



# Admissions and Records



A student must be admitted and have an active student account at Western Nevada College as degree/certificate seeking to have a transfer credit evaluation completed from a foreign institution. Only courses that are applicable to the specified degree/certificate program may be added to a student's records.

The student must submit a "\_\_\_\_\_ " from one of the following companies that offers transcript evaluation services:

- World Education Services (WES) [www.wes.org](http://www.wes.org)
- Educational Credential Evaluations, Inc. (ECE) [www.ece.org](http://www.ece.org)
- SpanTran Co. [www.spantran.com](http://www.spantran.com)

If a student wishes to use a different agency that offers foreign transcript evaluation, the agency/evaluation must be approved by WNC Admissions and Records. In general, only agencies that are part of the National Association of Credential Evaluation Services (NACES – [www.naces.org](http://www.naces.org)) or the Associate of International Credential Evaluations (AICE) will be approved.

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_  
Last name First Name

Daytime telephone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

List all other name(s) used: \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

List the name of school and country for ALL official transcripts. to be evaluated:

Degree or Certificate program for Evaluation:

- Associate of Arts
- Associate of Applied Science      Emphasis (required): \_\_\_\_\_
- Associate of Business
- Associate of General Studies
- Associate of Science
- Certificate of Achievement      Emphasis (required)