

# Guidelines for the diploma recognition service at the Slovenian Ministry of Education, Science and Sport

This application service enables students from Universitat Jaume I (Spain) and the University of Lisbon (Portugal) to submit the required proof of higher education diploma in the form of a verifiable credential with their mobile phones.

Before starting the pilot you need a compatible wallet application containing a verifiable credential for a higher education diploma, obtained from another participating institution in the DE4A Studying Abroad pilot (SGAD for Spain and INESC-ID for Portugal).

The wallet application provided by the DE4A project for this effect is available on [this page](#), in the form of an APK file, which can be downloaded and installed on an Android device.

The screenshots below have been prepared for Spanish users. The equivalent steps can also be followed by the users from Portugal.

## 1. Home page

The service is accessible at <http://sivas2.rrc.si/prijava/?lang=en> (see landing page in Figure 1).

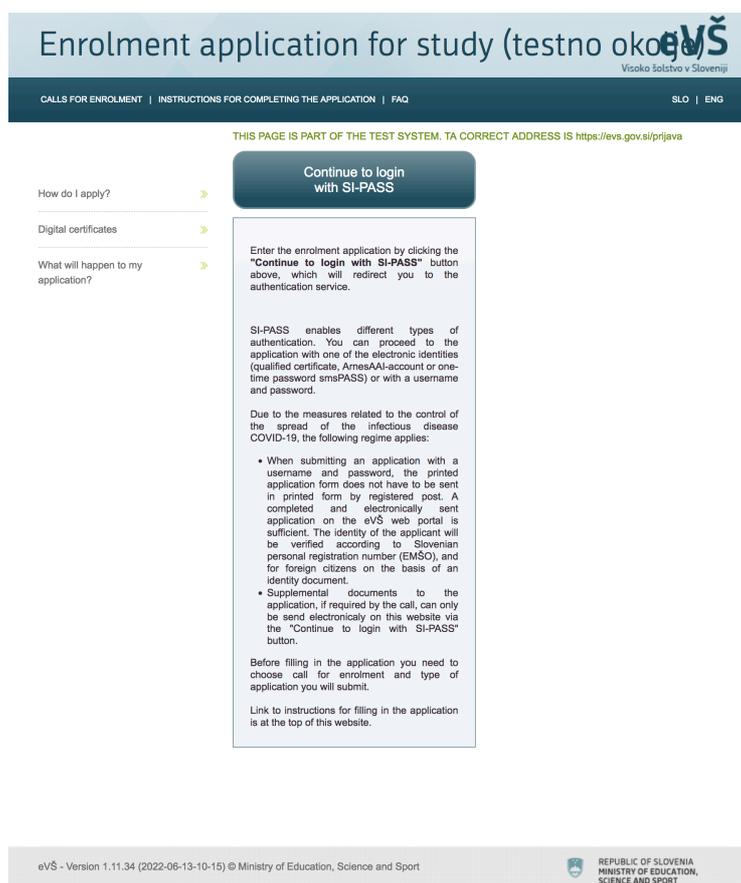
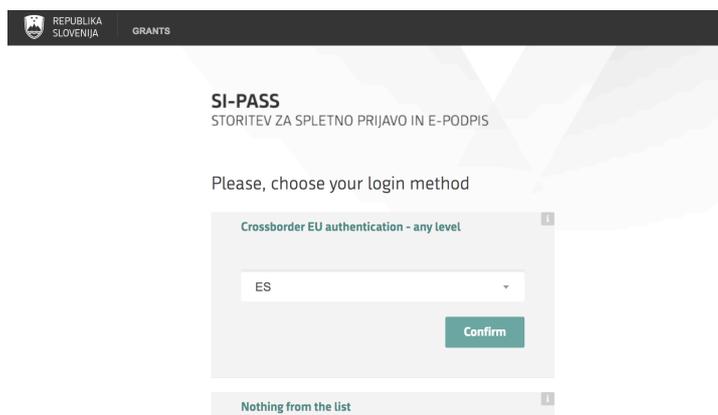


Figure 1: Service landing page

## 2. Authentication at the service provider

Applicants must have valid national eID credentials to be able to use the service. You can start the authentication procedure by selecting the **Continue to login with SI-PASS** button on the home page (Figure 1).

Next, you need to select **Crossborder EU authentication** as an authentication method and specify your country of origin (Figure 2).



