Evaluation of Foreign Transcripts

For foreign transcripts, the college requires that the student use an evaluation service to provide an official report of your coursework. The report helps to determine whether or not your college coursework may be used to meet requirements for the degree and/or certificate. Coursework may also be reviewed for prerequisite purposes via the Challenge Process.

How do I get my transcripts evaluated?

- Consult with a MiraCosta College counselor to determine if an evaluation of your foreign coursework is necessary.
- Review the organizations on this list. Prices may vary and the student is responsible for all fees.
- Submit your official transcripts along with the appropriate payment to the organization you have selected.
- Request that an official evaluation report be sent to MiraCosta College.
- Schedule a Counseling appointment and request an official evaluation.

What does the report need to include?

MiraCosta College requires that the evaluation report include the following information:

- Institution (College or University) name
- Dates of attendance at that institution
- The dates of completion and title of any degree, license or certificate that you received
- A list of all courses including the course title, date, grade equivalent, units and the level of the course (lower/upper division)

Evaluation agencies have different naming conventions for the reports they offer. Please be specific in your request.

How will my coursework be applied to the degree and/or certificate?

- Elective credit
- Math Competency (Coursework reviewed must be at the level of intermediate algebra or higher.)
- Writing Competency and/or General Education Plan A, Area A (Coursework reviewed for this section will be considered only if the language of instruction was English.)
- General Education Plan A, Areas B-F
- Non-transfer major coursework
  - Liberal Arts Degree with General Education Plan A only
  - Technical Degrees AA/CA - Via the departmental substitution/waiver process
- General Education Plan B or C for graduation from MiraCosta’s Bachelor of Science in Biomanufacturing (MiraCosta does not certify foreign coursework on Plan B or C for transfer).

Students may be asked to obtain additional information such as a course description or syllabus in English. Courses may be used to fulfill the above requirements if course descriptions in English are submitted for review along with the evaluated transcript.

The organizations on this list are approved and accepted by the California Commission on Teacher Credentialing and are therefore deemed accepted for evaluation purposes at MiraCosta College. The organizations are private companies that charge a fee for their services which student is responsible for paying fees. Each organization may have different procedures and timelines. It is the student’s responsibility to contact the organization, follow their procedures and submit all documentation in a timely manner. Original, official documentation of your college or university coursework will be required by the evaluating organization.

Questions? Please contact Admissions and Records at Evaluations@miracosta.edu

Approved Agencies for Foreign Transcript Evaluation:

- Academic Credentials Evaluation Institute
  P.O. Box 6908
  Beverly Hills, CA 90212
  Telephone: (310) 275-3530 or (800) 234-1597
  Fax: (310) 275-3528
  Web site: www.acei1.com

- Academic & Professional International Evaluations, Inc.
  P.O. Box 5787
  Los Alamitos, CA 90721-5787
  Telephone: (562) 594-6498
  Web site: www.apie.org

- American Education Research Corporation
  P.O. Box 996
  West Covina, CA 91793-0996
  Telephone: (626) 339-4404
  Fax: (626) 339-9081
  Web site: 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
  Web site: www.ece.org

- Educational Records Evaluation Service (ERES)
  601 University Avenue, Suite 127
  Sacramento, CA 95825
  Telephone: (866) 411-3737 or (916) 921-0790
  Fax: (916) 921-0793
  email: edu@eres.com
  Web site: www.eres.com

- International Education Research Foundation, Inc. (IERF)
  P.O. Box 3665
  Culver City, CA  90231-3665
  Telephone: (310) 258-9541
  email: info@ierf.org
  Web site: www.ierf.org

- World Education Services (WES)
  P.O. Box 5087
  Bowling Green Station
  New York, NY 10274-5087
  Telephone: (212) 966-6311
  Fax: (212) 739-6239
  email: info@wes.org