

99061014204001, 99061014204001

Applying to study with foreign school and degree certificates

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/361722666/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99061014204001, 99061014204001
Leistungsbezeichnung I	Applying to study with foreign school and degree certificates
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Hochschulangelegenheiten (061)
Verrichtungskennung	Bewertung (204)
SDG-Informationsbereich	Bildungswesen in einem anderen Mitgliedstaat, einschließlich der frühkindlichen Betreuung, Bildung und Erziehung, der Primar- und Sekundarschulbildung,

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	der Hochschulbildung und der Erwachsenenbildung
Lagen Portalverbund	Anerkennung ausländischer Berufsqualifikationen (1040400), Studium (1030300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	12.12.2022
Fachlich freigegeben durch	Hessian Ministry of Science and Art Arts
Handlungsgrundlage	https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2022pP60 https://www.rv.hessenrecht.hessen.de/bshe/document/VVHE-VVHE000012773 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2022pP60 https://www.rv.hessenrecht.hessen.de/bshe/document/VVHE-VVHE000012773
Teaser	If you apply to study at a Hessian university with foreign certificates, it will be checked whether you meet the necessary requirements.
Volltext	<p>**State universities**</p> <p>If you would like to study at a state university with a foreign school or university degree, your degree must qualify you for university admission.</p> <p>If you have a higher education entrance qualification for the desired course of study, you may have to meet further admission requirements. These are not the same for all universities and degree courses. Some degree courses require proof of special subject-specific skills and language skills must also be demonstrated.</p> <p>The state universities in Hessen provide information and advice on these requirements.</p> <p>The universities will help you to apply for degree programs in Hessen in a timely and formal manner and provide information on which documents and certificates you need to submit.</p>

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Some universities have outsourced the checking of foreign certificates to external service providers, for example uni-assist e.V. This may incur costs.

****Private universities and vocational academies****

Applicants with foreign educational certificates may only study at a private university or university of cooperative education if their educational certificates are recognized as equivalent to a German university entrance qualification.

For admission to a course of study at a private university, state-recognized vocational academy or university of applied sciences in Hesse, the Hessian Ministry of Science and the Arts examines and evaluates the equivalence of the foreign educational certificates.

The foreign educational certificates must be submitted by the applicants ****directly**** to the private universities and vocational academies. The private universities and universities of cooperative education then submit the documents to be submitted either digitally or by post to the Hessian Ministry of Science and the Arts.

Erforderliche Unterlagen

At state universities:

- General application documents (depending on the degree program or rules of the universities)
 - This includes all previous school-leaving certificates and university certificates, translated according to the requirements of the respective university and as a certified copy
 - Sufficient proof of language proficiency for the respective degree program language
 - APS certificate for applicants from China and Vietnam

At private universities and vocational academies:

- Curriculum vitae in tabular form

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	<ul style="list-style-type: none"> • Proof of identity • Foreign educational certificate(s) (accompanied copy) • Subjects and overview of grades (accompanied copy) • Translations and transliterations of the above-mentioned certificates, if applicable
Voraussetzungen	<ul style="list-style-type: none"> • You are interested in studying in Hessen and have a school-leaving certificate that was not obtained at a German school or you have a foreign university degree • You must apply in due form and time with all required documents • You must submit educational certificates obtained abroad which, according to the assessment proposals of the KMK, published in the anabin database of the Central Office for Foreign Education, open up access to higher education.
Kosten	<p>At state universities:</p> <ul style="list-style-type: none"> • Please contact the respective university to find out whether fees apply. <p>At private universities and vocational academies:</p> <ul style="list-style-type: none"> • There is an administrative fee of 110 to 160 euros.
Verfahrensablauf	<p>At state universities:</p> <p>If you want to apply to study in Hessen with a foreign certificate, please check the respective websites of the individual universities, as the application procedures and deadlines of the universities are regulated differently. You can also find out there whether you have to submit your application in writing (analog) or electronically.</p> <p>As a rule, the procedure is as follows:</p> <ul style="list-style-type: none"> • You submit your application with the necessary documents to the university • Your certificates and supporting documents will be

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checked as part of the application process. If necessary, missing documents will be requested

- The positive result of the examination leads to participation in the admission procedure

At private universities and vocational academies:

The assessment and recognition of foreign educational certificates as university entrance qualifications can be applied for by post or digitally. For this purpose, the private universities and vocational academies submit the application for the assessment and recognition of foreign educational certificates as a higher education entrance qualification to the Hessian Ministry of Science and the Arts together with the documents to be submitted.

- The Hessian Ministry of Science and the Arts examines the documents submitted.
- An administrative fee is payable for the examination of the documents.
- A notification will be issued regarding the recognition of the foreign educational certificates as a university entrance qualification.
- If the result of the examination is negative, you will be informed of the reason for the rejection.

If you have submitted the documents by post, you will receive them back by post.

Bearbeitungsdauer

It can take up to eight weeks to process your application. There is no statutory deadline. If expert opinions on the foreign certificates have to be obtained, the processing time may be extended accordingly.

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The application deadlines are set by the individual universities in Hessen. Please check the respective websites and note the application deadlines for degree programs with admission restrictions.

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weiterführende Informationen	
Hinweise	<p>Application deadlines, requirements and procedures are usually described in detail by the universities on their websites. General information on the recognition of foreign educational qualifications is provided by anabin.</p> <p>Information is usually available in German and English. https://anabin.kmk.org https://wissenschaft.hessen.de/sites/wissenschaft.hessen.de/files/2021-07/merkblatt_ausl_hzb_nov._2019.pdf https://anabin.kmk.org https://wissenschaft.hessen.de/sites/wissenschaft.hessen.de/files/2021-07/merkblatt_ausl_hzb_nov._2019.pdf</p>
Rechtsbehelf	<ul style="list-style-type: none"> • Appeal: Detailed information on how to lodge an appeal can be found in the decision regarding your application • Appeal to the administrative court
Kurztext	<ul style="list-style-type: none"> • Certificates of foreign higher education qualifications Assessment for recognition in the higher education sector • Information and advice for prospective students with foreign certificates is provided by the respective universities • General information by telephone can only be provided with reference to the universities, as the application and admission procedures are complex and varied and can differ greatly from course to course • Competent authority: <ul style="list-style-type: none"> • When applying to a state university in Hessen, the respective university will check whether the necessary requirements have been met. • If you are applying to a private university, a state-recognized university of cooperative education or a university of applied sciences, the Hessian Ministry of Science and the Arts will assess your university entrance qualification.
Ansprechpunkt	<p>If you apply to study at a state university in Hessen with foreign certificates, the respective university will check whether you meet the necessary requirements.</p>

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	<p>If you are applying with foreign certificates to study at a private university, a state-recognized vocational academy or a university of applied sciences, the Hessian Ministry of Science and the Arts will assess your higher education entrance qualification.</p>
Zuständige Stelle	
Formulare	<p>At state universities:</p> <p>Forms/online services available: Yes</p> <p>Written form required: Yes</p> <p>Informal application possible: No</p> <p>Personal appearance necessary: No</p> <p>At private universities and vocational academies:</p> <p>Forms available: No</p> <p>Written form required: No</p> <p>Informal application possible: Yes</p> <p>Personal appearance necessary: No</p> <p>https://zab.kmk.org/de/zeugnisbewertung/antrag</p> <p>https://zab.kmk.org/de/zeugnisbewertung/antrag</p>
Ursprungsportal	<p>Bewerbung für ein Studium mit ausländischen Schul- und Studienabschlusszeugnissen, Applying to study with foreign school and degree certificates</p>