

## Information sheet on the nostrification of a foreign end of year report from a secondary academic school (equivalent in Austria: *allgemeinbildende höhere Schule [AHS]*)

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

Equivalence with end of year reports from secondary academic schools is only possible if **the foreign type of schooling in question leads to a higher general education entrance qualification.**

An application for 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 private school with public status, and it can be credibly demonstrated that the nostrification is necessary to obtain the desired authorisation or entitlement. If the state recognition of the school in question abroad is not clearly evident from the certificate, corresponding proof must be submitted to the local school authorities.

For the nostrification of foreign education qualifications, the documents listed below must be submitted **by (registered) post** or **in person (by prior appointment)** to the Federal Ministry of Education, Science and Research, Department I/3, Minoritenplatz 5, 1010, Vienna, Austria.

### Contact person:

Office Director **NIKOLIC Ankica** | Tel.: 01 53120-4484 | [Anerkennung-AHS@bmbwf.gv.at](mailto:Anerkennung-AHS@bmbwf.gv.at)  
**Office hours: Tuesday and Thursday from 9:00 a.m. to 12:00 p.m. (by appointment only)**

### Necessary documents:\*

1. Application stating the name and exact address as well as the type of Austrian school with which equivalence is being sought (see page 4-5)
2. Original of the end of year report for which equivalence is being sought
3. Originals of the end of year reports from grade 9 (inclusive)<sup>1</sup>
4. Timetable from grade 9 (information about weekly lessons per subject and school year)
5. Original birth certificate
6. Original certificate of the name change (e.g. marriage certificate, etc.)<sup>2</sup>
7. Original version of proof of citizenship (for Austrian citizens)
8. Confirmation of registration as being principally resident in Austria (for foreign citizens or EU citizens)

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<sup>1</sup> If necessary, additional evidence can be requested from the Federal Ministry of Education, Science and Research.

<sup>2</sup> Only required if the current name is not identical to the name on the degree certificate.

**\* PLEASE NOTE:**

Foreign documents that are presented in Austria for official purposes generally require legalisation in the respective issuing country, although legalisation regulations differ from state to state (see page 3).

In the case of foreign languages, a translation prepared by an officially registered, sworn translation agency in Austria (or an EU/EEA country) is required. The translation must be officially attached to the original document. Translations made abroad must also be certified accordingly.

**Required notifications:**

1. Notification of which **two foreign languages** are chosen in the curriculum for the general university entrance certificate in Austria: English, French, Italian, Spanish, Russian, Latin, Slovenian, Serbian, Croatian, Bosnian, Czech, Slovakian, Hungarian, Polish
2. Notification of whether **art and design** or **music** is/are chosen
3. Possible **proof of knowledge of computer science**

**Fees:**

Application .....	€14.30
School leaving certificate .....	€14.30
Additional certificates.....	14.30 each
Attachments (e.g. confirmation of registration, birth certificate, proof of citizenship, marriage certificate).....	€3.90 each
Notarisation.....	14.30

**Administrative charges:**

Assessment.....	€6.50
Notarisation.....	€2.10

## **Certification rules**

### **Full diplomatic certification**

International education certificates that are submitted in Austria for official purposes generally require national certification from the country in question (i.e. education authority, foreign ministry) and also need to be authenticated by the competent Austrian representation authority in the country of issue (embassy, consulate, honorary consulate).

### **Certification in the form of an apostille**

Full diplomatic certification of education certificates is not required in the case of contracting states to the Apostille Convention (Hague Convention Abolishing the Requirement of Legalisation for Foreign Public Documents) if these certificates have an apostille attached.

The contracting states are currently as follows:

Albania, Andorra, Antigua and Barbuda, Argentina, Armenia, Australia, Azerbaijan, Bahamas, Bahrain, Barbados, Belarus, Belize, Bolivia, Botswana, Brazil, Brunei Darussalam, Canada, Cape Verde, Chile, China – including the special administrative regions of Macau and Hong Kong, excepted Taiwan, Colombia, Costa Rica, Cyprus, Denmark, Dominica, Ecuador, El Salvador, Estonia, eSwatini, Fiji, Georgia, Greece, Grenada, Guatemala, Guyana, Honduras, Iceland, India, Indonesia, Ireland, Israel, Jamaica, Japan, Kazakhstan, Latvia, Lesotho, Liberia, Lithuania, Luxembourg, Malawi, Malta, Marshall Islands, Mauritius, Mexico, Moldova, Monaco, Morocco, Namibia, New Zealand, Nicaragua, Oman, Palau, Panama, Paraguay, Peru, Portugal, Republic of Korea, Republic of the Philippines, Russian Federation, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, San Marino, São Tomé and Príncipe, Saudi Arabia, Seychelles, Singapore, South Africa, Spain, Suriname, Switzerland, Tonga, Trinidad and Tobago, Turkey, Ukraine, United Kingdom, United States of America, Uruguay, Vanuatu, Venezuela.

### **Exemption from any certification**

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

Federal Ministry of Education,  
Science and Research  
Department I/3  
Minoritenplatz 5  
1010, Vienna, Austria

### Request for nostrification of my end of year report

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

Birth name: ..... Date of birth: .....

Nationality: ..... Place of birth: .....

Social security no.: ..... Tel no.: .....

Address: .....

Postcode: ..... Location: .....

Email address: .....

I request that my foreign end of year report, dated.....(date of issue),  
issued by.....(name of school),  
in.....(place, country) for ..... (maiden name)  
be equated with the end of year report of a type of general secondary school  
(tick the appropriate type of school) in Austria.

**I. Type of schooling:**

- Secondary school sixth form (*Oberstufenrealgymnasium*)  
with supplementary lessons in biology and environmental  
education, physics and chemistry
- Secondary school sixth form (*Oberstufenrealgymnasium*) with music or
- Art and craft education

**II. Foreign languages (see "Required notifications"):**

1. Foreign language:  
.....
2. Foreign language:  
.....

**III. 7th and 8th grades (see "Required notifications"):**

Art and design

Music

**IV. Possible proof of knowledge of computer science**

Yes

No

**V. The external examinations are held at the external examination board in**

.....(location).

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

**Please fill out this application legibly in BLOCK CAPITALS.**