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## REQUEST FOR PROPOSALS GMU-1712-21

**ISSUE DATE:** June 10, 2021

**TITLE:** International Credential Evaluation Services

**PRIMARY PROCUREMENT OFFICER:** Erin Rauch, Assistant Director, [erauch@gmu.edu](mailto:erauch@gmu.edu)  
**SECONDARY PROCUREMENT OFFICER:** Davena Reynolds, Senior Buyer, [dreyno3@gmu.edu](mailto:dreyno3@gmu.edu)

**QUESTIONS/INQUIRIES:** E-mail all inquiries to both Procurement Officers listed above, no later than 4:00 PM EST on June 24, 2021. All questions must be submitted in writing. Responses to questions will be posted on the [Mason Purchasing Website](#) by 5:00 PM EST on June 29, 2021. Note: Questions must be submitted in WORD format. Also see section III. COMMUNICATION, herein.

**PROPOSAL DUE DATE AND TIME:** July 13, 2021 @ 2:00 PM EST. **SEE SECTION XII.A.1 FOR DETAILS ON ELECTRONIC PROPOSAL SUBMISSION.**

**In Compliance With This Request For Proposal And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Goods/Services In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiations.**

Name and Address of Firm:

Legal Name: Educational Perspectives, nfp

Date: 7/12/2021

DBA: -

Address: 55 E Jackson Blvd, Suite 2175  
Chicago IL 60604

By: Kenneth Warren  
Signature

FEI/FIN No. 30-0092203

Name: Kenneth Warren

Fax No. 312-421-9353

Title: President

Email: kwarren@edperspective.org

Telephone No. 312-421-9300

SWaM Certified: Yes: \_\_\_\_\_ No: X (See Section VII. SWaM CERTIFICATION for complete details).

SWaM Certification Number: -

This public body does not discriminate against faith-based organizations in accordance with the *Governing Rules*, § 36 or against a Bidder/Offeror because of race, religion, color, sex, national origin, age, disability, or any other prohibited by state law relating to discrimination in employment.

**ATTACHMENT A**  
**SMALL BUSINESS SUBCONTRACTING PLAN**  
**TO BE COMPLETED BY OFFEROR**

Offerors must advise any portion of this contract that will be subcontracted. It is the goal of the Commonwealth that over 42% of its purchases be made from small businesses. All potential offerors are required to include this document with their proposal in order to be considered responsive.

**Small Business:** "Small business (including micro)" means a business which holds a certification as such by the Virginia Department of Small Business and Supplier Diversity (DSBSD) on the due date and time for proposals. This shall also include DSBSD certified women- owned and minority-owned businesses and businesses with DSBSD service disabled veteran owned status when they also hold a DSBSD certification as a small business on the proposal due date. Currently, DSBSD offers small business certification and micro business designation to firms that qualify.

Certification applications are available through DSBSD online at [www.SBSD.virginia.gov](http://www.SBSD.virginia.gov) (Customer Service).

**Offeror Name:** Educational Perspectives, nfp

**Preparer Name:** Kenneth Warren

**Date:** 7/12/2021

**Who will be doing the work:** ☐ I plan to use subcontractors ☒ I plan to complete all work

**Instructions**

- A. If you are certified by the DSBSD as a micro/small business, complete Section A of this form.
- B. If the "I plan to use subcontractors" box is checked, complete Section B of this form. For the proposal to be considered and the offeror to be declared responsive, the offeror shall identify the portions of the contract that will be subcontracted to any subcontractor, to include DSBSD certified small business for the initial contract period in relation to the offeror's total price for the initial contract period in Section B.

**Section A**

If your firm is certified by the DSBSD provide your certification number and the date of certification.

Certification Number: \_\_\_\_\_ Certification Date: \_\_\_\_\_

**Section B**

If the "I plan to use subcontractors" box is checked, populate the requested information below, per subcontractor to show your firm's plans for utilization of any subcontractor, to include DSBSD-certified small businesses, in the performance of this contract for the initial contract period in relation to the offeror's total price for the initial contract period. Certified small businesses include but are not limited to DSBSD-certified women-owned and minority-owned businesses and businesses with DSBSD service disabled veteran-owned status that have also received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc. It is important to note that these proposed participation will be incorporated into the subsequent contract and will be a requirement of the contract. Failure to obtain the proposed participation dollar value or percentages may result in breach of the contract.

**Plans for Utilization of Any subcontractor, to include DSBSD-Certified Small Businesses, for this Procurement**

**Subcontract #1**

Company Name: \_\_\_\_\_ SBSD Cert #: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ SBSD Certification: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Value % or \$ (Initial Term): \_\_\_\_\_ Contact Address: \_\_\_\_\_  
Description of Work: \_\_\_\_\_

**Subcontract #2**

Company Name: \_\_\_\_\_ SBSD Cert #: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ SBSD Certification: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Value % or \$ (Initial Term): \_\_\_\_\_ Contact Address: \_\_\_\_\_  
Description of Work: \_\_\_\_\_

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## **2. Qualifications and Experience**

### **a. Description of Educational Perspectives' experience, knowledge, and skills**

Educational Perspectives, nfp (EP) was established in February 2002 as a 501(c)(3) not-for-profit corporation in the State of Illinois. The founder is Kenneth Warren who has 30 years of experience in international credential evaluation. EP is a registered small business in Illinois – we employ 20 fully trained, administrative, documentation specialist (DS), credential analyst (CA), and credential evaluation staff. 10 staff are exclusively dedicated to credential evaluation work; 3 evaluators hold the status of Senior Evaluator.

Educational Perspectives has been a member in good standing in the National Association of Credential Evaluation Services (NACES) since 2003. Founder Kenneth Warren has been the Chairperson of NACES from 2012-2014 and is its current Chairperson (2018-2022). He serves on two ad hoc committees of NACES – the Professional Standards Committee and the Bylaws Committee.

Educational Perspectives is a signatory of the Groningen Declaration network, a member of the Institute of International Education (IIE), an institutional and charter member of The Association of International Credential Evaluation Professionals (TAICEP), a member of the National Association of Graduate Admissions Professionals (NAGAP), and Study Illinois. EP's staff hold individual membership in the European Association of International Educators (EAIE), International Educators of Illinois (IEI), NAFSA, and several other relevant regional, national, and international professional associations. EP Staff are also regular participants in the American Association of Collegiate Registrars and Admission Officers (AACRAO). Educational Perspectives was one of the first US credential evaluation agencies to become a signatory to the Groningen Declaration which signifies our commitment to digital student data portability and the mobility of international students.

Our credential evaluation staff are active in our relevant professional associations in both leadership and committee positions, as well as authoring publications and reference guides in international education. Additionally, they are frequent presenters in training workshops and conference sessions on relevant international education topics. Staff at EP have gained their professional experience through work in international student admissions, refugee resettlement and support organizations, and international credential evaluation at other NACES-member agencies.

EP evaluates approximately 20,000 non-US educational credentials per year.

### **b. Sample evaluations (6) – Please see Exhibits 1 – 6 attached at the end of this proposal.**

For the purpose of illustration, all sample evaluations have been prepared as 'course-by-course' evaluations, which include all the required information that would appear on a 'General/Document-by-Document' evaluation for graduate admissions.

