Information About Degrees Earned outside the United States of America

Applicants must possess the equivalent of a Bachelor's Degree granted by a recognized and accredited post-secondary institution and program (the equivalent of a total of at least 16 years of academic education). Foreign transcript evaluation is a two part process for individuals who earn their degree outside of the United States. The California Commission on Teaching Credentialing (CCTC) requires independent evaluation of transcripts via agencies they have approved while San Jose State University's Graduate Admission and Program Evaluation (GAPE) Department evaluates all foreign transcripts in house to determine degree equivalency. Admission to the program is contingent on BOTH CCTC and SJSU individually validating your foreign degree is equivalent to a U.S. Bachelors or Higher Degree.

STEP 1: Foreign Degree Evaluation for CCTC

CCTC must validate that your foreign degree is equivalent to a U.S. Bachelors or Higher Degree before you may apply to the Multiple Subject Credential Program at San Jose State University. This part of the evaluation is only for your department application and does not need to be submitted to GAPE for evaluation.

1. Submit your foreign transcripts to one of the approved agencies for evaluation. For a list of agencies approved by the California Commission on Teacher Credentialing for Foreign Transcript Evaluation, please visit the CCTC website at: http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf
2. Request two sets of transcript evaluation. One for your records and one to submit with your application to the Department. Please check your transcript evaluation and verify that you have an equivalent U.S. Bachelors or Higher Degree.
3. A) If your evaluation determines that your foreign degree is equivalent to a U.S. bachelor’s or higher degree, you may proceed to STEP 2 & 3 of the application process. A copy of the transcript evaluation should only be submitted with your application in STEP 3.
   B) If your evaluation determines that your foreign degree IS NOT equivalent to a U.S. bachelor’s or higher degree, you are not eligible to apply to the Multiple Subject Credential Program at SJSU. Your application process STOPS here.

Questions about the CCTC transcript evaluation process? - Contact the Elementary Education Department @ 408-924-3771.

STEP 2: Apply to San Jose State University via GAPE (www.csumentor.edu)

At San Jose State University, International Applicants are those who currently hold or are applying for an F-1 or J-1 visa and currently reside either in the U.S. or abroad. International students must inform Graduate Admissions and Program Evaluations of their current VISA status. This is the status at the time of the application. Visit the GAPE website for information on how to apply as an international applicant: http://www.sjsu.edu/gape/prospective_students/international/

1. Submit the University online application to SJSU via www.csumentor.edu. See instructions on pg. 14 of the S13 Advisement Guide.
2. NOTE about International School Work and Degrees: If you have done post-secondary school work in an institution that is outside of U.S., visit the International Document Requirements page (http://www.sjsu.edu/gape/prospective_students/international_documents/) on the GAPE website (http://www.sjsu.edu/gape/) and find the country where the institution you attended is located. The list will detail the exact documents GAPE requires and how to submit them by country. Student must follow instructions listed for the particular country, otherwise the documents will be considered unofficial. These documents must be submitted directly to the Graduate Admissions and Program Evaluation Office (GAPE).

Questions about the SJSU graduate application for international students? – Contact Tricia.Foust@sjsu.edu

STEP 3: Apply to the Elementary Education Department for the Multiple Subject Credential Program

Candidates must submit a departmental application to the Elementary Education Department by the deadline. Please refer to pg.10 for detailed information about the application requirements.