

Germany

Educational Timeline

- School year: August to July; Graduation occurs in July
- Primary school is eight years followed by two years of lower secondary school followed by two or three years of upper secondary school. The thirteen year system in Germany is currently being phased out state-by-state. Up to a year of advanced standing credit is recommended only for students completing the thirteen year Abitur credential

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

<i>Zeugnis der Allgemeinen Hochschulreife (Abitur)</i>	Certificate of General University Maturity
<i>Zeugnis der Fachhochschulreife</i>	Certificate of Maturity for Universities of Applied Sciences
<i>Zeugnis der Fachgebundene Hochschulreife</i>	Certificate of Subject-Restricted Maturity for Higher Education
<i>Zeugnis der Fachoberschulreife</i>	Certificate of Technical Upper School Maturity
<i>Zeugnis über die Staatliche Prüfung</i> from a paraprofessional medical school	Certificate of the State Examination
<i>Abschlusszeugnis der Berufsfachschule</i>	Certificate of Completion of Vocational Technical School
<i>Abschlusszeugnis der Berufsschule</i>	Certificate of Completion of Vocational School
<i>Abschlusszeugnis der Fachschule</i>	Certificate of Completion of Technical School
<i>Urkunde</i> from a paraprofessional medical school 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.	Certificate for a Paraprofessional Medical Title

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
<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 Hauptschule 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 Wirtschaftsschulabschlüss</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

Calculate the cumulative high school GPA of the *Zeugnis der Allgemeinen Hochschulreife (Abitur)*, *Zeugnis der Fachhochschulreife*, or *Zeugnis der Fachgebundene Hochschulreife* 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.

Calculate the cumulative high school GPA of the *Zeugnis der Fachoberschulreife*, *Abschlusszeugnis der Berufsfachschule*, *Abschlusszeugnis der Berufsschule*, or *Abschlusszeugnis der Fachschule* 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.

Calculate the cumulative high school GPA of the *Zeugnis über die Staatliche Prüfung* or *Urkunde* 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).

<i>Universität</i>	University
<i>Fachhochschule</i>	University of Applied Science
<i>Hochschule</i>	College or University
<i>Berufsakademie</i>	University of Cooperative Education
<i>Pädagogische Hochschule</i>	University of Education

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