

Consular Authentication for GKS application (Required Certificates)

1. Certificate of Citizenship (birth certification or family book)

- (1) Visit one-window service to get the true certified copy.
- (2) Visit Ministry of Foreign Affairs or Notary Office to get english translation.
- (3) Visit Korean Embassy to get consular authentication.

2. Certificate of Graduation/Degree/Diploma & Grade Transcript

- **Certificate from Ministry of Education (Degree & Diploma)**

- (1) Visit one-window service to get true certified copy.
- (2) Visit Ministry of Education Youth and Sport- examination affairs department to get authentication or Notary Office to get authentication
- (3) Visit Ministry of Foreign Affairs or Notary Office to get english translation.
- (4) Visit Korean Embassy to get consular authentication.

- **Certificate from National school (Graduation & Grade Transcript)**

- (1) Visit one-window service or school to get true certified copy.
- (2) Visit Ministry of Foreign Affairs or Notary Office to get english translation.
- (3) Visit Korean Embassy to get consular authentication.

- **Certificate from Private school (english certificate) for GKS-U**

- (1) Visit school to get true certified copy(school stamped + principal's signature)
- (2) Visit Korean Embassy to get consular authentication

- **Certificate from Private school (english certificate) for GKS-G**

- (1) Visit Notary Office to get authentication
- (2) Visit Korean Embassy to get consular authentication

- Verification process for Certificate of Graduation/Degree/Diploma & Grade Transcript might take long time. Especially, the Embassy cannot verify/authenticate certificates if one's school does not respond calls from the Embassy. Embassy has no responsibility for the late issuance in such cases.

★So we highly recommended to:

- (1) Visit Notary Office to get true certified copy, english translation and authentication.

*(Notary Office must authenticate that the document is **truly issued by** the Ministry/School/Institute.)*

- (2) Visit Korean Embassy to get consular authentication.

Please bring along documents below to apply for consular authentication:

- Copy and Original ID Card
- Fill form (provided by Embassy)
- documents to get consular authentication

※one set of documents costs \$4 to get consular authentication

※consular authentication work is from 8:30AM to 11:30AM

※Korean Embassy only provides consular authentication to documents translated by the Ministry Foreign Affairs and notary offices on the list below.

※For applicants who are certain that they will not be able to get their documents reissued in the future, we strongly recommend them to submit true certified copy instead of the original copy.

Available Notary Office in Phnom Penh

① S.K.Y Notary Public

Address: No.14B, St.184, Phnom Penh

Tel: 015-886-886

② Angkor Notary Public

Address: 7B, St.101, Phnom Penh

Tel: 023-901-206

③ Notary of the Kingdom of Cambodia

Address: No.205, Preah Norodom, 12302, Phnom Penh

Tel: 012-807-005

④ Sethavitou Notary Kingdom Public of the Cambodia

Address: No.51BIS, St.334, Sangkat BKK1, Khan BKK1, Phnom Penh

Tel: 023-213-368

⑤ HBS Law

Address: St.120, Phnom Penh

Tel: 023-224-337

⑥ Mekong Notary Public(MNP)

Address: #22, 24St.201, Phnom Penh

Tel: 016-678-227

Ministry of Foreign Affairs and International Cooperation of Cambodia

Tel: 023-302-999, 013-313-145, 016-353-053

Address: No.3.St. Samdech Hunsen, Tonle Bassac, Phnom Penh, Cambodia