

Is recognition essential?

The IQ Netzwerk Berlin will tell you whether your occupation requires recognition, and which agency is responsible:

www.berlin.netzwerk-iq.de/ anerkennung/beratungsstellen

Who is responsible for your particular occupation?

This online finder will help you identify the agency responsible for recognising qualifications in your specific occupation: www.anerkennung-in-deutschland.de

Make an appointment online for an initial consultation with CCI Berlin.

www.ihk-berlin.de/anerkennungsberatung

Agency responsible for processing applications in occupations under the remit of the CCI

IHK FOSA
Ulmenstrasse 52g
90443 Nürnberg
Tel: +49 911 815060
www.ihk-fosa.de



Recognition of foreign professional qualifications
ihk-berlin.de/anerkennung

Where to find us

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TRAINING CONSULTATION

Recognition of foreign professional qualifications

The Federal Recognition Act and how it relates to CCI occupations

Recognition of foreign professional qualifications

Who can apply?

Under the Federal Recognition Act, any skilled worker who has completed a state-approved course of professional training abroad and wishes to work in Germany is entitled to be assessed pursuant to the BQFG (Professional Qualifications Assessment Act), regardless of nationality or residency status.

What are the benefits of recognition?

For skilled workers

The letter you receive notifying you of the outcome of your application will be an official legal document. You will have a better chance of obtaining employment appropriate to your qualifications.

For employers

Your company will be able to assess more accurately and utilise more effectively the potential of qualified skilled workers with professional qualifications obtained abroad.

How is the assessment made?

- The foreign professional qualification is compared with the corresponding German 'reference occupation'.
- The assessment may take into account the applicant's practical experience and supplementary training; this may be used to offset major discrepancies in qualification criteria.
- The applicant will not be required to sit an examination.

Who decides what is 'equivalent'?

IHK FOSA (Foreign Skills Approval) in Nuremberg is the central agency charged with assessing occupations within the remit of the Chambers of Commerce and Industry (industry, commerce and services). IHK FOSA conducts the comparisons and issues the notifications.

What are the possible outcomes?

Full equivalence

Your qualification is deemed to be equivalent to the corresponding German qualification.

Partial equivalence

There are crucial differences between yours and the German reference occupation which cannot be reconciled. The qualifications you have attained are described in detail and certified; this will prove useful when you are job-hunting. If you are issued with a certificate of partial equivalence, CCI Berlin will be happy to help you obtain an adjustment qualification, which may eventually entitle you to be issued with a certificate of full equivalence.

Who can you ask for advice?

If you are unsure whether you need to file an application with IHK FOSA, what the appropriate reference occupation might be in your case, or if you have any other questions, CCI Berlin can offer you free advice about your individual circumstances. The necessary application documents are available from www.ihk-fosa.de; you can also obtain copies when you come for a consultation.

What documents do I need?

- A completed application form
www.ihk-fosa.de/en/downloads
- A copy of your passport or identity document
- A certified copy of your formal qualification (degree / certificate / reference)
- Copies of proof of employment (reference / employment record / certificate)
- Copies of additional training certificates, if applicable

All documents must also be submitted in German (translated by a sworn translator). Exceptions may be made in special circumstances upon request. If you no longer have all the documents you require, and there is a credible reason why you cannot obtain replacements, a qualification analysis may be performed pursuant to Art. 14 BQFG. Please ask for further advice.

How much does it cost?

A charge is levied for the application process. This may vary between Euro 100 and 600, depending on the complexity of the individual case under review. The assessment costs for an occupation requiring basic training are generally about Euro 550, and for an occupation requiring advanced training (e.g. as a master craftsman) about Euro 600. (N.B.: You should check in advance with your local job centre whether it might be prepared to bear some of the costs.) Certified copies of your original documents can be obtained free of charge when you attend a consultation on the recognition of your qualifications.

