

Guide to Egyptian and non-Egyptian students completing the Diploma Programme inside Egypt or abroad, and applying to study at Egyptian governmental and national universities

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Introduction

Applying to study in Egypt varies to some extent depending on students' nationalities and the institutions they wish to apply for. This document aims to provide Egyptian and non-Egyptian students at May session schools and their parents or legal guardians with generic guidance to applying to study at Egyptian state or national universities. The document's focus is IB processes and documents. Step-by-step guidance and documentation required to complete application forms and enrol at Egyptian universities can be obtained from the Egyptian Ministry of Higher Education and Scientific Research. For more information, please visit:

- [Legalization of results documents](#) (requires Programme resource centre login)
- [Programme resource centre](#)
- [Egypt DP recognition statement](#)
- [The Ministry of Higher Education and Scientific Research Coordination office \(Tansik\)](#)
- [Study in Egypt](#)
- [Egyptian National Universities](#)

Egyptian students applying to governmental universities

Before the results are released

Deadline 15 June

1. **Notify** your DP coordinator that you need a legalized IB Diploma Programme Results¹.

For the school's DP coordinator: Coordinators must provide the IB with the names and codes of those candidates who wish to have their IB Diploma Programme Results document legalized. This must be done by completing and submitting a legalization request on IBIS before 15 June. Coordinators are asked to submit this request as early as possible to ensure timely processing of the request. See section C8.5 Legalization of results documents in the Diploma Programme Assessment Procedures available on the Programme resource centre.

After the results are released

End of July/ Beginning of August (observe official dates released by the Ministry of Higher Education and Scientific Research [MHESR] in Egypt)²

2. **Submit a copy of your DP results** with your application and other required documentation (check the MHESR's process and official required documents) to the [Coordination office \(Tansik\)](#).
3. **Complete** the admission process as outlined by Tansik and sit any exams required for enrolment at universities of choice (where applicable). Tansik will publish admission results so you will know in which university and faculty you were accepted.

When you receive your legalized documents

Middle/End of September

4. Legalized IB Diploma Programme Results will be sent to schools, and coordinators will, in turn, make them available to students. Once you receive your legalized documents, **submit** them to Tansik^{3 4}.

¹ Some universities in Egypt may require legalization of both the IB Diploma and the IB Diploma Programme Results documents. It is the responsibility of the student to check with the university.

² Official IB results are released on 5 July to schools and 6 July to candidates if the coordinator allows. Applying to universities in Egypt does not normally start before the end of July or beginning of August, when MHESR starts the application process.

³ It is of utmost importance that you make your legalized documents available to Tansik **immediately** upon receiving them. The IB- as mentioned earlier- mails legalized documents to schools, and **it is the school's responsibility to make those available to students**. Tansik will **NOT** send DP students' documents to universities until after students have supplied Tansik with their legalized documents. That means that while universities will allow students to attend lectures, students will not be allowed to sit exams at university until Tansik sends those universities the students' files upon the submission of legalized results. Students will also not be able to get their university IDs until universities receive their files from Tansik.

⁴ For Egyptian students **completing the diploma outside of Egypt**: Only transcripts of results legalized through IB are required.

For the school's DP coordinator: After legalization, legalized IB Diploma Programme Results documents will be mailed to the appropriate schools by courier service. The Legalization request form should therefore be completed with the school telephone number and mailing address (not a PO box number) for delivery. It will then be the responsibility of the coordinators to distribute the documents to their students. Please note that the IB will bear the costs of the courier service to schools. In the interest of candidate(s) requesting legalization and given the strict deadlines to enrol in universities, the legalization service makes every effort to expedite the legalization process. However, this is largely dependent on the external stakeholders involved. See section C8.5.2 Procedure in the Diploma Programme Assessment Procedures available on the Programme resource centre.

5. Once Tansik receives your legalized results, they will forward your file to the university in which you have been accepted. You can then procure your university ID and sit examinations⁵.

⁵ Egyptian students opting for Credit- hour programmes at state/ governmental universities apply first through Tansik and once accepted, apply for credit-hour programmes at the university in which they were accepted.

Non-Egyptian students applying to Egyptian governmental universities

Before the results are released

Deadline 15 June

1. **Notify** your DP coordinator that you need a legalized IB Diploma Programme Results.

For the school's DP coordinator: Coordinators must provide the IB with the names and codes of those candidates who wish to have their IB Diploma Programme Results document legalized. This must be done by completing and submitting a legalization request on IBIS before 15 June. Coordinators are asked to submit this request as early as possible to ensure timely processing of the request. See section C8.5 Legalization of results documents in the Diploma Programme Assessment Procedures available on the Programme resource centre.

