

## Statement of Comparability for university degrees from Belarus: Checklist

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

- спецыяліст (specyjalist) / специалист
- бакалаўр (bakalaur) / бакалавр
- магістр (mahistr) / магистр
- кандыдат навук (kandydat navuk) / кандидат наук
- доктар навук (doktar navuk) / доктор наук

If you received your degree from a private university, the ZAB only issues a Statement of Comparability if your university and your degree program were accredited at the time of your graduation. You can get the certificates of accreditation or attestation from your university.

### The ZAB does <u>not</u> issue Statements of Comparability for the following degrees

- дыплом аб прафесійнай перападрыхтоўцы (dyplom ab prafesijnaj perapadrychtoucy) / диплом о профессиональной переподготовке This is a retraining or continued training qualification, not a regular university degree.
- "Eksternat" (экстэрнат / экстернат) degree
   There is no German equivalent to programs without attendance requirements.

#### **Documents for the application**

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

Do <u>not</u> submit translations.

# Application form 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 Belarussian / Russian дыплом аб вышэйшай адукацыі (dyplom ab vysejsaj adukacyi) / диплом о высшем образовании  |
| 0 | Transcript of records for the entire degree program in Belarussian / Russian дадатак да дыплома (dadatak da dyploma) / приложение к диплому  |
| 0 | Certificate of accreditation / attestation for the university and degree program at the time of your graduation in Belarussian / Russian   |
|   | аккредитация/аттестация вуза и аккредитация/аттестация специальности, действующие на момент окончания обучения (akkreditacija/attestacija vuza i akkreditacija/attestacija specialnosti, dejstvujuscie na moment okoncanija obucenija) |
|   | only if you have received your university degree from a private university in Belarus  |
|   | Please note: We do not need license certificates.  |

Certificate from your university stating your mode of study and the standard duration of the full-time degree program in the original language

архивная справка из ВУЗа о Вашей форме обучения (дневная, вечерняя или заочная форма обучения) и нормативном (не сокращенном) сроке обучения (в годах) на дневном отделении по Вашей специальности (archivnaja spravka iz VUZa o Vasej forme obucenija (dnevnaja, vecernjaja ili zaocnaja forma obucenija) i normativnom (ne sokrascennom) sroke obucenija (v godach) na dnevnom otdelenii po Vasej specialnosti)

only if this information is not stated in your documents

O Documents regarding transferred credit in the original language

<u>only if</u> 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. |  |
| 0                           | University diploma in the original language  |  |
|                             | <u>and</u>   |  |
| 0                           | Transcript of records or diploma supplement in the original language   |  |
|                             | only if you have any previous university degrees   |  |

| О | Proof of the accreditation / attestation of the university and degree program in the original language  only if you have received any previous university degrees from a private university  |
|---|--|
| 0 | Certificate from your university stating your mode of study (e.g. full-time program, part-time program, distance program) in the original language  only if the mode of study of any previous university degrees is not stated in your documents |
| 0 | 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                                    |

| Secondary school |  |  |
|------------------|--|--|
| 0                | Secondary school graduation certificate in the original language   |  |
|                  | e.g.<br>атэстат аб агульнай сярэдняй адукацыі (atestat ab ahulnaj<br>sjarednjaj adukacyi) / аттестат об общем среднем образовании) |  |

|   | Miscellaneous documents   |
|---|---|
| 0 | Identity document passport or identity card   |
| 0 | Proof of name change (e.g. marriage certificate) in the original language  only if your name has changed  |
| 0 | 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 |
| 0 | 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.