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Work and Career

General information

Information on training, work and study

Would you like to work in Germany? Then you need to know: How can I work in Germany? And where can I get help? Everything you need to know about work and jobs can be found here:

[Access to the labour market](#)

Do you already have qualifications from another country, such as a school-leaving qualification or a professional qualification? Then you need to get your qualifications recognised here in Germany. Find out how to do that here: [Recognition of non-German qualifications](#).

There are over 400 different professions in Germany. If you'd like to learn a profession, Then you can find [information about training](#) here. For example: How can I train for a profession? Which professions are there?

Children and teenagers must go to school. Children must be at least 6 years old when they start school. The aim of general schooling for children and teenagers is to teach them what they need for later life. For example so that they can learn a profession. Or so that they can get a university degree.

Do you want to study? Then you can find information about [studying](#) here . And you will see the people you can contact.

Looking for work

Access to the Job Market

Regulations on access to the job market

💡 Do you come from an EU country? Do you now live in Germany? And would you like to work? Then it's easy for you to do so. All EU citizens are allowed to work in Germany. Without any restrictions.

💡 Are you a refugee in Germany? Then your residence status is important. It decides whether you are allowed to work. The following explains what to expect. You will also find information on related advice centres below.

Asylum seekers with proof of arrival (Ankunftsnachweis) or temporary residence permit (Aufenthaltsgestattung):

Are you living in an Initial Reception Centre (EAE)? Or in an AnKER centre? Then you are not allowed to work at all for 9 months. After 9 months, you will normally be allowed to work. However, the decision is always made by the Immigration Office (Ausländerbehörde). So you must submit an application to the Immigration Office. There are certain rules you must follow.

In order for the Immigration Office to decide, you must meet the following requirements:

Asylum seekers with proof of arrival or residence permit **in** EAE:

- 9-month ban on working
- After 9 months, you are entitled to work. That is if you do not come from a safe country of origin. Or your asylum application must have been rejected by the Federal Office for Migration and Refugees (Bundesamt für Migration und Flüchtlinge – BAMF) as obviously without reason.
- The priority check is not applicable. However, the Federal Employment Agency (Bundesagentur für Arbeit) will check the working conditions.

Asylum seekers with proof of arrival or residence permit **outside** EAE:

- 3-month ban on working
- Do you not come from a safe country of origin? Did you make your asylum application after 31 August 2015? Then the Immigration Office will decide.
- Do you not come from a safe country of origin? Did you make your asylum application after 31 August 2015? Or has your asylum application been rejected as being without reason? Then you have the right to work after 9 months.
- The priority check is not applicable. However, the Federal Employment Agency (Bundesagentur für Arbeit) will check the working conditions.

People with exceptional leave to remain (Geduldete):

It is always the Immigration Office (Ausländerbehörde) that decides whether you are allowed to work or not. So you must submit an application to the Immigration Office. The Bureau for Foreigners (Ausländerbehörde) can impose a general work ban on you. There are certain rules you must follow.

Tolerated people **in** Anker:

- Do you not come from a safe country of origin? Did you make your asylum application after 31 August 2015? Does your exceptional leave to remain (Duldung) last for 6 months? Then the Immigration Office will decide if you are allowed to work.
- Persons with an exceptional leave to remain (Duldung) because of unclear identity (§ 60b AufenthG) are always prohibited from working.
- The priority check is not applicable. However, the Federal Employment Agency (Bundesagentur für Arbeit) will check the working conditions.

Tolerated people **outside** Anker:

- 3-month ban on working
- Do you not come from a safe country of origin? Did you make your asylum application after 31 August 2015? Does your exceptional leave to remain (Duldung) last for 3 months? Then the Immigration Office will decide if you are allowed to work.
- Persons with an exceptional leave to remain (Duldung) because of unclear identity (§ 60b AufenthG) are always prohibited from working

- The priority check is not applicable. However, the Federal Employment Agency checks the working conditions.

Refugees with a residence permit:

If you have been recognised by the BAMF as a person entitled to asylum, refugee or subsidiary protection, the Immigration Office will give you a residence permit (Aufenthaltserlaubnis). This entitles you to do any kind of job and therefore also gives you full access to the job market.

 There are different rules for self-employment! A prerequisite for the above applications is **ALWAYS** a concrete job offer.

Employment contract

Anyone who starts a job gets an employment contract. It governs the most important conditions of your work. It explains when you work, how much holiday you get, and how much you are paid. Both sides – workers and employers – must abide by these agreements. When you sign the contract, it becomes legally binding. So you should only sign it once you fully understand its content.

