



REPUBLIC OF BULGARIA
National Centre for
Information and Documentation



NACID

Love to share!

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Our experience on e-APP

What we do?

The National Center for Information and Documentation (NACID) secures access to various information resources, maintains databases, creates information products, and provides services to support the development of education, training, and science.

The Centre is the authorized body for issuing the Apostille certificate for educational documents issued by the institutions in the system of pre-school, school, and vocational education and training, by the university institutions and scientific organizations and by the Ministry of Education and Science and its divisions, through amendments in the Declaration under art. 6, par. 1, of the Law on ratification of the Apostille Convention **of October 19, 2018.**

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The beginning

What did the analysis of the procedure for issuing Apostilles show?

Negatives:

A cumbersome procedure

Difficulties for stakeholders

The impact of paper use on the environment

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Can it be changed, and how?

Solutions: Digital environment

What do we have?

- ✓ Legislative framework - Apostille Convention, European and National legislation.
- ✓ Recommendations of the Permanent Bureau and Apostille Handbook as a guide to the implementation process.
- ✓ Good practices shared by participating countries of previous e-APP forums (Spain, Chile, Colombia, Moldova, New Zealand and others).
- ✓ Required availabilities:
 - **Databases – e-Registers of all students in educational institutions, including universities, e-Registers of the issued educational end training documents, including for higher education, and an up-to-date database of specimens and stamps of the authorized persons who sign documents.**
 - **Built internal information system for movement of paper documents and Apostilles**
 - **e-Register-Category 2 (Additional)**
- ✓ Financial resource - The Bulgarian Operational Program "Good Governance" for implementation of the European Social Funds.

What we need?

- ✓ *Project*
- ✓ *IT professionals*
- ✓ *Technology*

The e-process “All from one point”

NACID e-administrative services are available **ONLY** for educational documents which **are** in **e-Registers** of issued documents for education and training available **in digital form**.

E-Registers contain issued documents for primary, secondary, higher education and vocational education and training **maintained by the Ministry of Education and Science and NACID**.

The paper process

For documents which **ARE NOT AVAILABLE** in the e-Registers: Request for issuing both paper and e-Apostille can be made in the Administrative Service Centre of NACID orally or by written application.

The verification of both e-Apostilles and paper Apostilles is carrying out through the "Apostilles e-Register".

Portal available at the internet address: <https://apostille.bg/>.

Start, Checking status and Verification


Apostille Verification

In this section of the portal Apostilles Register you are able to verify an already issued Apostille certificate. For this purpose, you need to enter the 13-symbol (ID) of the apostille, which you can find at the end of the paper/electronic Apostille in the field „Verification code“.

In order to be allowed by the system to view the Apostille-certified document, it is necessary to pass the "Anti-spam" check shown below and press the "Verify" button.

Verification code:

Anti-spam:

 I'm not a robot 
reCAPTCHA
Privacy Terms

VERIFY

Application of the Apostille

The National Center for Information and Documentation provides services for issuance of Apostille certificate of **educational and certification documents issued by institutions in the system of pre-school, school and vocational education and training, by higher schools and scientific organizations, by the Ministry of Education and Science and its units.**

Detailed information can be found in the section „[Administrative Service Center](#)“ on the NACID website.

APOSTILLE for school education

SUBMIT ELECTRONIC APPLICATION

APOSTILLE for higher education

SUBMIT ELECTRONIC APPLICATION

APOSTILLE for professional qualification in an unregulated profession

SUBMIT ELECTRONIC APPLICATION

APOSTILLE for rights of graduates of educational and qualification degrees

SUBMIT ELECTRONIC APPLICATION

Checking the status of an application

In this section of the Apostilles Register portal you have the opportunity to check the status of an **electronically** submitted **Application**. To do this, you need to enter **N^o of the document** and the **Access code** send to the e-mail address specified by you in your e-application.

N^o of document:

Access code:

VERIFY

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E-application steps

Application for issuing APOSTILLE certificate on educational and certification documents issued by higher schools and scientific organizations in the Republic of Bulgaria


Applicant — Objective — Type — Electronic Apostilles — Paper Apostilles — Payment — Preview


▼ Applicant identification data


Bulgarian citizen Foreign person


Name 
(only Cyrillic letters are allowed)


Father's name
(only Cyrillic letters are allowed)

Surname 
(only Cyrillic letters are allowed)

Identity number of your ID 

Country 

Phone number 

E-mail 

E-mail confirmation

Through a representative

▶▶ Next

The result

Each person whose educational documents have been certified with both paper or/and e-Apostille receives an electronic message presenting detailed information about the issued Apostilles with a direct link to the relevant Apostille and document at the Portal for verification by any interested institution or person.

Преписката по Вашето заявление за издаване на Apostille е приключена.

За да прегледате преписката и да изтеглите удостоверените с електронен Apostille документи, посетете портала „Регистър Apostilles“ на адрес: <https://apostille.bg/>, като въведете:

Номер на преписка:

Код за достъп

Издадени са 1бр. електронни Apostilles:

Диплома Apostille No: код за достъп (ID):

Електронният Apostille е електронна версия на хартиения Apostille. Електронните Apostilles имат същата правна сила като хартиените. Всички държави, които са страни по Хагската конвенция от 5 октомври 1961 г. за премахване на изискването за легализация на чуждестранни публични актове, са длъжни да приемат електронния Apostille. Електронният и хартиеният Apostille са еднакво валидни.