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c. **List of three (3) professional references with contact information**

**Professional reference 1**

**Erica Malgieri**

Senior Admissions Coordinator  
Johns Hopkins Bloomberg School of Public Health  
[erica.malgieri@jhu.edu](mailto:erica.malgieri@jhu.edu)  
410.955.3543

Educational Perspectives has prepared evaluations for Johns Hopkins BSPH for approximately 3 years

**Professional reference 2**

**Cymon Kimmel**

Assistant Director of Enrollment Management  
School of Professional Studies  
Northwestern University  
[cymon.kimmel@northwestern.edu](mailto:cymon.kimmel@northwestern.edu)  
312-503-0341

Educational Perspectives has prepared evaluations for Northwestern University SPS for approximately 7 years

**Professional reference 3**

**Maria Villanueva**

Associate Director of Graduate & Professional Enrollment Management Operations  
Loyola University Chicago  
[mvilla2@luc.edu](mailto:mvilla2@luc.edu)  
312-915-8951

Educational Perspectives has prepared evaluations for Loyola University Chicago since 2008

### **3. Specific Plan (Methodology)**

#### **a. Statement of Best Practices**

EP prepares evaluations based on official academic records sent directly to us by the issuing institution, or on single-issue primary source original documents, as necessary. At the request of our clients, Educational Perspectives prepares 'internal purpose' evaluations based on photocopies or scanned copies of official academic records submitted to the client as part of a student application for admission.

EP maintains a physical archive of approximately 200K known authentic credentials, as well as a digital archive of 100K+ credentials against which credentials are compared for authenticity and research purposes. EP verifies credentials directly with institutions and where possible, national, and institutional academic record databases which have been established for that purpose.

Junior evaluation staff are trained on basic credential evaluation methodology by senior evaluators; we have a formalized training program in place. Junior evaluators are trained to evaluate credentials from all countries prior to developing, or choosing, an area of expertise. EP evaluator training is based on the four primary types of academic records that are issued: credit-based, marks-based, hours-based, and outcome-based; training in country- or system-specific research methods supplements their evaluation training, as well as training in fraud detection and principles of institutional and programmatic accreditation and recognition.

Junior evaluators may choose an area of expertise that can include a focus on a profession (Architecture, Engineering, Nursing, etc.), a system of education (ex: UK patterned), or a particular country. Throughout the training period, which lasts approximately one year, junior evaluators are supervised directly by senior evaluation staff through their file assignment, ongoing training, research and evaluation preparation, evaluation proofing, and other areas of responsibility. Evaluators who have gained an expertise in a country of education or a professional field are encouraged to share their knowledge with other evaluation staff and colleagues in the profession, or to submit session or workshop proposals for conference presentation.

EP maintains a reference/research library with approximately 900 cataloged publications, articles, guides, and other reference materials related to credential evaluation and international education. Our research library is supplemented with an extensive digital archive of publications and online subscriptions relevant to the study of international education.

#### **i. Describe your policies regarding:**

**How EP determines and evaluates formal vs. informal non-academic education**

EP distinguishes between formal education which is school/institution-based and leads to a recognized academic qualification, and informal non-academic education which can be based on activities related to daily life experiences, professional development training, self-study, and/or skills training, etc., that may lead to the award of a 'badge', computer skills certificate, or trade/vocational training certificate.

- Study completed via distance education is noted on our evaluation reports; if it is part of a formal academic program, it will be given a course-by-course breakdown on a course-by-course report.

- Study completed as part of a professional development training program is noted on our evaluation reports as an 'equivalency comment' and is typically not given a course-by-course breakdown.

- Study leading to the award of a trade or vocational certificate is noted as an 'equivalency comment' when appropriate, and not given a course-by-course breakdown.

- EP does not evaluate study that is based on life experience. However, if credit for life experience is posted on the transcript of an institution that has the equivalent of regional academic accreditation, it will be given a course-by-course break-down on a course-by-course report, but noted as credit for life experience.

### **Acceptance of 'official' vs. unofficial documents from applicants**

As noted above, EP prepares evaluations based on official academic records only. Copies or scans of official documents (which US institutions typically refer to as 'unofficial' academic records) submitted by applicants may be used for 'internal' or 'special purpose' evaluations.

EP defines an official academic record as one that is issued by an individual or entity that has jurisdictional authority over document issuance for an institution. In most countries of the world, the party responsible for issuing official academic records is a Registrar, Academic Secretary, Controller of Examinations, Registry Office, etc.

'Internal' or 'Special Purpose' evaluations are prepared at the request of client institutions (typically at the decision phase of application review) or, in situations where official academic records are not available due to a health crisis, labor dispute, refugee status, natural disaster, etc.

Evaluations that are based on unofficial academic records are clearly noted as such on the evaluation report.

**How you quantify and evaluate academic study in terms of credit hours**

EP evaluations quantify study in terms of US semester hours of credit. Credits, hours, marks, points, etc. shown on non-US academic records are converted to US semester hours of credit.

Fulltime study is represented by approximately 15-18 US semester hours of credit per semester and 30-36 semesters hours of credit per year, depending on the field of study undertaken.

Arts programs are typically represented by 30 US semester hours of credit per year, whereas Engineering and Medicine programs are typically represented by 34-36 hours of credit per year.

**Policies and methods used in determining grading equivalencies**

In determining our grade equivalencies for grades awarded by non-US educational institutions, EP distinguishes between norm-reference grading (which is based on the average grade received) and criterion-based grading (which is based on the lowest passing grade).

As a general principle, grades that represent 'Excellent' academic achievement in one country will represent the US equivalent grade of 'A' on the US 'A' through 'F' scale. Grades that represent 'Good' or 'Above Average' achievement will represent 'B' on the US scale. 'Average', 'Satisfactory', or 'Passing' grades will be represented as a US equivalent grade of 'C'. Academic work that represents 'Weak' accomplishment, 'Conditional Failure', passing, but below the standard of degree study, may be represented as the US equivalent grade of 'D'. Failure is represented by 'F'.

Grade conversions are determined through an analysis of published information regarding the grading practices in the home country or institution, information provided on official academic records or program descriptions, published statistical information regarding grade distribution, and our own research.

In an effort to be transparent about our grade conversion practices, and to assist readers of our evaluation reports, EP includes the institutional grading scale with our conversion, for each credential listed on our course-by-course evaluations.



**References you use for all the above**

In the past 20 years, Educational Perspectives has built a reference library that contains published country-, institutional-, and profession-specific resources from around the world. We have approximately 900 catalogued publications and reference materials. We also maintain an extensive archive of digital publications relevant to the study of international education.

Evaluation staff also rely on information published online by various national education ministries and information agencies such as the ENIC-NARIC network, NOKUT, NUFFIC, SEAMEO, UNESCO, CICIC, etc., as well as information and research shared by colleagues at other national and private evaluation services.

ii. **System for accepting electronic submission of imaged international credentials**

EP accepts digital academic records via secure digital platforms and verified official email addresses.

Platforms include Parchment, Digitary, National Student Clearinghouse, Gradintel, MyEquals, MyCreds, True Copy, etc.

EP Documentation and Evaluation staff accept electronic submission of international credentials via verified email addresses. Email addresses are verified back to the sender in a separate email for this purpose in order to deter 'spoofing', identify bogus/fraudulent email accounts, or documents delivered by non-official institutional email accounts.

Digital submission (or notice of submission) of documents are received via our [documents@edperspective.org](mailto:documents@edperspective.org) email account.

For the purpose of preparing internal and special purpose evaluations for our clients, emailed copies/scans of student records that have been received by the client institution are accepted via our [documents@edperspective.org](mailto:documents@edperspective.org) email account, Share Point, or other client accounts for pick-up.

iii. **System for evaluations to be sent/available to only one central Mason Admissions Office**

EP will deliver completed reports via any method requested by Mason admissions staff; our current delivery system for Mason is electronic.

Evaluations requested by Mason staff:

Current Process - Evaluations are delivered to Mason based on the contact/delivery information indicated on the EP GMU-specific cover sheet/evaluation request.

EP will deliver all evaluations completed for Mason to one address, if provided.

Evaluations requested by individuals applying to EP directly:

Current Process - Evaluations are delivered to applicants as digitally signed, secure, and tamper-proof documents with certified copies of official credentials attached via the Digitary Core or Parchment platforms.

Applicants are also able to request that EP deliver official hard copies of their completed evaluation to any Mason office/individual indicated on their application for evaluation.

