MINISTRY OF HIGHER EDUCATION
STATE OF KUWAIT

The Required Documents for the Equivalency Application

Non Kuwaitis

Required basic documents

1. Valid civil ID.
2. Valid security card (for non-specific nationality).
3. Valid passport.
4. An official letter from the government employer on behalf of the applicant requesting the equivalency for the Ministry of the Higher Education, in addition to sending it by the government work agency automatically through the system of electronic communication between the official authorities.
5. An official valid letter from the Central Agency to deal with the situation of illegal residents in addition to sending it by the system automatically through the system of electronic communication between the official authorities (for non-specific nationality).
6. The graduation certificate.
7. Transcript.
8. The previous qualification (high school certificate, Diploma, bachelor's degree, etc…).
9. The transcript of the previous qualification (high school certificate, Diploma, bachelor's degree, etc…).
10. All high school certificates obtained from outside of Kuwait & Private high school certificates obtained in Kuwait must be authenticated by the Ministry of Education – Department of Private Education, located in Mubarak Al-Kabeer, Block 2. However, government high school certificates obtained within Kuwait are exempted from this condition.
11. Valid medical license (for medical certificates only).
12. Payment of data integrity at universities, if requested by universities (for graduates of private Egyptian universities).
13. Equivalency of the previous certificate of the certificate to be equivalent (basis of acceptance) such as: Diploma - Bachelor - Masters … etc…, from the General Secretariat of the Council of Universities in Kuwait (for graduates of private Kuwaiti universities).
14. Full sequence (for postgraduate studies: Masters – PhD).

The Required documents based on student the status

1. A (special) power of attorney addressed to the Ministry of Higher Education for the procedures of the ministry (in case the student is not in Kuwait to sign the pledge or to follow up an Equivalency).

Kuwaitis

Required basic documents

1. Valid civil ID.
2. Valid passport.
3. To who it may concern from The Public Institution For Social Security.
4. The acceptation letter Approved from the cultural office.
5. The graduation certificate Approved from the cultural office.
6. Transcript Approved from the cultural office.
7. Graduates from Bahrain private universities must provide a copy of the equivalency letter obtained from the Higher Education Council in Bahrain (for graduates of private Bahraini universities).
8. The previous qualification (High School certificate, Diploma, Bachelor's degree, etc…).
9. The transcript of the previous qualification (High School certificate, Diploma, Bachelor's degree, etc…).
10. All high school certificates obtained from outside of Kuwait & Private high school certificates obtained in Kuwait must be authenticated by the Ministry of Education – Department of Private Education, located in Mubarak Al-Kabeer, Block 2. However, government high school certificates obtained within Kuwait are exempted from this condition.
11. Equivalency of the previous certificate of the certificate to be equivalent (basis of acceptance) such as: Diploma - Bachelor - Masters … etc…, from the General Secretariat of the Council of Universities in Kuwait (for graduates of private Kuwaiti universities).
12. Full sequence (for postgraduate studies: Masters – PhD).
13. Payment of data integrity at universities, if requested by universities (for graduates of private Egyptian and British universities).

The Required documents based on the student status

1. Upload court verdict include changing name cases, if the name has been changed.
2. Transcript certificate for the fall courses if existed.
3. Letter from the university that declare the cessation of enrollment if existed.
4. Transcript of transferred subject certified from General Secretariat of the Council of Universities in Kuwait (if the student transferred subjects from Private Kuwaiti universities).
5. Transcript certificate of the transferred subjects approved by the cultural office (if the student transferred subjects from outside of Kuwait universities).
6. In case of non-enrollment or postponement or dropdown, provide reason certificated from the cultural office if have.
7. Fill the official authorization of the foreign countries (for graduates from United Kingdom, United State of America, Australia).
8. **A (special) power of attorney addressed to the Ministry of Higher Education for the procedures of the ministry (in case the student is not in Kuwait to sign the pledge or to follow up an Equivalency).

How to apply for the equivalency via the Ministry of Higher Education's website

1- Visit the official website of MOHE at: **www.mohe.edu.kw** .
2- Click on the **"Equivalency System"** tab from the main menu.
3- Select the **" Register - للتسجيل "** option in order to create a new equivalency account **(if you do not have a username and a password to log in with)**.
4- Login using the Civil ID and the Password and then login then Click the **"English"** tab on top left corner of the page to change the language to English.
5- Select **"New Request"** to create a new request and enter the data and the required documents.
6- The application must be sent to the Ministry by pressing the **(Submit)** button after completing the transmission requirements (data + documents).
7- **It is very important** to the student after sending the request to the ministry to attend the ministry in the M3 floor from Sunday to Thursday with an advance appointment from meta web service : meta.e.gov.kw to sign the pledge **in person** or with an official power of attorney**.
8- After completing the application at M.O.H.E M3, applicants can monitor the status of the application through their online equivalency account by clicking on **"List of Request's"** then chose the request that you wish to review after that chose **"Track Request"** .

Notice:

- Read the Instructions carefully.
- All the required documents should be uploaded as a PDF format and each PDF file should be below 1 MB or 1000 KB.
- The student should follow up the request through the equivalency system.
- Any request with missing documents will not be taken in consideration.
- The Equivalent can be received **after two working days** from accepting it in the system.
- The equivalency department only accepts visitors from **Sunday to Thursday** from **8:30AM to 1:00 PM** in Sanabil Tower next to Amiri Hospital on the **M3 floor** with an a appointment from meta web service : meta.e.gov.kw.