

In Germany, each public institution may authenticate if they have an official stamp. For example:

- ✓ local government administration,
- ✓ parish offices,
- ✓ local mayors or municipal administrator, city, town or district administrations, local citizen registration offices and town halls,
- ✓ courts and notaries.

The following are not allowed to authenticate:

- ✗ e.g. firms, corporations, associations and foundations which have an official stamp like banks, churches, insurances and student unions,
- ✗ translators and interpreters (Sworn translators can only certify their translations, but not authenticate any original documents.),
- ✗ tax consultants, auditors, lawyers or legal advisers,
- ✗ private individuals.

Standards for Certified Translations

We accept translated certificates from:

- ✓ within Germany: sworn translators, the responsible department of the issuing school or higher education institution,
- ✓ outside of Germany: institutions authorised to produce sworn translations or translations accepted by court.

uni-assist cannot accept non-certified translations from standard translation agencies.

Standards for the Language of Certificates

Submit copies of your certificates in their original language and their translation into German or English.

Your country officially issues certificates not only in their original language, but also in German or English? Then you don't need to submit a translation.

!! IMPORTANT INFORMATION !!

You need to have authenticated not only of the copies of the original documents, but also of the copies of the certified translations.

Sworn translators may certify their own translations – but they cannot authenticate documents.

Public institutions in Germany are authorised to authenticate documents in foreign languages – but they are not obliged to do so. If you do not find any public institution in Germany willing to authenticate your documents, please contact the embassy of your home country.

HELPFUL LINKS

Authentication of copies

<https://www.uni-assist.de/en/how-to-apply> » Assemble your documents

Translators database

<http://search.bdue.de/>