Because individual applicants pay for their evaluations, we are obliged to deliver copies of their reports to the addresses they designate on their application forms. Aside from obvious incorrect address information provided by applicants, EP will deliver completed evaluations to the Mason Admissions office specified by the student on their application, or to a central admissions address.

iv. **Method to assist Mason and its students who may have difficulties in providing scans of official/original documents**

EP Documentation and Evaluation staff are available to provide information on how to obtain or deliver documents when scans of official records are not available. This may include providing institutional links or contact information where official documents can be obtained, or alternative solutions which will satisfy any Mason due diligence concerns. If Mason staff require authentication/verification of source information, or of documents received by Mason, EP Evaluation staff will help whenever requested.

v. **System in place to ensure that credential evaluations are completed in prescribed time**

EP maintains a standard 5 to 7-day turn-around time for the completion of evaluations which is dependent on receiving complete files and sufficient documentation needed to complete an evaluation report.

Applications and evaluation requests are reviewed by Documentation Specialist (DS) staff within a 24–36-hour time frame and missing or deficient documentation is requested, as necessary.

After review, applications, evaluation requests, and credentials are assigned to evaluation staff for report preparation; credentials are evaluated, and a report is prepared generally within a 24-48-hour timeframe. The final day in the process is reserved for senior evaluation staff review, proofing, and delivery of the completed report. Any delays in this process are due to the need for document verification or extended research on a degree program or credential.

Missing documentation is requested in writing via email by the Documentation staff. Occasionally, Evaluation staff may need to contact applicants or GMU directly for clarification on the type of evaluation to be prepared, or with questions regarding the documents received by Mason admission staff.

**b. Institutional philosophy regarding international 3-year degree programs**

It is the opinion of Educational Perspectives that Bachelor's degrees awarded upon completion of a three-year Indian bachelor's degree program represent the equivalent of three years of undergraduate study in the United States.

EP considers three-year Bachelor's degrees awarded by Australian and UK universities to represent the equivalent, in level, scope, and intent, of US bachelor's degrees.

Bachelor's degrees awarded by institutions in Bologna Accord countries are compared against US educational programs according to the level, scope, and intent of the credential awarded. In general, it is the opinion of Educational Perspectives that Bachelor's degrees awarded following a three-year degree program may represent the equivalent of a US Bachelor's degree if there has been substantial university preparatory study undertaken at the upper secondary level such as A-level examinations, Abitur examination, Studentereksamen, VWO examinations, etc. In these cases, we believe that Bologna three-year degree programs represent adequate preparation for US graduate study, and thus represent the equivalent of a US Bachelor's degree.

**c. Describe what makes your firm unique or different than other NACES organizations and include any services which are specific to your firm.**

EP is the only NACES agency that issues evaluations entirely via digital platforms. Unless specifically requested, EP does not produce 'paper' evaluations.

Since 2014, EP has engaged the services of Digitary, an Ireland-based academic service provider, to assist us in issuing our evaluations via a digitally secure and tamperproof platform (Digitary Core). Digitary delivery provides a permanently accessible method for

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our applicants to securely share their evaluation reports and verified educational credentials in a controlled manner, without the need to pay additional fees to request copies of their documents.

Digitary Core is the platform used to issue official academic records and degree certificates by the majority of higher education institutions in the United Kingdom and Ireland, it is also the platform through which Australian and New Zealand institutions issue credentials via MyEquals, and in Canada, via MyCreds. Through Digitary's partnership with CHESICC, EP also has immediate access for delivery and verification of credentials issued in China via CHESICC. EP is the first organization in the US to use Digitary Core for the issuance of evaluation reports and their associated documents.

Since 2016, EP has also issued completed evaluation reports via Parchment. EP has also recently (June 2021) become a preferred partner with Slate and will begin delivering evaluations and associated documents to institutions that are Slate partners shortly.

EP is one of the only NACES evaluation services that prepare Catalog Match evaluations and Institutional and Program Evaluations (IPEs). Catalog Match evaluations assist transfer credit admission staff by providing course-code matching from the overseas institution's course offerings to those at the US institution requesting this type of evaluation. Our IPEs provide institutional and program profiles that help US institutions determine whether an international institution/program is a good match for a prospective partnership.

EP is one of the few NACES agencies that offers both a document verification service (Certification) and translation services. These services are separate and distinct from our Evaluation services. Our certified translation services are convenient to our clients and customers who require official English translations of any non-English documents they receive.

EP provides exceptional customer service to our applicants and institutional partners. Our staff is accessible, and our customers and clients have immediate access to our client liaisons and evaluation staff.

EP also maintains a standard turn-around time for the completion evaluation reports. Evaluation reports are completed within 5-7 working days once all needed documentation has been received.

Our service commitment is something we take pride in, and we know that our accessibility and timeliness is appreciated by those who work with us.

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#### **4. Proposed pricing**

- a. Cost per General/Document-by-Document evaluation - \$90
- b. Cost per Course-by-Course evaluation - \$140
- c. Costs for student requested and Mason requested re-evaluations:

**Student** - \$125 for General evaluations; \$175 for a Course-by-Course evaluations (2021)

**Mason** - \$90 for a General; \$140 for a Course-by-Course

- d. Cost for expedited/rush services – 3-day Rush - \$100; Same-day/24-hour Rush - \$200

EP treats Mason evaluation requests with priority and endeavors to complete evaluations with expedited services as necessary on a case-by-case basis. However, if expedited service is requested via our GMU-specific evaluation request/cover sheet, the service request will be invoiced.

Note regarding re-evaluation costs: Students request evaluations, re-evaluations, and other services independently through our online application via our website. As such, they are required to pay the current fees listed on the application. The prices quoted above for Mason evaluation requests, are discounted and can be guaranteed through 10/1/2022.

#### **Payment preference**

Option #2 – Virtual Payables cred card program – EP is already enrolled in this service.

#### **5. Litigation/Legal Concerns**

- a. Are you and/or your subcontractor currently involved in litigation with any party?

**No.**

- b. Please list any investigation action from any state, local, federal or other regulatory body related to your firm or any subcontractor in the last three years.

**Educational Perspectives is not, and has not been, the subject of any investigation action by any state, local, federal or other regulatory body.**

- c. Please list all lawsuits that involved your firm or any subcontractor in the last three years.

**Educational Perspectives has not been a party to any lawsuits in the last three years.**

## EXHIBIT 1

**About this evaluation...**

Educational Perspectives evaluates only formal educational credentials. Unless otherwise noted, non-academic credentials, such as those received upon completion of workplace training, a computer-training course, or other skills-related programs, have not been included on this evaluation. Our evaluation reports state the equivalent of non-US education in terms of education offered at regionally accredited institutions in the United States, unless otherwise noted. The conclusions stated on our evaluation reports are based on in-depth research utilizing the best information and resources available to evaluators in the United States. Our evaluation reports reflect our judgment based on this research and are advisory only. We do not make judgments regarding an individual's suitability for further education, professional licensure, registration, certification, or employment. Official PDF copies of this evaluation report include our seal on the final page of the evaluation report.

**Quantification of academic study**

Academic work completed outside the US has been quantified in terms of US semester hours of credit on our evaluation. In the United States, one year of fulltime study is represented by completion of 30 to 34 semester hours of credit, depending on the program of study undertaken. Academic institutions in the US are autonomous. Each institution determines the amount of credit which will be accepted into a degree program, according to its own policies. Therefore, the amount of credit accepted for transfer may differ from the number of credits listed on your evaluation report.

**Grading**

The grades received outside the US are converted using the US "A" through "F" scale (A,B,C,D,F). Each grade has a corresponding point value: A=4, B=3, C=2, D=1, and F=0. In some cases, chromatic grades of plus or minus "+,-" may be used. A grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credits received. A grade point average does not include grades of Exempt (Ex), Incomplete (I), In Progress (IP), Pass (P), Satisfactory (S), or Withdrawn (W). The grade of "P" represents "Pass" on courses, which were taken on a pass/fail basis or, for courses where actual grades were not reported.

