



Registration of Birth

The competent authority in Ethiopia only can give information about the procedure to obtain a birth certificate.

Births of children to Swiss nationals have to be reported to the responsible Embassy of Switzerland as soon as possible.

The child receives Swiss nationality through registration of the birth in the Swiss Civil Registry (Exception: if the child was born before 1 January 2006 to an unmarried Swiss father).

Step 1: Providing of documents

In order to register the Birth in Switzerland, following original documents have to be handed over to this Embassy:

Married parents

- ❖ **Birth certificate of the child** (*issued by the Vital Events Registration Agency*)
- ❖ **Foreign passport or ID of the child**, if already existing
- ❖ **Parents' passports**
- ❖ **Letter regarding the name of the child** (Ethiopian birth certificates contain the following names: "Given name, father's name, grandfather's name". The Swiss authorities register the name in Switzerland according to the birth certificate. Kindly submit a letter should you not agree with this use of name).

Unmarried parents

For the foreign parent

- ❖ **Passport**
- ❖ **Two (2) passport copies of the Swiss parent's passport**
- ❖ **Birth certificate** (*issued by the Vital Events Registration Agency*)
- ❖ **Civil status certificate** (confirming the civil status at the time of the birth, not older than six months, issued by the Vital Events Registration Agency)
 - If divorced, additionally **divorce certificate** (issued by the Vital Events Registration Agency)
 - If widowed, additionally **death certificate** of the previous spouse (issued by the Vital Events Registration Agency)
- ❖ ID card (confirming the residence at the time of the birth)

For the Child born in Ethiopia:

- ❖ **Birth certificate** (*issued by the Vital Events Registration Agency*)
- ❖ **Foreign passport or ID of the child**, if already existing
- ❖ **Acknowledgement of paternity** issued by the competent court
- ❖ **Letter regarding the name of the child** (Ethiopian birth certificates contain the following names: "Given name, father's name, grandfather's name". The Swiss authorities register the name in Switzerland according to the birth certificate. Kindly submit a letter should you not agree with this use of name).

Please make sure the information on the documents is correct. Names in Amharic, Oromia, Tigrinya and English have to be written the same way on each document, including the passport.

Step 2: Legalization and translation

The original Ethiopian civil status and court documents need to be legalized by the Ethiopian Ministry of Foreign Affairs. All documents written in Amharic, Oromia or Tigrinya need to be translated into German, French, Italian or English by one of the Embassy's officially recognized translation offices (see list [here](#)).

Step 3: submission and payment of fees

All documents must be submitted as **originals** upon appointment. Please call or e-mail the consular section of the Embassy to arrange an appointment. Certificates issued once only (e.g. birth certificate) will be returned after the verification.

The fees for the verification of the documents range between **CHF 120 – CHF 700** depending on the amount of documents and the region where the documents were issued. The fees need to be paid in cash and ETB at the moment of submission.

The Embassy of Switzerland and the cantonal civil status authorities reserve the right to request further documents.

Should you have any questions regarding the registration of birth, please do not hesitate to contact the Embassy by e-mail or telephone.

Addis Abeba, October 2019