



Baden-Württemberg

MINISTERIUM FÜR WISSENSCHAFT, FORSCHUNG UND KUNST

Information Sheet

on the Use of Foreign Degrees, Titles and Designations

As of January 2021

TABLE OF CONTENTS

1	<i>Using a Degree – General Regulations</i>	3
1.1	Legal basis	3
1.2	General provisions	5
1.3	Requirements for using a foreign degree	5
1.4	Form of using the degree	6
2	<i>Using a Degree – Special Cases</i>	8
2.1	Using a degree on the basis of resolutions of the Standing Conference of the Ministers of Education and Cultural Affairs or equivalency agreements	8
2.2	Resolutions of the Standing Conference of the Ministers of Education and Cultural Affairs – Legal basis	8
2.3	Higher education degrees acquired in member states of the European Union	11
2.4	Doctoral degrees acquired in member states of the European Union	11
2.5	Doctoral degrees acquired without completion of doctoral studies and doctoral degree procedure (“Berufsdoktorate”) and doctoral degrees classified as second cycle degrees according to the basic framework of higher education qualifications determined in the Bologna process	12
2.6	Doctoral degrees acquired in the USA, Australia, Israel, Japan, Canada, the United Kingdom and Russia	12
2.7	Using a degree on the basis of current equivalency agreements	14
3	<i>Using Foreign Honorary Doctoral Degrees</i>	14
4	<i>Using Foreign Titles of “Professor”</i>	15
5	<i>Conversion of Degrees for Recognised Ethnic German Resettlers</i>	15
6	<i>Using a Degree on the Basis of Previous Legal Norms</i>	16
7	<i>Entering Degrees into Identity Documents</i>	16
8	<i>Using a Degree without Authorisation / Criminal Liability</i>	16
9	<i>Recognition and Assessment of Foreign Higher Education Degrees</i>	17
9.1	Recognition for regulated professions	17
9.2	Assessment of higher education degrees that do not lead to regulated professions	19
9.3	Academic recognition for the purpose of pursuing a study programme	20
10	<i>Contact at the Ministry of Science, Research and the Arts</i>	21

1 Using a Degree – General Regulations

The German Länder hold the legislative power to decide on the permission to use foreign academic degrees. In the Land of Baden-Württemberg, the use of foreign degrees is determined in section 37 subsections 1 to 6 of the act on the higher education institutions in the Land of Baden-Württemberg (*Landeshochschulgesetz, LHG*). According to current LHG provisions, using a foreign degree in Baden-Württemberg requires no authorisation or approval.

1.1 Legal basis

Section 37 LHG

Use of Foreign Degrees, Titles and Designations (non-official translation)

*(1) A foreign higher education degree can be used in the form in which it was awarded with mention of the awarding higher education institution without obtaining authorisation if it was properly awarded for the successful completion of a study programme by passing a final examination and awarded by a higher education institution recognised by respective national law and entitled to award such degrees. If necessary, it is permitted to transliterate the form in which the degree was awarded into Latin script, to use the abbreviated form admissible or customary in the country of origin as well as to add a literal German translation in parentheses. Degrees are not converted into equivalent German degrees, with the exception of those eligible under the Federal Law on Refugees and Exiles (*Bundesvertriebenengesetz, BVFG*).*

(2) A foreign honorary degree awarded by a higher education institution or another institution recognised by respective national law can be used in the form in which it was awarded with reference to the awarding institution in accordance with the legal regulations governing the awarding of such degrees. An honorary degree must not be used if the foreign institution is not entitled to award such degrees according to subsection 1. Subsection 1 sentence 2 applies accordingly.

(3) Provisions determined in subsections 1 and 2 apply to foreign higher education titles and job designations. Subsection 1 applies to federal and ecclesiastical degrees.

(4) If equivalency agreements according to section 35 subsection 5 or agreements of the Länder of the Federal Republic of Germany (resolutions by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder of the Federal Republic of

Germany (KMK)) contain regulations deviating from subsections 1 to 3 and in favour of those holding a foreign degree regarding the form of using the degree, those regulations take precedence. If equivalency agreements and resolutions by the Standing Conference of the Ministers of Education and Cultural Affairs differ from one another, the more favourable regulation applies.