Types of contracts:

Permanent job contract (Unbefristeter Arbeitsvertrag)

Usually, there is a probationary period of three or six months. During this period, employment can be terminated within two weeks. The employer can terminate the employment. Or you as the employee can terminate the employment. At the end of the probationary period, permanent employment begins. This gives you longer protection against dismissal. Working hours are usually up to 40 hours a week.

Fixed-term employment contract (Befristeter Arbeitsvertrag)

The employment ends at the agreed time, without the need for notice of resignation.

Minijob

The maximum monthly salary is €556 and is not taxed.

Labour law:

There are numerous laws that govern and safeguard the rights of employees in Germany. These include:

- Regulation of working time
- Minimum wage
- Leave claim
- Protection against dismissal
- Representation of interests in the workplace (Works council)
- Trade union labour regulations
- and a few more

Taxes and social security payments:

All employees in Germany pay part of their wages as taxes. These fund federal, state and local government spending. Employers, in turn, are required to pay social security contributions for their employees. These social security contributions fund the German social system. This system guarantees that you receive money from the state if you are unemployed.

Tax ID number:

Your tax ID is an 11-digit number and is used for income tax purposes. The number applies throughout your life. The number allows the authorities to identify you at all times. Your employer needs this number. Do you not have this number in any of your documents? Then you can get it in person from the registration office (Meldebehörde). Or you can fill out a form and send it to the Federal Tax Office ([Bundesamt für Steuern](#)).

Social security number:

For a job, you need a social security number. This can be obtained from your health insurer (for example AOK, DAK).

Illegal work:

You have paid work. But this work is not registered with the Tax Office (Finanzamt) or a health insurance provider. So you do not pay any taxes or social security contributions. This is **illegal**. It can be punished with fines and prison! Do you receive social benefits or unemployment benefit? Despite this, are you working? And have you not told the Social Welfare Office (Sozialamt), the Employment Agency (Arbeitsagentur) or the Job Centre about it? This is **illegal** too. It means you are wrongly receiving state benefits, even though you are in paid employment.

Rights and responsibilities

As an employed worker, you have various rights and obligations. In principle, these are regulated in an employment contract. This contract is usually presented to you in writing. However, an employment contract can also be valid orally. The employment contract regulates what you have to do and what you get from your employer in return. This contract also lays down framework conditions (for example):

- The beginning of the employment contract
- The salary
- The place of work
- The nature and temporal scope of the activity
- The number of days of leave and the amount of break time
- The requirements that must be observed in the event of termination
- The end of the employment contract (in the case of fixed-term employment)

Your salary is usually based on the hours you have worked (hourly wage). The statutory minimum wage applies in Germany. This amount is the minimum you must receive for the

hour worked.

Working hours are regulated by the Working Hours Act (ArbZG). The regular (daily) working time is a maximum of 8 hours. This can be extended to 10 hours, but must be compensated again (within half a year).

The break time is also regulated. Their rest breaks apply after an uninterrupted work of 6 to 9 hours. Within this time you must take a break of at least 30 minutes. If you have worked more than 9 hours, you must take a break of at least 45 minutes.

You are entitled to leave. You will continue to be paid during the statutory leave (at least 20 days per year). Your employment contract will tell you how much paid leave is available to you. If you fall ill during your leave, the time of your illness does not count as leave. However, you must present a medical certificate for this time.

If you ever fall ill, tell your workplace. You do not have to report the reason for the illness. If you cannot go to work for more than 3 days (note the weekend), you must present a certificate of incapacity for work from a doctor. Your salary will continue to be paid during the illness. The employer pays the salary for the first 6 weeks. After this period, you will receive sickness benefit from your health insurance fund. This sickness benefit is equivalent to 70% of your gross salary, but not more than 90% of your net salary.

As a pregnant woman, you have special protection against dismissal. In addition, maternity leave applies from 6 weeks before to 8 weeks after the expected date of birth. During this time you do not have to work and continue to receive a salary.

Following the birth, you may take parental leave. This applies to both fathers and mothers living in the same household with the child. You may not be dismissed during this period. However, they also do not receive any money from the employer. You can apply for [parental allowance](#), which is paid to you by the state.

Both parents are entitled to a total of 14 months of parental allowance. These can be divided between both parents, provided that both participate in the care of the child, i.e. do not pursue gainful employment for the period of their requested parental leave.

