



# Application for Participation in the Exams for the Certificate of Knowledge of the Greek Language and Basic Knowledge of Greek History and Culture

## User Manual



Τμήμα ΣΤ'

Εφαρμογών Γραμματειών Έρευνας και  
Τεχνολογίας, Νέας Γενιάς και Διά Βίου  
Μάθησης

**Ministry of Education Religious Affairs  
and Sports**

8/4/2026

## Table of Contents

1	Home Page.....	2
2	Account Creation/Registration .....	3
3	Login to the system.....	3
3.1	Terms & Conditions.....	5
3.2	Completion of the Application .....	5
3.2.1	Candidate Category.....	5
3.2.2	Personal Information Search at the Ministry of Immigration and Asylum .....	6
3.2.3	Personal Information .....	7
3.2.4	Exam Information .....	8
3.2.5	Attachments (Supporting Documents) .....	10
3.2.6	Application Overview.....	13
4.	Candidate Number – After Submission.....	17

## 1 Home Page

Once applications have started for the upcoming Ellinomatheia exam period, in order to begin the application process in the Application Submission Information System, you must create an account. This applies to all candidates for the present exam period without exception. If you have submitted an application before in the same I.S. in a previous year and remember your credentials, you can log in to your existing account.

The system's website is: <https://ellinomatheia.it.minedu.gov.gr>

You can access it using any web browser such as Google Chrome, Mozilla Firefox, Microsoft Edge, etc.

The appearance of the system's home page is shown in the following image.

Αρχική/Home

Σύστημα Ηλεκτρονικής Υποβολής Αιτήσεων για Συμμετοχή στις Εξετάσεις Πιστοποίησης της Γνώσης της Ελληνικής Γλώσσας και Στοιχείων της Ελληνικής Ιστορίας και του Ελληνικού Πολιτισμού

System of Digital Submission of Applications for Participation in the Exams for the Certificate of Knowledge of the Greek Language and Basic Knowledge of Greek History and Culture

ΕΛΛΗΝΟΜΑΘΕΙΑ

Γενική Γραμματεία Επαγγελματικής Εκπαίδευσης, Κατάρτισης και Διά Βίου Μάθησης  
General Secretariat for Vocational Education, Training and Lifelong Learning

Οδηγίες χρήσης/User Manual

Συχνές Ερωτήσεις/Frequently Asked Questions

Χρονοδιάγραμμα/Schedule

Κ.Υ.Α.  
Τροποπ.ΚΥΑ

Απόφαση Διεξαγωγής Εξετάσεων Έτους 2024

**ΑΝΑΚΟΙΝΩΣΕΙΣ/ANNOUNCEMENTS**

Το σύστημα θα ανοίξει για υποβολή αιτήσεων στις 13 Μαΐου έως και 3 Ιουνίου και ώρα 15.00 του 2024! /The system will be running again for application submissions from May 13th to June 3rd, 2024, until 15:00!

Copyright © 2024 Υπουργείο Παιδείας, Θρησκευμάτων και Αθλητισμού/ Ministry of Education, Religious Affairs and Sports. Ανάπτυξη: Διεύθυνση Ανάπτυξης Πληροφοριακών Συστημάτων-Τμήμα ΣΤ

Τεχνική υποστήριξη/Technical helpdesk: [lifelonglearning@minedu.gov.gr](mailto:lifelonglearning@minedu.gov.gr)  
Για διαδικαστικά θέματα/Non technical helpdesk: [ellinodesk@minedu.gov.gr](mailto:ellinodesk@minedu.gov.gr)

Here you can read useful information, such as:

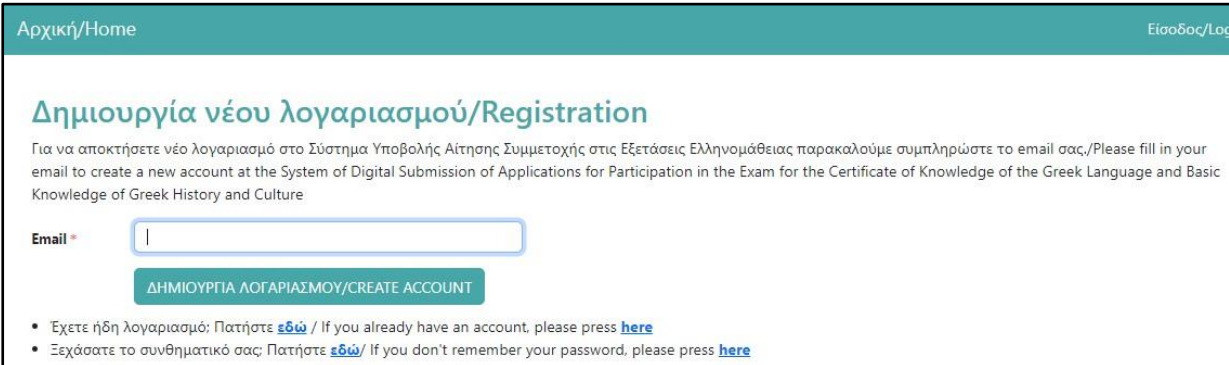
- The **exact deadlines** for the electronic application and any other useful information you need to know in the **Announcements** below the two central buttons, which appear starting with the most recent.