(5) Any use of degrees, titles or designations deviating from subsections 1 to 4 is prohibited. Degrees, titles and higher education job designations acquired against payment must not be used. Individuals using a foreign degree, title or higher education job designation have to provide certified documents of proof of entitlement if required by a public body.

(6) Notwithstanding sections 48 and 49 of the administrative procedure act of the Land of Baden-Württemberg (Landesverwaltungsverfahrensgesetz, LVwVfG), the Ministry of Science, Research and the Arts of Baden-Württemberg (MWK) has the right to revoke a granted authorisation to use a foreign degree or to revoke an individual authorisation in case of a generally granted authorisation if the holder of the degree proves to be unworthy of holding the degree due to their behaviour.

(7) Holders of a higher education qualification that is not a requirement for taking up a regulated profession can request an evaluation of the qualification (evaluation of the certificate awarding the grade) according to Article III.1 of the Annex to the Law on the Convention of 11 April 1997 on the Recognition of Qualifications concerning Higher Education in the European Region of 16 May 2007 (Federal Law Gazette (BGBl.) 2007 II p. 712, 713). According to Article I of the convention named in sentence 1, the evaluation is a written assessment of the foreign qualification issued by an authorised body. The evaluation is based on the acquired knowledge and skills. Circumstances not related to the evaluation of the contents of the qualification to be assessed must not be taken into consideration. The Ministry of Science determines which body is authorised to issue such evaluations. By way of legal regulations, the task of evaluating foreign higher education qualifications according to the convention named in sentence 1 may be transferred to the Central Office for Foreign Education (ZAB) or to another body that is responsible for all Länder and charged with tasks of public administration. Concerning the transfer of responsibility for the task according to sentence 6, details may be determined by way of concluding administrative agreements with the respective Land.

1.2 General provisions

Foreign degrees, honorary degrees, titles and job designations may therefore be used without prior authorisation or approval by the Ministry of Science, Research and the Arts of Baden-Württemberg. Holders of degrees must verify themselves whether the legal requirements for using their degree according to section 37 LHG are met and whether they are using the degree in the admissible form. The use of the degree lies in the sole responsibility of the degree holder. The Ministry of Science only provides information on the admissibility or concrete form of use of individual degrees in exceptional cases. The information provided is of recommendatory nature.

Dispensing with the authorisation procedure has been an important step towards reducing bureaucracy. The Ministry's responsibility in this area is therefore restricted to providing general legal information on the use of degrees.

The Ministry of Science neither assesses the value of the foreign degree nor does it determine a comparable German equivalent. Individuals who require a certificate for job-seeking purposes may request one from the Central Office for Foreign Education. Recognition of an academic qualification acquired abroad in order to practise a regulated profession is to be distinguished from this. Individuals who have studied abroad and wish to practise a regulated profession in Baden-Württemberg, e.g. to work as a doctor, teacher or architect, need approval or authorisation. Assessment of equivalence of an academic qualification acquired abroad to a corresponding qualification acquired at a German higher education institution is usually made by the Regierungspräsidien (regional councils, see section 9).

1.3 Requirements for using a foreign degree

- **The institution awarding the degree must be a higher education institution or another institution that is recognised in the person's country of origin and is entitled to award this degree.**

It is not permitted to use degrees awarded by private institutions or ecclesiastical institutions that are not recognised as higher education institutions by the state. Information on the recognition of a higher education institution is provided by the authorities of the country in which the degree was awarded. Further information on many higher education institutions and their recognition can also be found in the database "Anabin" (<http://anabin.kmk.org/>), provided by the Central Office for Foreign Education. As part of the Standing Conference of the Ministers of Education and Cultural

Affairs, the Central Office for Foreign Education is an institution of the Länder and provides expert assessment for public authorities and courts.

