

International Student 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 Programs Office.
3. A copy of the evaluation will be emailed to you. Please allow up to 4 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. University Transfer Degree Major: _____

B. Career Training Degrees/Certificates, BAS Degrees

☐ Associate of Applied Science Degree (A.A.S.) Program: _____

☐ Career Training Certificate Program: _____

☐ BAS Degree: _____

C. High School

☐ High School Completion Only

☐ Verification of High School Diploma (for entrance to a career training program)

List all former colleges and universities (and high school, if applicable) you wish to have 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 IP 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 cannot be returned. Mail to: Seattle Central College, International Programs Office, 1701 Broadway, BE1113, Seattle, WA 98122.

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