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Counselling is given in person, by phone,  
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## Counselling on Credential Recognition and Adjustment Qualification is coordinated by:

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# Counselling on Credential Recognition and Adjustment Qualification

for people with foreign  
qualifications

## YOU

- have completed a vocational training or your studies abroad?
- wish to find a job in Germany?
- have questions regarding foreign credential recognition?
- need support in the process of credential recognition?
- already filed an application to get your qualification recognised and have questions regarding qualification offers?

**Then you are in the right place!**

## WE

- give individual advice on credential recognition.
- support you in getting your qualifications recognised, communicating with authorities and financing of your recognition.
- assist you during the whole process of your credential recognition.
- explain the decision of the authorities to you.
- help you to find special qualification offers.

### **New: Counselling on Adjustment Qualification**

We inform about further education and training schemes that will assist in attaining full recognition and improving your labour market prospects. If you would like more information, get in touch with our advisor teams.

## OUR COUNSELLING

- is confidential, tailored to your needs and free of charge.
- is given in person, by phone, by email or by video conference.
- is provided in German or English. Some of our advisors speak additional languages. Just ask.

### **Please bring the following documents with you (if available):**

- Certificates from universities, colleges or schools in original language and in German translation
- Transcripts of records
- Letters of references
- CV, Passport or Residence Permit

**Please note: We cannot give you advice without an appointment! Please make sure you call or email us to set a time and date to see us at one of our service points.**