As a rule, degrees awarded by recognised higher education institutions in the scope of a cooperation may only be used if the study programme was completed at a recognised higher education institution.

- **The degree must have been awarded for a successfully completed study programme concluding with a final examination.**

Degrees acquired against payment must not be used according to section 37 subsection 5 sentence 2 LHG.

- **The degree must have been awarded in accordance with higher education law applicable in the country of origin.**

In order to use a degree, the degree holder must be able to present the degree awarding certificate in the respective mandatory form.

For example: It is not possible to use a degree on the mere basis of a letter confirming that the person holds the degree or that the degree was awarded.

1.4 Form of using the degree

- **As a rule, foreign degrees cannot be converted into German degrees.**

It is therefore not possible to use foreign degrees in the corresponding German form (even in cases of material equivalence). However, special regulations apply to individual doctoral degrees on the basis of resolutions by the Standing Conference of the Ministers of Education and Cultural Affairs or equivalency agreements.

- **The academic degree must be used in the form in which it was awarded and followed by the complete name of the awarding higher education institution.**

The form in which it was awarded is the foreign designation of the degree as stated in the original certificate. The designation used for the degree in an official translation of the degree certificate is not the form in which it was awarded. Indicating the awarding higher education institution guarantees that the origin of the degree is immediately clear.

Degrees acquired in member states of the European Union are exempted from this rule (see section "Higher education degrees / Doctoral degrees acquired in member states of the EU").

- **If the degree was not awarded in Latin script, the degree may be transliterated.**
The transliterated wording of a large number of academic degrees can be found in the Anabin database (<http://anabin.kmk.org/>). However, the transliteration of the degree into Latin script does not give the degree holder the right to use the degree in the corresponding German form.

Example: inzener stroitel/St. Petersburger Staatl. Universität für Baukunst

- **For better understanding, a literal German translation may be added to the form in which it was awarded in parentheses. However, the literal translation does not give grounds to a conversion of the degree into a corresponding German degree.**

Examples: Bacharel em Administracao

(Bakkalaureus der Wirtschaftswissenschaften)

inzener stroitel/Orenburger Staatliche Universität

(Bauingenieur)

ekonomist-menedzer/Kasachische S. Sejfullin-Agraruniversität

(Ökonom und Manager)

Idjazat duktur fi tibt al-asnan/Universität Aleppo

(Lizenz Doktor in Zahnmedizin)

kandidat pedagogiceskich nauk/Pädagogische Staatliche Univ. Moskau

(Kandidat der pädagogischen Wissenschaften)

- **Instead of the awarded form, an abbreviation admissible or customary in the country of origin may be used.**

The abbreviation must be the respective official abbreviation for the awarded original degree. German or English abbreviations may only be used if those are the official abbreviations.

Examples: Doctor of Theology/University of South Africa

abbreviated: D.Th./Univ. of South Africa

Doctor of Medicine/Nationale Cheng Kung Universität

abbr.: M.D./Nationale Cheng Kung Universität

Doctor of Philosophy/Victoria University of Wellington
abbr.: Ph.D./Victoria University of Wellington

Licenciado en Economía/Universidad Tecnología de México
abbr.: Ldo./Univ. Tecnología de México

diplomirani informatice/Universität Novi Sad
abbr.: dipl./Univ. Novi Sad

2 Using a Degree – Special Cases

2.1 Using a degree on the basis of resolutions of the Standing Conference of the Ministers of Education and Cultural Affairs or equivalency agreements

Agreements between the Länder of the Federal Republic of Germany (resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of 21 September 2001 as amended on 24 May 2019) and agreements between the Federal Republic of Germany and other countries (equivalency agreements) may contain different regulations on using a degree. According to section 37 subsection 4 LHG, the form of using a degree specified in KMK resolutions or equivalency agreements takes precedence over the provisions of section 37 subsections 1 to 3 LHG. As a rule, the regulation that is more favourable to the degree holder applies. Resolutions of the Standing Conference of the Ministers of Education and Cultural Affairs and equivalency agreements can be found on the KMK website.

