

## FOREIGN TRANSCRIPT EVALUATION

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Individuals who have completed college or university course work at an institution in a country other than the United States must obtain a complete evaluation of foreign transcripts, degrees\*, and other relevant documents prior to applying to the Commission for a California credential, permit, or certificate. A detailed, course-by-course, foreign transcript evaluation is required any time foreign course work is used to meet any credential requirement, even if the foreign course work has been accepted by a college or university in the United States. The only exception to this is for those individuals applying for an Emergency 30-Day Substitute Permit, for which a general report is sufficient.

Foreign transcripts must be evaluated by one of the approved organizations listed on this leaflet in order to be accepted by the Commission. These organizations are private enterprises who charge a fee for their services. Individuals seeking a foreign transcript evaluation must follow the procedures outlined by the organization providing the evaluation. **In all instances, original, official documentation will be required when requesting the evaluation.**

\*The bachelor's degree requirement for California certification refers to the equivalent of a four-year (or more) college-level program. Individuals who obtained a credential or teaching certificate in a jurisdiction outside of the United States should also submit a photocopy of that document to the evaluating agency

### AGENCIES APPROVED BY THE COMMISSION FOR FOREIGN TRANSCRIPT EVALUATION

#### Academic & Professional International Evaluations, Inc.

P.O. Box 5787  
Los Alamitos, CA 90721-5787  
(562) 594-6498  
Website: <http://www.apie.org>

#### Academic Credentials Evaluation Institute

P.O. Box 6908  
Beverly Hills, CA 90212  
(310) 275-3530  
(800) 234-1597  
Fax: (310) 275-3528  
Website: <http://www.acei1.com>

#### Academic & Credential Records, Evaluation & Verification Services (ACREVS)

1776 Clear Lake Avenue  
Milpitas, California 95035-7014  
(866) 583-4834 Toll Free  
(408) 719-0015  
E-mail: [info@acrevs.com](mailto:info@acrevs.com)  
Website: <http://www.acrevs.com>

### American Education Research Corporation

P.O. Box 996  
West Covina, CA 91793-0996  
(626) 339-4404  
Fax: (626) 339-9081  
Website: <http://www.aerc-eval.com>

### Educational Credential Evaluators, Inc.

P.O. Box 514070  
Milwaukee, WI 53203-3470  
(414) 289-3400  
Fax: (414) 289-3411  
E-mail: [eval@ece.org](mailto:eval@ece.org)  
Website: <http://www.ece.org>

### Educational Records Evaluation Service

601 University Avenue, Suite 127  
Sacramento, CA 95825  
(866) 411-3737  
(916) 921-0790  
Fax: (916) 921-0793  
E-mail: [edu@eres.com](mailto:edu@eres.com)  
Website: <http://www.eres.com>

### Institute for International Credentials Evaluations at California State University, Fresno

5150 North Maple Avenue, M/S JA56  
At California State University, Fresno  
Fresno, CA 93740-8026  
(559) 278-7622  
Fax: (559) 278-7879  
Email: [credeval@iicecsufresno.net](mailto:credeval@iicecsufresno.net)  
Website: <http://www.csufresno.edu/issp/home/index.shtml>

### International Education Research Foundation, Inc. Credentials Evaluation Service

P.O. Box 3665  
Culver City, CA 90231-3665  
(310) 258-9451  
Fax: (310) 342-7086  
E-mail: [info@ierf.org](mailto:info@ierf.org)  
Website: <http://www.ierf.org>

*Request a Detailed Report. On an IERF's application, Section 2, please check the following:*

- 1. Professional Licensing/Certification.  
Field: **Teaching**  
State: **CA***

## World Education Services (WES)

P.O. Box 5087

Bowling Green Station

New York, NY 10274-5087

Telephone: (212) 966-6311

Fax: (212) 739-6239

E-mail: [info@wes.org](mailto:info@wes.org)

Website: <http://www.wes.org>

**AND**

## WES - San Francisco Regional Office

Telephone: (415) 677-9378

Fax: (415) 677-9333

E-mail: [sf@wes.org](mailto:sf@wes.org)

## Additional Information

All of the listed evaluation agencies offer rush services at an additional cost. Contact the agency for more information on fees and other requirements for the evaluation.

If you are seeking a credential to teach in the public schools of California, refer to the leaflets below for specific requirements for teachers prepared outside of the United States.

- Elementary Teaching (Multiple Subject Teaching Credential) ([CL-871](#))
- Secondary Teaching (Single Subject Teaching Credential) ([CL-870](#))
- Special Education Teaching (Education Specialist Instruction Teaching Credential) ([CL-872](#))
- Day-to-Day Substitute Teaching (Emergency 30-Day Substitute Teaching Permits) ([CL-505P](#))
- All Other Teaching – visit the Commission’s website at <http://www.ctc.ca.gov>