



State of California
Commission on Teacher Credentialing
1900 Capitol Avenue
Sacramento, CA 95811-4213
Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

FOREIGN TRANSCRIPT EVALUATION

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. (APIE)

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

Academic Credentials Evaluation Institute (ACEI)

P.O. Box 6908
Beverly Hills, CA 90212
Toll Free: (800) 234-1597 (USA Only) or (310) 275-3530
Fax: (310) 275-3528
Email: acei@acei-global.org
Website: <http://www.acei-global.org>

ACEI - Application Mail Processing Centers

Los Angeles: 9854 National Blvd, Box 186, Los Angeles, CA 90034

West Los Angeles: 9461 Charleville Blvd., Box 188, Beverly Hills, CA 90212

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

California (Silicon Valley – San Francisco – Bay Area)

1776 Clear Lake Avenue

Milpitas, California 95035-7014

Telephone: (866) 583-4834 Toll Free or (408) 719-0015

Fax: (510) 252-0876

Email: info@acrevs.com

Website: <http://www.acrevs.com>

American Education Research Corporation (AERC)

382 East Rowland Street

Covina, CA 91723-3154

Telephone: (626) 339-4404

Fax: (626) 339-9081

Email: AERC@verizon.net

Website: <http://www.aerc-eval.com>

Educational Credential Evaluators, Inc. (ECE)

P.O. Box 514070

Milwaukee, WI 53203-3470

Telephone: (414) 289-3400

Fax: (414) 289-3411

Email: eval@ece.org

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

Educational Records Evaluation Service (ERES)

2480 Hilborn Road, Suite 106

Fairfield, CA 94534

Telephone: (866) 411-3737 or (707) 759-2866

Email: edu@eres.com

Website: <http://www.eres.com>

Foreign Credential Services of America (FCSA)

1910 Justin Lane

Austin, TX 78757

Telephone: (512) 459-4565

Fax: [\(512\) 459-4565](tel:5124594565)

Email: info@foreigncredentials.org

Website: www.foreigncredentials.org

Foreign Credential Services of America West, Monterey, CA (FCSA-WEST)

798 Lighthouse Ave, Suite 140

Monterey, CA 93940

Telephone: [\(831\) 372-1466](tel:8313721466)

Fax: [\(831\) 372-1441](tel:8313721441)

Website: www.foreigncredentials.org

Institute for International Credentials Evaluations at California State University, Fresno (IICE)

5150 North Maple Avenue, M/S JA56

At California State University, Fresno

Fresno, CA 93740-8026

Telephone: (559) 278-7622

Fax: (559) 278-7879

Email: credeval@iicecsufresno.net

Website: <http://www.fresnostate.edu/studentaffairs/issp/iice/>

NOTE: IICE closed June 30, 2014. Individuals in need of reports that were completed before this date can consult the Fresno State web page at <http://www.fresnostate.edu/studentaffairs/issp/iice/> for directions.

International Education Research Foundation, Inc. Credentials Evaluation Service (IERF)

P.O. Box 3665

Culver City, CA 90231-3665

Telephone: (310) 258-9451

Fax: (310) 342-7086

Email: 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) 739-6100

Email: <http://www.wes.org/support/>

Website: <http://www.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 Permit) ([CL-505P](#))
- All Other Teaching – visit the Commission's website at <http://www.ctc.ca.gov>