2.2 Resolutions of the Standing Conference of the Ministers of Education and Cultural Affairs – Legal basis

***Agreement between the Länder of the Federal Republic of Germany
on Favourable Rules According to Number 4 of the
“Basic Principles for the Regulation of Use of Foreign Higher Education Degrees
for the Purposes of a General Authorisation Regulated by Uniform Legislation of
14 April 2000”
(Resolution of the Standing Conference of the Ministers of Education and Cultural
Affairs of 21 September 2001 as amended on 24 May 2019)
(non-official translation)***

On the basis of number 4 of the resolution of 14 April 2000, “Basic Principles for the Regulation of Use of Foreign Higher Education Degrees for the Purposes of a General Authorisation Regulated by Uniform Legislation”, the Länder agree on the following favourable exceptions from the regulations specified in numbers 1 to 3 of the aforementioned resolution:

1. *Higher education degrees acquired in member states of the European Union¹ or the European Economic Area as well as higher education degrees from the European University Institute in Florence and from pontifical universities may be used in the form in which they were awarded without mention of the awarding institution.*
2. *Holders of doctoral degrees acquired through an academic doctoral degree procedure in a country or from an institution named in number 1 may also use the abbreviation “Dr.” without specification of subject or mention of the awarding institution instead of the abbreviated form admissible or customary in the country of origin according to number 1 of the resolution of 14 April 2000. This does not apply to doctoral degrees acquired without completion of doctoral studies and doctoral degree procedure (“Berufsdoktorat”) or doctoral degrees not fulfilling the requirements of the third cycle of the basic framework of higher education qualifications determined in the Bologna process. Simultaneous use of both abbreviations is not permitted.*
3. *Holders of the doctoral degrees*

- 3.1 *Russia²:*
 - kandidat architektury*
 - kandidat biologiceskich nauk*
 - kandidat chimiceskich nauk*
 - kandidat farmacevticeskich nauk*
 - kandidat filologiceskich nauk*
 - kandidat fiziko-matematiceskich nauk*
 - kandidat geograficeskich nauk*
 - kandidat geologo-mineralogiceskich nauk*
 - kandidat iskusstvovedenija*
 - kandidat medicinskih nauk*
 - kandidat psihologiceskich nauk*

¹ This does not apply to higher education degrees acquired in Northern Cyprus.

² The degrees “candidate of sciences” must have been awarded by the federal “Vyssaja attestacionnaja komissija Ministerstva obrazovanija i nauki Rossijskoj Federacii” (Russian abbreviation: VAK), i.e. the Higher Attestation Commission of the Ministry of Education and Science of the Russian Federation (current designation since 2007) or one of its predecessor institutions. These include:

Until 1991: “Vyssaja attestacionnaja komissija pri Sovete Ministrov SSSR”

1992-1996: “Vyssij attestacionnyj komitet Rossijskoj Federacii”

1997-2001: “Gosudarstvennyj vyssij attestacionnyj komitet Rossijskoj Federacii”

2001-2006: “Vyssaja attestacionnaja komissija Ministerstva obrazovanija Rossijskoj Federacii”

kandidat selskochozjajstvennych nauk
kandidat techniceskich nauk
kandidat veterinarnych nauk

may use the abbreviation “Dr.” without specification of subject but with mention of the awarding institution instead of the abbreviated form admissible or customary in the country of origin.

4. *Holders of the doctoral degrees*

- 4.1 *Australia: “Doctor of ...” with different abbreviations for the respective fields*
- 4.2 *Israel: “Doctor of ...” with different abbreviations for the respective fields*
- 4.3 *Japan: “Doctor of ...” (hakushi ...)*
- 4.4 *Canada: “Doctor of Philosophy” – abbr.: “Ph.D.”*
- 4.5 *United Kingdom: “Doctor of...” with different abbreviations for the respective fields*
- 4.6 *United States of America: “Doctor of Philosophy”
abbr.: “Ph.D.”, if the awarding institution is recognised as a Research University (high research activity) or a Research University (very high research activity) by the Carnegie Foundation for the Advancement of Teaching.*

may use the abbreviation “Dr.” without specification of subject but with mention of the awarding institution instead of the abbreviated form admissible or customary in the country of origin.³

³ Irrespective of their designation in the country of origin, doctoral degrees as defined in number 4 are degrees acquired on the basis of an academic doctoral procedure that fulfil the requirements of the third cycle of the basic framework of higher education qualifications determined in the Bologna Process.

