

International Transcript Evaluation Request

(Transfer of credits to Seattle Central College)

Directions:

1. Complete ALL parts of this form.
2. Submit this form AND official transcripts to the International Education Programs Office
3. A copy of the evaluation will be emailed to you. Please allow up to 6 weeks for processing.

STUDENT Section – please PRINT very clearly!

NAME: _____ STUDENT ID: _____
Last (Family) Name First Name Middle Name(s)

Address (house number, street, Apt. #): _____

City: _____ State: _____ Zip Code: _____

Local Phone: _____ Email: _____

From the list below, select the degree or program you are pursuing. If you are unsure, please ask an advisor to help you select your program.

- A. College Transfer Degrees
- Associate of Arts Degree (A.A.) Major: _____
 - Associate of Science Degree (A.S.) Major: _____
- B. Professional/Technical Degrees/Certificates
- Associate of Applied Science Degree (A.A.S.) Program: _____
 - Professional/Technical Certificate Program: _____
- C. Other
- High School Completion Only
 - Verification of High School Diploma (for entrance to a professional/technical program)

List all former colleges and universities (and high school, if applicable) where you earned credits that you wish to be evaluated. You must submit official transcripts for all institutions listed.

1. _____ 3. _____
2. _____ 4. _____

Please select from the following:

- My official transcripts will be mailed directly to Seattle Central
- I already submitted official transcripts when I applied
- I am submitting my official transcripts along with this form

NOTE: It is the student's responsibility to submit official transcripts from previously attended schools. To be accepted as official, the transcript must either be mailed by your former school directly to the IEP Office or delivered by you, unopened in an envelope which has been officially sealed by your former school. Photocopies and scanned documents are not accepted. Once submitted, all transcripts become property of Seattle Central and can not be returned. Mail to: Seattle Central College, International Education Programs Office, 1701 Broadway, BE1113, Seattle, WA 98122.

Data Entry: DB HP email Sent for scanning Evaluated by: _____