

Obtaining a Complete Evaluation

Students are responsible to obtain a complete evaluation of foreign transcripts, degrees and other relevant documents prior to applying to Develop. Foreign transcripts must be evaluated by an accredited agency. There is a fee involved in having the foreign transcript evaluated.

It is important to contact an evaluation agency well in advance so that we receive a copy of the evaluation report by your application deadline date. There is a fee involved in having foreign educational documentation evaluated. The type of evaluation report should be general for students who have only a high school diploma and a course by course report for students who have earned credits beyond high school. A course-by-course evaluation should provide a report with the following:

- Each educational credential and its U.S. equivalent
- Grade average
- Each postsecondary course
- U.S. equivalent credit and grade for each postsecondary course
- Identification of upper level courses

Please note that Achieve - The MN Center for Professional Development does not accept translated transcripts, but does accept **evaluated** transcripts. The foreign evaluation service provides both a translation and a full evaluation. Achieve requires that the agency you choose to evaluate your documentation be accredited by one of the following associations:

- NACES (National Association of Credential Evaluation Services) <http://naces.org/>
- AICE (Association of International Credential Evaluators, Inc.)
<http://www.aice-eval.org>

If you need additional assistance with choosing which evaluation agency to use, please visit the below website for more information:

- NAFSA: Association of International Educators <http://www.nafsa.org>

More information:

For questions regarding this policy, contact Achieve at support@mncpd.org or call 855-378-3131.