The aforementioned resolution of the Standing Conference of the Ministers of Education and Cultural Affairs applies to the following degrees:

2.3 Higher education degrees acquired in member states of the European Union

Higher education degrees acquired in member states of the European Union or the European Economic Area as well as higher education degrees awarded by the European University Institute in Florence or by pontifical universities can be used in the form in which they were awarded without mention of the awarding higher education institution.

Examples:

Degree acquired in Poland: *inżynier*
(Ingenieur)
abbr.: inz.

Degree acquired in Spain: *licenciado*
(Lizentiat)
abbr.: Lic., Ldo., Lda.

Degree acquired in Bulgaria: *magistar ekonomije*
(Magister der Wirtschaft)
abbr.: mag. oec.

Degree acquired in Greece: *Ptichiouchos ton Matematikon*
(Diplomierter der Mathematik)

Degree acquired in France: *maitrise Administration Economique et Sociale*
abbr.: AES

2.4 Doctoral degrees acquired in member states of the European Union

Doctoral degrees acquired in member states of the European Union or the European Economic Area as well as higher education degrees from the European University Institute in Florence or pontifical universities which were awarded on the basis of an **academic doctoral degree procedure** and are classified as third cycle degrees according to the basic framework of higher education qualifications determined in the Bologna process may be used in the form "Dr." without specification of subject or mention of the awarding higher education institution. This is determined in the resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of 21 September 2001 as amended on 24 May 2019.

Examples:

Doctoral degree acquired in the Netherlands: *Philosophical Doctor, PhD or Dr.*

Doctoral degree acquired in Italy: *Dottore di ricerca, Dott. ric., Dr. ric. or Dr.*

Doctoral degree acquired in Slovakia: *philosophiae doctor, PhD. or Dr.*

2.5 Doctoral degrees acquired without completion of doctoral studies and doctoral degree procedure (“Berufsdoktorate”) and doctoral degrees classified as second cycle degrees according to the basic framework of higher education qualifications determined in the Bologna process

Doctoral degrees that were not acquired without completion of doctoral studies and doctoral degree procedure cannot be used in the abbreviated form “Dr.” without additional explanation. The same applies to doctoral degrees that according to the legal provisions of the person’s country of origin are not classified as third cycle degrees of the basic framework of higher education qualifications determined in the Bologna process (also referred to as “small doctorates”).

Example of a doctoral degree acquired without completion of doctoral studies and doctoral degree procedure:

Degree acquired in Slovakia: “*MUDr.*”

Examples of second cycle doctoral degrees according to the basic framework of higher education qualifications determined in the Bologna process:

Degree acquired in Slovakia: “*JUDr.*”

Degree acquired in Romania: “*Doctor-medic*”

In such cases the degree holder may include the name of the awarding higher education institution as additional information but is not obliged to do so.

The procedure on how to enter doctoral degrees into passport and identity documents or personal registration certificates is described in the section “[Entering Degrees into Identity Documents](#)”.

2.6 Doctoral degrees acquired in the USA, Australia, Israel, Japan, Canada, the United Kingdom and Russia

- Regulations on using **doctoral degrees acquired in the USA** are specified in no. 4.6 of the resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of 24 May 2019.

According to this resolution, holders of the doctoral degree “Doctor of Philosophy” (abbr.: “Ph.D.”) who acquired this degree at universities included in the Carnegie Classification of Institutions of Higher Education may use the abbreviation “Dr.” without specification of subject or mention of the awarding higher education institution instead of the abbreviation commonly used in the USA. [Listings of the Carnegie Classification of Institutions of Higher Education](http://carnegieclassifications.iu.edu/lookup/lookup.php) can be found at <http://carnegieclassifications.iu.edu/lookup/lookup.php>.

