that part of exam only once. In case the candidate failed in three and more subjects, he/she must re-sit all parts of exam. If a candidate does not re-sit the exam within one year, he/she must re-sit all parts of the exam. There is an additional fee of 350 EUR for the second examination.</p>
4.	Registration	Upon completion of the above, it is possible to register with the Slovak Bar Association.
F. Statistics		
1.	Closed cases	Approximately 1-2 foreign nationals and 4-5 Slovak nationals with foreign diplomas (Italy, Austria, Netherlands, etc.) per year apply for registration as trainee lawyers at the Slovak Bar Association.
2.	Outstanding cases	0