

ADVISING STUDENTS WITH INTERNATIONAL RECORDS

Prepared for
University of California
Ensuring Transfer Success, *Spring 2004*

Many applicants to the University of California present records from schools in both the U.S. and other countries. These “mixed” educational histories can be the most challenging to evaluate for admission and possible transfer credit. Each UC campus has international admission specialists who are knowledgeable about the different grading systems and methods of recording coursework from other countries. The University requires students to submit all college and university records for evaluation.

ACADEMIC RECORDS

- ◆ The **self-reported academic record** section of the application should be completed to reflect academic and performance information as reported on the original record. The application information should include courses taken, marks or grades received, and credits, units or hours per course. Refer to the sections “If You Attended School Outside the United States” and “Colleges and Universities Outside the United States” in the application and the section “International Admission and Academic Records” in Quick Reference for Counselors.
- ◆ Students may be asked to submit **photocopies** of academic records to the campus International Admission Specialist in addition to completing the application self-reported academic record.
- ◆ **Official records or transcripts** will be required if a student is admitted. College and university records from many countries are sent directly from institutions to the Office of Admissions. In some cases it may take a substantial amount of time so written requests should be made early.
- ◆ Certified **translations** are required for college and university records issued in languages other than English. Translators with knowledge of educational records and terminology should be used. (see “Resources for Evaluating Academic Records from other Countries”)
- ◆ **Course descriptions** are required in order to determine transfer credit and satisfaction of admission and degree requirements.

ENGLISH LANGUAGE PROFICIENCY REQUIREMENT

- ◆ Students whose native language is not English, and whose high school or college/university education was in a country where the language of instruction is not English, must provide evidence of a sufficient level of proficiency to be successful in university studies.
- ◆ The minimum score requirement for **TOEFL** varies by campus, ranging from 173-220 on the computer-based test and 500-550 on the paper-based test. The International English Language Testing System (**IELTS**) examination is accepted with a 7.0 or better (academic modules) band score. For freshman applicants, a score of 3, 4 or 5 on the **APIEL** examination (discontinued 2002) or a score of 560 or higher on the **SAT II Writing** test is accepted for English language proficiency.
- ◆ Transferable **English composition courses** (not ESL) taken in the U.S. may be used to demonstrate proficiency in English in lieu of a test. Specific campus requirements vary. UCLA, UCSC and UCSD

require two college courses (e.g. English IA and IB) with B grades or better to waive the English proficiency test requirement.

LANGUAGE PROFICIENCY/LANGUAGE OTHER THAN ENGLISH

◆ Freshman applicants who are bilingual can satisfy this requirement by earning a satisfactory test score on a SAT II Subject Test, Advanced Placement Exam, International Baccalaureate Higher Level Exam, or a University proficiency test. Students may also present an official school transcript for the sixth grade or higher, showing two years of another language with C grades or better in a school where the language of instruction is other than English; or certification by the high school principal. (See the section on Admission as a Freshman in Quick Reference for Counselors)

MAJOR PREPARATION

- ◆ Completion of major requirements is very important for transfer students to meet selection and admission requirements.
- ◆ Transfer coursework that has been completed outside of the U.S. will be reviewed by campus departments for possible satisfaction of prerequisites and major requirements. Course descriptions are required.

IGETC

- ◆ Coursework completed outside of the U.S. should not be used to satisfy IGETC with the exception of the language other than English requirement.
- ◆ The **Language Other than English** requirement can be satisfied if secondary/high school was completed in another country where the native language and language of instruction was not English without further evaluation of courses and grades. The student must present appropriate documentation of attendance at the secondary school. Students may also present an official school transcript for the sixth grade or higher, showing two years of another language with C grades or better in a school where the language of instruction is other than English
- ◆ Students with a substantial amount of coursework from another country that may be transferable to UC should consult with a counselor. It may be advisable to complete campus specific general education or breadth requirements rather than IGETC.

LANGUAGE CREDIT IN THE NATIVE LANGUAGE

- ◆ Students whose native language is not English, and who have completed at least 9 years of education in that language, will not receive lower division language or literature credit for college or university courses in that language taken in the U.S. (including Advanced Placement or International Baccalaureate Higher Level exam credit).

VISAS AND FINANCES

- ◆ Nonimmigrant students holding an F-1 Student or J-1 Exchange Visitor Visa must present verification of financial support for their studies at the university. Costs include nonresident tuition, registration and educational fees, living expenses and health insurance. In general, UC does not have financial assistance available. (see Information for Prospective Students from Other Countries <http://www.ucop.edu/pathways/infoctr/ips/>) Information about the Student and Exchange Visitor Program (SEVP) is on the U.S. Immigration and Customs Enforcement web site http://www.ice.gov/graphics/enforce/imm/imm_sevis.htm.

ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS

Students whose native language is not English, and who have been educated in high school or beyond in a country where the language of instruction is not English, must provide evidence of a sufficient level of proficiency to be successful in university studies. Completion of course work in English composition in a U.S. college **may be** acceptable in lieu of a proficiency test.

	TOEFL C = computer-based P = paper-based	Proficiency test waived with transferable English composition courses (not ESL) in a U.S. college
Berkeley	C: 213 P: 550	2 courses required with C grades or higher
Davis	C: 213 P: 550	2 courses required with C grades or higher
Irvine	C: 213 P: 550	1 course required with C grade or higher
Los Angeles	C: 220 P: 550	2 courses required with B grades or higher
Merced	C: 220 P: 550	2 courses required with B grades or higher
Riverside	C: 213 P: 550	1 course required with C grade or higher
San Diego	C: 220 P: 550	2 courses required with B grades or higher
San Francisco	C: 213 P: 550	
Santa Barbara	C: 173 P: 500	2 courses required with C grade or higher
Santa Cruz	C: 220 P: 550	2 courses required with B grades or higher

Additional tests used to demonstrate English proficiency:

- Score of 3, 4, or 5 on the Advanced Placement (AP) examination in English Language and Composition, English Literature and Composition, or International English Language (APIEL);
- Score of 560 or higher on the College Board SAT II Subject Test in Writing;
- Score of 5, 6, or 7 on the International Baccalaureate Higher Level Examination in English (Language A);
- Score of 7 or higher on the International English Language Testing System (IELTS) examination (academic modules).

Davis, Irvine, Los Angeles, and Santa Barbara may have additional English proficiency testing for students admitted to their campus.

RESOURCES FOR EVALUATING RECORDS FROM OTHER COUNTRIES

NAFSA: Association of International Educators

1307 New York Avenue, NW, Eighth Floor
Washington, DC 20005-4701
Home page: <http://www.nafsa.org>

Tel: 202-737-3699
Publications Tel: 800-836-4994
Fax: 202-737-3657
Email: inbox@nafsa.org

Provides reference materials on educational systems of countries and regions (including *A Guide to Educational Systems Around the World*), workshops and conferences at the regional and national level. The Admission Section (ADSEC) has a bibliography of useful resources for international educators:
<http://www.adsec.nafsa.org/inetresources.asp>

AACRAO (American Association of Collegiate Registrars and Admissions Officers)

One Dupont Circle, NW, Suite 520
Washington, DC 20036

Tel: 202-293-9161
Publications Tel: 301-490-7651
Fax: 202-872-8857
Email: info@aacrao.org
Publications Email: pubs@aacrao.org

Home page: <http://www.aacrao.org/>

Provides reference materials on educational systems of countries and regions (books in the World Education Series, PIER series, Country Guide series), workshops and conferences at the regional and national level. The Office of International Education Services provides the Foreign Education Credential Service for the evaluation of academic records.

UNESCO World Higher Education Database

<http://www.unesco.org/iau/whed.html>

Arranged alphabetically by country, this web site has information for over 175 countries and presents each country's educational system as an outline that includes levels of education, age of student at each level, name of each credential from elementary through higher education, grading system and contact information for education authorities.

Translation Services

Translators with knowledge of educational records and terminology should be used. Resources include the American Translators Association (www.atanet.org), the Northern California Translators Association (www.ncta.org) and the Southern California Area Translators & Interpreters Association (www.scatia.org).

Evaluation Agencies

Provide an advisory opinion about what an individual's foreign educational background represents in U.S. terms, for purposes such as employment, immigration, professional licensure and further education. Some agencies specialize in evaluations related to employment, while others specialize in academic evaluations. UC campuses do their own evaluations and do not accept evaluations done by evaluation agencies. Students who want to transfer to other colleges and universities should check with receiving institutions before transferring to find out whether those institutions would accept such an evaluation. The **National Association of Credential Evaluations Services** (NACES) is a membership organization for credential evaluation services. The NACES home page (www.naces.org) lists member evaluation services.

UC Information for Prospective Students from Other Countries

<http://www.ucop.edu/pathways/infoctr/ips/>

Student and Exchange Visitor Program (SEVP)

http://www.ice.gov/graphics/enforce/imm/imm_sevis.htm