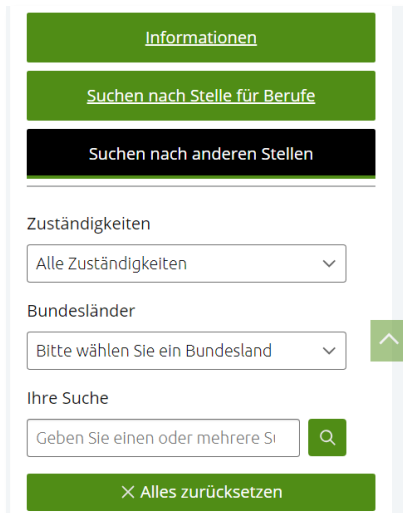


"I would like to undergo a vocational training programme in Germany and need to have my school-leaving certificate recognised. Which institution can recognise my school-leaving certificate?"

Please proceed as follows:

- 1) Open the [anabin](#) database "Anerkennungs- und Beratungsstellen in Deutschland" (Recognition and advisory centres in Germany).

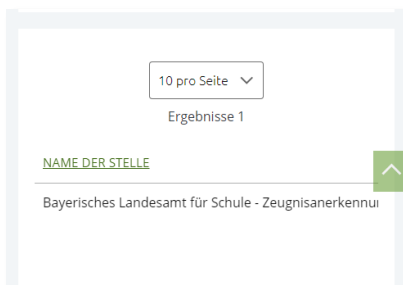


The screenshot shows the anabin database search interface. It has a green header with three buttons: "Informationen", "Suchen nach Stelle für Berufe", and "Suchen nach anderen Stellen". Below this, there are two dropdown menus: "Zuständigkeiten" (set to "Alle Zuständigkeiten") and "Bundesländer" (set to "Bitte wählen Sie ein Bundesland"). There is a search input field labeled "Ihre Suche" with a placeholder "Geben Sie einen oder mehrere Si" and a green search button. At the bottom, there is a green button labeled "X Alles zurücksetzen".

- 2) Under "Zuständigkeiten" (Competences), select one of the following options:

- a) Did you attend school for 12 to 13 years and could you now start studying at a university? In this case, select "Zeugnisenerkennung – Anerkennung der Hochschulreife für berufliche Zwecke" (Recognition of certificates – Recognition of higher education entrance qualification for professional purposes).
- b) Did you attend school for 9 to 11 years? In this case, select "Zeugnisenerkennung – Hauptschulabschluss, Mittlerer Schulabschluss" (Recognition of certificates – Secondary modern school qualification, intermediate school-leaving qualification).

- 3) From the "Bundesländer" (Federal states) menu, select the federal state in which the vocational school you are applying to is located.



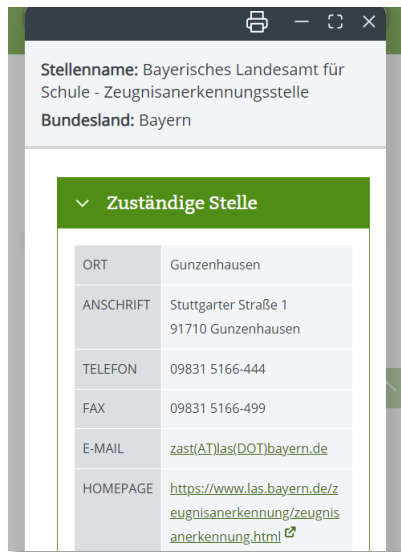
The screenshot shows the search results page. It has a dropdown menu at the top set to "10 pro Seite". Below it, it says "Ergebnisse 1". There is a table with one row. The first column is labeled "NAME DER STELLE" and the second column contains the text "Bayerisches Landesamt für Schule - Zeugnisenerkennung".

- 4) The page shows you the competent institution that can recognise your school-leaving certificate.

Note: If you need to have a qualification or certificate recognised in the federal state of Mecklenburg-Western Pomerania, please visit the relevant website of the [institution](#).

- 5) Select the authority displayed. Another window will open.

Instructions for finding the institution responsible for recognising school certificates in Germany



Stellenname: Bayerisches Landesamt für Schule - Zeugnisanerkennungsstelle
Bundesland: Bayern

▼ Zuständige Stelle

ORT	Gunzenhausen
ANSCHRIFT	Stuttgarter Straße 1 91710 Gunzenhausen
TELEFON	09831 5166-444
FAX	09831 5166-499
E-MAIL	zast(AT)las(DOT)bayern.de
HOMEPAGE	https://www.las.bayern.de/zeugnisanerkennung/zeugnisanerkennung.html

6) Under "Zuständige Stelle" (Competent authority), you will usually find a telephone number and an e-mail address to contact the authority.

7) For additional information, visit the website of the relevant authority.