**Types of evaluation reports**

A **General Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. A US equivalent grade point average (GPA) is included for reports issued for the purpose of further education and/or professional licensure.

A **Course-by-Course Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. A US equivalent grade point average (GPA) is included.

A **Subject Analysis Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. Additional information regarding course content has been provided to assist your institution or prospective licensing board. A US equivalent grade point average (GPA) has been included.

A **Catalog Match Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual course taken for each credential received, a US equivalent credit/unit value and grade, and matches each subject to the corresponding course number of the referring institution.

**Additional notations and footnotes**

Your evaluation may contain one or more symbols or footnotes to aid in the identification of key course elements.

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Questions regarding completed evaluations must be in writing and directed to the attention of the Director of Evaluations at:

Educational Perspectives  
PO Box A3462  
Chicago IL 60690-3462

Or via email to: [info@edperspective.org](mailto:info@edperspective.org)

**Please include the Educational Perspectives reference number in all correspondence with our office.**

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*Educational Perspectives is a member of the National Association of Credential Evaluation Services (NACES)®*

## COURSE-BY-COURSE EVALUATION REPORT

<b>Name:</b>	XXXXXXXX XXXXX XXXXX	<b>Date:</b>	13 February 2016
<b>Date of Birth:</b>	20 January 1994	<b>Reference:</b>	089240/jd
<b>Social Security #:</b>	N/A	<b>Page:</b>	1 of 2
<b>Purpose:</b>	Further Education		

### U.S. Equivalency Summary

High school diploma and three years of undergraduate study in Business at a regionally accredited institution

### Credential Analysis

- 1 Country:** India  
**Credential:** Higher Secondary Certificate (Standard XII)  
**Awarding institution:** Maharashtra State Board of Secondary and Higher Secondary Education  
**Date of award:** 2012  
**Admission requirements:** Completion of Standard X (ten years)  
**Length of program:** Two years  
**Field of study:** Commerce stream  
**Grade average:** 3.67  
**U.S. Equivalency:** High school diploma
- 2 Country:** India  
**Credential:** Bachelor of Commerce  
**Awarding institution:** University of Pune  
**Institution attended:** Symbiosis College of Arts and Commerce  
**Date of award:** 2015  
**Admission requirements:** Completion of Standard XII  
**Length of program:** Three years  
**Field of study:** Commerce  
**U.S. Equivalency:** Three years of undergraduate study in Business

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

<b>Courses</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Functional English *	5.00	B
Financial Accounting	5.00	A
Business Economics	5.00	B
Computer Concepts and Programming	5.00	A
Marketing and Salesmanship	5.00	A
Office Management	5.00	A
Additional English *	5.00	B
Business Communication	5.00	A
Corporate Accounting	5.00	A
Business Economics: Macro	5.00	A
Principles and Functions of Management	5.00	A
Elements of Company Law #	5.00	A
Cost and Works Accounting I	5.00	A
Environmental Awareness	0.00	P

**EXHIBIT 1**

**Name:** XXXXXXXX XXXXX XXXXX  
**Date of Birth:** 20 January 1994  
**Social Security #:** N/A

**Date:** 13 February 2016  
**Reference:** 089240/jd  
**Page:** 2 of 2

<b>Courses continued</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Business Regulatory Framework #	5.00	A
Advanced Accounting	5.00	A
International Economics	5.00	A
Auditing and Taxation #	5.00	A
Cost and Works Accounting II	5.00	A
Cost and Works Accounting III	5.00	A
<b>Total semester hours of undergraduate credit</b>	<b>95.00</b>	<b>GPA 3.84</b>

\* English as a Foreign Language

# Emphasis on law of India

Notes: Courses in the shaded areas above represent upper division coursework.

For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the item listed above, the following scale has been used:

<b>Percentile</b>	<b>Descriptor</b>	<b>US Equivalent</b>
70 – 100	First Class with Distinction	A
60 – 69	First Class	A
55 – 59	Higher Second Class	B
50 – 54	Second Class	B
40 – 49	Pass Class	C
0 – 39	-	F

This evaluation is based on official educational credentials received directly from Maharashtra State Board of Secondary and Higher Secondary Education, INDIA, and the University of Pune, INDIA.

*This evaluation is valid only if received directly from Educational Perspectives, nfp, or from the applicant as a digitally signed and secure document via Digitary.*

JD/ep

JOSHUA DUBMAN  
Evaluators



## Exhibit 2

**About this evaluation...**

Educational Perspectives evaluates only formal educational credentials. Unless otherwise noted, non-academic credentials, such as those received upon completion of workplace training, a computer-training course, or other skills-related programs, have not been included on this evaluation. Our evaluation reports state the equivalent of non-US education in terms of education offered at regionally accredited institutions in the United States, unless otherwise noted. The conclusions stated on our evaluation reports are based on in-depth research utilizing the best information and resources available to evaluators in the United States. Our evaluation reports reflect our judgment based on this research and are advisory only. We do not make judgments regarding an individual's suitability for further education, professional licensure, registration, certification, or employment. Official PDF copies of this evaluation report include our seal on the final page of the evaluation report.

**Quantification of academic study**

Academic work completed outside the US has been quantified in terms of US semester hours of credit on our evaluation. In the United States, one year of fulltime study is represented by completion of 30 to 34 semester hours of credit, depending on the program of study undertaken. Academic institutions in the US are autonomous. Each institution determines the amount of credit which will be accepted into a degree program, according to its own policies. Therefore, the amount of credit accepted for transfer may differ from the number of credits listed on your evaluation report.

**Grading**

The grades received outside the US are converted using the US "A" through "F" scale (A,B,C,D,F). Each grade has a corresponding point value: A=4, B=3, C=2, D=1, and F=0. In some cases, chromatic grades of plus or minus "+,-" may be used. A grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credits received. A grade point average does not include grades of Exempt (Ex), Incomplete (I), In Progress (IP), Pass (P), Satisfactory (S), or Withdrawn (W). The grade of "P" represents "Pass" on courses, which were taken on a pass/fail basis or, for courses where actual grades were not reported.

**Types of evaluation reports**

A **General Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. A US equivalent grade point average (GPA) is included for reports issued for the purpose of further education and/or professional licensure.

A **Course-by-Course Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. A US equivalent grade point average (GPA) is included.

A **Subject Analysis Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. Additional information regarding course content has been provided to assist your institution or prospective licensing board. A US equivalent grade point average (GPA) has been included.

A **Catalog Match Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual course taken for each credential received, a US equivalent credit/unit value and grade, and matches each subject to the corresponding course number of the referring institution.

**Additional notations and footnotes**

Your evaluation may contain one or more symbols or footnotes to aid in the identification of key course elements.

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Questions regarding completed evaluations must be in writing and directed to the attention of the Director of Evaluations at:

Educational Perspectives  
PO Box A3462  
Chicago IL 60690-3462

Or via email to: [info@edperspective.org](mailto:info@edperspective.org)

**Please include the Educational Perspectives reference number in all correspondence with our office.**

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*Educational Perspectives is a member of the National Association of Credential Evaluation Services (NACES)®*

Exhibit 2

## COURSE-BY-COURSE EVALUATION REPORT

<b>Name:</b>	XXXXXXXXXX XXXXXXX XXXXX	<b>Date:</b>	11 August 2019
<b>Date of Birth:</b>	25 February XXXX	<b>Reference:</b>	128478/ce
<b>Social Security #:</b>	XXX-XX-XXXX	<b>Page:</b>	1 of 2
<b>Purpose:</b>	Further Education		

### U.S. Equivalency Summary

High school diploma and three years of undergraduate study in Chemistry at a regionally accredited institution

### Equivalency Comment

*Ms. Xxxxx also submitted a Post-Graduation Diploma in Medical Laboratory Technology issued by the Gujarat Institute of Technical Education and a Diploma in Software Application from the Academy for Computer Training – ACT, institutions which do not have the equivalent of regional academic accreditation in the United States*

