



Request form

Dutch title

This form

With this form you can request a Dutch title. In the Netherlands, the following titles exist: ingenieur (ing.), baccalaureus (bc.), ingenieur (ir.), meester (mr.), doctorandus (drs.), doctor (dr.). DUO investigates which title you are eligible for. Please note that an application for a Dutch title is not a diploma evaluation. DUO does not register your diplomas in "Mijn diploma's".

Where to send the form

Please send your completed form with the required documents to:
diplomaservices@duo.nl*
or by post to:
Dienst Uitvoering Onderwijs
Afdeling Diplomadiensten
PO Box 30157
9700 LJ Groningen
The Netherlands

More information

duo.nl
+31 (0)50 599 77 78

1

Your details

1.1 Surname

<input type="text"/>	
First name	Other initials

First name (in full) and other initials

<input type="text"/>		<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> X
Day	Month	Year		

1.2 Date of birth

<input type="text"/>	
Telephone number**	E-mail address**

1.3 Telephone number and e-mail address

<input type="text"/>	<input type="text"/>
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1.4 Do you have a contact person or agency?

No

Yes > *Fill in the authorization at 1.5*

1.5 Authorization for contact person or agency

Name of agency (if applicable)

<input type="text"/>	
Surname	First name (in full) and other initials

<input type="text"/>	
Telephone number**	E-mail address**

<input type="text"/>				
Day	Month	Year		

I authorize my contact person or agency to carry out any actions necessary to complete this application.

Signature

2 Correspondence

2.1 Where should we send our correspondence?

Street House number

Postal code Town/City

Country

2.2 This is the address of

the applicant (as given in 1.1)

the contact person or agency (as given at 1.5)

another person or organization:

Name organization (when relevant)

Surname Official first name and other initials

3 Evidence

- 3.1 You must attach the following documents
- DUO needs certain documents. Only send the information requested. DUO will contact you if you need to provide any additional details.
- A chronological overview of your education
 - Copy or copies of certificate(s) of higher education ¹
 - Copies of relevant grade transcripts or supplements to your certificate(s) of higher education ¹
 - Copy passport
 - A copy of an alternative identity document if you cannot provide the above proof of identity
 - Optional: a copy of an IDW credential evaluation, if you have one

DUO may consult the responsible foreign authority for evaluation and verification purposes.

¹ If these documents were not issued in Dutch, English or German, you must attach a certified translation. This translation must have been written by a sworn translator either in the Netherlands or in your own country, and it must bear the translator's stamp. The translation must be attached to a copy of the original document in the original language. DUO will not process applications without the required documents.

4 Signature

I declare that I have completed this request form truthfully and that the certificate(s) I enclose was/were issued to me in its/their country of origin in accordance with relevant legislation in that country.

Day Month Year

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Signature

DUO and your data

Your data will be recorded in DUO's systems. DUO will handle and protect your personal data with the utmost care and in accordance with the relevant legal obligations and with the requirements set out in relevant privacy legislation. If you would like more information about how DUO handles your personal data, please visit duo.nl. DUO will of course verify your data with other agencies to ensure that you receive what you are entitled to. DUO informs the Public Prosecutor wherever abuse is uncovered.

* Please note that any information you submit to DUO by email will be sent via an unsecured connection. If you send us your completed form by email, we will take that as proof that you accept this risk. If you prefer, you can also return the form by post.

** We may wish to contact you by telephone or by email, for instance to discuss your application or a change you have made. If you are happy for DUO to contact you in this way, please provide your telephone number and email address.