- The **user manual** of the application, the **schedule**, and the **legislation**, which appear in separate links at the bottom left in the frame.
- The contact details of the services, i.e., the email for technical assistance and the email for clarifications about application details. These appear at the bottom right in the footer.

When you first connect, click on the right gray button **Create Account/Registration**.

## 2 Account Creation/Registration

Creating a new account is very simple. Just type your email correctly in the rectangular box and then press the blue button **CREATE ACCOUNT**.



The screenshot shows a web page titled "Δημιουργία νέου λογαριασμού/Registration". At the top left, it says "Αρχική/Home" and at the top right, "Είσοδος/Log". The main heading is "Δημιουργία νέου λογαριασμού/Registration". Below the heading, there is a paragraph in Greek and English: "Για να αποκτήσετε νέο λογαριασμό στο Σύστημα Υποβολής Αίτησης Συμμετοχής στις Εξετάσεις Ελληνομάθειας παρακαλούμε συμπληρώστε το email σας./Please fill in your email to create a new account at the System of Digital Submission of Applications for Participation in the Exam for the Certificate of Knowledge of the Greek Language and Basic Knowledge of Greek History and Culture". There is an "Email\*" label next to a text input field. Below the input field is a blue button labeled "ΔΗΜΙΟΥΡΓΙΑ ΛΟΓΑΡΙΑΣΜΟΥ/CREATE ACCOUNT". At the bottom, there are two bullet points: "• Έχετε ήδη λογαριασμό; Πατήστε [εδώ](#) / If you already have an account, please press [here](#)" and "• Ξεχάσατε το συνηματικό σας; Πατήστε [εδώ](#) / If you don't remember your password, please press [here](#)".

Once you press the **CREATE ACCOUNT** button, the system informs you with a message that your account has been created and automatically sends your password to the email you provided.

## 3 Login to the system

At any time you can log in to the system by selecting the Login menu from the main menu above or by pressing the blue **Login** button on the Home page, as shown in the image below.

Αρχική/Home Είσοδος/Login

Σύστημα Ηλεκτρονικής Υποβολής Αιτήσεων για Συμμετοχή στις Εξετάσεις Πιστοποίησης της Γνώσης της Ελληνικής Γλώσσας και Στοιχείων της Ελληνικής Ιστορίας και του Ελληνικού Πολιτισμού

System of Digital Submission of Applications for Participation in the Exams for the Certificate of Knowledge of the Greek Language and Basic Knowledge of Greek History and Culture

Ε Α Λ Η Ν Ο  
Μ Α Θ Ε Ι Α

Είσοδος/Login Δημιουργία λογαριασμού/Registration

Γενική Γραμματεία Επαγγελματικής Εκπαίδευσης, Κατάρτισης και Διά Βίου Μάθησης  
General Secretariat of Vocational Education, Training and Lifelong Learning

Copyright © 2024 Υπουργείο Παιδείας, Θρησκευμάτων και Αθλητισμού/ Ministry of Education, Religious Affairs and Sports. Ανάπτυξη: Διεύθυνση Ανάπτυξης Πληροφοριακών Συστημάτων-Τμήμα ΣΤ

Τεχνική υποστήριξη/Technical helpdesk: [lifelonglearning@minedu.gov.gr](mailto:lifelonglearning@minedu.gov.gr)  
Για διαδικαστικά θέματα/Non technical helpdesk: [ellinodesk@minedu.gov.gr](mailto:ellinodesk@minedu.gov.gr)

Immediately after, the system automatically leads to the login screen.

Αρχική/Home

## Είσοδος/Login

Παρακαλούμε συμπληρώστε το email και το συνθηματικό σας./Please fill in your email and password.

**Email \***

Το «Email» δεν μπορεί να είναι κενό.

**Συνθηματικό/Password \***

**ΕΙΣΟΔΟΣ/LOGIN**

- Ξεχάσατε το συνθηματικό σας; Πατήστε [εδώ](#) / If you don't remember your password, please press [here](#)
- Δεν έχετε λογαριασμό; Πατήστε [εδώ](#) / If you don't have an account, please press [here](#)

Here you must type the two requested pieces of information:

- In the **Email** field, type the email you provided during the previous Account Creation step.



- **Third-country national / Immigrant**, whereby personal data shall be retrieved from the Ministry of Migration and Asylum.
- **Beneficiary of International Protection or Applicant for Political Asylum**, whereby personal data must be entered manually and will be subject to verification following the application deadline.

[Αρχή](#) → Κατηγορία Υποψήφιου Εξεταζόμενου/ Candidate Category

**Κατηγορία Υποψήφιου Εξεταζόμενου/ Candidate Category**

Επιλέξτε αν είστε/ Please choose your candidate category: \*

ΠΟΛΙΤΗΣ ΤΡΙΤΩΝ ΧΩΡΩΝ. ΜΕΤΑΝΑΣΤΗΣ/ NON EU CITIZEN, IMMIGRANT

ΔΙΚΑΙΟΥΧΟΣ ΔΙΕΘΝΟΥΣ ΠΡΟΣΤΑΣΙΑΣ ή ΑΙΤΩΝ ΑΣΥΛΟ/ BENEFICIARY OF INTERNATIONAL PROTECTION (REFUGEE)/ REQUESTING POLITICAL ASYLUM

ΕΠΟΜΕΝΟ (NEXT) ->

Image 2 – Candidate Category selection

Please tick on the appropriate candidate category box and press **NEXT** button to proceed. The selected candidate category will appear highlighted in blue.