The screenshot shows the SI-PASS login page. At the top, it says 'REPUBLIKA SLOVENIJA GRANTS'. Below that, the title is 'SI-PASS' and the subtitle is 'STORITEV ZA SPLETNO PRIJAVO IN E-PODPIS'. The main instruction is 'Please, choose your login method'. There are two options: 'Crossborder EU authentication - any level' and 'Nothing from the list'. The first option is selected and shows a dropdown menu with 'ES' chosen. A green 'Confirm' button is next to the dropdown. The second option is disabled.

Figure 2: Country selection

When you click the **Confirm** button, you will be redirected to your national authentication service, where you can prove your identity with valid national means of identification. Spanish users can, for example, use national digital identity card (Documento Nacional de Identidad electrónico (DNIe)), while users from Portugal can obtain digital ids at <https://www.autenticacao.gov.pt> (Chave Móvel Digital or Cartão de Cidadão).

As mentioned before, this document explains the authentication procedure in the case of Spain. A similar procedure exists for Portuguese students in Portugal.



The screenshot shows the Spanish authentication service interface. At the top, there are logos for 'clove' and 'eID connecting europe'. Below the logos, there is a dropdown menu with 'Español' selected. The main heading is 'Identificación con DNIe'. Below the heading, there is a instruction: 'Por favor, introduzca su DNI electrónico en el lector y pulse el botón Confirmar.' At the bottom, there are two buttons: 'Confirmar' (orange) and 'Cancelar' (grey). At the very bottom, there is a link for 'Accesibilidad'.

Figure 3: Spanish authentication service

In the Spanish authentication service (Figure 3), you must first select **Confirmar** and then your means of identification.

If your eID is valid, the mandatory eIDAS data set (first name, family name, date of birth, national identifier) will be displayed by the authentication service (Figure 4). By clicking on the **Send** button, you agree to this data being sent to the diploma recognition service as proof of your identity.

If you do not allow transfer of the identity data, select the **Cancel** button and the process will stop.

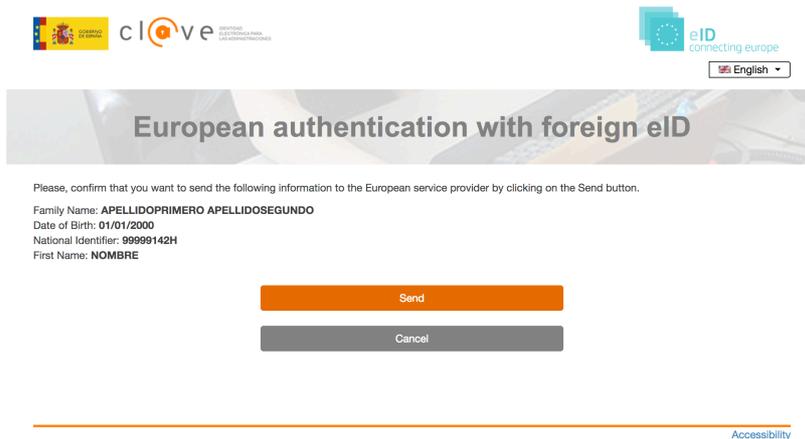


Figure 4: Authentication at Spanish eIDAS node

After successful authentication at the Spanish side and agreeing to the transfer of the identity data, you will be redirected back to the Slovenian eIDAS node (Figure 5).

As the e-mail information is not needed at this stage, you can simply click on the **Confirm** button and continue with the procedure.

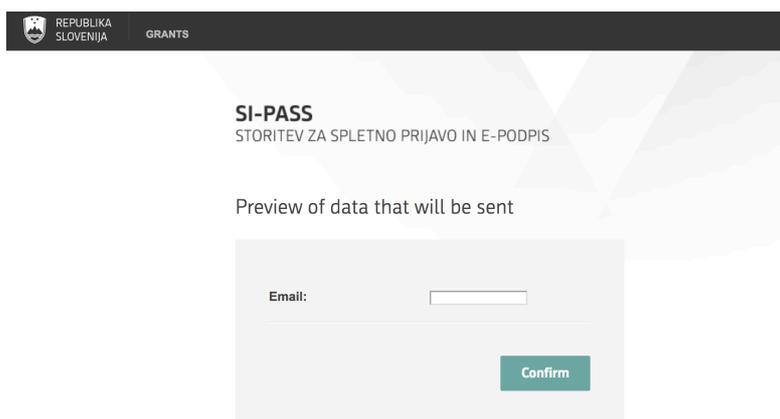


Figure 5: Redirection to the Slovenian eIDAS node

### 3. Application form at eVŠ

Once your identify is confirmed, click on **Nadaljuj** (Figure 6) and proceed to the list of active applications.

