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The citizens wish to be received may be registered in the Reception Room of the Ministry of Education in November 2 from 10.00 to 15.00 and November 4, from 09.00 to 18.00 or by calling Hotline 146. Additionally, registration is possible via "E-appeal" section of the Ministry of Education web site (<http://www.edu.gov.az/view.php?lang=az&menu=contacts>).

First and last names of a person who wish to be received, the content of appeal, in case of re-appeal, info on previous responses shall be given to the registrar.