

Federal Ministry of Education, Science and Research
Minoritenplatz 5, 1010 Vienna

Information

on the assessment of foreign vocational education qualifications

The assessment of foreign school-leaving certificates is designed to facilitate an appraisal of the value of school qualifications acquired abroad and to enable a basic evaluation of comparability with an Austrian school-leaving qualification (Federal Law Gazette I no. 55/2016).

The assessment issued primarily helps you when you are looking for a job.

The assessment does not replace the recognition of qualifications for access to professions regulated by law or the validation of certificates.

The application is **free of charge** and can be submitted **online** at: www.asbb.at

You fill in online web forms about your foreign school-leaving qualification, upload the required documents and receive your assessment after a processing time of approx. 12 weeks.

To apply, you will need the following documents:

1. **Residence registration form** (Meldebestätigung) or **certificate of Austrian citizenship**
2. Your original **school-leaving certificate (diploma)** and a translation done by a sworn translator who is officially registered in Austria. Foreign certificates must generally be certified; different certification rules apply depending on the country (see reverse).
3. Original **end-of-year reports, index or academic transcript** of the school-leaving qualification to be assessed – if these are in a language other than German, the provisions specified in point 2 apply
4. **Proof of identity** (identity card, residence card, passport or refugee travel document)
5. **Document** providing evidence of any **name changes** (e.g. marriage certificate)

If you have any technical problems, please contact asbb.helpdesk@srt.solutions

Certification rules

Full diplomatic certification:

Foreign education certificates that are submitted in Austria for official purposes generally require national certification from the country in question (i.e. education authority, foreign ministry) and also need to be authenticated by the competent Austrian representation authority in the country of issue (embassy, consulate, honorary consulate).

Certification in the form of an apostille:

Full diplomatic certification of education certificates is not required in the case of contracting states to the Apostille Convention (Hague Convention Abolishing the Requirement of Legalisation for Foreign Public Documents) if these certificates have an apostille attached.

The contracting states are currently as follows: Albania, Andorra, Antigua and Barbuda, Argentina, Armenia, Australia, Azerbaijan, Bahamas, Bahrain, Barbados, Belarus, Belize, Bolivia, Botswana, Brazil, Brunei Darussalam, Cape Verde, Chile, China – only the special administrative regions of Macau and Hong Kong, Columbia, Costa Rica, Cyprus, Denmark, Dominica, Ecuador, El Salvador, Estonia, Fiji, Georgia, Greece, Grenada, Guatemala, Guyana, Honduras, Iceland, India, Ireland, Israel, Jamaica, Japan, Kazakhstan, Latvia, Lesotho, Liberia, Lithuania, Luxembourg, Malawi, Malta, Marshall Islands, Mauritius, Mexico, Moldova, Monaco, Morocco, Namibia, New Zealand, Nicaragua, Niue, Oman, Palau, Panama, Paraguay, Peru, Portugal, Republic of Korea, Russian Federation, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, San Marino, São Tomé and Príncipe, Seychelles, Singapore, South Africa, Spain, Suriname, Swaziland, Switzerland, Tonga, Trinidad and Tobago, Turkey, Ukraine, United Kingdom, United States of America, Uruguay, Vanuatu, Venezuela.

Exemption from any certification:

Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Finland, France, Germany, Hungary, Italy, Liechtenstein, Montenegro, Netherlands, North Macedonia, Norway, Poland, Romania, Serbia, Slovakia, Slovenia, Sweden.