Advice and information on the recognition of foreign school, professional and academic qualifications in Hamburg

www.anlaufstelle- anerkennung.de
www.hamburg.netzwerk-iq.de
What we offer you
Anyone with a foreign qualification is welcome to get in touch with us at the ZAA. We will be happy to offer you advice and support on the following issues:

• Do you need to have your certificates recognized in order to obtain a job?
• Is it possible for your certificates to be recognized?
• Who is responsible for recognition?
• Which documents are required to complete the recognition process?

If you already have an official notice of recognition, we will also be happy to answer any questions you may have about the notice.

Your questions
You do not live in Hamburg and you do not want to work here?
In many cities in Germany there are advisory services for recognition. Information is available online: www.anerkennung-in-deutschland.de

Or call the nationwide hotline „Working and Living in Germany“ +49 (0)30 1815-1111.

We advise you on the recognition of your degree and help you finding the authorities in charge of recognition.
Consultation
(face-to face, by phone, per videoconference)
A consultation options can be arranged by appointment. In order to prepare for the consultation, we need the following information from you when you make your appointment:

- Name, telephone number and date of birth
- What degree or certificate do you have?
- Which country is the degree / certificate from?
- Is there a German translation of these documents available?
- What are your expectations from the consultation?

Written consultation
You can also receive a consultation by e-mail, post or fax. Please fill out our consultation form, which you can download from our website or receive directly from us, upon request. You can find our contact details for appointments or written consultations below:
www.anlaufstelle-anerkennung.de.

Consultation languages
We offer consultations in German, Arabic, Belarussian, Dari/Farsi, English, French, Italian, Pashtu, Polish, Portuguese, Russian, Spanish, Turkish and Urdu.

It is also possible to arrange a consultation in another language, if necessary. Please let us know and we will find and finance an interpreter for you.

All consultations are confidential and free of charges.
For a consultation, please upload the following documents using the upload function of our online form:

- Curriculum Vitae
- Certificates/Diplomas (if available)
- German translations of the documents (only if already available)
- Correspondence and official notifications from competent authorities and accreditation agencies (if available)

You can receive a consultation even if your documents are missing. You do not have translation of your documents made for the consultation.

Please note the instructions for making an appointment on the back!

Head office:
Schauenburgerstraße 49, 20095 Hamburg
A law governing the recognition of foreign qualifications entered into effect in April of 2012, granting everyone the opportunity to apply for recognition or evaluation of their certificates. Nevertheless, the path to obtaining recognition is not always easy to understand.

Pursuant to the Recognition Consultation Act, all persons with foreign qualifications living in Hamburg are legally entitled to consultation. The “Counselling Centre for Recognition of Qualifications” at the Diakonisches Werk Hamburg (social service organisation) provides these counselling services. Ca. 18,000 people have received advice since October 1st 2010 (as of April 2021).

The Network “Integration through Qualification (IQ)” aims at sustainable improvements in the labour market integration of adults with a migration background. Regional Networks are working on this across Germany and receive support from Competent Centres on key migration-specific issues. The Network IQ is funded by the Federal Ministry of Labour and Social Affairs (BMAS) and the European Social Fund (ESF). Strategic partners in implementing the programme are the German Federal Ministry of Education and Research (BMBF) and the Federal Employment Agency (BA).
The Network ‘Integration through Qualification (IQ)’ is a programme funded by the Federal Ministry of Labour and Social Affairs (BMAS) and the European Social Fund (ESF).

In cooperation with:

Appointment
To make an appointment for a personal or telephone counselling interview as well as for an appointment for a video conference, please fill out our online form and upload your certificates. If you have any questions, please contact us:

Mondays 09:00-11:30 and 14:00-15:30
Tuesdays 09:00-11:30 and 14:00-15:30
Wednesdays 14:00-15:30
Thursdays 09:00-11:30
Or send us an e-mail to: zaa@diakonie-hamburg.de

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Hamburg Welcome Center
Süderstraße 32b
20097 Hamburg

For more information please visit the following pages:
www.anlaufstelle-anerkennung.de
www.hamburg.netzwerk-iq.de

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