Specific Recognition of a higher education diploma for a Healthcare profession

Fédération Wallonie-Bruxelles (FWB)

Documents required

Step 1:
- ★ A colour copy of the diploma to be recognised
- ★ A colour copy of any intermediate diplomas
- ★ A copy of your transcripts, for each year of study (list of subjects and results obtained)
- ★ A copy of your Belgian identity card or a birth certificate
- ★ Your official and detailed study programme (or in step 2)

Step 2, following the answer provided by the administration:
- ★ Your Internships certificates (content, number of hours, workplace, tasks)
- ★ Your final dissertation
- ★ Any certificates of employment in your field of study
- ★ Any supplement to your diploma
- ★ Your curriculum vitae (CV)
- ★ A covering letter
- ★ Proof of payment, or of exemption.
- ★

Document format: PDF -> see “Comments”.

Documents missing to your file?

If you do not have all the required documents, the FWB may accept your application, under the condition that you have a **refugee status, subsidiary protection or temporary protection**.

You will probably be asked to complete an extra form provided accordingly. Only level recognition is possible with this procedure.

Languages accepted

If your original documents are **in French or English**, there is no need to have them translated.
If the originals are in another language, you must provide **a sworn translation, in French or English**, of the diploma, the transcripts and the identity document (as well as an official document, if appropriate, indicating a change of name, e.g.: marriage).

You can translate the other documents yourself.
- ★ For sworn translators in Belgium, see: https://traducteur-jure-belge.be/
- ★ A sworn translation from abroad must include either the apostille, or the legalisation from the Ministry of Foreign Affairs and the Belgian Embassy/Consulate

Procedure fee

€150: diplomas from countries on the OECD list (ODA recipients)
€200: diplomas from other countries
Free of charge for: refugees and people with subsidiary or temporary protection.

This fee does not include the cost of sworn translations, certified copies and any other required expense.

How to submit your application

Your application **must be submitted on-line**, via the FWB website, in three steps:

1. Create an account on-line. Possible with or without identity document. We advise to use the Firefox or Chrome browser.
2. Submit your equivalence request on-line, connecting to your account: complete the form and then upload the documents required in 1st step.
3. Complete your application on-line – 2nd step, after the response provided by the administration (via an email from "noreply-cama@etnic.be").

Technical issue with your on-line account? Contact the ETNIC helpdesk on 02 800 10 10.

Comments

Required format for your documents:

- ★ PDF-files only
- ★ 1 PDF for each document (1 PDF for the diploma, 1 PDF for the ID, etc.).
- ★ Max document size: 25MB
- ★ If needed, attach the legalised translation to the original document (in the same PDF).

If your final dissertation is not in French or English, a summary in one of these two languages is required. This summary must include: the introduction, the methodology used, the conclusion, the table of contents and the bibliography.

Are you planning to continue your studies? Start by asking the University/College for their admission requirements (to the study programme of your choice), in order to find out if a diploma recognition is needed; if so, for which certificate (Bachelor? Secondary education diploma?...) and what type of recognition (level? specific?). The FWB is not in charge of PHD's/Doctorates recognition. For such a diploma recognition, you must address your request to a university within the French community.

What can this recognition be used for?

If your diploma is **not European** (outside EEA), a specific recognition is needed **to practise your profession in Belgium**. In this case, once the specific recognition is obtained, you must request an accreditation from the Fédération Wallonie-Bruxelles, and apply for the so-called 'visa' or authorisation to practise, to the SPF Santé Publique - Belgian Authority for Public Health.

If your diploma **is European** (EEA), a diploma recognition is in principle not needed. In such cases, we speak of "professional recognition" (DIR EU 2005/6): **you can directly apply for an accreditation** to the Fédération Wallonie-Bruxelles. Authorisation to practise, so-called the 'visa', follows automatically, once you have obtained your accreditation.

To contact the FWB

Contact : equi.oblig@cfwb.be - Website : www.equivalences.cfwb.be

More information

mydiploma.be

CIRÉ – hotline for diploma recognition : +32 2 629 77 07 - cire.be

CIRÉ – email for TEF department [work permit, diploma recognition, access to education] : tef@cire.be

Avec le soutien de actiris.brussels au coeur de l'emploi et de la Fédération Wallonie-Bruxelles FÉDÉRATION WALLONIE-BRUXELLES

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