Recognition in 4 steps

Advice on

Various agencies such as the Federal Employment Agency (BA) or the IQ network are able to advise you on the topic of recognition. For example, the question of whether you can have your vocational or academic qualifications recognised and the specific documentation / proof that you require.

Your employment agency / your job centre or the specialist advisor at the respective advice point will advise you on any costs that may arise (for example, translation costs for your certificates / proof, processing costs).



Recognition in Germany



Your notes

recognition

You can apply for an equivalence assessment concerning a vocational qualification or for a certificate assessment concerning a university degree. You decide which path is the most suitable for you and your qualification. The advice centre can help you make your decision.

Collage all of the certificates and proof (employment references, for example) which substantiate your qualification. If you are unable to get the documents or your documents are not sufficient for the recognition: please contact the advice centre. You can find out which documents you need for the application on the "Recognition in Germany" portal or from vour competent recognition office. Make sure your documents are in the right form (for example, translations and official certifications).

Submit your complete documents to the competent office. During the advice session, the IQ network will tell you which office is responsible for your recognition procedure. After you have submitted your application, the competent office will check whether there are any significant differences to the reference German occupation and will inform you of the outcome in writing.

Your notes

How to make an application

> Please notify us of the outcome immediately. Only then can we or the advice centre advise you on any further steps that may be necessary, such as qualification measures, language learning or professional licensing. Further costs may also arise at this point, for which financial support may be available.

> Things also depend on whether the occupation is regulated or not regulated in Germany: once you have received your recognition of full equivalence, you can submit your first applications for a non-regulated occupation. For regulated occupations, you require a professional licence.

> Once you have received your recognition of partial equivalence, we will consider the next steps together for achieving full equivalence.

Your notes

Outcome

We will send you an appointment as soon as possible to discuss the next steps together.

Do you have any specific ideas, suggestions or wishes? Then please don't hesitate, and share them with your specialist advisor. Your notes

What happens next?