



It is the process, known in Catalonia as 'homologació', of recognizing the non-university studies and qualifications you have been granted abroad, by obtaining an official validation of their equivalent qualifications in Spain.

In order to apply for official validation of your foreign non-university qualifications, you must first provide proof of your residency in Catalonia with an official certificate of registration from your local council.

In order to be officially validated, your studies and qualifications must fulfil the following requirements:

- They must be officially recognized in the education system in the country where they were awarded.
- You must have completed and passed the whole course/s. It is not possible to validate individual modules.
- You must have passed all the courses prior to the studies and qualifications relating to the application.
- There must be sufficient academic equivalence, in duration and content, between the foreign studies and qualifications and the corresponding studies and qualifications in Spain.
- It is not possible to officially validate a qualification from another country that has been obtained by a process of recognition, validation or comparability with another qualification obtained in a third country.
- The course/s must have lasted a full academic year. Courses that have lasted less than an academic year will not be validated. If your course lasted only one or two terms, you will not be able to gain recognition or validation for those studies.

Where can I get my qualifications validated?

I live in Catalonia

- Procedure if you live, and are registered as living, in Catalonia.

I do not live in Catalonia, can I apply for validation of my qualifications?

- If you do not live in Catalonia, you need to contact the Spanish Ministry of Education, or the Education Departments in the Galician or Basque Country governments, depending on where you live.
- **If you live outside Spain, you need to contact the Spanish Embassy in your country of residence.**

The degrees, diplomas or academic qualifications you present for validation must fulfil the following requirements:

1. They must be official academic documents that have been granted by the competent authorities in the corresponding country.
2. They must be [legally certified](#), unless they were awarded by a member country of the European Union (the legal certification must appear on the original document).
3. They must be accompanied by an official [translation](#), unless the original documentation is in Catalan or Spanish.
 - The person applying for validation of their qualifications must provide proof of identity with a valid identity document which includes a photograph. If the person applies using DNI or NIE documentation and authorizes the validation of their identity, they will not be required to provide the document itself. If they apply through a representative, they must provide the corresponding [authorization \(in Catalan\)](#).
 - The applicant must provide proof of residency in Catalonia with an official certificate of registration from their local council.

Which qualifications can be validated?

[Studies at ESO and Batxillerat level \(guide to countries\):](#)

Consult the basic information about the requirements, the documentation you need to present, and the education systems in those countries where most students from Catalonia are hosted.

[Studies in vocational training, sports and higher arts education:](#)

Consult the information about recognition and validation of studies in vocational training, sports and higher arts education.



1- Select the country

2- Prepare the original documentation of the academic qualifications that are required.

3- Complete the application form for validation of foreign non-university studies and qualifications.

4- Download the proof of application and presentation of documentation and provide it, along with your documentation, when you register. If you do not provide it, it will be assumed that you have not started the application process for the validation of your qualifications.

Remember:

- You must always present the original academic documentation in order for the registry to issue a valid copy.
- If you are applying through a representative, you must provide the required accreditation.
- If you change your name or surname/s after you have registered the qualifications relating to the application, you must provide the corresponding official certification of this change of name/s.

**Access the Gencat
site for applications**

1- [What documentation do I need to present?](#)

- 2- Prepare the original documentation of the academic qualifications that are required.
- 3- Complete the application form for validation of foreign non-university studies and qualifications.
- 4- Download the proof of application and the presentation of documentation and provide it, along with your documentation, when you register. If you do not provide it, it will be assumed that you have not started the application process for the validation of your qualifications.

Remember

- Your application cannot be processed if you do not specify the vocational training you are applying for.
- You must always present the original academic documentation in order for the registry to issue a valid copy.
- You do not need to validate your qualifications if they have been granted in a member country of the European Union or the European Economic Area. For all other countries, the validation of the original academic documentation is required in order for them to be valid in Spain. Consult all the information related to the legal validation of documents [here](#).
- If you change your name or surname/s after you have registered the qualifications relating to the application, you must provide the corresponding official certification of this change of name/s.

