

HOW CAN I OBTAIN RECOGNITION OF MY PROFESSIONAL QUALIFICATIONS IN ORDER TO WORK IN GERMANY?

You have completed your studies or vocational training outside the EU and would now like to work in Germany? The following steps and information are to help you obtain recognition of your qualifications:



TO DETERMINE YOUR REGULATED OR NON-REGULATED REFERENCE OCCUPATION

Recognition in Germany • Determine your reference occupation using the Recognition Finder at www.anerkennung-in-deutschland.de

Anabin • Information about foreign university degrees at www.anabin.kmk.org

Make it in Germany • "Working and Living in Germany" Hotline at www.make-it-in-germany.com

OCCUPATIONS AVAILABLE TO ACADEMICS

Foreign academics in Germany are now also allowed to work in occupations that require formal training. Find out about occupations you can pursue in Germany with your academic credentials at www.berufenet.arbeitsagentur.de.

ARE YOU AN ACADEMIC WITH A NON-REGULATED REFERENCE OCCUPATION OR AN OCCUPATION IN THE INFORMATION TECHNOLOGY SECTOR?

YES

NO

RECOGNITION PROCEDURE

The recognition procedure always works on a case-by-case basis. It is subject to various regulations and involves contacting various public services. The procedure takes up to four months and usually costs between €100 and €600.

Further information is available at www.anerkennung-in-deutschland.de

STATEMENT OF COMPARABILITY FOR FOREIGN HIGHER EDUCATION QUALIFICATIONS

To work in a non-regulated reference occupation, academics need only obtain a "Statement of Comparability for Foreign Higher Education Qualifications".

Find out more at Anabin (www.anabin.kmk.org) or ZAB (www.kmk.org/zab).

WHAT IS THE COMPETENT OFFICE FOR RECOGNITION OF QUALIFICATIONS IN MY PROFESSION?

Use the Recognition Finder at www.anerkennung-in-deutschland.de to find out which office is competent for recognition of your qualifications and which documents you need.

HAVE YOUR DOCUMENTS TRANSLATED AND CERTIFIED

Find out which documents, e.g. diplomas and employment references, need to be translated and certified.

You'll find a list of certified interpreters and translators at www.justiz-dolmetscher.de.

APPLICATION FOR EQUIVALENCE ASSESSMENT

FAST-TRACK PROCEDURE

If you already have a job offer in Germany, your prospective employer can apply to fast-track your recognition procedure as a skilled worker or specialist. It takes at least four months and costs €411 (paid by your employer).

IT PROFESSIONS

IT specialists can obtain a residence permit even without any formal professional qualifications.

Prerequisites for Federal Employment Agency approval: Skilled employment in an IT profession for at least 3 years (within the last 7 years), salary at least 60% of the annual social security contribution assessment ceiling under the statutory pension scheme, B1-level German language proficiency.

POSITIVE

Full equivalence: Your qualifications are fully recognized.

PARTLY POSITIVE

Substantial differences: Your foreign professional qualifications and the corresponding German qualifications are comparable in some respects, but not in others.

For guidance on the steps necessary to obtain full recognition, contact the IQ Network (www.netzwerk-iq.de).

NEGATIVE

No equivalence: Your foreign qualifications are not comparable to the corresponding German qualifications. Your application has been rejected.

To find out what to do now, consult the IQ Network (www.netzwerk-iq.de).

TRAINING IN GERMANY TO OBTAIN PROFESSIONAL QUALIFICATIONS

You can apply for a **visa to enter** Germany for training to acquire or improve your professional skills. The requirements depend on whether you already have a firm **employment offer**:

NO

- Proof of enrolment in the training programme and payment of fees
- Ensured means of subsistence (you can work part-time up to 10 hours per week)
- Approval from the Federal Employment Agency
- German language proficiency (A2 level is generally required)

YES

- Proof of enrolment in the training programme and payment of fees
- Approval from the Federal Employment Agency
- German language proficiency (A2 level is generally required)

Once you are in Germany, you can convert your entry visa into a **residence permit** for up to 18 months, which can be subsequently renewed up to 24 months.

GERMAN LANGUAGE SKILLS

German courses are not part of the training programme. You can find the right course for your language level at www.goethe.de.

APPLYING FOR A JOB

You can apply for any job for which you are qualified. You'll find information about employment and job opportunities at e.g. the Federal Employment Agency (www.arbeitsagentur.de) and "Make it in Germany" (www.make-it-in-germany.com). N.B. For some occupations you will have to pass a test of knowledge/know-how and technical German language skills first.

VISA FOR JOB-HUNTING PURPOSES

You can apply for a visa to look for a job in Germany for 6 months.

Requirements: Federal Employment Agency approval, at least B1-level German language proficiency, your qualifications acquired abroad are recognized in Germany or comparable to corresponding German qualifications, and you ensure means of subsistence. Employment is allowed for up to 10 hours a week on a trial basis.

APPLICATION IN YOUR NATIVE COUNTRY FOR (ENTRY) VISA TO TAKE UP EMPLOYMENT IN GERMANY

German embassy • Find out about required documents and fees ahead of time. You can locate the competent German diplomatic mission in your country at www.auswaertiges-amt.de.

TECHNICAL GERMAN LANGUAGE SKILLS

Some professions require a specific language proficiency certificate. You can find out which level and which certificate you need for your profession by contacting the IQ Network counselling service (www.netzwerk-iq.de).

APPLICATION IN GERMANY FOR RESIDENCY WITH WORK PERMIT

Immigration Office (Ausländerbehörde) • For information and guidance, locate the counselling centre in your area at "Mein Weg nach Deutschland" www.goethe.de/mwnd

This infographic is a simplified representation of the recognition process for guidance purposes. It does not contain any legally binding statements.