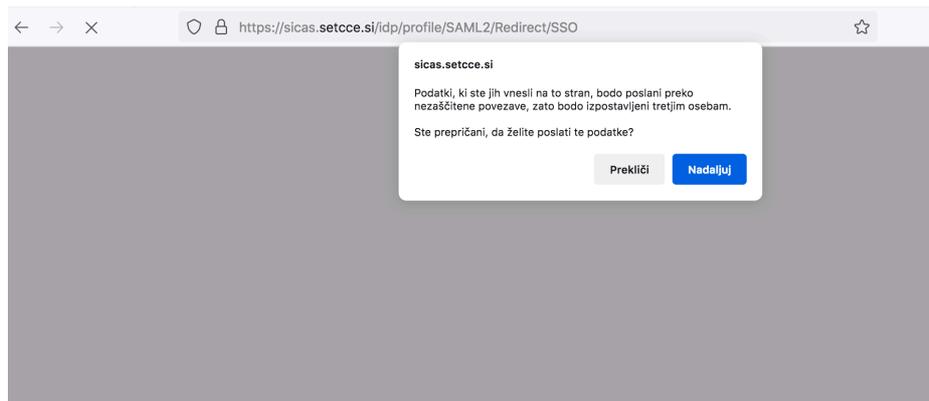


Figure 6: Redirection to active applications

On the list of active applications (Figure 7) you can start filling new application (button **Add**) or continue completing an existing one (select an application and click button **Edit**). Please select the second Bologna study programme level.

## Enrolment application for study (testno okno)

Visoko šolstvo v Sloveniji

[CALLS FOR ENROLMENT](#) | [INSTRUCTIONS FOR COMPLETING THE APPLICATION](#) | [FAQ](#)

You are registered with e-identity:  
 Nombre ApellidoPrimer ApellidoSegundo

[Log out](#)

### Active applications

Date of application	Number of application	Call for enrolment	Status of application deadline	Study programme level	Type of application	Status of application
10.01.2023	2023160544	Razpis I. stopnja 2022/2023 Prvi rok za I. stopnjo	OPEN	First level	Enrolment in first year of study	NOT COMPLETED
<b>10.01.2023</b>	<b>2023160545</b>	<b>Razpis za II. stopnjo II. stopnja testni prijavni rok ang</b>	<b>OPEN</b>	<b>Second level</b>	<b>Enrolment in first year of study</b>	<b>NOT COMPLETED</b>

✎ Edit
🗑 Cancel the application
➕ Add

**Legend of buttons beneath the list of Active applications:**

**Edit** - This button opens the application for editing. Editing is possible until the status of application deadline is Open.

**Cancel the application** - This button cancels the application and deletes it from eVŠ. If you cancel the application in eVŠ, it is considered that the application was not submitted even, if you sent the printed form by mail. The application can be deleted as long as the status of application deadline is Open.

**Add** - This button opens new application form. The number of applications that can be submitted to the same call for enrolment is set by the call.

**Print** - This button opens or saves (depending on the settings of your web browser) a pdf document of the submitted enrolment application. Since the application was signed electronically this document is for your records and you do not sent it by mail.

**Print confirmation** - This button opens or saves (depending on the settings of your web browser) a pdf document confirming electronic signature of the application form. The document is for your records only.

**Legend of statuses of applications :**

**NOT COMPLETED** - Application is not completed.

**SIGNED WITH A CERTIFICATE** - The application is submitted and signed with a digital certificate.

**SENT ELECTRONICALLY** - The application was sent electronically with username and password.

**ANNULED** - Application is annulled.

**ELECTRONICALLY TRANSFERED** - Application, which was in status SENT ELECTRONICALLY or SIGNED WITH A CERTIFICATE, has been accepted for further processing in the information system of higher education institution. (Currently all higher education institutions do not have direct connections to the eVŠ, so that this status does not always show.)