Access the Gencat site for applications

Application for the validation of non-university studies and qualifications granted abroad

Once you have completed and sent the application, the procedure will generate these three documents:
Proof of application, stating the date of application and an electronic registration number.

1. **Sheet related to the presentation of documentation**, outlining the list of documents that must be presented. **This document serves as a provisional proof of enrolment, providing that it is stamped acknowledging receipt and accreditation that the required documentation has been presented.** It is essential to keep this document until the final validation is granted because it is required for enrolment on certain courses or to take entrance exams.
2. **Document related to the payment of fees, stating the quantity and deadline for payment.** The validation of qualifications relating to secondary school education is free of charge, therefore the application will only generate the first two documents.
 - Print these documents (one sided) and keep them because they are necessary to continue the application. Print two copies of the sheet relating to the presentation of documentation because one copy is kept by the registry.
 - If these documents are not generated when you apply, you will receive them in the form of an attachment to the e-mail you receive which confirms the application. Wait for the e-mail, you do not need to repeat the application.
 - If, after making the application, you want to correct any mistakes or change any details of your application, you do not need to repeat the application. Go to the application site and request the correction or change you need to make.
 - If you apply through a representative, you can authorize them by downloading the following [form for accreditation of representation](#).

Solicitud de homologación o convalidación de títulos o estudios extranjeros no universitarios

Los campos marcados con un (*) son obligatorios.

Datos de la persona solicitante

Si su nacionalidad es española, debe acreditar con el DNI.
Si su nacionalidad corresponde a un estado miembro de la UE, debe informar su pasaporte o la tarjeta de identidad de su país.
Si su nacionalidad corresponde a un estado no miembro de la UE, debe informar su pasaporte o su número NIE

Tipo de documento* -- Selecciona -- Número de documento*

Autorizo al Departament d'Ensenyament para consultar los datos de mi documento de identidad (DNI - NIE).

Si no quiere dar la autorización marque el campo siguiente y presente la documentación identificativa:

☐ No autorizo al Departament d'Ensenyament a consultar los datos de mi documento de identidad (DNI - NIE).

Nombre* Primer apellido*

Segundo apellido

Fecha de nacimiento*

Sexo* -- Selecciona --

País de nacimiento*

Nacionalidad*

☐ Municipio de nacimiento fuera de Catalunya

Municipio de nacimiento*

Municipio de Catalunya

Teléfono fijo

Móvil

Correo electrónico*

Correo electrónico (repite)

Dirección de residencia

País* España

Provincia -- Selecciona --

Municipio

Tipo de vía* -- Selecciona --

Nombre*

Número*

Bloque

Escalera

Piso

Puerta

Código postal

Introduce your
personal data

Datos de la homologación/convalidación

Estudios extranjeros que quiere homologar*

País de los estudios*

Estudios que quiere homologar* Bachillerato

Especialidad/familia profesional/Instrumento* Homologación de Bachillerato

Título Homologación al título de batxiller (Ley Orgánica 2/2006)

☐ Soy alumno/a de un centro extranjero autorizado en Cataluña.

☐ Solicito el adelanto de la nota media para participar en un proceso de preinscripción para la enseñanza:

Introduce the foreign studies to be validated

If you do not live in Catalonia, you need to contact the [Spanish Ministry of Education](#).

If you live outside Spain, you need to contact the **Spanish Embassy in your country of residence**.

For qualifications from abroad that are included in the [tables of equivalences approved by the Ministry](#), the competent authorities to process applications and grant the corresponding resolutions will be the following.

- The education departments in the governments in the autonomous regions and the regional departments of the Ministry in Ceuta and Melilla will process the applications in which the registered home address of applicant lies within their territorial boundaries, regardless of the place where the application is made.
- **The Education sections of Spanish Embassies abroad** will process the applications made within their territorial responsibility, regardless of the nationality of the applicant or the education system the application relates to.

The following documentation must be presented with the application (**documents must be official and, if required, legally certified and accompanied by an official translation into Spanish**).

