

Instructions for Foreign Transcript Credentials Evaluation

Applicants seeking certificate/diploma/degree programs of study that have completed all or part of their education outside of the United States are required to have their foreign educational credentials evaluated by an independent evaluation service.

- A document-by-document evaluation is required for high school transcripts or diplomas.
- A course-by-course evaluation is required for all post-secondary colleges, universities, and other institutions attended.
- The foreign credential evaluation agency must send the evaluation with a translated copy of every transcript evaluated. The foreign credential evaluation service should send the evaluation and transcripts directly to Gwinnett Technical College.

If you choose to have the evaluation and transcripts sent to your mailing address, **DO NOT OPEN** the envelope. Be sure to keep the documents in the sealed envelope received from the agency. Documents that are not in the originally sealed envelope will not be accepted.

To view a full list of approved evaluation agencies, please visit: <http://www.naces.org/members> .

Gwinnett Technical College also accepts foreign credential evaluations from agencies listed on TCSG's International Students website:

Josef Silny & Associates, Inc.

7101 SW 102 Avenue
Miami, FL, 33173
Phone: (305) 273-1616
Fax: (305) 273-1338
email: info@jsilny.org
<http://www.jsilny.com>

Lisano International

P.O. Box 407
Auburn, AL 36831-0407
Phone: (334) 745-0425
email: LisanoINTL@AOL.com
<http://www.lisano-intl.com>

World Education Services

Bowling Green Station
P.O. Box 5087
New York, NY10274-5087
Phone:(212) 966-6311
Fax:(212) 739-6100
email: info@wes.org
<http://www.wes.org>

Foreign Credential Evaluations, Inc.

1425 Market Blvd, Suite 530
Roswell, GA 30076
Phone: (770) 642-1108
Fax: (770) 641-8381
<https://fceatlanta.net>