Figure 7: Active applications

On the next page (Figure 8), you need to add missing personal information and then proceed with **Continue**. Only your **e-mail** address is mandatory.

# Enrolment application for study (testno okno)

Visoko šolstvo v Sloveniji

CALLS FOR ENROLMENT | INSTRUCTIONS FOR COMPLETING THE APPLICATION | FAQ

You are registered with e-identity:  
Nombre ApellidoPrimero ApellidoSegundo

[Log out](#)

**⚠ Status of the application is NOT COMPLETED. There are still the following steps to the completion of the application:**  
Details of achieved qualifications → Data on desired study → Supplemental documents → Review and submission of application → Submission of the form

## Personal information

Enter personal information as stated in your identity document.

Name:	<input type="text" value="Nombre"/>	Surname:	<input type="text" value="ApellidoPrimero ApellidoSegundo"/>
Sex:	<input checked="" type="radio"/> Male <input type="radio"/> Female	Maiden name:	<input type="text"/>
Date of birth:	<input type="text" value="01.01.2000"/>	Place of birth:	<input type="text" value="Madrid"/>
Country of birth:	<input type="text" value="Spain"/>	Country of citizenship:	<input type="text" value="Spain"/>
Contact phone No.:	<input type="text"/>	E-mail:	<input type="text" value="test@ijs.si"/>

## Permanent residence

Country:	<input type="text" value="Spain"/>
Address:	<input type="text" value="Madrid"/>
Postal code:	<input type="text"/>
City:	<input type="text"/>

## Address for notices

Same as permanent residence

Name:	<input type="text" value="Nombre"/>	Surname:	<input type="text" value="ApellidoPrimero ApellidoSegundo"/>
Country:	<input type="text" value="Spain"/>	<input type="text" value="Madrid"/>	
Address:	<input type="text"/>		
Postal code:	<input type="text"/>		
City:	<input type="text"/>		

[Back](#) [Continue](#)

Figure 8: Personal information

The next step is establishing a connection between your mobile application and the MIZŠ portal. To start this process select **“Initialize DID connection** in the section **“Pridobitev izobrazbe SSI”** (Figure 9)“.

**⚠ Status of the application is NOT COMPLETED. There are still the following steps to the completion of the application:**

Data on desired study → Supplemental documents → Review and submission of application → Submission of the form

## Secondary education

### Details about secondary education

Certificate of secondary schools I already have:  YES  NO 

Country of secondary school:

 Cancel

## Pridobitev izobrazbe SSI

 Initialize DID connection

## Pridobitev izobrazbe USI

Select country to request diploma from:

Select organization to transfer diploma from:

### Please read the following before proceeding

This is a prototype for submission of an application for study in Slovenia. By using this process, you can request relevant information directly from us, and we'll provide you with the most current version that we have. You will be able to review the information, and can choose whether you want to use it or not. You are not required to request the information from us through this service. If you cancel, you will have the possibility of completing your procedure by searching for the information and submitting it manually. Note that this service is part of a pilot project DE4A. By selecting "Agree", you agree to participate in the pilot on a voluntary basis. You should only use the information that we make available to you for the purposes of completing the procedure, and to monitor that the procedure was completed successfully. See <https://www.de4a.eu/about-project> for further details.

 Request Diploma transfer

 Back

 Add secondary school

Continue 

Legend of modes of the completion of secondary school:

Figure 9: Pattern selection

## 4. Connection between the portal and mobile application

A **QR code** will be displayed that enables you to establish a connection between your mobile application and the MIZŠ portal (Figure 10).

 **Status of the application is NOT COMPLETED. There are still the following steps to the completion of the application:**

Data on desired study → Supplemental documents → Review and submission of application → Submission of the form

## Enter details of achieved higher education qualifications

Enter details of achieved higher education qualifications. Date of graduation is left blank, if you have not yet completed your study.

Details of achieved higher education qualifications	
Country:	<input type="text" value="Slovenia"/> 
Higher education institution:	<input type="text" value="- Select One -"/>  
Study programme:	<input type="text" value="- Select One -"/>  
Field of study/module:	<input type="text" value=""/>  
Method of study:	<input type="text" value="- Select One -"/>  
Date of graduation:	<input type="text" value="Enter date"/>  

## Pridobitev izobrazbe SSI



Figure 10: QR code

Open a DE4A mobile application on your mobile phone and scan the QR code. After scanning the code you will be prompted on your mobile application to accept a new connection with MIZŠ services. Once you accept the new connection, it will be displayed on the connections list in the phone (Figure 11).