### 3.2.2 Personal Information Search at the Ministry of Immigration and Asylum

This category concerns candidates who have already applied to the Ministry of Immigration and Asylum for a residence permit in Greece. As you can see in the example below, you must correctly type your passport number and **ONLY** your Surname in uppercase Latin characters.

[Αρχή](#) → Κατηγορία Υποψήφιου Εξεταζόμενου/ Candidate Category →

Αναζήτηση Ατομικών Στοιχείων μέσω Υπ. Μετάναστευσης/ Personal Information Search at the Ministry of Immigration and Asylum

**Αναζήτηση Ατομικών Στοιχείων μέσω Υπ. Μετάναστευσης/ Personal Information Search at the Ministry of Immigration and Asylum**

Πληκτρολογήστε τον Αριθμό Διαβατηρίου σας που είναι σε ΙΣΧΥ και το Επώνυμό σας με ΚΕΦΑΛΑΙΟΥΣ ΛΑΤΙΝΙΚΟΥΣ χαρακτήρες./ Please fill in your VALID Passport Number and your Surname in LATIN UPPERCASE.

Αριθμός Διαβατηρίου/Passport Number \* AN207117 ✓

Επώνυμο/Surname \* ELKEFI ✓

<- ΠΙΣΩ/BACK ΚΑΘΑΡΙΣΜΟΣ/CLEAR ΑΝΑΖΗΤΗΣΗ/SEARCH

Image 3 – Personal Information Search at the Ministry of Immigration and Asylum

When you finish typing and if the details are correct, press the **SEARCH** button, so that the system can identify you through these details at the Ministry of Immigration and Asylum and retrieve your residence permit details. If you have made a typing mistake, you can either select the field with the error to type your corrections or press the gray **CLEAR** button to delete all entries on the screen and start over. If you have not selected the correct category, press the red <- **BACK** button to return to the previous candidate category selection step.

Finally, if the system cannot identify you at the Ministry of Immigration and Asylum, you will proceed to the following screen. Do not worry, you will be allowed to submit your application normally by entering your details. Read the details below.

Press **SEARCH** button to allow the system to identify you or press **CLEAR** to restart filling the form. If identification fails, you will proceed to manual entry. In case a different candidate category must be selected, press **BACK** to return to the previous step.

### 3.2.3 Personal Information

Candidates who cannot, for any reason, be identified by the Ministry of Migration and Asylum must fill in their personal details themselves (which will be duly verified), according to the screen that follows.

If you have a passport or a residence permit or an equivalent travel or residence document that is valid, you must enter all your details exactly as they appear on it.

The personal details retrieved from the Ministry of Migration's Registry, which you cannot modify, are the following:

- Surname
- First name
- Father's name

The personal details that you need to enter into the system, either by typing or by selecting the appropriate value from a dropdown list, are the following:

- Mother's name,
- Country of origin,
- Citizenship,
- Gender,
- Date of birth,
- Passport number,
- (ONLY if you do not have a passport, you may select the option "Lacking Passport")**
- Residence permit type,
- Residence permit number,
- Years of residence in Greece

Even candidates whose details are retrieved from the Ministry of Migration and Asylum will still need to complete some of their personal information, namely their years of residence in Greece and their contact details. The contact details appear at the bottom of the screen and include:

- Postal address
- Postal code
- Prefecture (regional unit)
- Municipality of residence
- Contact telephone number

Αρχή → Κατηγορία Υποψηφίου Εξεταζόμενου/Candidate Category → Ατομικά Στοιχεία/ Personal Information

**Ατομικά Στοιχεία/ Personal Information**

Συμπληρώστε όλα τα στοιχεία σας με **ΚΕΦΑΛΑΙΟΥΣ** χαρακτήρες. Τα στοιχεία **ΧΩΡΑ ΚΑΤΑΓΩΓΗΣ, Ιθαγένεια και ΑΡΙΘΜΟΣ ΔΙΑΒΑΤΗΡΙΟΥ** συμπληρώνονται με **ΚΕΦΑΛΑΙΟΥΣ ΛΑΤΙΝΙΚΟΥΣ** χαρακτήρες όπως αναγράφονται στο ταξιδιωτικό σας έγγραφο και στον τίτλο διαμονής. Σε περίπτωση που δεν έχετε κάποιο υποχρεωτικό στοιχείο, πληκτρολογήστε **ΠΑΥΛΑ (-)** στο αντίστοιχο πεδίο./ Please fill in your personal information in **UPPERCASE**. The fields **COUNTRY OF ORIGIN, CITIZENSHIP COUNTRY and PASSPORT NUMBER** should be in **LATIN UPPERCASE**, identically to your passport (or any other equivalent travel document) and your residence permit in force.

