

GERMANY

Please submit all documents which apply to your educational history:

Documents that are not issued in English must be accompanied by an official or certified English translation.

If you need assistance in obtaining an English translation of your documents please contact us at:

translations@edperspective.org

Secondary:

- Please make arrangements to have all official academic records/transcripts (*Zeugnis der allgemeinen Hochschulreife, Zeugnis der Fachhochschulreife, etc.*) sent directly to Educational Perspectives from the issuing institution (**NOTE:** Educational Perspectives will also accept an official transcript in an officially sealed envelope)

Postsecondary/University:

- Photocopies of all official degree certificates/diplomas **and** make arrangements to have your official academic records/transcripts/European diploma supplements sent directly to Educational Perspectives from the issuing institutions (**NOTE:** Educational Perspectives will also accept an official transcript in an officially sealed envelope)

Note: Please do not send *Scheine* (course certificates), *Studienbuch* (study books), or *Lehrveranstaltungsnachweise* (course records). Educational Perspectives does not accept these documents in place of official academic records.

IMPORTANT INFORMATION:

If you are requesting a Catalog Match or Subject Analysis evaluation **only:** a syllabus or other type of course descriptions for all academic subjects studied beyond secondary school is needed. **Catalog Match and Subject Analysis reports cannot be prepared without this information.**

Post

Educational Perspectives, nfp
PO Box A3462
Chicago, IL 60690

Courier (DHL, FedEx, etc.,)

Educational Perspectives, nfp
55 E. Jackson Blvd, Suite 2175
Chicago, IL 60604