One parent can take parental leave for a minimum of 2 and a maximum of 12 months. If only one parent applies for parental leave, a maximum of 12 months of parental leave can be taken. The parental allowance is equivalent to 65% of your net income, but at least 300 euros per month.

You can be terminated under certain conditions. Reasons for dismissal can be operational (worse economic situation for the company) or behavioural (if you do not fulfil your work duties under your employment contract). Should you wish to terminate of your own accord, statutory notice periods apply. You can read these in your employment contract. Notices of termination from both your manager or supervisor and yourself must be in writing. Verbal notices of termination are not valid.

For more information, please visit the following websites:

- [European Workers Union](#) (Romanian, Bulgarian, Polish, German)
- [DGB Education Network](#)
- and the [trade union](#) websites

Job applications and interviews

Job applications and interviews

Would you like to start professional training or get a job in Germany? Then you need to make a written application.

Many companies place job advertisements. Either in newspapers or online. The company is therefore looking for new employees. The job advertisement describes what type of work or professional training it involves. It also states what the company expects from the employee. It includes information about where and how to apply.

Have you been invited to a job interview? Then the company is interested in you. The job interview is a chance for you to get to know each other. Please give yourself enough time to get to the interview. It's crucial that you arrive on time. It's best to prepare for the interview in detail beforehand. This might include finding out important information about the company. Visit the website and read through the company's history. Find out about their products or services. Do you want to show that you're interested in the job? Then you should ask questions during the interview. This will show that you are familiar with the company. And it will show that you are motivated.

An application usually consists of three parts:

Cover letter: Your personal cover letter briefly introduces yourself. You should say why you're suitable for the vacant position. For example, describe what previous experience you have gained in your home country. Find out about the company and explain why you want to work there. Your covering letter should fit on one page. Sign your covering letter. There are many templates and guides online. It is important not simply to copy something you find. Your cover letter needs to be unique to you and suitable for the position.

Curriculum vitae (CV): The CV lists all your experience. It is structured in the form of a large table. Write when you started and stopped working at each company. Include where you undertook training or a course of studies. Specify where you went to school and what type of qualification you left with. You do not have to include a photo in your CV, but many companies prefer it if you do. The Europass website can help you create a CV. The website is available in lots of languages. You enter your details. You add your experience. Then it will create a CV for you. CVs look different in each country. It's important to use the format used in Germany. You can choose this in Europass.

Credentials and references: It is very important that you include copies of your credentials and references in the application (do not send the original documents!). They include your school-leaving certificate, your university degree and any job references from the past. They should be in German or English – if they are not, you should have them translated. You should also send certificates from any internships, work-relevant professional development courses, or German courses you have taken.

 The job advert provides information about how to apply. Please read it carefully.

Written (hard copy) applications: Buy a nice application folder and insert your cover letter, CV, and credentials and references. Then mail the application to the address mentioned in the job advertisement.

E-mail: These days, many applications are sent by email. Bring your covering letter, your CV and your certificates and references together into a single PDF file. Add the PDF file as an attachment to the email. Write a short text in the email to the person who will receive your application.

Online: Large companies have their own website through which you have to apply. You have to register there with your email address and can then send your application there.

🌐 You can find some more helpful tips for your application at [Planet Beruf \("Planet Career"\)](#).

🌐 [Europass](#) is a multilingual (more than 20 languages) online platform that helps migrants make their skills and expertise obvious to others. It offers the free possibility to create a language passport or a CV with an online tool. You can also find important tips on writing good applications on Europass.

🌐 You can have a free CV and cover letter created here: [Bewerbung.net](#), [StepStone](#) or [Lebenslauf2go](#). You may also be able to import your data from Xing or LinkedIn. It is also possible to write your own text within the template or import files.

🌐 You can find more information and templates for cover letters and CVs here: [Bewerbung2go](#), [BewerbungsWissen](#), [Karrierebibel](#)

Language practice

🌐 You can find exercises for practising job applications and general aspects of starting a career on the [VHS learning portal "I want to learn German"](#) and on the [Goethe-Institut's website "German for you"](#). You can learn more about the professional world and improve your German language skills.

Looking for Work - Advice and Help

The following organisations offer support for job-seekers:

[Hanau Employment Agency](#)

📍 [Am Hauptbahnhof 1, 63450 Hanau](#)

☎ [08004555500](#) or ☎ [06181672106](#)

Counselling for refugees:

City of Maintal - Asylum Service

[Neckarstraße 11, 63477 Maintal](#)

[@asyl@maintal.de](mailto:asyl@maintal.de)

🕒 Office hours:

Monday 8.00 - 12.00

Wednesday 8.00 - 12.00 and 13.00 - 16.00

Friday 8.00 - 12.00

and by appointment

Working Group Asylum - Diversity in Maintal e.V.

