



Guidelines for the full legalization and the translation of documents

Legalization and translation: full legalization

Your documents and their translations require **full legalization** because no relevant bilateral agreements are currently in place with the issuing country.

Please note:

- The legalization must be certified **on the original document**.
- After the **legalization process in the issuing country**, your documents must also be legalized by the appropriate [Austrian representative authority in your home country](#).

Required procedure:

1. Legalization by the appropriate government ministry (e.g. ministry of education) of the country in which the document was issued. The ministry confirms the authenticity of the signature of the person who signed the original document.
2. Additional legalization by the Ministry of Foreign Affairs of the issuing country
3. Completion of the legalization process by the appropriate Austrian representative authority in the issuing country (Austrian embassy or consulate)

Translation guidelines

You can present your documents either in German or in English. If the documents were issued in another language, they have to be translated by an **officially certified court sworn interpreter**.

Please note:

- The original document must have all the required legalization stamps **before it is translated**.
- All **stamps/seals and legalization notes** on the document (including e.g. items on the back of the page) must be translated as well.
- **The translation must be permanently attached** to the original document by the interpreter.

Required procedure for translations done in Austria:

1. Legalization of the original document (see above)
2. Translation of the legalized original
Click [here](#) for a list of all Austrian certified court interpreters (in German)

Required procedure for translations done in the issuing country:

1. Legalization of the original document (see above)
2. Translation of the legalized original
3. Legalization of the translation attached to the original document (see above)