

I. Personal data

Last name	First name
Date of birth	Place of birth (city, state)
Address	Postal code, city
Email	Telephone
I have already submitted an application for the recognition of my qualifications to another authority in Germany.	
☐	No
☐	Yes (Please indicate recognition authority and attach decision, if applicable)

II. Application

I have a university degree in the subject

I hereby apply for the recognition of my degree for the profession

- ☐ specialist in day care facilities for children
- ☐ state-recognized social worker
- ☐ state-recognized teacher for special needs education
- ☐ state-recognized childhood educator

III. Compensation measures

If your qualification is relevant to the profession, you may be required to complete compensation measures after receiving the decision about your application in order to obtain full recognition.

- To obtain recognition as a professional for day care facilities, applicants are generally required to complete a supervised period of professional practice (adaptation period) as a compensation measure.
- To obtain state recognition as a social worker, teacher for special needs education, or childhood educator, applicants are generally required to complete additional coursework on the German social welfare system and social law.

Applicants for state recognition as a teacher for special needs education complete these compensation measures at Evangelische Hochschule Darmstadt (University of Applied Sciences), while applicants for state recognition as childhood educator complete them at Justus Liebig University Giessen.

I agree that the personal data collected during this procedure may, where necessary for the purpose of processing my application, be shared with other authorities of the state administration, federal or local authorities (e.g. the Central Office for Foreign Education (ZaB) in Bonn for an expert assessment).

Place, Date

Signature Applicant

Annex:

- ☐ Updated, complete, detailed CV
- ☐ Identification (passport or identity card)
- ☐ Foreign school and training certificates (higher education entrance qualification/ Diplom / Bachelor's / Master's)
- ☐ List of subjects and grades/ Diploma Supplement to the university degree
- ☐ Records of relevant professional experience (e.g. reference letters)
- ☐ Other qualification records (e.g. further professional training, retraining), if they are relevant for recognition
- ☐ If your profession is a regulated profession in your home country: Certificate of professional permit in your home country
- ☐ For nationals of third countries: Proof of registration of primary residence in the Federal Republic of Germany or proof of counseling of central recognition office or proof of employment intention (e.g. by applying for a visa for economic activity, contacting potential employers, business plan for self-employment)

Please submit copies of your original documents. The recognition authority may request the original documents for verification.