<b>Επώνυμο/Surname *</b>	A	<b>Όνομα/Firstname *</b>	S
<b>Όνομα Πατέρα/Fathername *</b>	J	<b>Όνομα Μητέρας/Mothername *</b>	A
<b>Χώρα Καταγωγής/Country of Origin *</b>	PAKISTAN ✓	<b>Ιθαγένεια/Citizenship *</b>	PAKISTAN ✓
<b>Φύλο/Gender *</b>	ΓΥΝΑΙΚΑ/WOMAN ✓	<b>Ημερομηνία Γέννησης/Date of Birth *</b>	01-01-1984 ✓
<b>Αριθμός Διαβατηρίου/Passport Number *</b>	DM3T06J94 ✓	<input type="checkbox"/> <b>Στερούμενος/νη Διαβατηρίου/Lacking Passport *</b>	
<b>Τίτλος Διαμονής/Residence Permit Type *</b>	ΑΔΕΙΑ ΔΙΑΜΟΝΗΣ ✓	<b>Αριθμός Τίτλου Διαμονής/Residence Permit Number *</b>	6437235 ✓
<b>Έτη Διαμονής στην Ελλάδα/Years of Residency in Greece *</b>	5 ✓	<b>ΠΡΟΣΩΠΙΚΑ ΣΤΟΙΧΕΙΑ</b>	

<b>Διεύθυνση Κατοικίας/Postal Address *</b>	<b>T.K./Postalcode *</b>
ΘΑΛΗΣ 8 ✓	54642
<b>Περιφερειακή Ενότητα Κατοικίας/Prefecture of Residence *</b>	<b>Δήμος Κατοικίας/Municipality of Residence *</b>
ΑΤΤΙΚΗΣ/ΑΤΤΙΚΗΣ ✓	ΑΓΙΑΣ ΠΑΡΑΣΚΕΥΗΣ/ΑΓΙΑΣ ΠΑΡΑΣΚΕΥΗΣ ✓
<b>Τηλέφωνο/Telephone *</b>	
+30 6942825555 ✓	
<b>ΣΤΟΙΧΕΙΑ ΕΠΙΚΟΝΩΝΙΑΣ</b>	

←-ΠΙΣΩ/BACK
ΕΠΑΝΑΦΟΡΑ/RESET
ΑΓΟΡΗΚΕΥΣΗ ΚΑΙ ΣΥΝΕΧΕΙΑ/SAVE AND CONTINUE->

Image 4 – Personal Information and Contact Info

Please pay special attention to your contact details, especially your mobile phone number and address, as they will be used by the service during the organization of the examinations.

When you are ready, and after confirming that your entries are correct, click the **“SAVE AND CONTINUE →”** button at the bottom right to proceed to the next step. If you have made a typing mistake, you can either select the field with the error—which the system highlights in red to assist you—and enter your corrections, or press the gray **“RESET”** button to clear all entries on this screen and start again from the beginning. If you have not selected the correct category, click the red **“← BACK”** button to return to the previous step where you can choose the candidate category again.

### 3.2.4 Exam Information

In this step candidates must select the desired examination type and provide valid proof of payment of the prescribed electronic fee (e-paravolo/exam fee).

Στοιχεία Εξέτασης/ Exam Information

**Τύπος Εξέτασης/Exam Type \***

Πιστοποίηση γνώσης ελληνικής γλώσσας **ΚΑΙ** στοιχείων της ελληνικής ιστορίας και του ελληνικού πολιτισμού/ Certification of knowledge of the greek language **AND** basic knowledge of greek history and culture

Πιστοποίηση γνώσης **ΜΟΝΟ** των στοιχείων της ελληνικής ιστορίας και του ελληνικού πολιτισμού/ Certification of basic knowledge of greek history and culture

- Κάντε αυτή την επιλογή αν **ΔΕΝ ΔΙΑΘΕΤΕΤΕ** κανένα τίτλο πιστοποίησης ελληνομάθειας./ Please make this choice if you hold no certificate of greek language knowledge.
- Πληκτρολογήστε και αναζητήστε το **ΠΑΡΑΒΟΛΟ με κωδικό [162]** Εξετάσεις ελληνικής γλώσσας, ιστορίας & πολιτισμού, αξίας 50,00 €/ Please type and search your **FEE with code [162]** for the full exam costing 50,00 €
- [Οδηγίες για την έκδοση ηλεκτρονικού παραβόλου/E-fee instructions](#)
- [Παράβολα Εξετάσεων Ελληνομάθειας/Exam E-fee types](#)

**Κωδικός Παραβόλου/Paravolo Code \***

**Κατάσταση Παραβόλου/Paravolo Status** ΠΛΗΡΩΜΕΝΟ/PAID

Προτεραιότητα Συμ/χής/Priority Participation

Η αίτησή σας δεν θα ικανοποιηθεί κατά προτεραιότητα. Ωστόσο, αν κάνατε αίτηση στην προηγούμενη εξεταστική περίοδο και δεν συμμετείχατε σε αυτή **λόγω υπέρβασης του ανώτατου αριθμού υποψηφίων**, επικοινωνήστε με το [ellinodesk@minedu.gov.gr](mailto:ellinodesk@minedu.gov.gr) ώστε να γίνει έλεγχος. /Your application will not be processed with priority. However, if you had applied in the previous examination period and were unable to participate **due to exceeding the maximum number of candidates**, please contact [ellinodesk@minedu.gov.gr](mailto:ellinodesk@minedu.gov.gr) for further verification.

