

Requirements for Evaluation of Programs Completed Outside of the United States

The following additional requirements must be met if your teacher education, administrative, and/or special services program was completed outside of the United States. A completed foreign evaluation and a letter from the Ministry of Education must be submitted with your application. All incomplete packets will be returned.

I. AN ORIGINAL FOREIGN EVALUATION

Your transcripts must be evaluated by an agency that is capable of determining the country's educational system where your coursework was completed. The agencies that have been approved to provide foreign evaluation services are listed on Page 2. You must request an evaluation from one of these agencies.

A credential evaluation report, including an equivalency summary is necessary. A course-by-course evaluation including the equivalency in U.S. semester credit hours and U.S. grade equivalents is also necessary. A detailed report is required for the Department of Education to be able to determine if an equivalent teacher education program has been completed. The Department must be able to determine eligibility for licensure/certification from the evaluation report. Content of the report must include:

- A summary of the degree equivalency (if applicable)
- Course-by-course analysis, including course levels and grades
- Overall GPA (based on the 4.0 scale)
- Practice teaching in the area of specialty (if applicable)

II. A LETTER FROM THE MINISTRY OF EDUCATION

A letter from the Ministry of Education from the country where you completed your teacher education training must be submitted on official letterhead. The letter must be written by an official having authorization to attest to institutional recognition and include a typed contact name, telephone number, fax number, email contact information, and written signature. The letter must also confirm the following information:

- The institution where you completed your teacher education training is an institution authorized under the foreign jurisdiction to offer such training.
- Your teaching license is in good standing
- You are not the subject of any inquiry, review or investigation in connection with alleged misconduct
- There is no type of disciplinary or adverse action now pending against any credentials you held or currently hold.
- You have never had any credential suspended, revoked, denied or otherwise rejected for cause.

III. SOCIAL SECURITY NUMBER ISSUED BY THE U.S. SOCIAL SECURITY ADMINISTRATION

For information on obtaining a social security number, call the Social Security Administration at 1-800-772-1213. For TTY users, you may call 1-800-325-0778. Social security information is now available online at www.ssa.gov

Please be aware that your application for certification in no way implies/guarantees a job offer. It is to your advantage to contact an Alaska school district for information regarding hiring requirements http://www.eed.state.ak.us/Alaskan_Schools/public/home.html .

Fees are non-refundable. If the Department determines certification cannot be granted, we cannot refund fees.

These requirements apply to renewal and/or recency credits earned at foreign institutions or requests for additional endorsements based on completion of programs outside the United States.



**INTERNATIONAL EDUCATION RESEARCH
FOUNDATION, INC**
PO Box 3665
Culver City, CA 90231
Phone: (310) 258-9451
Fax: (310) 342-7086
Email: information@ierf.org
Website: www.eirf.org



EDUCATION CREDENTIAL EVALUATORS, INC
PO Box 514070
Milwaukee, WI 53203-3470
Phone: (414) 289-3400
Fax: (414) 289-3411
Email: eval@ece.org
Website: www.ece.org



**FOUNDATION FOR INTERNATIONAL
SERVICES, INC**
21540 30th Drive, SE Suite 320
Bothell, WA 98021
Phone: (425) 487-2245
Fax: (425) 487-1989
Email: info@fis-web.com
Website: www.fis-web.com



EVALUATION SERVICE, INC
PO Box 85
Hopewell Junction, NY 12533
Phone: (845) 223-6455
Fax: (845) 223-6454
Email: esi2@fronteirnet.net
Website: www.evaluationsservice.net



EDUCATIONAL PERSPECTIVES, NFP
PO Box 618056
Chicago, IL 60661-8056
Phone: (312) 421-9300
Fax: (312) 421-9353
Email: info@educational-perspectives.org
Website: www.educational-perspectives.org



WORLD EDUCATION SERVICES, INC
PO Box 745
Old Chelsea Station
New York, NY 10113-0745
Phone: (800) 937-3895
Fax: (212) 966-6395
Email: info@wes.org
Website: www.wes.org



GLOBAL SERVICES ASSOCIATES, INC
2554 Lincoln Boulevard, #445
Marina Del Rey, CA 90291
Phone: (310) 828-5709
Fax: (310) 828-5709
Email: info@globaleval.org
Website: www.globaleval.org



JOSEF SILNY & ASSOCIATES, INC
7101 SW 102nd Avenue
Miami, FL 33173
Phone: (305) 273-1616
Fax: (305) 273-1338
Email: info@jsilny.com
Website: www.jsilny.com



**EDUCATIONAL EVALUATORS
INTERNATIONAL, INC**
PO Box 5397
Los Alamitos, CA 90720
Phone: (562) 431-2187
Fax: (562) 493-5021
Email: gary@educi.com

