

International Transcripts

Applicants who hold a bachelor's degree or higher from a country that is outside the United States will need to submit a course-by-course evaluation from a recognized foreign evaluation service must be submitted, and it must include the month, day, and year that the degree was conferred. It is MANDATORY that applicants have the evaluation agency send us the completed evaluation reports directly to transcripts@240certification.com. Personal attachments, forwarded emails, or photocopies are not acceptable forms of official documents.

English Proficiency Requirement

In lieu of foreign transcripts, a course-by-course international credential evaluation with GPA is required for applicants educated in a country outside of the United States, regardless of the language of instruction.

The credential evaluation will translate the student's academic credentials into English and convert their grades and GPA into the traditional United States grading scale. In order to be eligible for admission, your foreign degree must be the equivalent of a four-year U.S. bachelor's degree or higher from a college or university of recognized standing.

If your degree was earned outside the United States, you'll need to submit a course-by-course credential evaluation as part of your application. This evaluation:

- Converts your academic records into the U.S. grading scale
- Verifies your degree is equivalent to a U.S. bachelor's degree or higher
- Must include your overall GPA and the full date your degree was awarded (month/day/year)
- Must be signed by the evaluator

You must use a provider that is a member of either The [National Association of Credential Evaluation Services \(NACES\)](#) or [The Association of International Credential Evaluators \(AICE\)](#).

Some commonly used evaluation services include:

- [SpanTran: The Evaluation Company](#) (discount available for 240 applicants)
- [Educational Credential Evaluators \(ECE\)](#)
- [Scholaro](#)

- [World Education Services \(WES\)](#)
- [Josef Silny & Associates](#), and others

Once completed, have the evaluation emailed directly to: transcripts@240certification.com

Additional Details for International Applicants:

- A GPA equivalency **MUST** be recorded on the credential evaluation and must be signed by an authorized representative of the evaluation service OR sent directly from the company. We are unable to consider an application without an overall GPA equivalency.
- It is **MANDATORY** that we receive a copy of the official evaluation directly from the foreign evaluation company. **Personal attachments, forwarded emails, or photocopies are not acceptable forms of official documents.**
- We **MUST** have a conferred degree noting the month/year on the credential evaluation, and the month/date/year is preferred.
- Only courses that can clearly be associated with the subject-specific area will be used to document the 12/15 hour requirement (15 hours is required if seeking mathematics or science at Grade 7 and above). If the 12/15 hour requirement cannot clearly be distinguished, then the applicant will be required to take the TX PACT in the preferred area of admission.
- **Please be advised, 240 Certification does not offer supports, resources, or pathways for visa sponsorship.** Candidates who require sponsorship (e.g., H-1B or J-1 visas) are advised to consult directly with their hiring school district or an immigration attorney regarding employment eligibility.

As part of our program's compliance with state certification requirements, **240 Certification cannot recommend a candidate for an intern certificate—and therefore cannot issue a Statement of Eligibility—until the candidate has full legal authorization to work in the United States.** This ensures all candidates are eligible for employment and licensure before placement in a classroom.

- Although a Social Security Number is not required to apply for the program, apply for a teaching certificate, or take certification exams, it IS required for fingerprinting. Fingerprinting is required before being eligible to hold an Intern, Probationary, or Standard certificate. Additionally, the fingerprinting is required prior to Texas public school employment.
- **Please allow additional time to analyze documentation.** Next steps will be communicated via email.

English Proficiency Requirement

- Completion of an undergraduate or graduate degree from a higher education institution in the United States (official transcript) **or one of the permanent U.S. territories** (*U.S. Territories include: American Samoa; Commonwealth of the Northern Mariana Islands; Guam; Puerto Rico; U.S. Virgin Islands*).
- Completion of an undergraduate or graduate degree at an institution of higher education in a country outside the United States on this list [approved by the State Board for Educator Certification \(SBEC\)](#).
- Verification of satisfactory score on the Test of English as a Foreign Language - Internet Based Test (TOEFL-iBT). You must take all four portions (Listening, Speaking, Reading, and Writing) for your scores to be calculated. **Scores must be at or above the High-Intermediate level.**
 - **Note 1:** Test results are valid for two years, with the validation date of the exam beginning 5-7 days when the results are declared.
 - **Note 2:** *240 Certification does not offer supports, resources, or pathways for visa sponsorship.*
 - **Note 3:** Permanent U.S. Territories include: American Samoa; Commonwealth of the Northern Mariana Islands; Guam; Puerto Rico; U.S. Virgin Islands.