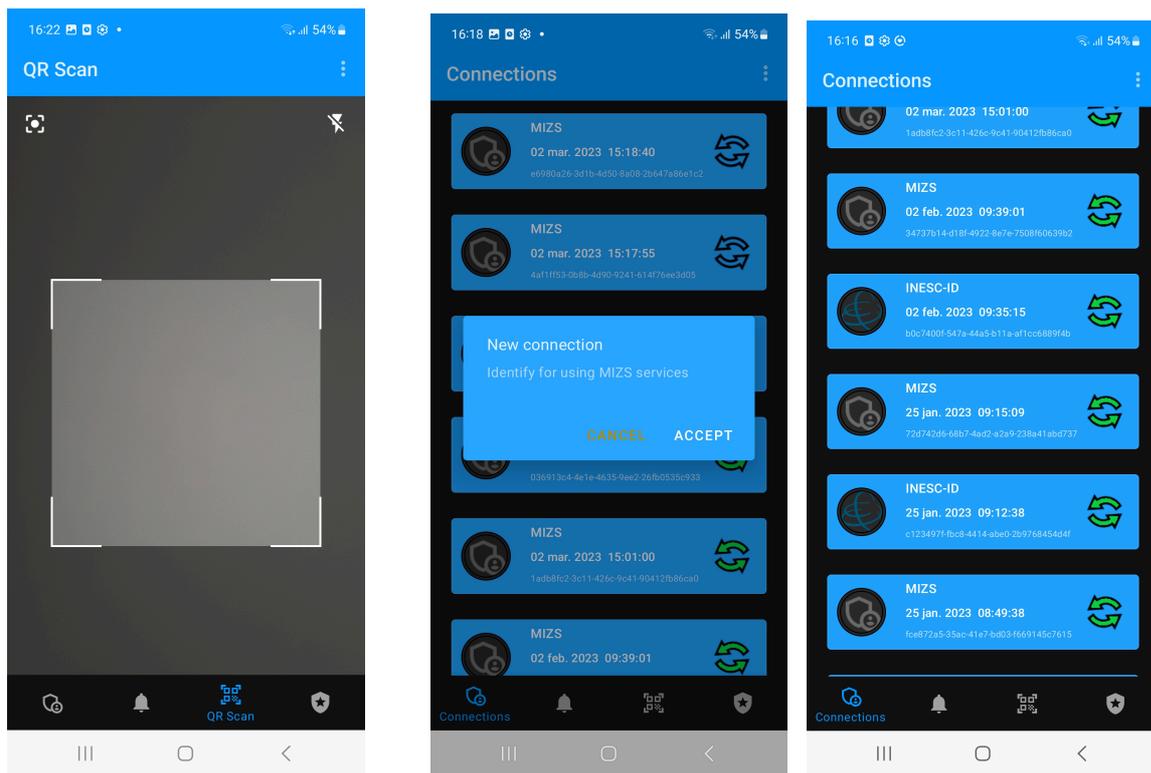


Figure 11: Establishing connection

The portal will then give you an option to present your diploma to the portal (Figure 12).

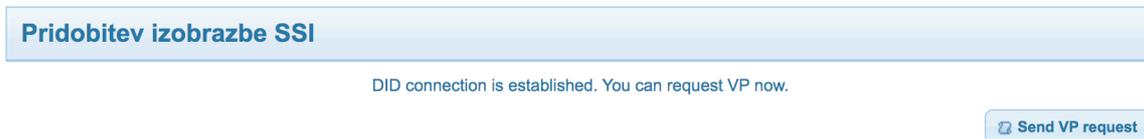


Figure 12: Requesting VP presentation

## 5. Evidence selection

When you request a presentation of your diploma by a click on the **Send VP request** button you will receive a notification on your mobile application (Figure 13). First confirm the **Request DE4A UC3 presentation** option there, select a diploma evidence you want to send to the MIZŠ service, and click the **SEND** button (Figure 13).