<-ΠΙΣΩ/BACK
ΕΠΙΛΟΓΗ/RESET
ΑΠΟΘΗΚΕΥΣΗ ΚΑΙ ΣΥΝΕΧΕΙΑ/SAVE AND CONTINUE->

Image 5 – Exam Information Form

There are two types of exams available:

- Full exam (Greek language, history and culture costing 50,00 € (e-paravolo code **[162]**)).
- History and culture only (for holders of a Greek language certificate) costing 20,00 € (e-paravolo code **[181]**).

First click on the desired examination type. Then click on the instructions link to be informed on the procedure issue of the e-paravolo.

After issuing and paying your electronic fee (e-paravolo), you are requested to enter its code (exam fee code) carefully so that the system can locate it. The code is purely numerical and does not contain any spaces. If your fee is found, the system will display its **Status** on the screen, for example **PAID**. Please ensure that you issue your electronic fee in a timely manner. **The update of its status is not instantaneous; therefore, it is recommended that the fee not be issued close to the application deadline.**



**The fee you have entered must: (1) be found using the code you provided, (2) be in “paid” status, (3) not be in use by another candidate, and (4) correspond to the appropriate amount for the type of examination you have selected. If not all four conditions are met, the system will display an error message and will not allow you to complete your application.**

Finally, if you had previously submitted an application for Greek language examinations and **did not participate due to exceeding the maximum number of candidates without any fault on your part**, the **Participation Priority** option will appear automatically selected. With this readonly field the system identifies you based on your basic personal details and your passport number. If these details have not changed since your previous application, the examination organizing committee will review your application with increased priority, in order to facilitate your participation in the current examination period.

**If you applied in the previous examination period and did not participate due to exceeding the maximum number of candidates, without any fault on your part, and the “Participation Priority” option is nevertheless not selected, please contact [ellinodesk@minedu.gov.gr](mailto:ellinodesk@minedu.gov.gr) so that an additional check can be carried out.**

When contacting them, please provide your details (first name, last name, passport number, residence permit number), so that the competent authorities can inform you via reply email about your previous code.

When you are ready, and provided that you confirm your entries are correct, click the **SAVE AND CONTINUE** → button at the bottom right to proceed to the next step. If you have made an mistake during data entry, you may either select the field marked with red highlighting to make corrections or click the grey **RESET** button to clear all entries and start over. If you have not selected the correct candidate category, click the red **← BACK** button to return to the previous step.

### 3.2.5 Attachments (Supporting Documents)

At this stage, you are required to upload the supporting documents to the system. The required documents for all candidate applications that were not automatically verified by the Ministry of Migration and Asylum are a photocopy of the passport (one or more pages) (ATTENTION: the passport number, surname, given name, father’s name, and mother’s name must be clearly visible) and a photocopy of the residence permit, as shown in the example below. These documents are sufficient provided that, in the previous step, you selected to be examined in both the Greek language and Greek history and culture.

**If your personal details have been successfully verified through the Ministry of Migration and Asylum and you have selected to be examined in both the Greek language and Greek history and culture, then you will not be required to upload any supporting documents; therefore, this screen will not appear.**

[Αρχή](#) → [Κατηγορία Εξεταζόμενου/ Candidate Category](#) → [Ατομικά Στοιχεία/ Personal Information](#) → [Στοιχεία Εξέτασης/ Exams Information](#) → [Επισύναψη Δικαιολογητικών/ Attachments](#)

**Επισύναψη Δικαιολογητικών/ Attachments**

Πατήστε το κουμπί **Αναζήτηση** και στο παράθυρο που θα εμφανιστεί, επιλέξτε το αρχείο που θέλετε να επισυνάψετε./ Please press the **Search** button and then choose your attachment file.

**Φωτοαντίγραφο Διαβατηρίου/ Passport copy \***

**Φωτοαντίγραφο Άδειας Διαμονής / Residence Permit copy \***

Image 6 – Supporting documents attachment for a full exam

However, if you have chosen to be examined **only in Greek history and culture**, on the grounds that you already hold a certificate in the Greek language, then, in order for your application to be considered valid, you will additionally be required to upload a copy of this certificate to the system.

**Επισύναψη Δικαιολογητικών/ Attachments**

Πατήστε το κουμπί **Αναζήτηση** και στο παράθυρο που θα εμφανιστεί, επιλέξτε το αρχείο που θέλετε να επισυνάψετε./ Please press the **Search** button and then choose your attachment file.

