

# Apply for recognition of vocational and technical school qualifications with a foreign professional qualification

You have a professional qualification from abroad and would like to work in Germany? You can apply for recognition of your professional qualification at the competent office.

## Competent Department

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

## Basic information

You apply for recognition at the competent authority in the federal state in which you wish to work. The procedure for recognition is called: Equivalency assessment (BQFG Land). Please note: Your qualification must be state-recognized in the state in which you trained. Informal or non-formal qualifications cannot be officially recognized in Germany.

There are around 200 vocational and technical school qualifications in Germany. To apply for an equivalence assessment, you must identify a German training qualification or further education qualification. This German qualification must match your professional qualification. We therefore recommend that you do this: Seek advice before submitting your application!

In Bremen, equivalence certificates can be issued for the following qualifications:

- Business economist
- Business economist - personal services
- Movement teacher for gymnastics, dance and sport
- Biological-technical assistant
- Chemical-technical assistant
- Home economics and family care specialist
- Foreign language correspondent
- Health sports teacher and movement therapist
- Technical design assistant - graphics
- Information technology assistant
- Commercial assistant - foreign languages
- Commercial assistant - information processing
- Childcare assistant
- Mathematical-technical assistant

- Nursing assistant - geriatric care assistant
- Nursing assistant - curative education assistant
- Pharmaceutical-technical assistant
- Socio-educational assistant
- Technician - chemical engineering
- Technician - Electrical engineering
- Technician - Computer science
- Technician - Food Technology
- Technician - Mechanical Engineering
- Technician - Mechatronics

When determining equivalence, the competent authority compares your professional qualification with a specific German professional qualification in the federal state in which you wish to work. Important criteria in the comparison are the content and duration of the training.

You will receive a decision on the outcome of the procedure. The decision will state your existing professional qualifications and any missing professional qualifications. The decision enables employers to better assess your professional qualifications. This can make it easier for you to find a job. For skilled workers abroad outside the European Union (EU), the European Economic Area (EEA) and Switzerland, a recognition procedure is usually a prerequisite for obtaining a visa.

You can obtain initial advice on the application, procedure, costs, duration and possibilities for financial support, for example, from the advice centers of the IQ network ("Integration through Qualification").

You can also apply for equivalence assessment from abroad.

## Requirements

- You have a state-recognized professional qualification from abroad.
- Your professional qualification must match a vocational school diploma or technical school diploma in your federal state.

## What documents do I need?

- Proof of identity

e.g. identity card or passport

- Marriage certificate (if your name has changed due to marriage)
- Information on applications for recognition already submitted

Indicate the office to which you submitted the application.

- Perhaps: information about an already submitted application for recognition.

Then indicate the office to which you submitted the application.

- Notes on the documents

If your documents are not in German, you must submit German translations of your documents. The translations must be made by translators who are publicly appointed or authorized.

You can submit the documents in written form (mail or e-mail) or in person.

We advise against sending original documents by mail.

## Procedure

You submit an application for recognition to the competent body. You can send the application by mail, send it electronically or hand it in personally. You can also submit the application from abroad.

The competent body receives the application. It will confirm to you after a maximum of one month that the application has arrived. When the competent body has received all the documents from you, it will process your application. The competent body then checks: Is your professional qualification equivalent to a specific professional qualification in the chosen federal state? In doing so, the competent body compares the qualifications using certain criteria. Important criteria are the content and duration of the training. The competent body also takes into account your professional experience, your other certificates of competence and qualifications when carrying out the equivalence test.

You will receive a decision with the result of the procedure. You will receive recognition if your professional qualification and the German professional qualification are equivalent.

Sometimes there are significant differences between the professional qualifications. The differences are listed in your notification. You can use this decision to obtain further qualifications and later submit a new application for an equivalence determination.

If your professional qualification is not equivalent at all, you will not receive recognition.

## Legal bases

- [Bremisches Berufsqualifikationsfeststellungsgesetz \(BremBQFG\)](#)
- [Verordnung über die Berufsfachschule für sozialpädagogische Assistenz](#)
- [Verordnung über die Berufsfachschule für Pflegeassistenten](#)
- [Verordnung über die Berufsfachschule für Assistenten](#)
- [Verordnung über die Berufsfachschule für Fremdsprachen in Wirtschaft und Verwaltung](#)
- [Verordnung über die Berufsfachschule für Hauswirtschaft und Familienpflege](#)

- [Verordnung über die Berufsfachschule für Kinderpflege](#)
- [Verordnung über die Fachschule für Technik](#)
- [Verordnung über die Fachschule für Personenbezogene Dienstleistungen](#)

## **More information**

Further advisory services

There are many other advisory services. You can find these on the Recognition in Germany portal.

Ask an IQ advice center for personal advice on this procedure and your qualification. The advisors will also help you with your documents before you submit your application. The advice is free of charge.

You can also call the hotline of the Federal Office for Migration and Refugees. The hotline will answer your questions on the subject of "Working and living in Germany".

Telephone number: +49 30 1815-1111 Office hours: Monday to Friday 08:00 - 18:00 (CET)

If you are abroad: You can also reach the Central Service Center for Professional Recognition (ZSBA) via the hotline. This offers you in-depth advice and support in the recognition procedure and provides location advice.

## **How long does it take to process**

Depending on the workload and complexity of the review, there may be fluctuations in the processing time.