

A STUDENT IS MOVING TO A THIRD NON-EU COUNTRY

How to accredit studies at a British School in Spain

When a family moves to a non EU country, they are often required to present official Accreditation of previous schooling, specially when moving to Asia or Latin-America. This may be in the form of the Hague Apostille or another official certificate. How can British Schools in Spain provide this certificate for families?

Competent signatory.

The Accreditation of previous studies at a British School in Spain should be done by the **Centre Director** as the competent signatory.

Content

There is no regulation available but consulted lawyers recommend the following Information should be included in the letter.

- a) Identifying details of the head or the person signing the document: full name, nationality, address, identification number, position.
- b) Identifying details of the British school: name, proprietor, address, fiscal identification, Registry entry number.
- c) Information on the British education pupils receive at the school.
- d) The equivalent of that education under the International Standard Classification of Education (ISCED 2011) of the United Nations Educational, Scientific and Cultural Organization (UNESCO).

Annex 2 includes a draft model that could be used as a declaration on honour regarding the studies completed by the student.

Procedure

In order for the declaration on honour regarding the provided education to be valid in non-EU third countries that are signatories to the Hague Declaration, completion of the following formalities is recommended:

Note: this guide has been created following legal advice. The British Council accepts no responsibility should the recommendation procedures above not be accepted by a third country.

- a) The head should place his/her declaration on honour on public record, for which the head must appear before a notary public and execute the appropriate instrument.
- b) The Hague Apostille should be issued and affixed to the above-mentioned public instrument. As this is a notarial document, the Apostille must be requested before the appropriate association of notaries public or before a notary public appointed for that purpose by that association.

If under the third country's educational system this type of declaration requires approval by the authorities beyond the school's Head declaration, the British Council could add a letter stating the regulatory framework in Spain. In most cases, this will not be necessary.

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ANEXO 1

MODELO DE DECLARACIÓN RESPONSABLE DE DIRECTOR/A DE CENTRO BRITÁNICO SOBRE ENSEÑANZAS CURSADAS POR ALUMNO/A

MEMBRETE DEL CENTRO EDUCATIVO

D./D^a [...], de nacionalidad [...], provisto de Documento Nacional de Identidad (DNI) número [...], en mi calidad de Director del Centro educativo denominado [...] sito en la localidad de [...] provincia de [...], (España), calle de [...], número [...],

DECLARO RESPONSABLEMENTE

1º.- Que el titular/promotor del Centro educativo es [...], consta inscrito en el Registro de [...] con el número [...], y tiene su domicilio social en la localidad de [...] provincia de [...], (España), calle de [...], número [...].

2º.- Que el Centro que dirijo consta inscrito en el Registro de Centros docentes de [...], con Código de centro número [...], como Centro extranjero en España, para impartir las enseñanzas de [...] según el sistema educativo británico, en virtud de Orden/Resolución de [...] de fecha [...], publicada en el Boletín Oficial de [...] con fecha [...].

3º.- Que el/la alumno/a [...], de nacionalidad [...], nacido en [...], el [...], hijo de [...] y de [...], provisto de Documento Nacional de Identidad (DNI) número [...], en el curso escolar que comprende desde el mes de septiembre de [...] al mes de julio de [...]

- ha superado en este Centro educativo las enseñanzas correspondientes al [... primer, segundo, ...] año del Key stage [...]
- está cursando en este Centro educativo las enseñanzas correspondientes al [... primer, segundo, ...] año del Key stage [...]

4º.- Que conforme a la Clasificación Internacional Normalizada de la Educación (ISCED 2011) de la Organización de las Naciones Unidas para la Educación la Ciencia y la Cultura (UNESCO), las enseñanzas de [... primer, segundo, ...] año de Key stage [...], están integradas en el CINE [...].

Lo que firmo en [...], a [...] de [...] de 20[...].

Fdo.:
D./Dña.
Director/a

Sello del Centro