

Statement of Comparability for university degrees from Costa Rica: Checklist

You can apply for a Statement of Comparability for the following degrees

- Bachiller / Bachillerato Universitario
- Licenciado/a, Licenciatura
- Título Profesional
- Magíster / Maestría
- Especialista (evaluated as postgraduate studies in combination with a previous university degree)
- Doctor/a

The ZAB can only issue a Statement of Comparability if your degree program and university were accredited or recognized at the time of your graduation. For more information visit

www.conesup.mep.go.cr

www.sinaes.ac.cr

The following degrees are not equivalent to a German bachelor's degree

The ZAB can issue Statements of Comparability for the following degrees, but they will be evaluated as below the level of a German bachelor's degree.

- Diplomado
- Técnico Universitario / Técnico Superior

Documents for the application

Only submit photocopies of your documents. The only original document we need is the application form with your signature.

Do not submit translations.

Entregue copias de los documentos. Solamente necesitamos el original del formulario de solicitud con su firma.

No entregue traducciones de sus documentos.

Application form	
<input type="radio"/>	<p>Application form for a Statement of Comparability with your original signature</p> <p>If you want us to evaluate more than one university degree, fill in a separate application form and submit a separate application for each degree.</p> <p>Formulario de solicitud con su firma original</p>

University degree to be evaluated	
<input type="radio"/>	<p>University diploma in Spanish</p> <p>Diploma en castellano</p>
<input type="radio"/>	<p>Transcript of records for the entire degree program in Spanish</p> <p>Certificado de notas en castellano</p>
<input type="radio"/>	<p>Certificate stating the standard duration of the degree program in Spanish</p> <p>Plan de estudios (duración del programa) en castellano</p>

○	<p>Documents regarding transferred credit in the original language</p> <p><u>only if</u> you transferred credit that counted toward your degree, e.g. from another degree program or vocational training</p> <p>Example: If you transferred to another university, you have to submit the transcript of records from your first university as well.</p> <p>Informaciones sobre homologaciones / reconocimientos en idioma original</p>
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Previous university degrees	
	<p>Example: If you want us to evaluate your master's degree, you have to submit the following documents regarding your bachelor's degree as well.</p>
○	<p>University diploma in the original language</p> <p><u>and</u></p>
○	<p>Transcript of records in the original language</p> <p><u>only if</u> you have any previous university degrees</p> <p>Diploma en idioma original</p> <p>∩</p> <p>Certificado de notas en idioma original</p>
○	<p>Certificate stating the standard duration of the degree program in Spanish</p> <p>Plan de estudios (duración del programa) en castellano</p>

○	<p>Documents regarding transferred credit in the original language</p> <p><u>only if</u> you transferred credit, e.g. from another degree program or vocational training, that counted toward any previous university degrees</p> <p>Informaciones sobre homologaciones / reconocimientos en idioma original</p>
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Secondary school	
○	<p>Secondary school graduation certificate in the original language</p> <p>Título de Bachiller en idioma original</p>

Miscellaneous documents	
○	<p>Identity document passport or identity card</p> <p>Pasaporte o documento de identidad</p>
○	<p>Proof of name change (e.g. marriage certificate) in the original language</p> <p><u>only if</u> your name has changed</p> <p>Informaciones sobre un posible cambio de nombre (por ejemplo copia del certificado de matrimonio) en idioma original</p>

○	<p>Refugee ID or asylum notice</p> <p><u>only if</u> you are recognized as a refugee or an asylum seeker and do <u>not</u> agree to the ZAB verifying the authenticity of your documents by contacting any relevant institutions</p> <p>Documento de identificación de refugiado / asilo</p>
○	<p>Employment contract <u>or</u> written confirmation of employment from your future employer in Germany</p> <p><u>only if</u> the Statement of Comparability is required to apply for a Blue Card visa</p> <p>Contrato de trabajo <u>o</u> de la confirmación del puesto de trabajo</p>

Additional information

Additional documents

If we need additional documents or information to evaluate your university degree, we will contact you by email. Please check your email regularly.

We reserve the right to ask you to submit original documents if necessary.

Photocopies

Only submit photocopies of your documents. You can make these photocopies yourself. The only original document we need is the application form with your original signature. Do not submit any other original documents unless we explicitly ask you to do so. We assume no liability for unsolicited original documents.

Make sure your photocopies are legible and complete.

Do not submit folders or plastic sheet protectors.

Translations

Only submit translations if they are listed in the checklist.

A degree is evaluated based on the documents in the original language, even if we ask for translations. Therefore, do not submit translations without submitting the documents in the original language as well.

Your documents can be translated in or outside of Germany as long as the translator is certified for the respective language, authorized, or publicly sworn. You can search for translators in Germany in the state administrations of justice's database of translators and interpreters (Dolmetscher- und Übersetzerdatenbank der Landesjustizverwaltungen).

We look forward to your application.

If you have any questions, please visit our website or contact our support team.