- Proof of [payment of the fee](#), opens in a new window, except in the case of applying for validation of the secondary school qualifications, known as ESO (Educació Secundària Obligatòria).
- Certified photocopy of identity document (NIF/Passport/NIE/other document). It is not necessary to provide the photocopy of the NIF if the applicant expressly consents to the verification of their identity through the *Sistema de Verificación de Datos de Identidad* as established by the *Real Decreto 522/2006, 28 April*.
- If required, original copy of authorization for another person to act in representation of the applicant, along with the identity documentation of the representative (NIF/Passport/NIE/other document). It is not necessary to provide the photocopy of the NIF if the representative expressly consents to the verification of their identity through the *Sistema de Verificación de Datos de Identidad* as established by the *Real Decreto 522/2006, 28 April*.
- Certified photocopy of qualification related to the application and, if required, certified official accreditation of having passed the corresponding final exams.
- Certified photocopy of the certified accreditation of courses studied, detailing the subjects that have been studied the qualifications achieved, and the academic years in which the respective courses were taken.
- When the previous courses were studied abroad in compliance with the Spanish educational system, a certified photocopy of the official academic certification which accredits these courses, or the school register or qualifications register and/or the academic history.

[More information here](#)

- Required documentation
- Legal certification of documents granted abroad
- Translation of documents
- Certification of documents

1- Making the application: By clicking on the option "Acceso al servicio online" in the space above the form, on the [Sede Electrónica](#) [in Spanish]

- [Instructions for registering on the Sede Electrónica](#) [in Spanish]
- [Instructions for downloading the digital certificate from the Sede Electrónica](#) [in Spanish]

2- Once you have completed the application, remember to **print it and present it at the official registration offices**, along with the rest of the documents required for the application process.

The application can be presented at:

- Registro General del Ministerio (C/ Los Madrazo, 15, 28014 Madrid).
- Information and Registration Offices of the Governments of the Autonomous regions, or the regional departments of the Ministry of Education in Ceuta and Melilla.
- **Registration offices at Spanish embassies or consulates abroad.**

Help with completing the application

[in Spanish]

Conditional registration form (in Spanish)

Article 15.2 of the Real Decreto 104/1988, de 29 January, states that educational centres may admit, on a conditional basis, students who have begun the application process to validate their qualifications and are still awaiting the resolution of the application during the dates, and prior to the deadlines, for enrolment on courses.

In this regard and with the aim of facilitating the conditional enrolment of applicants within the legally established deadlines, either in educational centre or for official exams, applicants may attend enrolment with a document signed by the applicant, or their legal representative, and attached to the model published as Anexo II de la Orden ECD/3305/2002.

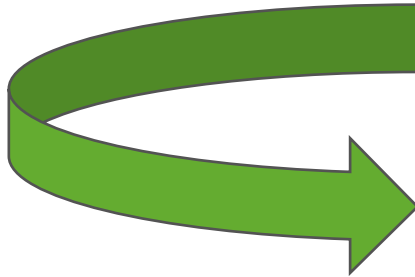
*To this end, they must complete the “Volante de inscripción condicional” and present it along with their application and accompanying documentation at the Registration offices. **The form and the proof of presentation of their application for validation of their qualifications should be presented at the educational centre.***

The applicants enrolment on the course will be conditional on receiving the required validation of qualifications. If the application for the validation of qualifications is rejected, the conditional enrolment on the course and any exam results will be annulled.

The registration of this Form is enacted under the personal responsibility of the applicant and does not imply any effect on the final result of their application. If the resolution is not successful under the terms of application, as a result the conditional enrolment on the course and any exam results will be annulled.

Model conditional registration form (in Spanish)

**Triptych for validation of
qualification**
**Spanish Ministry of
Education**



**HOMOLOGACIÓN Y
CONVALIDACIÓN DE
ESTUDIOS EXTRANJEROS
NO UNIVERSITARIOS**

- Educación Secundaria Obligatoria (E.S.O.)
- Bachillerato
- Enseñanzas artísticas
- Enseñanzas deportivas