



Certified translations

If original documents are in a language other than German, French, Italian or English, a certified translation in German or English is required. The following provisions apply to certified translations:

General requirements

- The translation must be based on either the original document or an officially certified copy.
- Foreign diplomas, academic degrees and titles, names of higher education institutions and universities as well as names of schools must be translated literally with the original name or term included in parentheses after the respective translation.
- The translation must include a written confirmation from the translator (in German or English) affirming the accuracy of the translation along with the translator's last name, first name and contact information for any follow-up questions.
- The translation must be prepared by a translator who holds the necessary qualifications. The translator may be required to produce proof of these qualifications. Translations produced by the applicant or by private individuals are not considered certified and will not be recognized by the University of Basel.

Additional requirements for translations from outside Switzerland

Translations from outside Switzerland are recognized only if:

- The translation was produced by the institution that issued the original document.
- The translation was produced by a sworn translator whose signature has been notarized by one of the following:
 - Consular or diplomatic representative of the Swiss Federation or another state.
 - An authority entitled to verify documents in accordance with the Hague Apostille Convention of 5 October 1961.
- A "Verification Report" from the China Higher Education Student Information and Career Center will be accepted for Chinese higher education institution degrees and associated transcripts of academic records. See: <https://www.chsi.com.cn/en/pvr/>

Further provisions

The University of Basel retains the right to verify the authenticity of the documents submitted with the issuing institution directly as well as to reject flawed translations and have their accuracy checked by an internal University of Basel body. Furthermore, in cases of doubt the applicant may be required to supply confirmation of the accuracy of the translation at their own expense from a second authority.