### Credential Analysis

- |                                |   |
|--------------------------------|---|
| <b>1 Country:</b>              | India   |
| <b>Credential:</b>             | Higher Secondary Certificate                    |
| <b>Awarding institution:</b>   | Gujarat Secondary Education Board, Gandhinagar  |
| <b>Date of award:</b>          | 2007  |
| <b>Admission requirements:</b> | Secondary School Certificate (ten years)        |
| <b>Length of program:</b>      | Two years                                       |
| <b>Field of study:</b>         | Science stream                                  |
| <b>Grade average:</b>          | 3.00  |
| <b>U.S. Equivalency:</b>       | High school diploma                             |
| <b>2 Country:</b>              | India   |
| <b>Credential:</b>             | Bachelor of Science                             |
| <b>Awarding institution:</b>   | North Gujarat University                        |
| <b>Date of award:</b>          | 2012, based on academic work completed in 2011  |
| <b>Admission requirements:</b> | Higher Secondary Certificate                    |
| <b>Length of program:</b>      | Three years                                     |
| <b>Field of study:</b>         | Chemistry                                       |
| <b>U.S. Equivalency:</b>       | Three years of undergraduate study in Chemistry |

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

Courses	U.S. Credits	U.S. Grades
English I *	3.00	B
Physics	6.00	C
Physics Lab	3.00	A
Chemistry	6.00	A
Chemistry Lab I	3.00	A
Biology	6.00	B
Biology Lab	3.00	A
English II *	3.00	B
Inorganic Chemistry	3.00	C
Organic Chemistry	3.00	B
Physical Chemistry	3.00	A

## Exhibit 2

**Name:** XXXXXXXXXXX XXXXXX XXXXX **Date:** 11 August 2019  
**Date of Birth:** 25 February XXXX **Reference:** 128478/ce  
**Social Security #:** XXX-XX-XXXX **Page:** 2 of 2

<b>Courses continued</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Chemistry Lab II	6.00	C
Plant Physiology and Ecology	3.00	B
Development of Plants and their Utilization	3.00	A
Biology of Cryptogams	3.00	C
Botany Lab I	6.00	B
English III *	3.00	B
Advanced Chemistry including Analytical and Colloidal Chemistry	18.00	C
Advanced Chemistry Lab III	9.00	A
<b>Total semester hours of undergraduate credit</b>	<b>93.00</b>	<b>GPA 2.94</b>

\* English as a foreign language

Note: Courses in the shaded areas above represent upper division coursework

For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the item listed above, the following scale has been used:

<b>Percentile</b>	<b>Descriptor</b>	<b>US Equivalent</b>
70 – 100	First Class with Distinction	A
60 – 69	First Class	A
50 – 59	Second Class	B
40 – 49	Pass	C
0 – 39	Fail	F

This evaluation is based on official educational credentials received directly from Gujarat Secondary Education Board, Gandhinagar, INDIA, and North Gujarat University, INDIA.

*This evaluation is valid only if received directly from Educational Perspectives, nfp, or from the applicant as a digitally signed and secure document via Digitary.*

CE/kw

CATHERINE ECCHER  
Senior Evaluator

## Exhibit 3

**About this evaluation...**

Educational Perspectives evaluates only formal educational credentials. Unless otherwise noted, non-academic credentials, such as those received upon completion of workplace training, a computer-training course, or other skills-related programs, have not been included on this evaluation. Our evaluation reports state the equivalent of non-US education in terms of education offered at regionally accredited institutions in the United States, unless otherwise noted. The conclusions stated on our evaluation reports are based on in-depth research utilizing the best information and resources available to evaluators in the United States. Our evaluation reports reflect our judgment based on this research and are advisory only. We do not make judgments regarding an individual's suitability for further education, professional licensure, registration, certification, or employment. Original 'pdf' copies of this evaluation report include our seal on the final page of the evaluation report.

**Quantification of academic study**

Academic work completed outside the US has been quantified in terms of US semester hours of credit on our evaluation. In the United States, one year of fulltime study is represented by completion of 30 to 34 semester hours of credit, depending on the program of study undertaken. Academic institutions in the US are autonomous. Each institution determines the amount of credit which will be accepted into a degree program, according to its own policies. Therefore, the amount of credit accepted for transfer may differ from the number of credits listed on a Detailed or Catalog Match evaluation report.

**Grading**

The grades received outside the US are converted using the US "A" through "F" scale (A,B,C,D,F). Each grade has a corresponding point value: A=4, B=3, C=2, D=1, and F=0. In some cases, chromatic grades of plus or minus "+,-" may be used. A grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credits received. A grade point average does not include grades of Exempt (Ex), Incomplete (I), In Progress (IP), Pass (P), Satisfactory (S), or Withdrawn (W). The grade of "P" represents "Pass" on courses, which were taken on a pass/fail basis or, for courses where actual grades were not reported.

**Evaluation reports**

A **Course-by-Course Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. A US equivalent grade point average (GPA) is included.

**Course Content**

If you requested a Course-by-Course Report, the evaluation may contain one or more symbols or footnotes to aid in the identification of key course elements. Please see the "key" below for an explanation of the symbols used on our reports.

**Course Content Symbol Key**

- |  |   |
|--|---|
| ^ Activities/Physical Education course | # Emphasis on the law of the country in which it is studied |
| + Includes a laboratory component      | * English as a foreign language                             |

Additional symbols or footnotes may appear on your evaluation report, as necessary.

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Questions regarding completed evaluations must be in writing and directed to the attention of the Verification Manager at:

Educational Perspectives  
PO Box 618056  
Chicago IL 60661-8056

Or via email to: [CNET@edperspective.org](mailto:CNET@edperspective.org)

**Please include the Educational Perspectives reference number in all correspondence with our office.**

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*Educational Perspectives is a member of the National Association of Credential Evaluation Services (NACES)®*

## COURSE-BY-COURSE EVALUATION REPORT

**Name:** XXXXXXXX XXXXXXXX      **Date:** 7 January 2019  
**Date of Birth:** 9 August 19XX      **Page:** 1 of 3  
**Application #:** 792XXXXX  
**Purpose:** For admission to XXXXXXXX University only

### U.S. Equivalency Summary

Bachelor's degree in Mathematics and Master of Science degree in Mathematics from a regionally accredited institution

*This evaluation is based on credentials issued in the name of "XXXXXXXX XXXXXXXX'."*

### Credential Analysis

**1 Country:** Germany  
**Credential:** Bachelor of Science  
**Awarding institution:** Technische Universität Kaiserslautern (University of Kaiserslautern)  
**Dates of Award:** 2016  
**Admission requirements:** Zeugnis der allgemeinen Hochschulreife (Certificate of General University Maturity)  
**Length of program:** Three years  
**Language of instruction:** German, English  
**Field of study:** Mathematics, Physics  
**U.S. Equivalency:** Bachelor's degree in Mathematics

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

Courses	U.S. Credits	U.S. Grades
Fundamentals of Mathematics	14.00	A
Pure Mathematics I	5.00	A
Pure Mathematics II	4.50	A
Pure Mathematics III	4.50	A
Proseminar in Cryptography	1.50	P
Applied Mathematics I	4.50	A
Applied Mathematics II	4.50	A
Applied Mathematics III	4.50	A
Mathematical Modelling	8.00	P
Mathematics Specialization I	4.50	A
Mathematics Specialization II	4.50	A
Internship and Elective Studies Area	7.50	P
Bachelor Thesis	5.00	A
Subsidiary Subject: Physics – Experimental Physics	9.00	A
Subsidiary Subject: Theoretical Foundations of Classical Physics	4.50	A
Computer Science for Mathematicians	4.00	A
<b>Total semester hours of undergraduate credit</b>	<b>90.00</b>	<b>GPA 4.00</b>

Note: Admission to the program above was based on a credential (Zeugnis der allgemeinen Hochschulreife) which represents the equivalent of a high school diploma in the United States, plus approximately one year of undergraduate study.

