



CLARK COLLEGE INTERNATIONAL TRANSCRIPT EVALUATION POLICY ADVISING/CREDENTIAL EVALUATIONS OFFICE

1933 Fort Vancouver Way
Vancouver, WA 98663
(360) 992-2805
credeval@clark.edu

You have indicated you attended an institution outside of the United States and intend to use these credits towards fulfilling requirements of your program at Clark College. Clark recognizes academic credits earned at international institutions that are equivalent in academic level and nature to work offered at Clark. To use credit earned from an international institution please submit transcripts, in English and through a NACES approved evaluation service. Upon evaluation of the foreign transcript, the student will be notified of credit to be granted. The Credential Evaluations Office makes the final determination on credits to be granted.

Before your transcripts can be considered for credit, please complete the following steps:

- 1. Submit a Clark College International Student Admissions Application and pay the \$80 Clark application fee:**
<https://www.clark.edu/international/application/>

Science coursework completed in a foreign country generally does not transfer for credit into Health Occupation programs at Clark College. All courses will require a course description for review by the appropriate faculty advisor.

- 2. Submit an official copy of an evaluation to Enrollment Services from an NACES approved evaluation service.**

We require a full course-by-course evaluation of your records by an evaluation company that is approved by the National Association of Credential Evaluation Services. The fees involved vary for each company, but generally range from \$200.00 to \$275.00. This needs to be mailed directly from the evaluation company to the Clark College Advising/Credential Evaluations Office. Please contact the service directly with any questions regarding fees or required documentation. Below are three commonly used credential evaluation services; other providers may be found by going to www.naces.org.

Foundation for International Services, Inc.

Phone: 425-248-2255 Fax: 425-248-2262

Email: info@fis-web.com

Web: www.fis-web.com

World Education Services, Inc.

Phone: 212-966-6311 Fax: 212-739-6100

Email: www.wes.org/contact.asp

Web: www.wes.org

SpanTran: The Evaluation Company

Los Angeles Intake Office

Link: [SpanTran Pathway - Clark College](#)

Phone: 818-530-4451 Email: apps@spantran.com

- 3. Submit officially translated course descriptions for any classes you want reviewed for direct equivalency credit.** You will receive generic credit, listed with the discipline and generic 800 or 900 number code instead of a direct equivalent (Ex: HIST 900 instead of HIST&116). **If you would like to receive further evaluation of your courses for possible direct credit**, you will need to submit course descriptions in English for additional evaluation. These must come from an official translation service. Visit www.atanet.org for certified translators from the American Translators Association. We also accept translations from the local service, Linguava, located at 12106 NE Marx St., Portland, OR 97220. For more information call: 503-265-8515 or visit: <https://linguava.com/>

We look forward to having you as a student on our campus and wish you well in your studies with us.

Sincerely,

Credential Evaluations Office
Clark College