



Statement of Comparability for university degrees from the Ukraine

This guide provides information on the application for a Statement of Comparability at the Central Office for Foreign Education (ZAB).

Application – step by step

1. Make sure that the ZAB can issue a Statement of Comparability for your type of degree (see following page).
2. Fill out the application form on the ZAB website.
3. Print out the application form.
4. Sign the application form.
5. Compile the documents (photocopies and translations) that are required for your Statement of Comparability – our checklist will help you.
6. Send your application form along with the documents to the ZAB address on the front page of the application form by post.

Please note

Please **do not submit original documents**. Please only send photocopies. Whether documents need to be certified or translated is indicated in the checklist.

- regular photocopy (a photocopy which you can make yourself)
- certified photocopy (a photocopy certified by a notary public or public authority)

We will return your documents to you together with the Statement of Comparability. We assume no liability for unsolicited original documents.

Further information on certified photocopies and translations can be found on the ZAB website.

Please consider the environment and do not submit **folders or plastic sheet protectors**.

Which degrees can a Statement of Comparability be issued for?

A Statement of Comparability can be issued for the following degrees

- Диплом бакалавра (Dyplom bakalavra)
- Диплом спеціаліста (Dyplom specialista)
- Диплом магістра (Dyplom mahistra)
- Диплом кандидата наук, Диплом доктора філософії (Dyplom kandydata nauk, Dyplom doktora filosofiji)
- Диплом доктора наук (Dyplom doktora nauk)

If you graduated from a private university, the ZAB can only issue a Statement of Comparability if your university and your degree program were accredited at the time of your graduation.

A Statement of Comparability cannot be issued for the following degrees

- Диплом про перепідготовку (Dyplom pro perepidhotovku)
This is not a regular university degree but an additional training or a retraining qualification.
- Екстернат (Eksternat) degree programs without attendance requirements
There are no equivalent degree programs in Germany.
- Диплом молодшого спеціаліста (Dyplom molodsoho specialista) /
Молодший бакалавр (Molodsyj bakalavr)
These degrees are not university degrees. For information on the recognition of vocational/technical qualifications, see:
www.anerkennung-in-deutschland.de

Checklist

This checklist helps you compile the required documents. You do not need to submit it with your application.

These documents are required for a Statement of Comparability

- Application form with your signature
- Official diploma (Диплом / Dyplom) in Ukrainian as a certified photocopy

- Transcript of records (Додаток до диплома / Dodatok do dyploma) for the entire degree program or Diploma Supplement (Додаток до диплома європейського зразка / Dodatok do dyploma jevropejskoho zrazka) in Ukrainian as a certified photocopy
- Secondary school graduation certificate (Атестат / Atestat) as a regular photocopy
- Identity document (Закордонний паспорт / Zakordonnyj pasport) as a regular photocopy

Information for refugees

If you do not have all of the documents for an application because you were forced to flee your country, you can still apply. We will decide on a case-by-case basis if we can issue a statement of comparability. Please submit your application together with the following documents:

- Printout of an electronic self-disclosure from the EDEBO (ЄДЕБО) database <https://info.edbo.gov.ua/check-person>
 - This self-disclosure is only available for university degrees completed in or after 2012. It is not available for degrees from military universities.
- List of the documents you cannot hand in on a separate piece of paper
- Proof of your residency status in Germany (e.g. "elektronischer Aufenthaltstitel" or "Fiktionsbescheinigung") as a regular photocopy

These documents are required only if the following applies to you

Did you obtain your university degree at a private university?

- Accreditation certificate valid at the time of your graduation (Сертифікатпроакредитацію / Sertyfikat pro akredytaciju) as a regular photocopy
 - For your university
 - For the degree program

Did you obtain any previous degrees?

The ZAB needs documents regarding your entire time in higher education. For example, if you need an evaluation of a master's degree, you have to submit the

documents regarding your bachelor's degree, too.

- Official diplomas of all previous degrees in the original language(s) as regular photocopies
- Transcripts of records or Diploma Supplements of all previous degrees in the original language(s) as regular photocopies

Is the mode of study (Форма навчання / Forma навчання), e.g. full time (Денна, стаціонар, очна, з відривом від виробництва / Денна, stacionar, osna, z vidryvom vid vyrobnytva), part time (Очно-заочна, вечірня / Осно-заосна, vecirnja), distance learning (Заочна, дистанційна, без відриву від виробництва / Заосна, dystancijna, bez vidryvu vid vyrobnytva) not indicated in your documents?

- Certificate of the university stating the mode of study (Форма навчання / Forma навчання) as a regular photocopy

Did you transfer credits from another degree program, vocational training, or other qualifications?

If you, for instance, transferred to another university, you have to submit the transcript of records of the previous university, too.

- Proof of the transferred credits as a regular photocopy

Has your name changed since your diploma was issued (e.g. through marriage)?

- Official proof of name change (e.g. marriage certificate) as a regular photocopy

Are you a recognized refugee or asylum seeker?

It may be necessary for the ZAB to check the authenticity of your documents. For this purpose, we may have to obtain information from the relevant institutions in your home country. If you do not agree to this, we will require:

- Refugee ID or asylum notice as a regular photocopy

Do you need the Statement of Comparability for a Blue Card application?

- Employment contract or written confirmation of employment from the employer as a regular photocopy

Additional documents & information

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

We are looking forward to your application

If you have any questions, please consult the ZAB website or contact our support team.