Foreign Education Documentation
MNCPD Policy

Last Updated: November 17, 2024

As part of your Individual Membership in Develop, Achieve reviews your submitted documents to record and verify your achievements on your Develop profile and Learning Record. Your verified achievements are used to award your Career Lattice Step. A Credential Evaluation converts academic achievements to the U.S. education system for the purpose of studying or working in the United States.

- To approve and verify education completed outside the United States in Develop, Achieve will accept a Credential Evaluation from an organization who is a member of:
  - National Association of Credential Evaluation Services (NACES)
    (Click here for NACES Member List)
    OR
  - Association of International Credential Evaluators, Inc. (AICE)
    (Click here for AICE Member List)
- All foreign education documentation must be evaluated prior to being submitted to Achieve during the membership application process.
- Documents that are translated, but not evaluated, will not be accepted.
- Copies of the evaluation are acceptable. Students are advised to keep their original evaluation for their records.

Organizations who offer Credential Evaluations do charge a fee for their services. To offset this fee, Child Care Aware of MN has scholarships available to early childhood educators. Learn more about these scholarships and the application process at Child Care Aware of MN Foreign Credential Evaluation Scholarships.

There are two types of Credential Evaluations:

1. General Evaluation	2. Course-by-Course Evaluation
This evaluation allows Achieve to verify the following achievements in Develop: » High School Graduation » Higher Education Degree	This evaluation allows Achieve to verify the following achievements in Develop: » High School Graduation » Higher Education Degree » **Total Credits** » **Approved Semester Credits**

See the Higher Education Evaluation Policy for more detailed information about Higher Education evaluation and Approved Semester Credits.

Questions?
Contact us at support@mncpd.org or 855-378-3131.