For example: Doctoral degree awarded by Boston University, Massachusetts:
Doctor of Philosophy, abbr.: Ph.D. or Dr.

Doctoral degrees “Doctor of Philosophy” which were not acquired at universities listed in the Carnegie Classification must be used in the abbreviated form “Ph.D.” with additional mention of the awarding higher education institution.

- The resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of 24 May 2019 also specifies the requirements for using doctoral degrees acquired **in Australia, Israel, Japan and Canada**. Holders of doctoral degrees specified in numbers 4.1 to 4.4 of the resolution may use the abbreviation “Dr.” without specification of subject or mention of the awarding higher education institution instead of the respective abbreviation admissible or customary in the country of origin.

For example: Doctoral degree acquired in Canada:
Doctor of Philosophy, abbr.: Ph.D. or Dr.

- For doctoral degrees which were acquired in the **United Kingdom** with the designation “Doctor of...” plus the respective abbreviation for the field and which are classified as third cycle degrees according to the basic framework of higher education qualifications determined in the Bologna process, no. 4.5 of the current resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of 24 May 2019 stipulates that the degree may be used in the abbreviated form “Dr.” without specification of subject or mention of the awarding higher education institution.

For example: Doctoral degree acquired in the UK:
Doctor of Philosophy, abbr.: Ph.D. or Dr.
Doctor of Business Administration, abbr.: DBA or Dr.

- **Holders of doctoral degrees acquired in Russia**, as specified in number 3.1 of the resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of 26 June 2015 may use the abbreviation “Dr.” without specification of subject but with mention of the awarding higher education institution instead of the abbreviations admissible or customary in Russia.

For example: Doctoral degree acquired in Russia:
kandidat techniceskich nauk/Staatliche Universität des

Kubangebiets
abbr.: Dr./Staatliche Universität des Kubangebiets

- For doctoral degrees acquired in **other countries outside of the EU**, the general regulations on using degrees apply, unless special regulations have been agreed upon in equivalency agreements (see sections “[Using a Degree – General Regulations](#)” and “[Using a degree on the basis of current equivalency agreements](#)”).

2.7 Using a degree on the basis of current equivalency agreements

According to section 37 subsection 4 LHG, equivalency agreements may allow individuals to use a degree in a form that deviates from the principle of using a degree in the form in which it was awarded with mention of the awarding higher education institution.

Equivalency agreements are in place with Austria, the Czech Republic, Hungary, Italy, Poland, Slovakia, and Switzerland, among others. Equivalency agreements can also be found in the Anabin database at <http://anabin.kmk.org/>.

3 Using Foreign Honorary Doctoral Degrees

If a person has been awarded a foreign honorary doctoral degree by a recognised higher education institution or another institution entitled to award such degrees in the respective form and field according to national higher education law, the person may use this honorary degree in the form in which it was awarded with additional mention of the awarding institution (see section 1.2 “[General provisions](#)”).

Mention of the awarding institution is not required for honorary doctoral degrees acquired in member states of the European Union or the European Economic Area or those awarded by the European University Institute in Florence or pontifical universities (see section 2.3 “[Higher education degrees acquired in member states of the European Union](#)”).

Degrees must not be converted into the equivalent German degree “Dr. h.c.”. This abbreviation may only be used if it is admissible and customary in the person’s country of origin. In these cases, mention of the awarding higher education institution is not necessary.

For example: Honorary doctorate acquired in France:

Dr. h.c.

Honorary doctoral degrees awarded by higher education institutions which are not recognised or not entitled to award the respective material degree according to section 37 subsection 1 LHG must not be used.

Example 1: The honorary degree of “Dr. h.c. of Ministry” awarded by the RV Church & Institute Inc. in Miami, USA, must not be used because this church institution does not have the status of a recognised higher education institution.