## Exhibit 3

**Name:** XXXXXXXX XXXXXXXX      **Date:** 7 January 2019  
**Date of Birth:** 9 August 19XX      **Page:** 2 of 3  
**Application #:** 792XXXXXX

For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the item listed above, the following scale has been used:

Grade	Descriptor	US Equivalent
1,0 – 1,5	<i>Sehr gut</i> (Very Good)	A
1,6 – 2,5	<i>Gut</i> (Good)	A
2,6 – 3,5	<i>Befriedigend</i> (Satisfactory)	B
3,6 – 4,0	<i>Ausreichend</i> (Sufficient)	C

**2 Country:** Canada (British Columbia)  
**Credential:** Master of Science in Mathematics  
**Awarding institution:** University of British Columbia  
**Date of award:** 2018  
**Admission requirements:** Bachelor's degree  
**Length of program:** Two years  
**Language of instruction:** English  
**Field of study:** Mathematics  
**U.S. Equivalency:** Master's degree in Mathematics

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

Courses	U.S. Credits	U.S. Grades
Introduction to Topology	3.00	A
Partial Differential Equations	3.00	A
Discrete Random Processes	3.00	A
Optimization in Graphs and Networks	3.00	A
Functional Analysis	3.00	A
Probability	3.00	A
Topics in Probability	3.00	A
Continuous Time Stochastic Processes	3.00	A
Thesis for Master's Degree	6.00	A
<b>Total semester hours of graduate credit</b>	<b>30.00</b>	<b>GPA 4.00</b>

For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the item listed above, the following scale has been used:

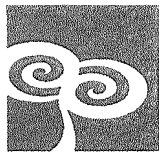
Grade	Letter Grade	US Equivalent
90 - 100	A+	A
85 - 89	A	A
80 - 84	A-	A
76 - 79	B+	B
72 - 75	B	B
68 - 71	B-	B
64 - 67	C+	C
60 - 63	C	C
0 - 59	F	F

## Exhibit 3

<b>Name:</b>	XXXXXXXX XXXXXXXX	<b>Date:</b>	7 January 2019
<b>Date of Birth:</b>	9 August 19XX	<b>Page:</b>	3 of 3
<b>Application #:</b>	792XXXXX		

Note: This evaluation has been prepared on the basis of official academic records received directly from the *Technische Universität Kaiserslautern* (University of Kaiserslautern), GERMANY and the University of British Columbia, CANADA.

*This evaluation is valid only if received directly from Educational Perspectives, nfp, or from the applicant as a digitally signed and secure document via Digitary.*

Educational  
Perspectives

DP/ep

DANIEL PATLAN  
Credential Analyst

## Exhibit 4

**About this evaluation...**

Educational Perspectives evaluates only formal educational credentials. Unless otherwise noted, non-academic credentials, such as those received upon completion of workplace training, a computer-training course, or other skills-related programs, have not been included on this evaluation. Our evaluation reports state the equivalent of non-US education in terms of education offered at regionally accredited institutions in the United States, unless otherwise noted. The conclusions stated on our evaluation reports are based on in-depth research utilizing the best information and resources available to evaluators in the United States. Our evaluation reports reflect our judgment based on this research and are advisory only. We do not make judgments regarding an individual's suitability for further education, professional licensure, registration, certification, or employment. Official PDF copies of this evaluation report include our seal on the final page of the evaluation report.

**Quantification of academic study**

Academic work completed outside the US has been quantified in terms of US semester hours of credit on our evaluation. In the United States, one year of fulltime study is represented by completion of 30 to 34 semester hours of credit, depending on the program of study undertaken. Academic institutions in the US are autonomous. Each institution determines the amount of credit which will be accepted into a degree program, according to its own policies. Therefore, the amount of credit accepted for transfer may differ from the number of credits listed on your evaluation report.

**Grading**

The grades received outside the US are converted using the US "A" through "F" scale (A,B,C,D,F). Each grade has a corresponding point value: A=4, B=3, C=2, D=1, and F=0. In some cases, chromatic grades of plus or minus "+,-" may be used. A grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credits received. A grade point average does not include grades of Exempt (Ex), Incomplete (I), In Progress (IP), Pass (P), Satisfactory (S), or Withdrawn (W). The grade of "P" represents "Pass" on courses, which were taken on a pass/fail basis or, for courses where actual grades were not reported.

**Types of evaluation reports**

A **General Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. A US equivalent grade point average (GPA) is included for reports issued for the purpose of further education and/or professional licensure.

A **Course-by-Course Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. A US equivalent grade point average (GPA) is included.

A **Subject Analysis Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. Additional information regarding course content has been provided to assist your institution or prospective licensing board. A US equivalent grade point average (GPA) has been included.

A **Catalog Match Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual course taken for each credential received, a US equivalent credit/unit value and grade, and matches each subject to the corresponding course number of the referring institution.

**Additional notations and footnotes**

Your evaluation may contain one or more symbols or footnotes to aid in the identification of key course elements.

---

Questions regarding completed evaluations must be in writing and directed to the attention of the Director of Evaluations at:

Educational Perspectives  
PO Box A3462  
Chicago IL 60690-3462

Or via email to: [info@edperspective.org](mailto:info@edperspective.org)

**Please include the Educational Perspectives reference number in all correspondence with our office.**

---

*Educational Perspectives is a member of the National Association of Credential Evaluation Services (NACES)®*



Exhibit 4

## COURSE-BY-COURSE EVALUATION REPORT

<b>Name:</b>	XXXXXXXX XXX	<b>Date:</b>	30 March 2021
<b>Date of Birth:</b>	18 December xxxx	<b>Reference:</b>	133664/km
<b>Social Security #:</b>	N/A	<b>Page:</b>	1 of 2
<b>Purpose:</b>	Further Education		

### U.S. Equivalency Summary

Bachelor's degree in Government and International Relations from a regionally accredited institution

### Credential Analysis

<b>Country:</b>	Australia
<b>Credential:</b>	Official Academic Record confirming graduation, Bachelor of Liberal Arts and Science
<b>Awarding institution:</b>	University of Sydney
<b>Date of award:</b>	2021
<b>Admission requirements:</b>	Year 12 Certificate
<b>Length of program:</b>	Three years
<b>Language of instruction:</b>	English
<b>Field of study:</b>	Government and International Relations
<b>U.S. Equivalency:</b>	Bachelor's degree in Government and International Relations

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

Courses	U.S. Credits	U.S. Grades
Analytical Thinking	4.00	A
Economics as a Social Science	4.00	B
Introduction to Comparative Politics	4.00	A
Psychology I	4.00	B
International Economy and Finance	4.00	A
Introduction to Political Science	4.00	B
Psychology II	4.00	B
Writing and Rhetoric: Academic Essays	4.00	C
Globalization and Labor	4.00	B
Introduction to Non-Traditional Security	4.00	B
Bioethics	4.00	C
Brain and Behavior	4.00	C
Introduction to Asian Cultures	4.00	A
Development in Emerging Economics	4.00	B
Environmental Politics	4.00	A
Making Policy in Political Context	4.00	C
Introductory Geography	4.00	B
Government, Business and Society	4.00	B
Cognitive and Social Psychology	0.00	W
Everyday Digital Media	4.00	A
Earth, Environment and Society	4.00	B
Divided Societies	4.00	B
Terrorism and Organized Crime	4.00	A

Exhibit 4

**Name:** XXXXXXXX XXX  
**Date of Birth:** 18 December xxxx  
**Social Security #:** N/A

**Date:** 30 March 2021  
**Reference:** 133664/km  
**Page:** 2 of 2

<b>Courses continued</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
What Is This Thing Called Science?	4.00	B
Introduction to Gender Studies	4.00	B
<b>Total semester hours of undergraduate credit</b>	<b>96.00</b>	<b>GPA 3.13</b>

W Withdrawn from course

Notes: Courses in the shaded area above represent upper division coursework.

