

Germany

Educational Timeline

- School year: August-July; Graduation occurs in July
- Timelines vary slightly by state. Primary School is four years (six in two states) followed by Lower Secondary (*Sekundar I*) for five years followed by secondary school (*Sekundar II*) held in Gymnasiums for two or three years (depending on if it is a 12- or 13-year system). The 13-year system in Germany is currently being phased out state-by-state, and at different times. Advanced standing credit is not recommended to be awarded for students completing 12-year *Abitur* credentials; only 13-year systems are recommended to receive advanced standing credit (up to a year's sequence per subject passed on the *Abitur* exam).

Group A: Documents That Meet High School Graduation Requirement

Students presenting documents other than those listed below will be evaluated on a case-by-case basis

a. <i>Zeugnis der allgemeinen Hochschulreife (Abitur)</i>	Certificate of General University Maturity (referred to as <i>Abitur</i>)
b. <i>Zeugnis der Fachhochschulreife</i>	Certificate of Technical College Maturity
c. <i>Zeugnis der fachgebundene Hochschulreife</i>	Certificate of Subject-Restricted Maturity for Higher Education
d. <i>Abschlusszeugnis der Berufsfachschule</i>	Certificate of Completion of Vocational Technical School
e. <i>Abschlusszeugnis der Berufsschule</i>	Certificate of Completion of Vocational School
f. <i>Abschlusszeugnis der Fachschule</i>	Certificate of Completion of Technical School
- Student can extend high school graduation by enrolling at the first available opportunity after completion of the <i>Abschlusszeugnis der Berufsschule</i> .	
g. <i>Zeugnis der Fachoberschulreife*</i>	Technical Upper School Maturity
*A <i>Zeugnis der Fachoberschulreife</i> with the indication of advancement to <i>Fachhochschule</i> including this statement: " <i>Er hat die Fachhochschulreife erworben</i> " is comparable to US high school graduation (only issued for programs with completion at 12 th grade or later).	
h. <i>Zeugnis über die Staatliche Prüfung</i> from a paraprofessional medical school	Certificate of the State Examination
i. <i>Urkunde</i> from a paraprofessional medical school	Certification for a Paraprofessional Medical Title
- Including <i>Krankenpflegeschule</i> (nursing school), <i>Schule für technische Assistenten in der Medizin</i> (school for medical technical assistants), <i>Schule für Physiotherapeuten</i> (school for physical therapists), etc.	

Group B: Documents That Do Not Meet High School Graduation Requirement

Comparable to less than completion of US high school

<i>Hauptschulabschlusszeugnis</i>	Main School Completion Certificate
<i>Realschulabschlusszeugnis</i>	Middle School Completion Certificate
<i>Mittlere Reifezeugnis</i>	Middle Maturity Certificate
<i>Abschlusszeugnis der Mittelschule</i>	Completion Certificate from a Middle School
<i>Zeugnis der Fachoberschulreife*</i>	Technical Upper School Maturity
*A <i>Zeugnis der Fachoberschulreife</i> without the indication of advancement to <i>Fachhochschule</i> or that doesn't include this statement: " <i>Er hat die Fachhochschulreife erworben</i> " is not comparable to US high school graduation. Programs with completion at 10 th grade are not comparable to U.S. high school graduation.	
<i>Zeugnis des qualifizierenden Hauptschulabschlusses</i>	Certificate of Qualified Lower Secondary School Completion
<i>Zeugnis des Hauptschulabschlusses</i>	Certificate of Lower Secondary School Completion
<i>Zeugnis der erweiterten Hauptschulabschlusses</i>	Certificate of Extended Vocational Education Maturity

<i>Zeugnis des erweiterten Berufsbildungsreife</i>	Certificate of Extended <i>Hauptschule</i> Completion
<i>Zeugnis der Berufsschule Berufsvorbereitungsjahr (BVJ)</i>	Certificate of Vocational School Preparation Year
<i>Zeugnis der Berufsschule Berufsgrundbildungsjahr (BGJ)</i>	Certificate of Basic Education Year
<i>Berufsreife</i>	Vocational Maturity Certificate
<i>Berufsbildungsreife</i>	Vocational Education Maturity Certificate
<i>Zeugnis des Mittleren Bildungsabschlusses</i>	Certificate of Completion of Middle Education
<i>Zeugnis de qualifizierten Sekundarabschlusses</i>	Certificate of Completion of Qualified Lower Secondary School
<i>Zeugnis über den Wirtschaftsschulabschluss</i>	Certificate of Completion of Commercial School
<i>Abschlusszeugnis der Berufsaufbauschule</i>	Certificate of Completion of Vocational Extension School
<i>Zeugnis über den qualifizierten beruflichen Bildungsabschluss</i>	Certificate of Qualified Professional Education
<i>Abgangszeugnis for any qualification</i>	Leaving Certificate for Those Who Fail the Final Examination

GPA Calculation

To calculate GPA for “Group A” documents:

A-C: Calculate the cumulative high school GPA by identifying the *Durchschnittsnote* and converting to the U.S. equivalent in the Grading Scale below. If the *Durchschnittsnote* is not listed then convert line-by-line each grade listed in the sections *Leistungen in der Qualifikationsphase* and *Leistungen in der Abiturprüfung* from the *Abitur* exam booklet to US equivalents. Weight all courses equally. Convert to quality points, and divide the total quality points by the total number of courses attempted.

D-G: Calculate the cumulative high school GPA by identifying the *Durchschnittsnote* and converting to the U.S. equivalent in the Grading Scale below. If the *Durchschnittsnote* is not listed then convert line-by-line each grade listed on the *Abschlusszeugnis* exam results to US equivalents. Weight all courses equally. Convert to quality points, and divide the total quality points by the total number of courses attempted.

H-I: Calculate the cumulative high school GPA by identifying the *Durchschnittsnote* and converting to the U.S. equivalent in the Grading Scale below. If the *Durchschnittsnote* is not listed then convert line-by-line all grades on the annual transcript (*Jahrzeugnis* or *Zeugnis*) with the heading *Schulhalbjahr* (semester transcripts). Convert all grades to US equivalents. All grades are weighted equally.

Grading Scale (May not be all inclusive):

Description	Translation	Numeric Grade (<i>Durchschnittsnote</i>)	US Grade	Quality Points
<i>Sehr Gut</i>	Very Good	13-15 (1)	A	4
<i>Gut</i>	Good	10-12 (2)	B	3
<i>Befriedigend</i>	Satisfactory	7-9 (3)	B	3
<i>Ausreichend</i>	Sufficient	4-6 (4)	C	2
<i>Mangelhaft</i>	Deficient	1-3 (5)	D	1 lowest passing grade
<i>Ungenügend</i>	Insufficient/Fail	0 (6)	F	0

Class Ranking

Class rank is evaluated based on a letter written and submitted by the headmaster or principal of the institution from which the student graduated. The letter must confirm both the student’s final position in his/her secondary school class and the total number of students in the graduating class (e.g. the student is 41st in a total graduating class of 112 students). However, students completing tracked or separate degree programs (e.g. *Zeugnis der Fachhochschulreife*) must be ranked against all other students in a given class who completed the same degree program.

Post-Secondary Education

Students will be charged terms of attendance and considered transfer students if they have enrolled as a regular student and attended one or more courses at any of the types of institutions listed below (may not be all inclusive) or any other institution that requires proof of high school graduation as a pre-requisite for admission (subject to review on a case-by-case basis).

Universität	University
Fachhochschule	University of Applied Science
Hochschule	College or University
Berufsakademie	University of Cooperative Education
Paedagogische Hochschule	University of Education

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