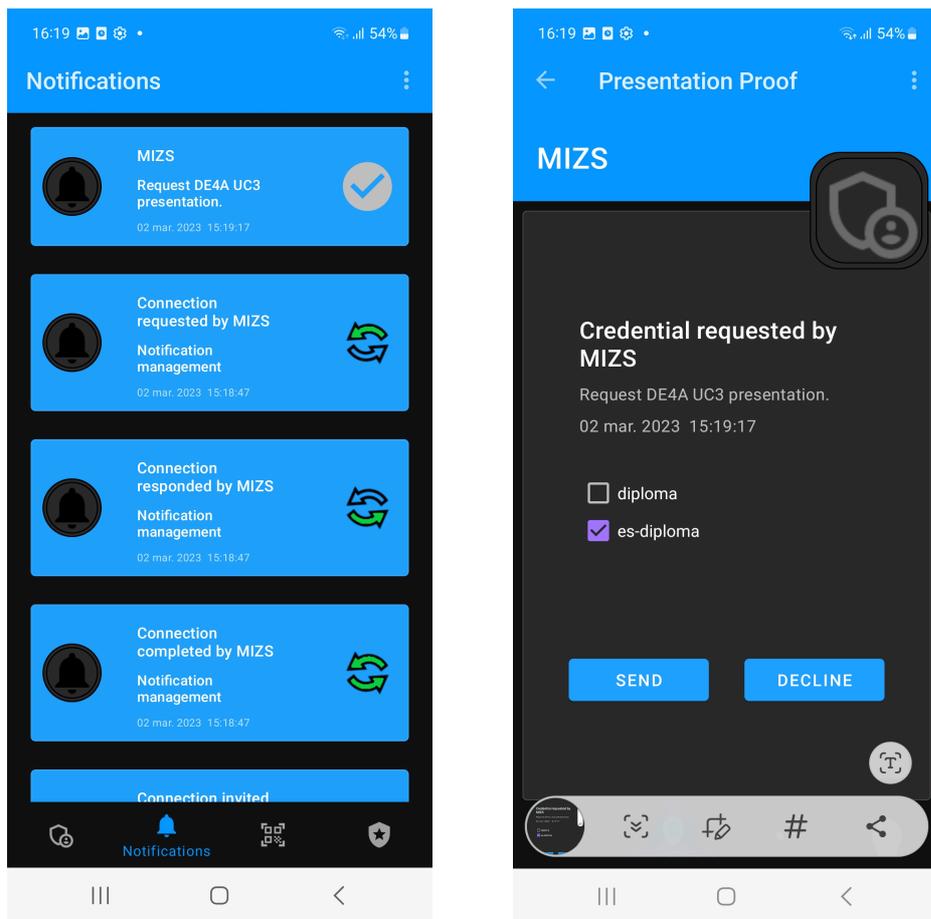


Figure 13: Sending diploma evidence

## 6. Completion of the process

The last step is validation of the diploma evidence sent from your mobile phone. A **Validate VP** button will appear in the portal (Figure 14).

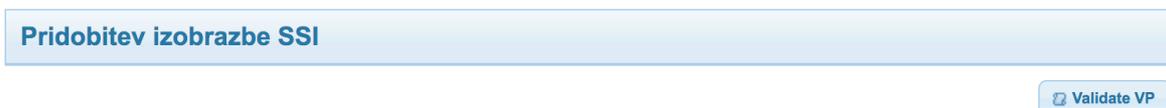


Figure 14: VP validation

After selecting the **Validate VP**, the evidence issuer, subject, scheme and digital signature are validated and the validation results displayed. If everything is correct, all four elements have value 1 (Figure 15).

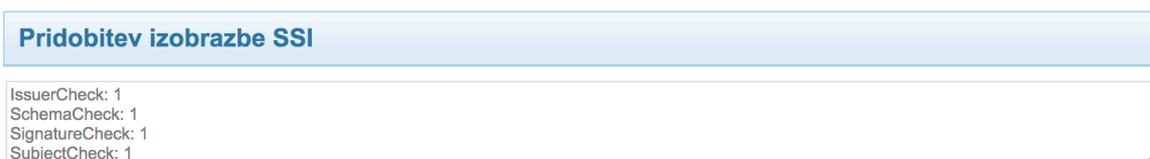


Figure 15: Validation results

At this stage, the diploma evidence has been successfully submitted for recognition.