



<https://www.wes.org/about-wes-credential-evaluation/>

Why Hiram College requires a WES evaluation?

The WES evaluation converts educational credentials from any country in the world into their U.S. equivalents. It describes each certificate, transcript, diploma or degree that you have earned and states its academic equivalency in the United States. WES evaluations are widely accepted and often specifically requested by academic institutions, licensing boards, employers and government agencies throughout the U.S.

Credential Evaluation for Education Purposes

Foreign credential evaluation is a process that converts the academic credentials that you earned outside of the U.S. or Canada. At the end of the process, you will receive a credential evaluation report that includes information about your original credentials as well as its U.S. or Canadian equivalency. This report allows your education to be understood by anyone who is familiar with the education system in the U.S. or Canada.

Document-by-Document Evaluation

This report is suitable for freshman admissions when advanced standing or transfer credit is not expected, employment applications, and submission to U.S. immigration authorities.

A Document-by-Document evaluation identifies and describes each of your credentials. It contains:

- The name of the credential
- The requirements for entry
- The program length
- The equivalency in terms of U.S. education

WES Services and Fees

Your evaluation will be completed in **seven (7) business days** after receipt, review, and approval of all documents, and payment in full.

	Document-by-Document Evaluation 	
Features	WES ICAP (recommended)	WES Basic
Verified transcripts stored and sent to institutions	✓	
Evaluation of official documents	✓	✓
Price	\$145	\$100

Additional Fees

Standard delivery (tracking not included) \$10

Courier delivery (tracking included)

International courier services (per address)	\$75
1-day shipping (per address, U.S. only)	\$35
2-day shipping (per address, U.S. only)	\$25
3-5 business day shipping (per address, U.S. only)	\$15

The WES Evaluation Process

- 1. Submit your application and receive your WES reference number.**
 - Your WES reference number is required on all documents sent to WES.
 - WES is not responsible for documents that arrive without a reference number.
 - Document must be sent in a sealed envelope.

- 2. Read WES document requirements and send in your documents. Remember to include your WES reference number.**
 - To avoid errors: Submit your document according to the [required document page](#).
 - Your WES reference number must be included on the envelope, as shown in the image on the right.
 - Do not send documents without first obtaining a WES reference number.
 - WES will review your documents when they receive them. If additional information is required, they will contact you.

- 3. WES verifies your credentials, create your report, and deliver it to your recipients.**
 - Once WES receive all required documents and verify their authenticity, they will complete your report and send it out within seven (7) business days.

Required Documents – What To Submit

To ensure that evaluations are based on documents that are accurate and valid, WES adheres to strict and specific document requirements for each country of education. WES verifies documents for authenticity and adheres to the standards used in North America for the submission of academic records.

For the requirements for your country of education, you can choose from the list that is on the website <https://www.wes.org/required-documents/>.

TRANSLATIONS: You must submit clear and legible photocopies of precise word-for-word English translations of all foreign language documents. To have your documents translated into English, you may contact University Language Services, Inc. (ULS) at 1-800-419-4601. (Outside the U.S., call 212-766-4111.)

This information is provided for your convenience only. All arrangements must be made directly with ULS or the translation service of your choice.

Frequently Asked Questions

Why do I need to have my credentials evaluated?

If you completed your education outside of the U.S., you must have your credentials evaluated in order to have them understood and recognized by Hiram College. A WES evaluation will provide you with the U.S. academic equivalents for your credentials and allow you to pursue further education or seek employment in the U.S.

When should I have my credentials evaluated?

You should have your credentials evaluated as early as possible so that you can make the most out of the evaluation. If you plan to continue your studies at a U.S. college or university and have not yet decided where to apply, a WES evaluation can help you make that decision by showing you how your educational credentials are viewed in the U.S. You can use that information to apply to schools that are appropriate for your educational background.

What does a WES evaluation contain?

A WES evaluation compares your credentials with their U.S. educational equivalents. The evaluation is advisory and it is designed to help academic institutions, licensing boards and employers in the U.S. understand foreign credentials.

WES offers two types of evaluations:

1. A Document-by-Document evaluation contains a description of your credentials, including name, year awarded, name of institution attended, and major field of study. It also provides the U.S. equivalent for each credential.
2. A Course-by-Course evaluation contains all of the information in a Document-by-Document evaluation and in addition, it lists all post-secondary subjects with their corresponding value expressed in terms of U.S. semester credit and grade equivalents.

Which evaluation should I choose?

In general, a Document-by-Document evaluation is sufficient for Hiram College.

What is the cost of a WES evaluation?

A Document-by-Document evaluation costs around \$100.00 and a WES Course-by-Course evaluation costs around \$160. If you require additional services, such as rush service, express delivery or a CPA Board Evaluation, extra charges apply.

How long does it take to obtain a WES evaluation?

WES can complete your evaluation in 7 business days or less, depending on the type of service that you request. However, if additional research, correspondence or verification is required, the evaluation will take longer. We recommend that you start the process as early as possible and submit all documents as required to ensure the timely completion of your evaluation report.

What documents do I need to send for evaluation?

Obtaining the appropriate credentials is extremely important in the WES evaluation process. Detailed instructions for your country of education are given at <http://www.wes.org/required>

What if my documents are not in English?

If your documents are not in English, you must submit precise word-for-word English translations together with your foreign-language documents. WES does not provide translation services. Translations prepared by the school or university that you attended or by authorized translators in your home country are acceptable. If you need to find a translator in the U.S., you may wish to contact University Language Services, Inc. 1- 800-419-4601. Outside the U.S., call 212-766-4111. This information is provided for your convenience only. All arrangements must be made directly with the translation service of your choice.

How does WES review credentials?

All credentials are reviewed as soon as they arrive at WES. If WES determines that a credential requires additional information or verification, WES will contact the institution that issued it to obtain the necessary information or to have it verified.

You can find more frequently asked questions here <https://www.wes.org/help>



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