

Your procedure as Translator (University) (m/f) in Schreinerbauer

- The profession of Translator (University) (m/f) is **not regulated**. You can work in this profession in Germany.
- For entry into Germany and for residence in Germany, you must show that your higher education qualification is comparable with a German higher education qualification. One form of evidence is an extract from the anabin database. A guide to using the anabin database is available [here](#). There is no charge for an extract from the anabin database.
- If your university or your qualification is not listed in anabin with the required status, then you must apply to the Central Office for Foreign Education (ZAB) for an individual **Statement of Comparability**. There is a charge for a Statement of Comparability. Further information about the Statement of Comparability is available here: Statement of Comparability for Foreign Higher Education **Qualifications**.
- The Statement of Comparability has many **advantages**.

Download: 19.05.2024

Quick-Info

Name of the procedure

This procedure is called: Statement of Comparability for Foreign Higher Education Qualifications (in German: "Zeugnisbewertung für ausländische Hochschulqualifikationen")

Requirements for Statement of Comparability

- You have successfully completed the course. You can provide evidence of this with a reference or a certificate.
- You completed the qualification at a government institution or a state-recognised institution, for example at a public university.
- If accreditation of the courses is a requirement in your country of training, then the course must be accredited. This means that the course has been inspected and approved by an official body.

Knowledge of German

You are not required to provide evidence of knowledge of German. However, knowledge of German is important for your job applications and your work.

Duration

Following your application, the competent authority will notify you of receipt of the documents. After **3 months** at the latest, you will receive the Statement of Comparability.

Costs

- First Statement of Comparability: €200
- Second Statement of Comparability: €100
- New Statement of Comparability e.g. if a document is lost: €100
- In the event of cancellation or if assessment is not possible: €20 to €100
- There may be additional costs, e.g. for certifications or compensation measures
- **Information about financial support**

Documents for my application

Required documents

- Application form from the competent authority
- Proof of identity (e.g. passport or personal identification)
- Marriage certificate (if your name has changed through marriage)
- Certificate of completion for the higher education qualification in the original language
- Summary of subjects covered in the degree and the grades in the original language
- If available: diploma supplement in the standardised European form (in the original language)
- If you apply for a BlueCard: your contract of employment
- You may require other documents or additional documents. It depends on your place of study. Further information regarding this is available on the **website of the Central Office for Foreign Education (ZAB)** . You will then leave our information page.

Zentralstelle für ausländisches Bildungswesen (ZAB)

- **Application form (17.07.2020)**

Translations and certifications

The competent authority will inform you as to which documents you must produce as originals or submit as copies. Some copies must be officially certified. We recommend that you do not send originals by post.

You must submit your documents **in German**. Sworn or authorised translators must prepare the translations.

No translation needs to be submitted for documents in these languages: Arabic, German, English, French, Italian, Polish, Portuguese and Spanish.

My steps to recognition

I apply to the competent authority. How does this work?

- You may also apply if you are not yet living in Germany.
- Complete the online form from the competent authority.
- Print out the form. Sign the form.
- Send the form and all documents by post to the competent authority. Or hand in all documents there.
- A detailed description of how to complete the form is available on the ZAB website. You will then leave our information page: **To the ZAB**

The competent authority is processing my application. What does that mean?

The competent authority receives the application. After one month at the latest, it will confirm that the application has arrived. Once the competent authority has received all the documents from you, it processes your application.

The competent authority initially checks these questions when processing the form:

- Is your university degree comparable with a German university degree?
- Did you complete your degree at a government institution or a state-recognised institution?
- Does your course need to be accredited in your country of training? If yes: Is your course accredited? This means: is your course approved?

The competent authority informs me of the result in writing. What are the possible outcomes?

Outcomes: Statement of Comparability

You receive the Statement of Comparability. The Statement of Comparability is a description of your foreign higher education qualification. The Statement of Comparability contains the following information:

- With which German course is your certificate comparable?
- With which German qualification level is your certificate comparable? A qualification level, for example, is a bachelor's degree or a master's degree.
- Which professional opportunities are open to you with this degree?
- Are you able to continue your degree in Germany?

Outcomes: No comparability

In these cases you receive no Statement of Comparability.

- Your qualification is **not comparable with any** German course.
- Your qualification is **not comparable with any** German qualification level.

The reasons for the outcome are included in the letter from the competent authority.

Please note: the ZAB lists some qualifications for which there is no Statement of Comparability. These qualifications can be found in the summaries of the documents to be submitted. These summaries are available for some countries of training. You will then leave our information page. **To the summaries.**

I receive no recognition. What can I do?

Your profession is not regulated in Germany. You can work in the profession without a Statement of Comparability. The Statement of Comparability is important, however, for your entry and your residence.

You are also able to start a new degree in Germany. The university may take into account individual courses you have taken. The degree is then shorter.

Seek advice from a counselling centre, e.g. using the hotline **Working and Living in Germany.**

My other options

Procedure for Ethnic German Resettlers

As an Ethnic German Resettler, you can select between two procedures for vocational recognition:

- You apply for the procedure described here.
- You apply for the procedure under Section 10 of the Federal Expellees Act (German: "§10 Bundesvertriebenengesetz, BVFG").

You can decide this.

The Central Office for Foreign Education (ZAB) is **not** in charge of the procedure under section 10 of the Federal Expellees Act. Usually the **Ministries of Science** in the federal States are in charge of this procedure.

Counselling

- Do you have any questions? Do you need help with the application? Seek advice! You will find your counselling centre one step in advance. In the navigation, click "Counselling offers".
- Do you have questions regarding entry or residence? For more information see **Working and Living in Germany**.

Further information

Info and links

- **Information about Statement of Comparability by the competent authority**
- **Database anabin (in German)** With the anabin database you get a first overview of the evaluation of foreign university degrees.

Legal basis

- **Convention on the Recognition of Qualifications concerning Higher Education in the European Region (Lisbon Recognition Convention)**
- **Berufsqualifikationsprüfungsgebührenverordnung – BQPGebVO**

The competent authority

Zentralstelle für ausländisches Bildungswesen (ZAB)

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www.kmk.org/zab/zentralstelle-fuer-auslaendisches-bildungswesen.html

The authority is responsible for several federal states.
For this reason, there may not be a competent authority
close to your selected location.