Example 2: The honorary degree of “Doctor of Philosophy Honoris Causa” awarded by the United States Sport Academy in Alabama must not be used because this educational institution is not entitled to award the degree of “Doctor of Philosophy”.

Special rules apply to honorary doctoral degrees acquired in the Commonwealth of Independent States (CIS). As a rule, higher education institutions in these states are only entitled to award such degrees if they are allowed to offer post-graduate degree programmes (“Aspiranturen”).

For example: Honorary doctorate acquired in Russia:

*pocetnyi doktor/Moskauer Staatliche Lomonossow-Universität
(Ehrendoktor)*

4 Using Foreign Titles of “Professor”

Individuals may use higher education titles and job designations in the form in which they were awarded with mention of the awarding institution in accordance with the legal provisions applicable for awarding these titles. The general requirements for using a degree apply accordingly (see section 1 [“Using a Degree – General Regulations”](#)).

5 Conversion of Degrees for Recognised Ethnic German Resettlers

Under certain circumstances (equivalence, degree from a recognised higher education institution in the resettlement area, date of leaving the country) recognised ethnic German resettlers (as defined in section 4 BVFG) as well as their spouses and descendants (section 7 subsection 2 BVFG) may use an equivalent German academic degree instead of their foreign academic degree. Upon informal request, the [Ministry of Science, Research and the Arts of Baden-Württemberg](#) verifies individual cases.

Individuals wishing to submit such a request must include the following documents:

- notarised copy of the original degree certificate with original appendix/supplements,
- notarised copy of the translation of the certificate with appendix/supplements,

- notarised copy of the certificate confirming their status as ethnic German resettlers according to section 15 BVFG or
- notarised copy of the refugee identity certificate,
- notarised copy of the certificate confirming a change of name (if applicable),
- copy of the personal identification card,
- curriculum vitae

6 Using a Degree on the Basis of Previous Legal Norms

Authorisations to use a foreign degree that were given by the Ministry of Science of a Land in line with legal norms that are no longer in effect remain valid.

In these cases, the degree holders may either use the degree in the form indicated on the original degree certificate or the form admissible according to current provisions.

7 Entering Degrees into Identity Documents

The general legal provisions of section 37 LHG on using foreign degrees, honorary degrees, titles, and job designations may be restricted by other provisions regulating the entry of degrees into passports, identity cards and certificates from registration offices.

In general, municipalities or consulates are responsible for entering degrees into such documents. The responsible registrar decides whether academic degrees acquired abroad can be entered into vital records.

8 Using a Degree without Authorisation / Criminal Liability

Pursuant to section [132a of the German Criminal Code](#) (*Strafgesetzbuch*, StGB), individuals who illegally use academic degrees, titles or honours are liable to imprisonment or a fine. Use is illegal if

- a degree is used without the right to do so,
- a degree is used in the wrong form,
- a degree is used without the required mention of the awarding higher education institution,
- designations are used which are easy to confuse with academic degrees, titles and honours.

9 Recognition and Assessment of Foreign Higher Education Degrees

The permission to use a foreign degree does not give any indication about the comparability (recognition) of the study programme completed abroad as the right to use a degree is not bound to a prior assessment of equivalence. Nevertheless, there are various institutions and public authorities that assess the comparability of foreign study contents and degrees depending on the purpose of the desired recognition.

9.1 Recognition for regulated professions

In case of study programmes that conclude with a state examination or require special authorisation for the person to practise the respective profession (regulated professions) in Germany, individuals wishing to practise the profession in question need to obtain professional recognition by the following public authorities:

Regierungspräsidium Stuttgart

The Regierungspräsidium Stuttgart is the public authority responsible for recognising international study programmes with the purpose of granting licenses to practise a profession as a physician, dentist, veterinarian, psychotherapist, pharmacist, social worker, social education worker or special needs teacher.

