KULTUSMINISTER KONFERENZ
Zentralstelle für ausländisches Bildungswesen

Statement of Comparability for university degrees from Iceland: Checklist

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

- Baccalaureus / Baccalaureatus / Bakkalárpróf / Bachelor
- Meisterapróf / Kandidatspróf / Candidatus/a / Master
- Doktorspróf / Doctor
- Magister Artium / Magister Scientiarum

The ZAB can only issue a Statement of Comparability if your university was recognized at the time of your graduation.

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.

Application form	
O	**Application form for a Statement of Comparability** with your original signature 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.

University degree to be evaluated	
O	**University diploma** in Icelandic

O	**Transcript of records for the entire degree program** in Icelandic or **Diploma supplement** in English
O	**Documents regarding transferred credit** in the original language only if you transferred credit that counted toward your degree, e.g. from another degree program or vocational training Example: If you transferred to another university, you have to submit the transcript of records from your first university as well.

Previous university degrees	
	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.
O	**University diploma** in the original language and
O	**Transcript of records** or **diploma supplement** in the original language only if you have any previous university degrees
O	**Documents regarding transferred credit** in the original language only if you transferred credit, e.g. from another degree program or vocational training, that counted toward any previous university degrees

Miscellaneous documents	
O	**Identity document** passport or identity card
O	**Proof of name change** (e.g. marriage certificate) in the original language only if your name has changed
O	**Refugee ID or asylum notice** only if you are recognized as a refugee or an asylum seeker and do not agree to the ZAB verifying the authenticity of your documents by contacting any relevant institutions
O	**Employment contract** or **written confirmation of employment** from your future employer in Germany only if the Statement of Comparability is required to apply for a Blue Card visa

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.