Φωτοαντίγραφο Διαβατηρίου/  
Passport copy \*  **Αναζήτηση ...**

Φωτοαντίγραφο Άδειας Διαμονής  
/ Residence Permit copy \*  **Αναζήτηση ...**

Φωτοαντίγραφο Πιστοποιητικού  
Ελληνομάθειας/ Greek Language  
Knowledge Certificate copy \*  **Αναζήτηση ...**

**<- ΠΙΣΩ/BACK** **ΕΠΙΣΥΝΑΨΗ ΚΑΙ ΣΥΝΕΧΕΙΑ/ATTACH AND CONTINUE->**

Image 7 - Uploading supporting documents to participate in a "History & Culture" only (partial) exam

In order to upload a supporting document, select the appropriate document category and click the blue icon to its right, as shown in the example image above, where the user wishes to upload a copy of their passport.

By clicking this button, the system will allow you to select the appropriate file, **which must be in .pdf format and must not exceed the maximum permitted size of 2MB**, from the folders on your computer or your mobile/portable device. After selecting the file, click **Open** to upload it; otherwise, select **Cancel**.

The system will then display an overview of your uploaded document, and the **Search** icon, which previously appeared in blue, will turn green, as shown below. Additionally, the system will display the name of the file as you selected it.

**Επισύναψη Δικαιολογητικών/ Attachments**

Πατήστε το κουμπί **Αναζήτηση** και στο παράθυρο που θα εμφανιστεί, επιλέξτε το αρχείο που θέλετε να επισυνάψετε./ Please press the **Search** button and then choose your attachment file.

**Φωτοαντίγραφο Διαβατηρίου/  
Passport copy \***

**Φωτοαντίγραφο Άδειας Διαμονής  
/ Residence Permit copy \***

**Φωτοαντίγραφο Πιστοποιητικού  
Ελληνομάθειας/ Greek Language  
Knowledge Certificate copy \***

<- ΠΙΣΩ/BACK    ΕΠΙΣΥΝΑΨΗ ΚΑΙ ΣΥΝΕΧΕΙΑ/ATTACH AND CONTINUE->

Image 8 – File Upload Form

If you realize that you have selected an incorrect file for a particular document category, you may correct your action by clicking the **Search** button again in order to select the appropriate file.

You must repeat the upload process for each document category displayed on your screen. Once you are ready and provided that you confirm your entries are correct, click the **ATTACH AND CONTINUE →** button located at the bottom right in order to proceed to the next step. If you have made an error during data entry, select **← BACK** at the bottom left to return to the previous step for selecting the correct examination category.

By selecting **ATTACH AND CONTINUE →** the system will:

- verify that the number of uploaded files corresponds to the number of required supporting documents, and
- check whether each uploaded file meets the permitted format and size requirements, automatically renaming them if necessary.
- However, not be able to automatically verify the content of your files. The attached documents will be reviewed at a later stage by the examination committee, after you have finalized your application, during the examination preparation phase.

Please note that once the system accepts your uploaded documents, it assigns a different filename to each file from the one you originally selected. In the next step, you will have the option to review the documents you have uploaded, if you wish.

### 3.2.6 Application Overview

Reaching this screen indicates that you are close to completing the process. It is now time for a final review of your application summary. You arrive at this stage once all the required fields of your application have been completed. However, the accuracy of the information entered remains your responsibility. To facilitate your review, the details of your completed application have been grouped and divided into four categories, each of which you may select in order to make individual corrections.

The four categories of information are:

- **Personal information**, relating to your identification
- **Contact information**, through which the service may contact you
- **Exam information** that you have selected, including the fee
- **Attachments** that you have uploaded

You may choose to correct the information in each category separately by selecting the **Edit** link displayed at the top of each section. The system will guide you to a separate screen at the appropriate step of your application, allowing you to review the information entered for the specific category and make any necessary corrections.

**Προβολή αίτησης / Application Overview**

Έχετε συμπληρώσει την Αίτηση Συμμετοχής σας στις Εξετάσεις Ελληνομάθειας. Τροποποιήσεις μπορείτε να κάνετε μέχρι τη λήξη της προθεσμίας υποβολής αιτήσεων. Για να κάνετε **ΟΡΙΣΤΙΚΗ ΥΠΟΒΟΛΗ**, πατήστε το εικονίδιο κίτρινο στο κάτω μέρος της σελίδας. / Your application for Participation in the Exams for the Certificate of Knowledge of the Greek Language and Basic Knowledge of Greek History and Culture has been submitted. Modifications are allowed until the announced deadline. To **finalize** your application, please press the button at the bottom.

