

## Important Information Regarding International Transcripts

All Eastern Oregon University applicants with foreign transcripts must submit an additional fee with the admission application materials to have transcripts evaluated by The American Association of Collegiate Registrars and Admissions Officers (AACRAO).

AACRAO provides consistent, accurate credential evaluations by meeting placement recommendations approved by the National Council on the Evaluations of Foreign Educational Credentials. The benefit of having transcripts evaluated by AACRAO is that EOU is provided with valuable information for admissions committees throughout the admissions process while assisting to determine eligibility for transfer credit. The applicant is responsible for determining which of the two following reports best suites his or her needs by submitting the appropriate fee by credit card or money order. Please note that this fee is non-refundable and the evaluation will not be processed without payment. A decision for admission will not be available until the evaluation has been received and reviewed by the appropriate EOU Admissions officials.

### **Basic Statement of Comparability Evaluation Report**

Describes the foreign educational credential in general terms and suggests the comparable level in the U.S. system of education. This evaluation is most appropriate for secondary (high school) graduates seeking freshman admission, applicants to graduate programs, and most employers. **Cost - \$65 USD**

### **Course-by-Course Evaluation Report**

This report is use to assist institutions in determining undergraduate transfer credit and admissions decisions. It includes a basic statement of comparability plus suggested course/subject weight in undergraduate semester credit hours, with suggested U.S. grades. **Cost - \$155 USD**

### **How to submit appropriate documents for evaluation at EOU:**

1. List all secondary and post-secondary institutions accurately and completely on your application for admission.
2. Provide official copies of your academic records (transcripts/marksheets and diplomas) for each institution listed on your application for admission in both the original language and format accompanied with a literal English translation. Translations do not need to be certified, but the translator must include his/her full name, contact information and signature. Translations must be literal, word-for-word translations; interpretive translations are not acceptable. Your academic records should include your dates of attendance, date of completion/graduation, your full-name, date of birth, country of citizenship, the name, address and contact information for the institution.
3. Include the appropriate transcript evaluation fee in United States Dollars by draft, money order, check or credit card made payable to Eastern Oregon University. To make a credit card payment you must call the office of Admissions at (541) 962-3393.
4. Additional copies of your AACRAO transcript evaluation are available for an additional \$25.00 for each copy. To request additional copies you must mail a written request to the Office of Admissions, including your full-name, signature, copy of passport, additional fee, quantity of evaluations and a mailing address to which the transcript evaluations will be mailed.