After the results are released

End of July/ Beginning of August (observe official dates released by the Ministry of Higher Education and Scientific Research [MHESR] in Egypt)⁶

2. **Submit a copy of your DP results** with your application and other required documentation with your online application using the [Study in Egypt portal](#) .
3. **Complete** the admission process following the instructions set by the Central Department for Foreign Student Affairs (**CDFSA**) and sit any exams required for enrolment at universities of choice (where applicable). CDFSA will notify you of the admission results, so you will know in which university and faculty you were accepted.

When you receive your legalized documents

Middle/End of September

4. Legalized IB Diploma Programme Results will be sent to schools, and coordinators will, in turn, make them available to students. Once you receive your legalized documents, **submit** them to CDFSA following the process outlined on the Study in Egypt portal ⁷.

⁶ Official IB results are released on 5 July to schools and 6 July to candidates if the coordinator allows. Applying to universities in Egypt does not normally start before the end of July or beginning of August, when MHESR starts the application process.

⁷ It is of utmost importance that you make your legalized results available to CDFSA **immediately** upon receiving them. The IB- as mentioned earlier- mails legalized results to schools, **and it is the school's responsibility to make those available to students**. CDFSA will **NOT** send DP students' documents to universities until after students have supplied CDFSA with their legalized documents. That means that while universities will allow students to attend lectures, students will not be allowed to sit exams at university until CDFSA sends those universities the students' files upon the submission of legalized results. Students will also not be able to get their university IDs until universities receive their files from CDFSA.

For the school's DP coordinator: After legalization, legalized IB Diploma Programme Results documents will be mailed to the appropriate schools by courier service. The Legalization request form should therefore be completed with the school telephone number and mailing address (not a PO box number) for delivery. It will then be the responsibility of the coordinators to distribute the documents to their students. Please note that the IB will bear the costs of the courier service to schools. In the interest of candidate(s) requesting legalization and given the strict deadlines to enrol in universities, the legalization service makes every effort to expedite the legalization process. However, this is largely dependent on the external stakeholders involved. See section C8.5.2 Procedure in the Diploma Programme Assessment Procedures available on the Programme resource centre.

5. Once CDFSA receives your legalized results, they will forward your file to the university in which you have been accepted. You can then procure your university ID and sit examinations⁸.

⁸ Please observe the process outlined on the Study in Egypt portal for any changes or amendments to the admission process.

Egyptian and non-Egyptian students applying to National Universities

The national universities are:

- Galala University;
- King Salman International University;
- Alamein International University;
- New Mansoura University.

Before the results are released

Deadline 15 June

1. **Notify** your DP coordinator that you need a legalized IB Diploma Programme Results.

For the school's DP coordinator: Coordinators must provide the IB with the names and codes of those candidates who wish to have their IB Diploma Programme Results document legalized. This must be done by completing and submitting a legalization request on IBIS before 15 June. Coordinators are asked to submit this request as early as possible to ensure timely processing of the request. See section C8.5 Legalization of results documents in the Diploma Programme Assessment Procedures available on the Programme resource centre.

After the results are released

August (observe official dates released by the Ministry of Higher Education and Scientific Research [MHESR] in Egypt)⁹

2. **Submit a copy of your DP results** with your application and other required documentation with your online application using the [Egyptian National Universities portal](#).
3. **Complete** the admission process following the instructions given on the Egyptian National Universities portal and sit the exams required for enrolment at universities of choice. The Egyptian National Universities coordination office will notify you of the admission results, so you will know in which university and faculty you were accepted.

When you receive your legalized documents

Middle/End of September

⁹ Official IB results are released on 5 July to schools and 6 July to candidates if the coordinator allows. Applying to universities in Egypt does not normally start before the end of July or beginning of August, when MHESR starts the application process.

4. Legalized IB Diploma Programme Results will be sent to schools, and coordinators will, in turn, make them available to students. Once you receive your legalized documents, **submit** them **immediately** to the national university in which you were accepted¹⁰.

For the school's DP coordinator: After legalization, legalized IB Diploma Programme Results documents will be mailed to the appropriate schools by courier service. The Legalization request form should therefore be completed with the school telephone number and mailing address (not a PO box number) for delivery. It will then be the responsibility of the coordinators to distribute the documents to their students. Please note that the IB will bear the costs of the courier service to schools. In the interest of candidate(s) requesting legalization and given the strict deadlines to enrol in universities, the legalization service makes every effort to expedite the legalization process. However, this is largely dependent on the external stakeholders involved. See section C8.5.2 Procedure in the Diploma Programme Assessment Procedures available on the Programme resource centre.

5. Follow the final admission procedures as outlined on the Egyptian National Universities portal.

¹⁰ Please observe the process outlined on the Egyptian National Universities portal for any changes or amendments to the admission process.