 [Klingstraße 4, 63477 Maintal](#)

 [061817018631](tel:061817018631)

 [@asyl-maintal@t-online.de](mailto:asyl-maintal@t-online.de)

 www.ak-asyl-maintal.de

 Office hours:

Saturday from 13:00 to 16:00
and by appointment

Immigration of skilled labour

Basic information about immigration of skilled workers

There is a law in Germany. The aim of this law is to make it easier for skilled workers to come to Germany. These skilled workers have vocational training. They do not have an academic degree. There are already laws governing immigration of these people to Germany.

 This and more information can also be found on the page [Make it in Germany](#)

 Here you can also perform a [quick test](#) to see your possibilities!

There are several contact points for companies for skilled labour immigration:

 [Information portal in Hesse](#)

 [Welcome Centre Hesse](#)

 [ZAV - Central Placement Office for Professionals Abroad](#)

For employers

Accelerated skilled labour procedure: If someone from another country wants to work in Germany, as an employer you first need authorisation from this person. This is called an "authorisation". With this authorisation, you can start a faster process at the foreigners authority. The Immigration Office is an organisation that looks after people who come to Germany from other countries.

Your company then makes an agreement with this authority. This agreement sets out exactly what you, the new worker and the authorities are allowed to do and must do. It also specifies how long everything may take and who does what and when.

 The **fees** amount to 411 euros. There is also a visa fee of 75 euros. There are also all other fees (certified copies, translations).

The foreigners authority advises employers. It provides support to ensure that the foreign qualifications of the skilled worker are recognised. The Foreigners' Registration Office obtains the approval of the Federal Employment Agency. It checks what is required for the visa to be issued. The recognition centres only have a certain amount of time before they have to make a decision. So does the Federal Employment Agency.

💡 Have all the **requirements** been met? Then the foreigners authority will issue a so-called preliminary approval. The employer can forward this to the skilled worker. The skilled worker then books an appointment with the diplomatic mission abroad. The visa is applied for at this appointment. At this appointment, the skilled worker must present the original of the prior authorisation. The skilled worker must also bring the other documents required for the visa application.

Have you submitted the complete **visa application** from the skilled worker? Then a decision will be made within three weeks.

💡 The **family of** the skilled worker can also be considered. The application must be submitted at the same time. The family must fulfil the requirements for family reunification.

You can find templates and samples [here](#) and a detailed explanation of the procedure [here](#).

For skilled workers

💡 **Definition of specialist:** Do you have a university degree? Or have you completed vocational training? Did your training last at least two years? Does it qualify you for a profession? Then you are a skilled worker. Do you want to be officially recognised as a skilled worker? Then you must apply for this. Your qualifications must be recognised by the competent authority in Germany.

Job search

Entering the labour market:

Entering the labour market is made easier: As a skilled worker, you must provide three things. You need an employment contract. You must have a concrete job offer. And you need a qualification that is recognised in Germany. It is no longer checked whether there is a German person for the job. The Federal Employment Agency will continue to check the working conditions.

Skilled workers with a university degree:

Skilled workers with a university degree can work in any qualified profession. This means that skilled workers must work in a profession that requires training/studies. For the EU Blue Card, you need a job that corresponds to your qualifications.

Skilled workers with vocational training:

Skilled workers with vocational training can work in any qualified profession. This means that skilled workers must work in an occupation that requires training/studies.

Rules for entry

Entry to seek employment:

Skilled workers with vocational training can enter Germany. You can enter the country to find a job here. You will receive a residence permit for up to six months. Their qualifications must be recognised in Germany. You must be able to support yourself during your stay. You must already speak German well enough to be able to work in your profession. German language skills at level B1 or better are normally required. Would you like to try out a job first? Then you can work up to 10 hours a week. This way you can find out whether you like the job. Your employer can get to know you. Skilled workers with a recognised academic qualification can also do trial work. You can find more information at [Make-It-In-Germany](#).

Stay for qualification measures:

You will be given more opportunities so that you can gain qualifications in Germany. Have you tried to have your qualifications recognised? The authorities have identified problems? Your qualifications do not match the German ones? Then you need sufficient knowledge of German. This is knowledge at level A2. Then you can apply for a visa. With this visa you can come to Germany for 18 months. During this time you can gain qualifications. The authorities can extend the visa once for 6 months. After that, you can apply for another visa. For example, for an apprenticeship. Or for studying. Or for work. You can find more information at [Make-It-In-Germany](#).

