

International Transcript Evaluation Request

(Transfer of Credits to Seattle Central)

Instructions:

Before you submit this request for an official evaluation of your courses:

1. *Fill out the Basic Information (Part 1).*
2. *Fill out your intended program of study (Part 2).*

1. BASIC INFORMATION

Student ID Number: _____	Birthdate: _____	
Last Name: _____	First Name: _____	Initial: _____
Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Daytime Telephone Number: _____	Former Name: _____	

2. PROGRAM OF STUDY

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.) – College transfer degree to a 4-year institution.
Please specify your major _____
- Associate of Science Degree (A.S.) – College transfer degree to a 4-year institution in science major. Please specify major _____

b. Vocational Degrees/Certificates

- Associate of Applied Science Degrees (A.A.S.) – vocational degree in a specific area.
Please specify area _____
- Certificate of Achievement; vocational certificate in a specific area.
Please specify area _____

c. High School Completion

- Washington State High School Diploma

3. VERIFYING RECEIPT OF TRANSCRIPTS

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

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

Submit this completed form to the front counter at the International Education Programs Office. A copy of the evaluation will be mailed to you. Please allow up to 8 weeks for processing.

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 emailed by your former school directly to the International Education Programs Office or delivered by you, unopened in an envelope which has been officially sealed by your former school. Mail to: Seattle Central Community College, International Education Programs Office, 1701 Broadway, SA 102, Seattle, WA 98122.