

Checklist for admission to study courses offered by the RSU OPEN UNIVERSITY

This checklist contains information about the documents and forms you will need when applying for the courses offered by the RSU Open University. Please read it through carefully.

When you have acquired all the documents listed below, send them by regular post to:

- **Rīga Stradiņš University, Division of Postgraduate Courses, 16 Dzirciema Iela, Riga, LV-1007, Latvia**
- We will get back to you within 1 (one) week after receiving your application.

Make sure that your application is received by RSU at least 1 (one) month (for non-EU/EEA citizens) or 2 (two) weeks (for EU/EEA citizens) prior to the start of the course/-s of your interest!

Please note that it is only possible to apply for the courses offered by the RSU Open University (not any course of any study programme offered at RSU), but that your application alone does not grant you admission to the course. Each case is reviewed on an individual basis and only a maximum amount of 4 (four) courses can be taken during one semester via RSU Open University! The maximum length of studies a student can apply for at a time is 1 (one) semester.

If you are already studying at RSU, you **only** need to fill out the Open University [online registration form](#).

Application Package

- ☐ **Fill out the Open University [online registration form](#)**
- ☐ **A printout of your personal/education information**
- ☐ **Document Confirming English Proficiency**
 - You can find a list of accepted language certificates on the RSU [website](#)
 - **If you have studied English in high school, the grade from the High School Official Transcript is acceptable provided that the grade you received is very good or excellent**
 - A confirmation of language proficiency is not required for applicants who are citizens of countries where the official language is English
- ☐ **Two (2) photocopies of your passport**
 - EU/EEA citizens only have to submit the picture page of their passport or both sides of their national ID card
 - Non-EU/EEA citizens have to submit a copy of all pages of their passport
- ☐ **Two (2) photos (size: 3x4 cm)**
 - Standard photos (size: 3x4 cm) on photo paper
 - Digital photos and photos printed on plain paper are not accepted!

Only for applicants from non-EU/EEA countries

In addition to the documents listed above, a copy of a valid Schengen visa or Temporary/Permanent Residents Permit from any EU/EEA country must be submitted upon application. RSU does not organise immigration procedures for applicants to courses provided by the RSU Open University!