For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the item listed above, the following scale has been used:

<b>Grade</b>	<b>Numeric Grade</b>	<b>Descriptor</b>	<b>US Equivalent</b>
HD	85-100	High Distinction	A
DI	75-84	Distinction	A
CR	65-74	Credit	B
PS	50-64	Pass	C
F	0-49	Fail	F

This evaluation has been prepared on the basis of official academic records issued by University of Sydney, AUSTRALIA.

*This evaluation is valid only if received directly from Educational Perspectives, nfp, or from the applicant as a digitally signed and secure document via Digitary.*

## Exhibit 5

**About this evaluation...**

Educational Perspectives evaluates only formal educational credentials. Unless otherwise noted, non-academic credentials, such as those received upon completion of workplace training, a computer-training course, or other skills-related programs, have not been included on this evaluation. Our evaluation reports state the equivalent of non-US education in terms of education offered at regionally accredited institutions in the United States, unless otherwise noted. The conclusions stated on our evaluation reports are based on in-depth research utilizing the best information and resources available to evaluators in the United States. Our evaluation reports reflect our judgment based on this research and are advisory only. We do not make judgments regarding an individual's suitability for further education, professional licensure, registration, certification, or employment. Official PDF copies of this evaluation report include our seal on the final page of the evaluation report.

**Quantification of academic study**

Academic work completed outside the US has been quantified in terms of US semester hours of credit on our evaluation. In the United States, one year of fulltime study is represented by completion of 30 to 34 semester hours of credit, depending on the program of study undertaken. Academic institutions in the US are autonomous. Each institution determines the amount of credit which will be accepted into a degree program, according to its own policies. Therefore, the amount of credit accepted for transfer may differ from the number of credits listed on a Detailed or Catalog Match evaluation report.

**Grading**

The grades received outside the US are converted using the US "A" through "F" scale (A,B,C,D,F). Each grade has a corresponding point value: A=4, B=3, C=2, D=1, and F=0. In some cases, chromatic grades of plus or minus "+,-" may be used. A grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credits received. A grade point average does not include grades of Exempt (Ex), Incomplete (I), In Progress (IP), Pass (P), Satisfactory (S), or Withdrawn (W). The grade of "P" represents "Pass" on courses, which were taken on a pass/fail basis or, for courses where actual grades were not reported.

**Evaluation reports**

A **Course-by-Course Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. A US equivalent grade point average (GPA) is included.

**Course Content**

Your evaluation report may contain one or more symbols or footnotes to aid in the identification of key course elements. Please see the "key" below for an explanation of the symbols used on our reports.

**Course Content Symbol Key**

^ Activities/Physical Education course	# Emphasis on the law of the country in which it is studied
+ Includes a laboratory component	* English as a foreign language

Additional symbols or footnotes may appear on your evaluation report, as necessary.

Questions regarding completed evaluations must be in writing and directed to the attention of the Certification Unit Manager at:

Educational Perspectives  
PO Box 618056  
Chicago IL 60661-8056

Or via email to: [CNET@edperspective.org](mailto:CNET@edperspective.org)

**Please include the Educational Perspectives reference number in all correspondence with our office.**

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## COURSE-BY-COURSE EVALUATION REPORT

**Name:** XXXXXXXX XXXXXXXX      **Date:** 18 June 2021  
**Date of Birth:** 17 August XXXX      **Page:** 1 of 3  
**Application #:** 85064170  
**Purpose:** For admission to XXXXXXXXXXXX XX XXXXXXXXXXXXXXXX only

### U.S. Equivalency Summary

Bachelor's degree in Foreign Languages and Literature and Master's degree in Modern, Post-Colonial and Comparative Literatures from a regionally accredited institution

### Credential Analysis

**1 Country:** Italy  
**Credential:** *Diploma di Laurea* (Diploma of Degree)  
**Awarding institution:** *Università di Bologna* (University of Bologna)  
**Date of award:** 2017  
**Admission requirements:** *Diploma di Maturità* (Diploma of Maturity)  
**Length of program:** Three years  
**Language of instruction:** Italian  
**Field of study:** Foreign Languages and Literature  
**U.S. Equivalency:** Bachelor's degree in Foreign Languages and Literature

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

<b>Courses</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Anglo-American Literature I	4.50	A
Anglo-American Literature II	4.50	A
Anglo-American Literature III	4.50	A
English Language and Linguistics I	4.50	B
English Language and Linguistics II	4.50	A
English Language and Linguistics III	4.50	A
Foreign Language Teaching	4.50	A
General Linguistics	4.50	A
Information Technology Laboratory and Academic Writing	1.50	P
Internship, Computer, Cultural and Relational Activities	4.50	P
Italian Literature	4.50	A
Literary Theory	4.50	A
Medieval History	4.50	A
Portuguese and Brazilian Language and Linguistics I	4.50	A
Portuguese and Brazilian Language and Linguistics II	4.50	A
Portuguese and Brazilian Language and Linguistics III	4.50	A
Portuguese and Brazilian Literature I	4.50	A
Portuguese and Brazilian Literature II	4.50	A
Portuguese and Brazilian Literature III	4.50	A
Romance Philology	4.50	A
Final Examination	3.00	P
<b>Total semester hours of undergraduate credit</b>	<b>90.00</b>	<b>GPA 3.94</b>

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## Exhibit 5

**Name:** XXXXXXXX XXXXXXXX      **Date:** 18 June 2021  
**Date of Birth:** 17 August      **Page:** 2 of 3  
**Application #:** 85064170

Notes: Admission to this program was based on a credential (Diploma of Maturity) that represents the equivalent of a high school diploma in the United States plus approximately one year of undergraduate study.

Courses in the shaded area above represent upper division coursework.

**2 Country:** Italy  
**Credential:** *Laurea Magistrale* (Degree of Master)  
**Awarding institution:** *Università di Bologna* (University of Bologna)  
**Date of award:** 2020  
**Admission requirements:** Bachelor's degree  
**Length of program:** Two years  
**Language of instruction:** Italian  
**Field of study:** Modern, Post-Colonial and Comparative Literatures  
**U.S. Equivalency:** Master's degree in Modern, Post-Colonial and Comparative Literatures

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

<b>Courses</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Anglo-American Literature I	4.50	A
Anglo-American Literature II	4.50	A
Cinema and Literature	3.00	A
Comparative Literatures	3.00	A
Digital Text in the Humanities: Theories, Methodologies and Applications	3.00	A
English Language *	4.50	A
History of Literary Criticism	3.00	A
Information Technology Skills	1.50	P
Italian Literature	3.00	A
Portuguese and Brazilian Language I	4.50	A
Portuguese and Brazilian Language II	4.50	A
Portuguese and Brazilian Language III	4.50	A
Preparation for the Final Examination Abroad	6.00	P
Programming and Data Structures	6.00	A
Theory of Literature	3.00	A
Final Examination Thesis: "X XXXXXXXXXXXX XXXXXXXX xx XXXXX XXXXX xx XXXXXXX XXXXXXX"	6.00	P
<b>Total semester hours of graduate credit</b>	<b>64.50</b>	<b>GPA 4.00</b>

\* English as a Foreign Language

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Exhibit 5

**Name:** Federica BOLOGNA  
**Date of Birth:** 17 August 1995  
**Application #:** 85064170

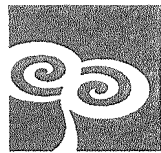
**Date:** 18 June 2021  
**Page:** 3 of 3

Notes: For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the items listed above, the following scale has been used:

Grade	US Equivalent
27 - 30	A
21 - 26	B
18 - 20	C

This evaluation has been prepared on the basis of official academic records received directly from *Università di Bologna* (University of Bologna), ITALY.