ΑΤΟΜΙΚΑ ΣΤΟΙΧΕΙΑ/ PERSONAL INFORMATION - <a href="#">Τροποποίηση/Edit</a>	
Επώνυμο/Surname	
Όνομα/Firstname	
Όνομα Πατρός/Fathername	
Όνομα Μητέρας/Mothername	
Ημερομηνία Γέννησης/Date of Birth	
Φύλο/Gender	
Χώρα Καταγωγής/Nationality	
Ιθαγένεια/Citizenship	
Κατηγορία Εξεταζόμενου/Candidate Category	ΔΙΚΑΙΟΥΧΟΣ ΔΙΕΘΝΟΥΣ ΠΡΟΣΤΑΣΙΑΣ ή ΑΙΤΩΝ ΑΣΥΛΟ/BENEFICIARY OF INTERNATIONAL PROTECTION OR REQUESTING ASYLUM
Αριθμός Διαβατηρίου/Passport Number	
Τίτλος Διαμονής	
Αριθμός Τίτλου Διαμονής/Residence Permit Number	
Έτη Διαμονής/Years of Residency	5

ΣΤΟΙΧΕΙΑ ΕΠΙΚΟΙΝΩΝΙΑΣ/CONTACT INFORMATION - <a href="#">Τροποποίηση/Edit</a>	
Διεύθυνση Κατοικίας/Postal Address	
T.K./Postal Code	
Κινητό/Cellphone	
Περιφερειακή Ενότητα Κατοικίας/Prefecture	ΑΤΤΙΚΗΣ
Δήμος Κατοικίας/Municipality	ΑΘΗΝΑΙΩΝ

ΣΤΟΙΧΕΙΑ ΕΞΕΤΑΣΗΣ/EXAM INFORMATION- <a href="#">Τροποποίηση/Edit</a>	
Τύπος Εξέτασης/Exam Type	ΕΞΕΤΑΣΗ ΕΛΛΗΝΙΚΗΣ ΓΛΩΣΣΑΣ ΚΑΙ ΣΤΟΙΧΕΙΩΝ ΤΗΣ ΕΛΛΗΝΙΚΗΣ ΙΣΤΟΡΙΑΣ ΚΑΙ ΤΟΥ ΕΛΛΗΝΙΚΟΥ ΠΟΛΙΤΙΣΜΟΥ
Κωδικός Παραβόλου/Exam Fee Code	
Κατάσταση Παραβόλου/Exam Fee Status	ΠΛΗΡΩΜΕΝΟ/PAID
Ποσό Παραβόλου/Exam Fee Value	50€
Κωδικός Υποψηφίου σε Προηγούμενη Εξέταση/Previous Candidate Exam Id	123

ΔΙΚΑΙΟΛΟΓΗΤΙΚΑ/ATTACHMENTS- <a href="#">Τροποποίηση/Edit</a>	
Φωτοαντίγραφο Διαβατηρίου/Passport Copy	<a href="#">23_passportfile.pdf</a>
Φωτοαντίγραφο Άδειας Διαμονής/Residence Permit Copy	<a href="#">23_residencefile.pdf</a>
Φωτοαντίγραφο Πιστοποιητικού Ελληνομάθειας/Greek Language Knowledge Certificate Copy	<a href="#">23_orekiknousosefia.pdf</a>

[← ΠΙΣΩ/BACK](#) [ΟΡΙΣΤΙΚΗ ΥΠΟΒΟΛΗ/FINAL SUBMISSION](#)

Image 9 – Application Overview Screen

With regard in particular to your supporting documents, you may choose to view exactly what you have uploaded for each document category by clicking on the link corresponding to each file name. The file name displayed for each category is the name assigned to your document by the system.

We recommend opening these files in a separate browser tab, so that you can ensure that the upload has been completed correctly and that the content corresponds to the appropriate document. If any corrections are required, return to the application overview screen and, as shown in the example above, select the **Edit** link in the section at the bottom right concerning your attachments, in order to be directed to the document upload screen. There, you may select any document that requires replacement within its respective section and either delete it using the trash icon or click the **Search** button to select the correct file for that document category.

Once you have completed your corrections and have verified that all the information displayed on your screen is complete and accurate, and you consider your application ready, you may click the **FINAL SUBMISSION** button at the bottom of the screen. This step is CRITICAL, and for this reason the system will ask you to confirm your intention.



- **This action is mandatory and may be performed only once per application.**
- **Please ensure that you finalize your application at the appropriate time; however, do not overlook this step.**
- **Applications that have not been finalized by the end of the submission deadline will be disregarded. Such candidates will not be able to participate in the examinations.**

After final submission, the Application Overview screen will change slightly. At the top left of the screen, in a separate section, **your application protocol number will be displayed**. Please note: **this number is not your candidate number**. The latter will be assigned at a later stage, and relevant instructions will be provided through announcements on our homepage.

Upon each subsequent login to the system following final submission, the view-only version of your application—without the option for further modification—will be the only screen available to you.

[Αρχή](#) – [Κατηγορία Εξεταζόμενου / Candidate Category](#) – [Ατομικά Στοιχεία / Personal Information](#) – [Στοιχεία Εξέτασης / Exam Information](#) – [Επισυνάψη Δικαιολογητικών / Attachments](#) – [Προβολή αίτησης / Application Overview](#)

### Προβολή αίτησης / Application Overview

Έχετε **οριστικοποιήσει** την Αίτηση Συμμετοχής σας στις Εξετάσεις Ελληνομάθειας. Δεν μπορείτε πλέον να τροποποιήσετε την αίτησή σας / Your application for Participation in the Exam for the Certificate of Knowledge of the Greek Language and Basic Knowledge of Greek History and Culture has been submitted **and finalized**. Currently you are not allowed to modify your application.

