

AUSTRIA

Please submit all documents which apply to your educational history:

Official educational credentials issued in the official language of the country (German) sent directly to Educational Perspectives by the issuing institutions (unless otherwise stated). Documents not issued in English must be accompanied by an official or certified English translation.

Secondary:

- *Reifeprüfungszeugnis/Reifezeugnis* (Maturity Examination Certificate) or other secondary school diploma indicating all examinations taken and grades received.
- Academic/Examination records - *Abschlussprüfungszeugnis, Jahreszeugnis* indicating all courses taken and grades received

Note: Applicants who have completed one or more years of university study do not have to submit secondary-level credentials

Vocational/Professional Education - (Berufsschule, Berufskolleg, Pädagogische Akademie, etc.)

- *Reifeprüfungszeugnis, Diplomprüfungszeugnis, Abschlusszeugnis, etc.*
- Academic records – *Jahreszeugnisse, Abschlusszeugnisse, Studentafeln, etc.* showing all courses taken and examination results for each year of study completed.

Postsecondary/University:

- Photocopies of original Diplomas/Degree Certificates – Bachelor, Master, Magister, Diploma, *Doktor* (Doctor) – you may submit these documents yourself.
- Photocopies of original Examination Certificates – *Diplomprüfungszeugnisse* – you may submit these documents yourself, but they must be attested by the Academic Secretary or Registrar of your institution.
- **For completed programs:** the **Diploma Supplement** indicating all courses taken and grades received – sent directly to Educational Perspectives by the issuing institution
- **For incomplete programs:** Official Academic transcripts indicating all courses taken and grades received – sent directly to Educational Perspectives by the issuing institution, or in officially sealed envelopes.

IMPORTANT INFORMATION:

A syllabus or other type of course descriptions for all academic subjects studied beyond secondary school is necessary to prepare a Subject Analysis or Catalog Match report. **Please note: Subject Analysis and Catalog Match reports cannot be prepared without this information.**

Please **do not** submit original documents; original documents that have not been requested by Educational Perspectives will not be returned.

Post

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Courier (DHL, FedEx, etc.,)

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