Foreign Transcript Evaluation

Students who have completed college or university level courses outside of the U.S and are requesting credit at Cabrillo, must submit the following documents to a Cabrillo Counselor. It is the responsibility of the student to provide all required documentation.

1. Official Transcripts - including English translation.
2. Detailed Course Descriptions or College Catalog - in English.
3. Official Transcript Evaluation - Transcript evaluations must be completed by one of the following Credential Evaluation Services. Reports must include Course-by-Course Reports with semester unit equivalencies:
   - The Foreign Educational Document Service
     P.O. Box 4091
     Stockton, CA 95204
     (209) 948-6589
   - IERF Credentials Evaluation Service
     P.O. Box 3665
     Culver City, CA 90231-3665
     (310) 258-9451
     Email: Info@ierf.org
   - SpanTran Educational Services, Inc.
     7211 Regency Sq. Blvd., Ste. 205
     Houston, TX 77035-3197
     (713) 266-88052
     Email: info@spantran.edu
   - Educational Credential Evaluators, Inc.
     P.O. Box 514070
     Milwaukee, WI 53203-3470
     (414) 289-3400
     Email: eval@ece.org
   - World Education Services
     P.O. Box 745 Old Chelsea Station
     New York, NY 10113-0745
     (800) 937-3895
     Email: info@wes.org
   - AACRAO
     One Dupont Cir. NW, Ste. 520
     Washington, DC 20036
     (202) 293-9161
     Email: oies@aacrao.org

Your documents will be reviewed by the International Student Office, your Counselor, Office of Articulation and/or campus Division/Departments. A written evaluation of the courses accepted for AA/AS and/or Certificate of Proficiency will be placed in your counseling file.

Foreign Transcript Evaluation for Transfer

Students planning to transfer should follow the evaluation instruction above. Please keep in mind that the evaluation is advisory only. Your transferring university will do an evaluation when you apply for admission and determine which classes will be accepted. Also, please keep in mind the following information:

- Foreign transcripts cannot be used towards the equivalent of a US Bachelor's degree to apply for graduate studies. To be considered for a 2nd BA, students must be studying a different subject area than the first degree.
- Many of the CSU schools do accept second BA applicants; however, students will have to take all or most of the General Education courses, depending on the school.
- In general, English courses taken outside the United States cannot be used towards college credit.
- San Francisco State University evaluates transcripts in the pre-admission cycle and keeps the evaluations for future applicants.

Additional Information

- Foreign transcripts cannot be used towards CSU General Education certification.
- Foreign transcripts may be used to satisfy university specific requirements. However, this is done on a case-by-case basis at the discretion of the transferring university. Many universities are not able to evaluate your records prior to receiving an application for admission.