Можете да изпратите това съобщение на заинтересованите институции или лица.

За проверка на Apostille и свързания с него документ моля, посетете електронния Регистър на Националния център за информация и документация на адрес: <https://apostille.bg/>

Необходимо е да въведете идентификационния код (ID) на съответния Apostille.

An e-Apostille is an electronic version of a paper Apostille. E-Apostilles have the same legal standing an effect as paper Apostilles. All countries who are party to the Hague Convention of 5 October 1961 Abolishing the Requirement of Legislation for Foreign Public Documents are obliged to accept the e-Apostille. E-Apostille and paper Apostille are equally valid.

You can send this message to institutions or persons who are interested in your documents.

To check the Apostille and related document, please visit the e-Register of the National Center for Information and Documentation at: <https://apostille.bg/>

Please enter the identification code (ID) of the Apostille.


Advantages


1. Easy check - The digital verification of the Apostille and the underlying public document is available in the **“Apostille Verification” section** of the Portal “Apostilles e-Register”: <https://apostille.bg/> by entering the unique 13 alphanumeric number (ID), located at the bottom of the respective Apostille.


2. Easy portable - The e-Apostille and the document, **both merged into a unified PDF file**, are previewed, and the file can be downloaded, stored and provided via any electronic device. Each e-Apostille is equipped with **a QR-code** for easy verification through digital devices from anywhere across the globe.



3. Fast and Cheap - processing time and price.

E-APOSTILLE signed by digital Certificate

 Signed and all signatures are valid.

 Signatures ✕

 **Validate All**

  **Rev. 1: Signed by Iva Vladislavova Todorova <i.todorova@nacid.bg>**

Signature is valid:
Source of Trust obtained from European Union Trusted Lists (EUTL).
This is a Qualified Electronic Signature according to EU Regulation 910/2014
Document has not been modified since this signature was applied
Signer's identity is valid
The signature includes an embedded timestamp.
Signature is LTV enabled

Signature Details

Reason:

Location:
[Certificate Details...](#)

Last Checked: 2021.10.01 15:13:49 +03'00'

Field: Signature1 (invisible signature)

[Click to view this version](#)

APOSTILLE (Convention de La Haye du 5 octobre 1961)	
1. Държава: Country:	Република България Republic of Bulgaria
Този публичен акт This public document	
2. е подписан от has been signed by	Иванка Янкова Ivanka Yankova
3. в качеството му на acting in the capacity of	Директор Director
4. и е поставен печат/марка от Езикова гимназия "Д-р Петър Берон", Кюстендил bears the seal/stamp of Secondary Language School "Dr. Petar Beron", Kyustendil	
Заверен Certified	
5. в София - България/at Sofia - Bulgaria	6. на/он 30.09.2021
7. от by	Национален център за информация и документация National Centre for Information and Documentation
8. №/No	A-91334/30.09.2021
9. Печат: Seal/stamp:	10. Подпис/Signature: Електронно подписан от/ Digitally signed by: Iva Vladislavova Todorova Chief Expert


Този Аpostille удостоверява само истинността на подписа, качеството, в което е действало лицето, подписало документа, и при необходимост автентичността на печата или марката, поставени върху документа.

Този Аpostille не удостоверява съдържанието на документа, за който е издаден.

За да проверите издаването на този Аpostille, вие можете www.apostille.bg

Идентификатор за проверка на Аpostille ID: UW3W7MCSNESDT

Документът е електронно подписан съгласно Закона за електронния документ и електронните удостоверителни услуги (в сила от 10.04.2001 г.).



This Apostille only certifies the authenticity of the signature and the capacity of the person who has signed the public document, and, where appropriate, the identity of the seal or stamp which the public document bears.

This Apostille does not certify the content of the document for which it was issued.

To verify the issuance of this Apostille, see www.apostille.bg

Verification of the Apostille ID: UW3W7MCSNESDT

The document has been electronically signed according to Electronic Document and Electronic Trust Services Act (in force from 2001 of April 10th)

Verification of e-Document Validation of the timestamps

For the convenience of stakeholders, all verification and validation procedures can be made at the website of the Electronic Governance State Agency in:

[“Validation of e-Documents”](#) and [“Validation of timestamps”](#) sections.

STATISTICS OF ISSUED APOSTILLES BY NACID

Period	Total Number	Paper Apostilles	e- Apostilles
15.06. 2020 – 14.06.2021	16 607	14 860	1 747
15.06.2019 – 14.06.2020	17634	17634	X
15.06.2018 – 14.06.2019	21656	21656	X
15.06.2017 – 14.06.2018	23045	23045	X

Challenges

1. How to **bind** an e-apostilled document with its translation made by a sworn translator?
2. The competent institutions to which the apostilled document is presented **still insist on paper**.
3. Consumers' **distrust** of the digitally certified e-documents.