Settlement permit for skilled workers from abroad:

Foreign skilled workers can obtain a settlement permit in Germany after just four years. You can find more information [here](#). There are sometimes different conditions for skilled workers and EU Blue Card holders.

For training and studies

Entering the country **to look for an apprenticeship:** Would you like to do an apprenticeship? Then you can enter the country to look for a training place. You need German language skills at level B2. You also need a school-leaving certificate that entitles you to enter higher education. You must be no more than 25 years old. You must be able to pay for your own living costs in Germany.

Extended transfer options for international students in Germany: International students can obtain a new residence permit before they have completed their studies. For example: You want to learn a profession after your studies. You will then receive a residence permit for this. The new law for skilled workers makes this change easier: Are you studying? And you want to have a job? Then you can take a job. To do so, you must fulfil special conditions. The Federal Employment Agency sets these conditions. Once everything has been checked, you will receive a new residence permit.

Settlement **permit for graduates** of a vocational training programme in Germany: Under the new law, foreign graduates of a vocational training programme in Germany, just like university graduates, can obtain a settlement permit after just two years.

 **German language course** to prepare for training: Do you have the right visa? Then you can attend a German course. This German course will prepare you for your training.

Self-employment

Who can start their own business in Germany?

Is your asylum process still ongoing? Has your application been rejected? Do you have exceptional leave to remain (Duldung)? Then you are forbidden from being self-employed. In principle, everyone else has the option to set up their own business in Germany.

More information

- [“GründerZeiten” online guide](#) (German and Arabic)

- [Business start-up portal](#) (German, French, Italian, Russian and Turkish)
- [Website of the IQ Competence Centre for Migrant Entrepreneurship](#) (German, English, French, Polish, Spanish, Pashto, Bosnian, Russian, Chinese, Ukrainian, Turkish, Tigrinya, Vietnamese, Arabic)

Regional counselling centres:

- 🌐 [Starting out without borders - Migrants become entrepreneurs](#) (German)
- 🌐 [Women with refugee experience found](#)

The city of Maintal also provides support when setting up a business:

City of Maintal - Economic Development

📍 [Klosterhofstr. 4 - 6, 63477 Maintal](#)

☎ [06181400347](#)

@ wirtschaftsfoerderung@maintal.de

🌐 [further information](#)

To register a trade, contact:

City of Maintal - Trade

📍 [Klosterhofstraße 4 - 6, 63477 Maintal](#)

☎ [06181400253](#)

☎ [06181400271](#)

@ gewerbewesen@maintal.de

🕒 Opening hours:

Monday to Friday 8:00 to 12:00

Monday and Wednesday 13:00 to 18:00

🌐 required forms can be found [here](#).

Recognition of qualifications

Qualification certificates are very important in Germany. You can get them at school. Or at a university. Or while you are working. At work, they are called work certificates. Certificates are used to demonstrate what you have learned and accomplished. Certificates are the key requirement for getting a job. You will also need a certificate to be admitted to a school or university. Do you already have certificates from another country? Then get these certificates recognised in Germany. The authorities will check what your certificates qualify you for in Germany. Your skills are “translated”, so to speak. It may be that you no longer have your certificates with you. In this case, you can try to have your professional experience and professional abilities recognised by passing some tests.

💡 If you want to study or work in science, contact the contact persons at the universities for recognition of your certificates.

Personal counselling on the recognition of foreign educational qualifications:

Berami e.V. / IQ Network

📍 [Nibelungenplatz 3, 60318 Frankfurt](#)

telephone consultation

from Germany:

☎ [08001301040](tel:08001301040)

from abroad:

☎ [00496991301040](tel:00496991301040)

🕒 Office hours:

Monday, Tuesday, Wednesday and Friday 9.00 a.m. - 12.00 p.m

Thursday 14.00 - 17.30

Personal advice

Only by prior appointment

📅 [Appointment booking form](#)

🌐 www.berami.de/aner kennungsberatung

For the recognition of school certificates:

State Education Authority for the Darmstadt-Dieburg district

and the city of Darmstadt

📍 [Rheinstraße 95, 64295 Darmstadt](#)

☎ [061513682487](tel:061513682487)

@ bildungsnachweise.ssa.darmstadt@kultus.hessen.de

🌐 [further information](#)

for the recognition of craft professions:

Chamber of Crafts Wiesbaden

📍 [Bierstädter Straße 45, 65189 Wiesbaden](#)

☎ [0611136103](tel:0611136103)

@ andreas.maletzke@hwk-wiesbaden.de

🌐 [further information](#)

General information on recognition of foreign professions

You would like to check whether and how your qualification can be recognised in Germany? Here you can get initial telephone counselling and personal counselling at more than 20 locations in Hesse.

