

COMMISSION ON TEACHER CREDENTIALING

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To: All Individuals and Groups Interested in the Activities
of the Commission on Teacher Credentialing

From: Sam W. Swofford, Ed.D., Executive Director

Subject: Agencies Approved to Review Documentation of Foreign Trained
Credential Candidates

There are now eight foreign evaluating agencies approved by the Commission to determine equivalencies of coursework and degrees completed at institutions outside of the United States. A panel of university international admissions officers was established by the Commission to evaluate agencies seeking approval to review foreign academic programs. Based on the panel's findings, the following additional agencies have been given Commission approval:

***Academic and Professional International Evaluations,
Inc.***

P. O. Box 5787
Los Alamitos, California 90721-5787
Phone: (562) 594-6498
Fax: (562) 594-8498
E-mail: APIE@email.msn.com
Web Site: www.apie.org

Academic Credentials Evaluation Institute

P O Box 6908
Beverly Hills, California 90212
Phone: (310) 275-3530
Fax: (310) 275-3528
E-mail: acei@aceil.com
Web Site: www.aceil.com

American Education Research Corporation

P. O. Box 996
West Covina, California 91793-0996
Phone: (626) 339-4404
Fax: (626) 339-9081
E-mail: aerc@cyberg8t.com
Web Site: www.aerc-eval.com

The following five agencies continue to have Commission approval:

Educational Credential Evaluators, Inc.

P. O. Box 514070
Milwaukee, Wisconsin 53203-3470
Phone: (414) 289-3400
Fax: (414) 289-3411
E-mail: [EVAL@ECE.ORG](mailto: EVAL@ECE.ORG)
Web Site: www.ece.org

Educational Records Evaluation Service

777 Campus Commons Road, Suite 200
Sacramento, California 95825-8309
Phone: (916) 565-7475
Fax: (916) 565-7476
E-mail: edu@eres.com
Web Site: www.eres.com

***Institute for International Credentials Evaluation at CSU
Fresno***

5150 North Maple Avenue, Room 211
Fresno, California 93740-0056
Phone: (559) 278-7622
Fax: (559) 278-7879
E-mail: carolm@zimmer.csufresno.edu
Web Site:
www.studentaffairs.csufresno.edu/international_students/evaluation

International Education Research Foundation, Inc.

Credentials Evaluation Service
P. O. Box 66940
Los Angeles, California 90066
Phone: (310) 390-6276
Fax: (310) 397-7686
E-mail: info@ierf.org
Web Site: www.ierf.org

World Education Services, Inc. (3 locations)

Web Site: www.wes.org

P. O. Box 745 Old Chelsea Station NY, NY 10113-0745	P. O. Box 11623 Chicago, IL 60611-0623	P. O. Box 01-5060 Miami, FL 33101
Phone: (212) 966-6311 Fax: (212) 966-6395 E-mail: info@wes.org	Phone: (312) 222-0882 Fax: (312) 222-1217 E-mail: midwest@wes.org	Phone: (305) 358-6688 Fax: (305) 358-4411 E-mail: southeast@wes.org

Original, Official Transcripts and Degrees

For the Commission to accept the evaluations from any of these agencies, they must be based on original, official documentation. The agencies below do evaluations based on photocopies as well as originals. Consequently, the Commission has required that they indicate on the evaluation letters that the appropriate documentation was used. They will do this by the following methods:

- Academic and Professional International Evaluations, Inc.: A statement within the body of the letter indicates that the evaluation is based on the needed documentation.
- Academic Credentials Evaluation Institute: A statement within the body of the letter indicates that the evaluation is based on the needed documentation.
- Educational Credential Evaluators, Inc.: A statement that the evaluation was based on original educational documentation will be noted at the end of the letter.
- Educational Records Evaluation Service: A statement within the body of the letter indicates that the evaluation is based on the needed documentation.
- International Education Research Foundation: A statement within the body of the letter indicates that the evaluation is based on the needed documentation.
- World Education Services, Inc.: The letter lists "California" as the purpose for the evaluation.

Those applying for an evaluation by the 1) American Education Research Corporation or 2) Institute for International Credentials Evaluation at CSU Fresno must follow the procedure outlined in the respective agency's brochure.

Because it is the policy of many countries to issue only one original transcript or diploma, the Commission will accept evaluations based on **verified true copies**. These may only be verified by individuals from the California county

office of education or Commission-approved institutions of higher education who are listed in the 1999 edition of the Credential Handbook on pages I-A-11 through I-A-24. The county or institution staff members need to state on the photocopy that it is a true copy of the original, include the county or institution's name and sign it using their full name as it appears in the Credential Handbook. Because the foreign evaluation agencies will only be receiving the list of county or institution staff members once a year with the Credential Handbook update, please do not have an individual not on that list verify that a photocopy is a true copy. A foreign evaluating agency has the right not to accept verified true copies so you may wish to request that the applicant contact the specific foreign evaluating agency to determine if it is appropriate.

Evaluation Letters

If an individual submits an application directly to the Commission, the foreign evaluating agency's **original** evaluation letter must be submitted. If the application is submitted through a California school district, county office of education or Commission-approved institutions of higher education, a **photocopy** is acceptable. This policy is noted on page I-B-10 in the 1999 Credential Handbook.

Additional Information

The foreign evaluating agencies are private agencies and do charge service fees for which the credential candidate is responsible. The Commission retains the ultimate authority to determine the equivalency of coursework.