Introduction

Individuals who have completed college or university course work at an institution in a country other than the United States must obtain a complete evaluation of foreign transcripts, degrees[1], and other relevant documents prior to applying to the Commission for a California credential, permit, or certificate. A detailed, course-by-course, foreign transcript evaluation is required any time foreign course work is used to meet any credential requirement, even if the foreign course work has been accepted by a college or university in the United States. The only exception to this is for those individuals applying for an Emergency 30-Day Substitute Permit, for which a general report is sufficient.

Foreign transcripts must be evaluated by one of the approved organizations listed on this leaflet in order to be accepted by the Commission. These organizations are private enterprises who charge a fee for their services. Individuals seeking a foreign transcript evaluation must follow the procedures outlined by the organization providing the evaluation. In all instances, original, official documentation will be required when requesting the evaluation.

Note [1]: The bachelor’s degree requirement for California certification refers to the equivalent of a four-year (or more) college-level program. Individuals who obtained a credential or teaching certificate in a jurisdiction outside of the United States should also submit a photocopy of that document to the evaluating agency.
• **Academic & Professional International Evaluations, Inc. (APIE)**
  P.O. Box 5787
  Los Alamitos, CA 90721-5787
  Telephone: (562) 594-6498
  Email: APIE@email.msn.com
  APIE Website

• **Academic Credentials Evaluation Institute, Inc. (ACEI)**
  P.O. Box 6908
  Beverly Hills, CA 90212
  Telephone: (310) 275-3530
  Email: acei@acei-global.org
  ACEI Website

• **Academic & Credential Records, Evaluation & Verification Services (ACREVS)**
  California (Silicon Valley – San Francisco – Bay Area)
  1776 Clear Lake Avenue
  Milpitas, California 95035-7014
  Telephone: (866) 583-4834 Toll Free or (408) 719-0015
  Fax: (510) 252-0876
  Email: info@acrevs.com
  ACREVS Website

• **American Education Research Corporation (AERC)**
  382 East Rowland Street
  Covina, CA 91723-3154
  Telephone: (626) 339-4404
  Fax: (626) 339-9081
  Email: AERC@verizon.net
  AERC Website

• **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
  ECE Website

• **Educational Records Evaluation Service (ERES)**
  2480 Hilborn Road, Suite 106
  Fairfield, CA 94534
Telephone: (866) 411-3737 or (707) 759-2866
Email: edu@eres.com
ERES Website

- **Foreign Credential Services of America (FCSA)**
  1910 Justin Lane
  Austin, TX 78757
  Telephone: (512) 459-4565
  Fax: (512) 459-4565
  Email: info@foreigncredentials.org
  FCSA Website

- **Foreign Credential Services of America West, Monterey, CA (FCSA-WEST)**
  798 Lighthouse Ave, Suite 140
  Monterey, CA 93940
  Telephone: (831) 372-1466
  Fax: (831) 372-1441
  FCSA-WEST Website

- **CLOSED Institute for International Credentials Evaluations at California State University, Fresno (IICE)**
  5150 North Maple Avenue, M/S JA56
  At California State University, Fresno
  Fresno, CA 93740-8026

  **NOTE:** IICE closed June 30, 2014. Individuals in need of reports that were completed before this date can consult the Fresno State web page for directions.

- **International Education Research Foundation, Inc. Credentials Evaluation Service (IERF)**
  P.O. Box 3665
  Culver City, CA 90231-3665
  Telephone: (310) 258-9451
  Fax: (310) 342-7086
  Email: info@ierf.org
  IERF Website

  Request a Detailed Report. On an IERF’s application, Section 2, please check the following:
  1. **Professional Licensing/Certification.**
     Field: **Teaching**
     State: **CA**

- **World Education Services (WES)**
  P.O. Box 5087
Additional Information

All of the listed evaluation agencies offer rush services at an additional cost. Contact the agency for more information on fees and other requirements for the evaluation.

If you are seeking a credential to teach in the public schools of California, refer to the leaflets below for specific requirements for teachers prepared outside of the United States.

- Elementary Teaching (Multiple Subject Teaching Credential) ([Leaflet-871](#)).
- Secondary Teaching (Single Subject Teaching Credential) ([Leaflet-870](#)).
- Special Education Teaching (Education Specialist Instruction Teaching Credential) ([Leaflet-872](#)).
- Day-to-Day Substitute Teaching (Emergency 30-Day Substitute Teaching Permit) ([Leaflet-505P](#)).
- All Other Teaching - visit the [Commission's website](https://www.coe.org).