🌐 www.erkennung-in-deutschland.de

Professional degrees in administration, sales etc. ("white collar")

The IHK Foreign Skills Approval (IHK FOSA) is the nationwide competence centre of the German Chambers of Industry and Commerce (Industrie- und Handelskammern) that is responsible for determining the equivalence of foreign vocational qualifications. It accepts applications for recognition and compares the extent to which foreign professional qualifications can be classified as equivalent to corresponding German professional qualifications.

 www.ihk-fosa.de

Craft degrees ("Blue Collar")

International professionals and employers will find a central point of contact, advice and service in Frankfurt here. Since 2015, the Hessian Ministry of Social Affairs and Integration has been in charge with the participation of the cooperation partners: Employees of the Chamber of Skilled Crafts Frankfurt-Rhein-Main are contact persons for all questions concerning the new start in Hesse and the metropolitan region. The team provides multilingual counselling at the location of the Employment Agency in Frankfurt.

 <https://www.work-in-hessen.de>

International nursing staff for Hesse

You have completed training in the field of nursing and health abroad and would like to work in your learned profession in Hessen?

We will be happy to advise you if you need help on the topics of recognition, language courses, knowledge tests, preparatory courses or adaptation courses.

The PQZ Hessen accompanies you throughout the entire process from recognition to successful integration with your new employer in Hessen. We discuss your individual wishes and clarify questions and requirements.

We will be happy to advise you, either in person, by telephone or in a video conference. Our counselling service is free of charge for you.

PQZ Hesse

 [Zu den Sandbeeten 5, 35043 Marburg](#)

 [06421985484](tel:06421985484)

 PQZ-Hessen@integral-online.de

 www.PQZ-Hessen.de

Recognition of foreign educational qualifications

Qualification certificates are very important in Germany. You can get them at school. Or at a university. Or while you are working. At work, they are called work certificates. Certificates are used to demonstrate what you have learned and accomplished. Certificates are the key requirement for getting a job. You will also need a certificate to be admitted to a school or university. Do you already have certificates from another country? Then get these certificates recognised in Germany. The authorities will check what your certificates qualify you for in Germany. Your skills are "translated", so to speak. It may be that you no longer have your certificates with you. In this case, you can try to have your professional experience and professional abilities recognised by passing some tests.

Information portals on foreign degrees: Here you can research for yourself how your degree is assessed in Germany. Formal recognition must still be carried out if you want your degree to be recognised. It is best to contact the counselling centre for this.

 [Information portal on foreign educational qualifications](#)

 [Information portal for foreign professional qualifications](#)

 [Recognition in Germany](#)

Specialist counselling centre for recognition

Employment agency

INBAS GmbH

 [Am Hauptbahnhof 1, 63450 Hanau](#)

 [015127191629](tel:015127191629)

 [@anerkennungsberatung-hanau@inbas.com](mailto:anerkennungsberatung-hanau@inbas.com)

By appointment

 If you want to study or work as a scientist, please contact the contact persons at the universities for the recognition of your certificates.

Official authentication of certificates/credentials

You have a document. For example, a certificate. The authorities want to know if the document is genuine. To do this, you must get the document officially authenticated. This is also important if you want to enrol at a university. All copies of your certificates must be officially authenticated.

You can obtain official certifications of certificates in Maintal at the local courts:

Dörnigheim:

Brüder Schönfeld House

 [Ascher Street 62](#)

 Office hours: Monday, 5.00 - 6.00 p.m

Hochstadt:

Maintal City Hall

 [Klosterhofstraße 4 - 6](#)

 Office hours: Thursday, 7.00 - 8.00 p.m

Bischofsheim:

Community centre Bischofsheim

 [Dörnigheimer Weg 21](#)

 Office hours: Monday, 6.00 - 7.00 p.m

Wachenbuchen:

Community centre Wachenbuchen

[School Street 13](#)

 Office hours: Thursday, 6.00 - 7.00 p.m

Some certifications can also be carried out by the [town shop](#).

