



World Educational Credentials Evaluators (WECE) evaluates only foreign academic credentials

INSTRUCTIONS AND DOCUMENTATION

Part I. APPLICATION PROCEDURES

1. Clear and legible photocopies, made directly from the original document, of all academic credentials issued in the official language of the country. Be sure that the entire document is copied including the back when information is on it. Photocopies become the property of World Educational Credentials Evaluators (WECE). WECE reserves the right to request original credentials from the applicant and/or from the issuing institution(s) at any time for verification purposes.

2. Certified literal English translations of all foreign language documents.

3. All final diplomas/graduation certificates/degree certificates, plus transcripts/mark sheets/academic records indicating courses/subjects studied, class hours/units/credits and examination results. Also refer to Specific Country Requirements for additional information. (see Part IV. SPECIFIC COUNTRY REQUIREMENTS/EDUCATIONAL SYSTEM REQUIREMENTS).

Part II. TYPES OF EVALUATION REPORTS

1. Course-by-Course

This report identifies and describes each certificate or diploma, indicates periods of education and an equivalent for each document. Reports for educational institutions also include grade average equivalents. The Course-by-Course report is supplemented by a breakdown of credits for all post-secondary education.

Grade equivalents are given for transfer credit or further education.

Recommended for:

- Transfer Credit
- Professional Licensing/Certification

Course-by-Course reports must be accompanied by all terminal certificates or diplomas, together with certified English translations if original credentials are not in English. Where a grade average is requested, a complete transcript reflecting grades earned must accompany the application. In addition, you must include transcripts or mark sheets of all studies completed. Syllabi may be requested by World Educational Credentials Evaluators after a preliminary review of credentials.

2. Document-by-Document

This report identifies and describes each certificate or diploma, indicates periods of education and provides an equivalent for each document. Reports for educational institutions also include grade average equivalents.

Recommended for:

- Education where transfer credit is not expected
- Employment
- Immigration

Document-by-Document reports must include all terminal certificates or diplomas, together with certified English translations if original credentials are not in English. Where a grade average is requested, a complete transcript reflecting grades earned must accompany the application.

3. Requests for Additional Documentation

In case of incomplete documentation or information, a document request will be issued. An evaluation report will be prepared only after all supporting materials have been submitted to the satisfaction of World Educational Credential Evaluators.