Contact:

Regierungspräsidium Stuttgart

Referat 95

[Landesprüfungsamt für Medizin und Pharmazie , Approbationswesen](#)

Nordbahnhofstr. 135

70191 Stuttgart

Telephone: +49 (0) 711/904-39208

The Regierungspräsidium Stuttgart is also in charge of recognising the professions of educator, child carer and other educational personnel in day care centres for children as well as recognising the profession of freelance physical education teacher.

Contact:

Regierungspräsidium Stuttgart

[Zeugnisanerkennungsstelle](#)

Ruppmannstraße 21
70565 Stuttgart
Telephone: +49 (0) 711/904-17170

Landesjustizprüfungsamt at the Justizministerium Baden-Württemberg

The state office for legal examinations Landesjustizprüfungsamt is in charge of recognising higher education degrees in law.

Contact:

Justizministerium Baden-Württemberg

[Landesjustizprüfungsamt](#)

Friedrichstraße 6

70174 Stuttgart

Telephone: +49 (0) 711/279-2389

Regierungspräsidium Tübingen

The department of education of the Regierungspräsidium Tübingen is in charge of recognising teacher education programmes for the profession of teaching at schools in Baden-Württemberg.

Contact:

[Regierungspräsidium Tübingen](#) (Abt. 7 - Schule und Bildung)

Konrad-Adenauer-Straße 20

72072 Tübingen

Telephone: +49 (0) 7071/757-2083

Regierungspräsidium Karlsruhe

The department of education of the Regierungspräsidium Karlsruhe is in charge of recognising foreign higher education degrees of interpreters and translators.

Contact:

[Regierungspräsidium Karlsruhe](#) (Abt. 7 - Schule und Bildung)

Hebelstraße 2

76133 Karlsruhe

Telephone: +49 (0) 721/926-4235

9.2 Assessment of higher education degrees that do not lead to regulated professions

In case individuals seek employment in non-regulated professions (e.g. economist, biologist, mathematician, Germanist, Anglicist), it is up to their (future) employer to decide whether the degree and qualification acquired abroad fulfil the requirements for taking up

the position. The decision should be based on the foreign certificate and other documents acquired with the degree.

Upon request, the Central Office for Foreign Education assesses individual cases on the basis of the **Lisbon Recognition Convention** and issues certificates confirming the comparability of the degree for private persons. These certificates describe the foreign higher education qualification by specifying the equivalent German qualification, the type and duration of the study programme and the awarded degree. The purpose of this is to help employers assess the level of a foreign qualification in non-regulated professions and to promote access to the German labour market for individuals with a foreign degree.

Detailed information on the online request procedure and payable fees can be found on the web pages of the Standing Conference of the Ministers of Education and Cultural Affairs at <https://www.kmk.org/>.

Contact:

[Zentralstelle für ausländisches Bildungswesen](#) (ZAB)

Graurheindorfer Straße 157

53117 Bonn

Telephone: +49 (0) 228/501-664

General information on the equivalence of foreign higher education degrees can be found in the Anabin database at <http://anabin.kmk.org/>.

9.3 Academic recognition for the purpose of pursuing a study programme

The responsibility of deciding whether foreign coursework and examinations of individuals wishing to continue a study programme or pursue additional, complementary or postgraduate study programmes or doctoral studies at a German higher education institution lies with the respective higher education institution. In case of questions, the following departments can be contacted:

[Universities](#) and [Pädagogische Hochschulen](#) (universities of education):

International Offices

[Hochschulen für angewandte Wissenschaften](#) (universities of applied sciences):

Studienkolleg Konstanz (ASK) and the respective higher education institution

[Kunst- und Musikhochschulen](#) (colleges of music and the arts):

the respective college

[Baden-Wuerttemberg Cooperative State University](#) (DHBW):

Central International Office of the DHBW, Friedrichstraße 14, 70174 Stuttgart

10 Contact at the Ministry of Science, Research and the Arts

Contact by telephone:

Mondays and Thursdays 9:30 a.m.–11:30 a.m.

Wednesdays 2 p.m.–3:30 p.m.

Telephone +49 (0) 711/279-3016 (letters A-J) or +49 (0) 711/279-3147 (letters K-Z)