

# Recognising the IGCSE to Obtain the ESO Diploma

## STEP 1

In September, ISM provides two documents to the family (if the June exam series was completed) the Original IGCSE Certificate and the Academic Certificate:

- **The Original IGCSE Certificate must be notarized in the UK and legalized with an Apostille** through the Foreign, Commonwealth & Development Office (FCDO):

<https://www.gov.uk/get-document-legalised>

- **The Academic Certificate** includes records of completed courses at ISM, signed by the Headmistress and the Education Inspector.

## STEP 2

Visit the **Serveis Territorials d'Ensenyament in person**.

The nearest office is:

Maresme-Vallès Oriental  
C/ Churruca, 90, 08301 Mataró,  
Barcelona.

Submit the following documents:

- IGCSE Certificate with Apostille
- School reports confirming Catalan and Spanish courses
- Proof of residence (empadronamiento)
- Student's ID document

## STEP 3

The Generalitat de Catalunya reviews and processes the application to issue the ESO diploma.

The processing time may vary, and it can take several weeks or even months.

It is recommended to plan ahead and **submit the required documents as early as possible** to avoid delays.

Once issued, the diploma will serve as official recognition of secondary education in Spain.

## STEP 4

If university applications are needed before the ESO diploma is issued:

- Request credentials confirming that the ESO recognition is pending through the UNED.

