

## Recognition of foreign educational certificates: Simple vocational training entrance qualification, extended vocational training entrance qualification, intermediate school leaving certificate, entrance qualification for universities of applied sciences,

Do you want to have your school-leaving certificate obtained abroad recognized for the purpose of taking up employment or vocational training and further education? Send us your application and the complete documents.

### Competent Department

- [Die Senatorin für Kinder und Bildung | Referat 21 - Gestalterische Aufgaben der allgemeinbildenden Schulen und der Lehrerbildung](#)
- [Die Senatorin für Kinder und Bildung | Referat 22 - Ministerielle und schulbetriebliche Aufgaben, Berufsbildende Schulen](#)

### Contact Person

- [Die Senatorin für Kinder und Bildung | Referat 21](#)

#### Die Senatorin für Kinder und Bildung | Referat 21

Einfache Berufsbildungsreife, Erweiterte Berufsbildungsreife, Mittlerer Schulabschluss, fachgebundene Hochschulreife, Allgemeine Hochschulreife

E-mail

- [Die Senatorin für Kinder und Bildung | Referat 22](#)

#### Die Senatorin für Kinder und Bildung | Referat 22

Fachhochschulreife

E-mail

## Basic information

The Senator for Children and Education is responsible for the assessment of school-leaving qualifications obtained abroad. Recognition is granted for the purpose of employment or vocational training and further education in the federal state of Bremen.

The Arbeits- und Servicestelle für internationale Studienbewerbungen uni-assist e.V. is responsible for the recognition of school-leaving qualifications for the purpose of taking up studies. You can find the link under "Further information" - "Where can I find out more?" - "Arbeits- und Servicestelle für internationale Studienbewerbungen uni-assist e.V.".

The Central Office for Foreign Education is responsible for the recognition of completed studies. You can find the link under "Further information" - "Where can I find out more?" - "Central Office for Foreign Education (ZAB)".

All questions regarding the recognition of foreign professional qualifications can be answered by the Bremen Welcome Center. You can find a link to the website under "Further information" - "Where can I find out more?" - Welcome Center".

## Requirements

- Complete application
- Residence and/or employer in the federal state of Bremen

## What documents do I need?

- Required documents and evidence

### Always required

- Fully completed application form
- Degree certificate\* with overview of subjects and grades in original language and in German\*\*
- Curriculum vitae
- Valid identification document, e.g. identity card, residence permit or passport

### If possible

- Proof of studies in the original language and in German\*\*
- Proof of university entrance examination in original language and in German\*\*
- Proof of name change in original language and in German\*\*
- Spätaussiedlerausweis in original language and in German\*\*

\* Additional school reports are requested in individual cases.

\*\* Please have translations made on the basis of your original certificates by sworn translators - if possible in Germany. If there is any doubt about the quality of

translations from abroad, we reserve the right to request translations from sworn translators in Germany.

## Procedure

- Application
- Check for completeness
- If necessary, additional request for required documents
- If necessary, in-depth examination by the ZAB
- Issuance of the notice

## Legal bases

- [Anabin - Informationssystem zur Anerkennung ausländischer Bildungsabschlüsse \(kmk.org\)](http://www.kmk.org)
- [§ 39 Bremisches Schulgesetz](#)
- [§ 30 Abs.2 Zeugnisverordnung](#)

## What deadlines must be paid attention to?

None

## How long does it take to process

The processing time usually takes up to three months.

## What are the costs?

There are no costs.