**ΑΡΙΘΜΟΣ ΠΡΩΤΟΚΟΛΛΟΥ ΑΙΤΗΣΗΣ/APPLICATION PROTOCOL NUMBER: 55/15-04-2024**

ΑΤΟΜΙΚΑ ΣΤΟΙΧΕΙΑ/ PERSONAL INFORMATION		ΣΤΟΙΧΕΙΑ ΕΠΙΚΟΙΝΩΝΙΑΣ/CONTACT INFORMATION	
Επώνυμο/Surname		Διεύθυνση Κατοικίας/Postal Address	
Όνομα/Firstname		T.K./Postal Code	
Όνομα Πατέρα/Fathername		Κινητό/Cellphone	
Όνομα Μητέρας/Mothername		Περιφερειακή Ενότητα Κατοικίας/Prefecture	ΑΤΤΙΚΗΣ
Ημερομηνία Γέννησης/Date of Birth		Δήμος Κατοικίας/Municipality	ΑΘΗΝΑΙΩΝ
Φύλο/Gender		<b>ΣΤΟΙΧΕΙΑ ΕΞΕΤΑΣΗΣ/EXAM INFORMATION</b>	
Χώρα Καταγωγής/Nationality		Τύπος Εξέτασης/Exam Type	ΕΞΕΤΑΣΗ ΕΛΛΗΝΙΚΗΣ ΓΛΩΣΣΑΣ ΚΑΙ ΣΤΟΙΧΕΙΩΝ ΤΗΣ ΕΛΛΗΝΙΚΗΣ ΙΣΤΟΡΙΑΣ ΚΑΙ ΤΟΥ ΕΛΛΗΝΙΚΟΥ ΠΟΛΙΤΙΣΜΟΥ
Ιθαγένεια/Citizenship		Κωδικός Παραβόλου/Exam Fee Code	
Κατηγορία Εξεταζόμενου/Candidate Category		Κατάσταση Παραβόλου/Exam Fee Status	ΠΛΗΡΩΜΕΝΟ/PAID
Αριθμός Διαβατηρίου/Passport Number		Ποσό Παραβόλου/Exam Fee Value	50€
Τίτλος Διαμονής	ΔΕΛΤΙΟ ΑΙΤΗΣΙΑΝΤΟΣ ΑΣΥΛΟΥ	Κωδικός Υποψηφίου σε Προηγούμενη Εξέταση/Previous Candidate Exam Id	123
Αριθμός Τίτλου Διαμονής/Residence Permit Number	12345	<b>ΔΙΚΑΙΟΛΟΓΗΤΙΚΑ/ATTACHMENTS</b>	
Έτη Διαμονής/Years of Residency	5	Φωτοαντίγραφο Διαβατηρίου/Passport Copy	<a href="#">23_passportfile.pdf</a>
		Φωτοαντίγραφο Άδειας Διαμονής/Residence Permit Copy	<a href="#">23_residencefile.pdf</a>

< ΠΙΣΩ/BACK
ΕΚΤΥΠΩΣΗ ΑΙΤΗΣΗΣ/PRINT

Image 13 – Screen displaying a finalized application (with protocol number)

The only permitted action at this stage is to click the **PRINT APPLICATION** button for your application, which includes its protocol number and all your details in full. Once you click the button, the finalized application will be saved in the **Downloads** folder of your computer or device as a file in **.pdf format**, allowing you to review it carefully. The format of this printout is similar to the on-screen view of the application, as it includes a summary of all your entries, organizing the information in a way that facilitates printing on paper.

#### 4. Candidate Number – After Submission

After the application submission deadline has passed, if your application is complete, it will be reviewed by the competent authority with regard to its individual components, such as the status of your fee, the content of your supporting documents, etc. At this stage (Application Processing by Administrative Services), you will be able to log in to the system to print a copy of your application.

All applications **approved** for the upcoming examinations will be assigned **a unique candidate code** by the authority. Once the examination centers have been defined and the approved candidates allocated to them, a relevant announcement will be posted on our homepage, instructing you to log in to the system again.

At this stage (**Candidate Code & Ticket**), when you log in again, you will be able to determine whether your application has been approved or rejected and whether you are eligible to sit for the upcoming examination period at a specific examination center. Candidates included in the examinations **will be able to save a digital copy or print the Candidate Ticket**, which will include:

- Detailed information about the examination center (Examination Center) where they must report
- Information regarding the date and time of the examination
- Their unique candidate number (Candidate Code)
- Personal information (Personal Information) of the candidate

Candidates with previously verified candidate codes in the system are also required to log in, as they will need to obtain their new Candidate Ticket.

In conclusion, after finalizing your application, it is necessary to regularly visit our homepage, as the announcements section will provide all information you need, such as important instructions regarding the examinations or critical deadlines that may concern you. Additionally, by selecting the **Timeline** link, you can at any time check the current phase of the authority's organization process for the Greek language examinations.

**On the day of the examinations, all candidates must present their Candidate Ticket along with a valid passport and/or residence permit at the examination center in order to be identified and allowed to take the exams. Detailed instructions regarding this will be posted on the system's homepage BEFORE the examination day.**

**Candidates who fail to provide the above documents will not be permitted to participate in the examinations.**