

Citizenship Language Pack For Migrants in Europe - Extended

English

Multimedia Course in Language and Culture for Migrants

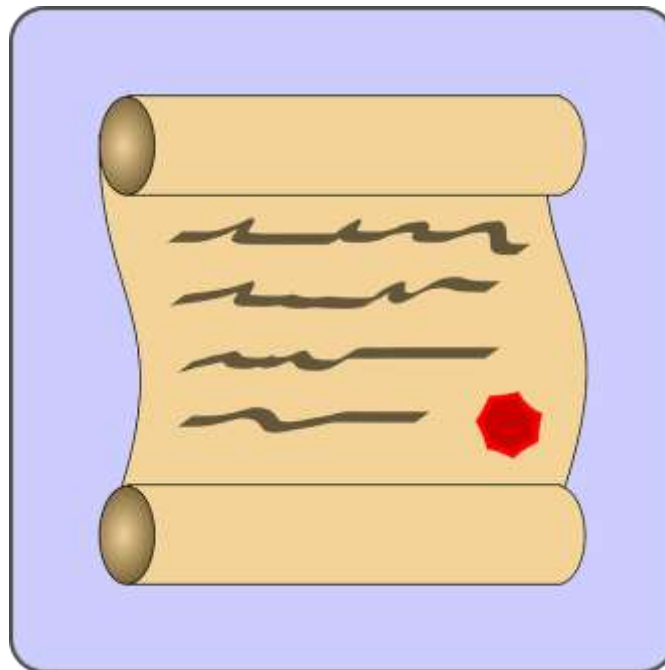
A2 Level

To aid communication in everyday English in Ireland

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Module 7:

Authorities





Introduction

Now we see a student discussing the recognition of his diploma with a referee of a study department. He completed his studies some time ago in economics and needs to get his diploma recognised so as to allow him to use it officially and increase his chances of employment. He learns of the various things he must do in this process and how long it may take. It will also cost him some money.

Dialogue 19 – Recognition of Degrees

<https://www.youtube.com/playlist?list=PLAHmRvsk0yq3eKIr35DOT7-5M2f7ynI4m>

 	<p>Situation: In a study department</p> <p>Characters: Jason (student) and Patricia (administrator of the study department)</p>
Jason	Patricia

Jason- Good morning.

Patricia- Good morning. Can I help you?

Jason- I hope so. I have just finished my studies in Potsdam and I need to get my diploma officially recognised.

Patricia- What faculty did you study at?

Jason- At the faculty of economics.

Patricia- So you can apply for the recognition of your diploma at our School of Economics.

Jason- What do I have to do?

Patricia- First, write an application for the recognition of your diploma with copies of the required documents.

Jason- And what should I write in the application?

Patricia- Your name, surname, date and place of birth, your permanent address so that the documents can be sent to you.

Jason- And shall I write the name of the city where I studied as well?

Patricia- Yes, of course. You have to write the whole name of the school, city and state where you studied. Don't forget to write the name of the field of study and the date of putting the application in as well. It is necessary to write the reason why you are applying for the recognition too.

Jason- And what documents shall I bring?

Patricia- Bring the original or an officially verified copy of your diploma, a list of your examinations, and the officially certified English translations of all the documents by a certified translator.

Jason- And how long do you think my application might take?

Patricia- It usually takes about 30 days from the date of delivery of the application.

Jason- And is there any fee?

Patricia- Yes, you must pay €100 for the recognition of your diploma.

Jason- Where shall I pay this fee?

Patricia- You can pay the fee when putting in the application in the cash office or you can send the money to this account and add the payment confirmation to the application.

Jason- And who decides on the recognition of my application?

Patricia- Applications for the recognition of diplomas are judged by the head of the department.

Jason- Could you tell me reasons why my application might be rejected?

Patricia- If the content for the subjects and the number of hours do not conform to the Irish system.

Jason- And if I do get my application recognised, will I get a document as proof?

Patricia- You'll get a certificate of recognition for your university education but you won't be able to get the same degree our students get.

Jason- And will you be able to send me the certificate to my home or shall I come in here again to pick it up?

Patricia- We will send the certificate and the documents by mail to the applicant personally.

Jason- Thank you very much. Goodbye.

Patricia- You are very welcome. Goodbye.

Oral Comprehension

Answer the following questions. The correct answers can be found in the key on the last page.

Exercise 1-4:

State whether the following sentences are true or false:

- Jason has a diploma in Economics.
- He does not need to write where he studied on his application to have his diploma recognised in Ireland.
- The fee is €50
- The application could be rejected if the content and number of hours do not conform to the Irish system.

Exercise 5:

Fill in the gaps:

Jason: And shall I write the _____ of the _____ where I studied as well?

Patricia: Yes, _____. You have to write the whole name of the _____, _____ and _____ where you studied. Don't forget to write the name of the _____ and the _____ of putting the application in as well. It is necessary to write the reason why you are applying for the _____ too.

Jason: And what _____ shall I bring?

Patricia: Bring the original or an officially verified copy of your _____, a list of your _____, and the officially certified English translations of all the documents by a certified _____.

Grammar

The 'Wh' Questions:

Some of the main question words in English begin with 'wh'. See below a list of the most frequent ones:

- What: asks for something or information
- Where: place
- Who: person
- When/What time: time
- Why: reason
- Which: asks about choices

Examples:

What do I have to do?

At what faculty did you study?

Where shall I pay this fee?

Links:

<https://www.englishclub.com/vocabulary/wh-question-words.htm>

http://www.myenglishpages.com/site_php_files/grammar-lesson-wh-questions.php#.VFjZbfmsWs0

http://www.grammar.cl/Notes/Question_Words.htm

<http://www.tolearnenglish.com/exercises/exercise-english-2/exercise-english-5524.php>

In Ireland

Ireland has an open economy and welcomes people from all over the world to work and study. If you have a certificate, diploma or degree obtained outside of Ireland, you may need to have it officially recognised for work and learning purposes. Note that if you have a professional qualification from outside of Ireland, you must contact the relevant authority to be allowed to practise here. Quality and Qualifications Ireland is responsible for facilitating the recognition of all foreign qualifications. Follow the link below to find more information about this process:

<http://www.qqi.ie/Pages/Recognition-of-Foreign-Qualifications-.aspx>

Vocabulary

Studies	Diploma	Faculty
Economics	Surname	verified
Permanent	Reason	Original
Certified	Translations	Translator
Delivery	Fee	Confirmation
Department	Reject	Subject
System	Proof	Applicant

<http://dictionary.cambridge.org/>

Key

After you have completed the exercises, check your answers here.

Exercise 1 – 4:

- a. True
- b. False
- c. False
- d. True

Exercise 5

Jason: And shall I write the **name** of the **city** where I studied as well?

Patricia: Yes, **of course**. You have to write the whole name of the **school**, **city** and **state** where you studied. Don't forget to write the name of the **field of study** and the **date** of putting the application in as well. It is necessary to write the reason why you are applying for the **recognition** too.

Jason: And what **documents** shall I bring?

Patricia: Bring the original or an officially verified copy of your **diploma**, a list of your **examinations**, and the officially certified English translations of all the documents by a certified **translator**.