*This evaluation is valid only if received directly from Educational Perspectives, nfp, or from the applicant as a digitally signed and secure document via Digitary.*



AM/ep

**Educational  
Perspectives**

AREEJ MAHMOUD  
Credential Analyst

## Exhibit 6

**About this evaluation...**

Educational Perspectives evaluates only formal educational credentials. Unless otherwise noted, non-academic credentials, such as those received upon completion of workplace training, a computer-training course, or other skills-related programs, have not been included on this evaluation. Our evaluation reports state the equivalent of non-US education in terms of education offered at regionally accredited institutions in the United States, unless otherwise noted. The conclusions stated on our evaluation reports are based on in-depth research utilizing the best information and resources available to evaluators in the United States. Our evaluation reports reflect our judgment based on this research and are advisory only. We do not make judgments regarding an individual's suitability for further education, professional licensure, registration, certification, or employment. Official PDF copies of this evaluation report include our seal on the final page of the evaluation report.

**Quantification of academic study**

Academic work completed outside the US has been quantified in terms of US semester hours of credit on our evaluation. In the United States, one year of fulltime study is represented by completion of 30 to 34 semester hours of credit, depending on the program of study undertaken. Academic institutions in the US are autonomous. Each institution determines the amount of credit which will be accepted into a degree program, according to its own policies. Therefore, the amount of credit accepted for transfer may differ from the number of credits listed on your evaluation report.

**Grading**

The grades received outside the US are converted using the US "A" through "F" scale (A,B,C,D,F). Each grade has a corresponding point value: A=4, B=3, C=2, D=1, and F=0. In some cases, chromatic grades of plus or minus "+,-" may be used. A grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credits received. A grade point average does not include grades of Exempt (Ex), Incomplete (I), In Progress (IP), Pass (P), Satisfactory (S), or Withdrawn (W). The grade of "P" represents "Pass" on courses, which were taken on a pass/fail basis or, for courses where actual grades were not reported.

**Types of evaluation reports**

A **General Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. A US equivalent grade point average (GPA) is included for reports issued for the purpose of further education and/or professional licensure.

A **Course-by-Course Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. A US equivalent grade point average (GPA) is included.

A **Subject Analysis Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual courses taken for each credential received and a US equivalent credit/unit value and grade. Additional information regarding course content has been provided to assist your institution or prospective licensing board. A US equivalent grade point average (GPA) has been included.

A **Catalog Match Report** identifies the institution(s) attended, dates of attendance, credentials received, and the US equivalent. The report lists the individual course taken for each credential received, a US equivalent credit/unit value and grade, and matches each subject to the corresponding course number of the referring institution.

**Additional notations and footnotes**

Your evaluation may contain one or more symbols or footnotes to aid in the identification of key course elements.

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Questions regarding completed evaluations must be in writing and directed to the attention of the Director of Evaluations at:

Educational Perspectives  
PO Box A3462  
Chicago IL 60690-3462

Or via email to: [info@edperspective.org](mailto:info@edperspective.org)

**Please include the Educational Perspectives reference number in all correspondence with our office.**

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*Educational Perspectives is a member of the National Association of Credential Evaluation Services (NACES)®*

Exhibit 6

## COURSE-BY-COURSE EVALUATION REPORT

**Name:** Xxxxx Xxxxx XXX  
**Date of Birth:** 22 April xxxx  
**Social Security #:** xxx-xx-8371  
**Purpose:** Further Education

**Date:** 6 July 2021  
**Reference:** 136456/py  
**Page:** 1 of 3

### U.S. Equivalency Summary

Bachelor's degree in Business Administration from a regionally accredited institution

### Credential Analysis

**Country:** Korea  
**Credential:** Bachelor of Management  
**Awarding institution:** Gachon University  
**Date of award:** 2018  
**Admission requirements:** Certificate of Graduation from Senior High School  
**Length of program:** Four years  
**Language of instruction:** Korean  
**Field of study:** Business Administration  
**U.S. Equivalency:** Bachelor's degree in Business Administration

The academic work completed in the program above can be converted to U.S. credits and grades as follows:

<b>Courses</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Academic English I *	1.75	B
Academic English II *	1.75	A
Freshman Importance Seminar	1.00	B
Reading and Writing	1.75	A
Test of English as a Foreign Language Listening Comprehension and Reading Comprehension Introduction *	2.75	A
Human Relations I	1.75	B
Principles of Management	2.75	B
Principles of International Trade	2.75	C
Basic Statistics	2.75	D
Business English and Presentation *	1.75	B
Introduction to Complex Systems	1.75	A
Marketing Management	2.75	C
Seminar in Management	2.75	B
Industrial Psychology	2.75	B
Family and Child: Rearing Practices	1.75	C
Advanced Reading	1.75	C
Career Development	1.75	P
Understanding Chinese Culture	1.75	C
Modern Society and Social Welfare	1.75	B
Business Research Methods	2.75	C
"e-Biz"	2.75	C
Options, Futures and Other Derivative Securities	2.75	A
Academic English III *	1.75	B
Speaking Practice I	1.75	A
Speaking Practice II	1.75	B



## Exhibit 6

**Name:** Xxxxx Xxxxx XXX  
**Date of Birth:** 22 April xxxx  
**Social Security #:** xxx-xx-8371

**Date:** 6 July 2021  
**Reference:** 136456/py  
**Page:** 2 of 3

<b>Courses continued</b>	<b>U.S. Credits</b>	<b>U.S. Grades</b>
Introduction to Psychology	1.75	C
Understanding of Human Psychology	1.75	C
Financial Management	2.75	D
Organizational Behavior	2.75	C
Financial Markets	2.75	A
Internet Marketing	2.75	B
Speaking Practice III	1.00	B
Sexual Psychology and Education	1.75	C
Fashion and Culture	1.75	C
Field Practice: Short	2.75	P
Human Resource Administration	2.75	C
Advertising and Promotion Management	(2.75)	F
Industrial Relations	2.75	A
Consumer Behavior	2.75	C
New Product Development	2.75	B
Technology Management	2.75	C
Entrepreneurship	2.75	B
Academic English IV *	1.75	A
Speaking Practice IV	1.00	A
English Writing *	1.75	C
Understanding Economy and Business	1.75	C
Reasoning and Thinking	1.75	D
Great Conversation	1.00	P
Modern Society and Economy	1.75	C
Discussion and Debate I	1.75	B
Understanding of Artificial Intelligence from a Standpoint of the Brain Science	1.75	C
Mass Communication	1.75	C
Understanding Japanese Mass Culture	1.75	C
Application of Computer	1.75	D
Art of Happiness	1.75	C
Modern Society and Justice	1.75	C
Human Relations II	2.75	B
Computers and Information	2.75	B
Discussion and Debate II	1.75	B
Future of the Human and the Culture	1.75	B
Principle of Economics	2.75	C
Principles of Accounting	2.75	D
<b>Total semester hours of undergraduate credit</b>	<b>128.75</b>	<b>GPA 2.51</b>

\* English as a Foreign Language

----- No further entry on this page -----

## Exhibit 6

**Name:** Xxxxx Xxxxx XXX  
**Date of Birth:** 22 April xxxx  
**Social Security #:** xxx-xx-8371

**Date:** 6 July 2021  
**Reference:** 136456/py  
**Page:** 3 of 3

Notes: Courses in the shaded area above represent upper division coursework.

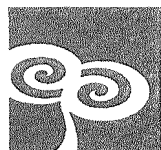
A grade of "P" represents coursework completed at a standard of "C" or better.

For purposes of determining a U.S. equivalent GPA (Grade Point Average) for the item listed above, the following scale has been used:

Grade	Percentage	US Equivalent
A+	100 – 95	A
A	94 – 90	A
B+	89 – 85	B
B	84 – 80	B
C+	79 – 75	C
C	74 – 70	C
D+	69 – 65	D
D	64 – 60	D
F	59 – 0	F

This evaluation has been prepared on the basis of official academic records issued by Gachon University, KOREA.

*This evaluation is valid only if received directly from Educational Perspectives, nfp, or from the applicant as a digitally signed and secure document via Digitary.*



PY/ep

**Educational  
Perspectives**

PHILLIP YOUNG  
Evaluator