



## Statement of equivalence of foreign higher education studies at the doctorate level

<https://www.urv.cat/en/studies/doctoral/administrative-procedures/statement-equivalence-foreign-higher-education/>

Documents issued in other countries must accomplish with some formal requisites:

- 1) **Legalization** of academic documents issued abroad:
  - (a) Doctoral Degree Certificate
- 2) **Official translation of academic documents** (the applicant must translate officially both documents to Catalan or Spanish whatever the language of issuance):
  - (a) Doctoral Degree Certificate
  - (b) Academic transcript of the subjects and records that the applicant has studied to obtain the doctoral degree

### 1. How to legalize academic documents issued abroad

Document legalisation allows documents issued in one country to be recognised and valid in another country.

In the case of academic documents (transcripts, degree certificates, etc.), legalisation verifies the existence of the institution and the courses or academic programmes that appear on the certificate.

The procedures for legalising foreign documents depend on the country's agreements with Spain:

#### **A. Member States of the European Union and signatories of the Agreement on the European Economic Area or of a bilateral agreement with the European Union:**

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Holland, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom(\*); Iceland, Liechtenstein and Norway; and Switzerland.

Legalisation is not necessary.

(\*) In the case of the United Kingdom, applications submitted from November 1, 2021 (included) should submit the documentation legalized with the Hague apostille.

#### **B. Countries that have signed the Hague Convention of 5 October 1961: [check whether your country is a signatory](#).**

In these countries, the legalisation is performed by a single stamp called the Apostille and a single signature. The competent authorities of the country recognise the signatures of the academic authorities and grant the Apostille.

The steps required to obtain the Apostille are the following ones:



1. **Recognition of signatures by the competent body:** You must take the **original documents** to the competent authority in the country of issuance of the document. For documents proving academic qualifications, it will probably be the Ministry of Education (but it may also be the universities, depending on the country).
2. **The Apostille:** When you have obtained the formal recognition of the signatures, you must take the documents to the competent authority for legalisation in the country of issuance (The Hague Agreement states the competent authority of each country). This authority will stamp the original document with the Apostille.
3. [The competent authority of the signatory countries.](#)
4. [See a sample Apostille.](#)

### C. Other countries

**Documents issued in other countries must be legalised through diplomatic channels.** This type of legalisation is a chain of stamps and signatures, each of which certifies the previous stamp and signature.

To legalise documents through diplomatic channels, you must take the following three steps:

1. **Formal recognition of signatures:** You must take the **original documents** to the competent authority in the country of issuance. For documents proving academic qualifications, it will probably be the Ministry of Education (but it may also be the universities, as in Japan and Brazil, for example).
2. **Legalisation at the Ministry of Foreign Affairs:** Once you have obtained the formal recognition of the signatures, you must take the documents to the Ministry of Foreign Affairs of the country that issued the documents. This ministry will place the stamp of legalisation on the document.
3. **Legalisation at the Spanish consulate or embassy in the country where the documents were issued:** Finally, you must go to the Spanish consulate in the country where you obtained the degree, to obtain recognition of the signature of the legalisation by the Ministry of Foreign Affairs.

[See a sample document legalised through diplomatic channels.](#)

## 2. Official translation of academic documents into Catalan or Spanish

The translation must be done **from the original document** (never from a copy). **All text and all seals and signatures must be translated, both on the front and back** of the original document. The translation of the documents **must be official (a sworn translation)**. The translation is **made up of two parts**: the translation itself and the copy of the translated text with the stamp of the translator on it that proves which document has been translated.

There are the following ways of carrying out a translation so that it has official validity:

### A. By a sworn translator/interpreter legally registered in Spain



**The Spanish Ministry of Foreign Affairs, European Union and Cooperation authorises sworn translators and interpreters to do sworn translations.**

You can find the ones currently practising in the "[Updated list of practising translators-interpreters](#)"(\*). You can contact them by email and they will explain to you how to obtain the translation.

**PLEASE NOTE:** The translation **must include the stamp of the translator/interpreter**. Make sure that the translator you choose is registered on the list of the Spanish Ministry of Foreign Affairs, European Union and Cooperation.

#### **B. By any Spanish embassy or consulate abroad**

**The embassies and consulates of the countries of origin or destination of the documents may translate or validate translations.** However, embassies and consulates do not usually offer a translation service. Normally they will certify the accuracy of translations done by other means. The embassy or consulate that translates the documents or validates the translation must certify its accuracy. A stamp is normally placed on the document to certify it.

To obtain this kind of translation, you need to contact the Spanish embassy or consulate for information on how to obtain certified translations there. They will inform you about the procedures to follow.

[See a sample embassy/consulate translation.](#)

#### **C. By the diplomatic or consular representation in Spain of the applicant's country or, in this case, of the country where the document was issued.**

#### **D. By an official translator abroad different from those validated by the Spanish Ministry of Foreign Affairs, European Union and Cooperation and whose signature has been duly legalised.**

In order to accept the translation, the translator's signature must have been properly legalised.

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(\*) *If the Ministry has changed the link, you can search for the list of sworn Translators-Interpreters in Spain using a web browser.*