Federal Ministry
Education
Republic of Austria

Berufsbildende Schulen

Information sheet on the nostrification of foreign school-leaving qualifications (*Schulabschlüsse*) – technical, commercial and arts and crafts schools, agricultural and forestry colleges

The nostrification of foreign certificates is based on a comparison of schooling completed abroad and examinations taken abroad with Austrian curricula. **If individual subjects or teaching content cannot be sufficiently demonstrated, the corresponding additional examinations must be taken.**

An application for the nostrification of foreign certificates can only be submitted if the certificates are from foreign schools, the status of which corresponds to that of an Austrian public school or a school with public status, and it **can be credibly demonstrated that the nostrification is necessary to obtain the intended authorisation or entitlement**. If the state recognition of the foreign school in question is not clearly evident from the certificate, corresponding proof from the local school authority must be submitted.

Nostrification is only possible for certificates on which the graded subjects appear. School attendance certificates cannot be nostrified.

Contact persons:

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Office hours: Tuesdays and Thursdays 9:00 a.m. to 12:00 p.m. (by appointment only)

Required documents: (to be submitted in the original version without exception)

1. Justified application (see page 4)
2. Diploma/certificate of completion and end of year reports[1]
3. Birth certificate[1]

[1] Foreign documents must always be legalised, although different legalisation requirements apply depending on the country (see page 2).
In the case of foreign languages, a translation prepared by an officially registered (sworn) translation agency in Austria is required. The translation must be officially attached to the original document. Translations made abroad must be notarised accordingly.

4. Certificate of change of name (e. g. marriage certificate, …)[1,2]
5. Confirmation of registration (proof of main residence in Austria)
6. Proof of citizenship (for persons with Austrian citizenship who have their main residence abroad)

Fees:

Application €21,00
Diploma/certificate of completion €21,00
Each additional certificates €21,00
Each enclosures (e.g. confirmation of registration, birth certificate, proof of citizenship, marriage certificate) €6,00
Legalisation €21,00

Administrative charges:

Assessment €6.50
Legalisation €2.10

Legalisation regulations (status: 01 April 2025)

Full diplomatic legalisation: foreign documents from the education sector that are presented in Austria for official purposes generally require national legalisation by the respective state (i.e. education authority, foreign ministry) as well as higher-level certification of the legalisation by the competent Austrian representative authority in the issuing country (embassy, consulate, honorary consulate).

Legalisation in the form of an apostille: full diplomatic legalisation of documents from the education sector is not required for countries signatory to the "Hague Legalisation Convention" (Convention Abolishing the Requirement of Legalisation for Foreign Public Documents) if these documents are provided with an apostille.

These are currently the following countries: Albania, Andorra, Antigua and Barbuda, Argentina, Armenia, Azerbaijan, Australia, Bahamas, Bahrain, Barbados, Belarus, Belize, Bolivia, Botswana, Brazil, Brunei Darussalam, Chile, China – including the special administrative regions of Macau and Hong Kong – except for Taiwan, Costa Rica, Denmark, Dominica, Dominican Republic[3], Ecuador, El Salvador, Estonia, Eswatini, Fiji, Georgia, Grenada, Greece, Guatemala, Guyana, Honduras, India, Indonesia, Ireland, Iceland, Israel, Jamaica, Japan, Canada, Cape Verde, Kazakhstan, Colombia, Republic of Korea, Lesotho,

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[2] Only required if the current name is not identical to the name on the diploma/certificate of completion.
[3] Apostilles are only issued in electronic form. They can be verified in two ways (scanning the QR code or checking via the MIREX website https://mirex.gob.do/)

Latvia, Liberia, Lithuania, Luxembourg, Malawi, Malta, Morocco, Marshall Islands, Mauritius, Mexico, Moldova, Monaco, Namibia, New Zealand, Nicaragua, Oman, Palau, Panama, Paraguay, Peru, Philippines, Portugal, Rwanda, Russian Federation, Samoa, San Marino, São Tomé and Principe, Saudi Arabia, Switzerland, Seychelles, Singapore, Spain, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, South Africa, Suriname, Tonga, Trinidad and Tobago, Turkey, Ukraine, Uruguay, Vanuatu, Venezuela, United States, United Kingdom, Cyprus.

Exemption from any legalisation: Belgium, Bosnia and Herzegovina, Bulgaria, Germany, Finland, France, Italy, Croatia, Liechtenstein, Montenegro, Netherlands, North Macedonia, Norway, Poland, Romania, Sweden, Serbia, Slovakia, Slovenia, Czech Republic, Hungary.

Federal Ministry of Education
Division I/7a
Minoritenplatz 5
1010 Vienna, Austria

Application for nostrification of my certificate

I request that my certificate be recognised, through nostrification, as equivalent to a certificate from a corresponding Austrian school.

Surname: ..... First name: .....

Surname (on certificate): ..... Tel.: .....

Address: .....

Postcode: ..... City: .....

Place/country of birth: .....

Email address: .....

Title of the certificate/diploma: .....

Issuing authority/school: .....

Date of issue: .....

Justification for obtaining nostrification:

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With this application, I have enclosed all the required documents according to the information sheet.

Date: ..... Signature: .....

Please complete this application form legibly and in block capitals, entering the correct information.