



Attestation of Documents

Upon presentation of the originals, attestation of documents can be made by the German Consulate General in Kolkata. A copy of a non-authenticated document cannot be certified.

Appointment

An appointment for attestation is to be scheduled online through www.kolkata.diplo.de

Documents required:

- valid passport
- all original certificates, which need to be attested
- copies of the documents (not stapled)

If the attestation of the documents is required for submission at a German university:

- copies of correspondence with/ application sent to the intended university to be studied in
- copy of registration with the university, if available

Fees

The fees depend on the number of pages to be attested. The minimum fee is 10 EUR = 800INR (depending on the official exchange rate) for up to 10 pages. Anything beyond 10 pages will be charged per page (1 EUR per page). The fee is to be paid by cash in Indian Rupees and subject to change, depending on the official exchange rate.

Fees for attestation required to apply at German University

A student, intending to study in Germany, is entitled to have a maximum of **3 Sets** of documents free of cost, **when** any one of the following is furnished for **each set**:

- Copies of correspondence with the intended universities
- Application sent to the intended universities (also Uni-Assist Form)
- copy of registration with the university, if available

In the absence of required proof the above mentioned fee is applicable.

Additionally, a student is required to furnish a proof of residence in the jurisdiction of the German Consulate Kolkata (e.g. recent enrolment letter of a school, college or university, lease agreement, passport or Aadhaar card)

Documents for attestation are to be organized the following way:

- Arrange all original documents in whatever sequence you would like them to be in.
- Sets of photocopies should be arranged in exactly the same sequence as set of original documents; they must contain only one copy of each original document.
- The same applies to further sets you want to have testified.

Please note:

1. Any person failing to present a proof of residence cannot be attended.
2. The Consulate reserves the right to not attest the presented documents.
3. If the Consulate has doubt regarding the authenticity of any document, then attestation would be possible only after verification (charges applicable) of documents. Please refer to our website for information related to verification of documents.