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1. Request for a copy of your official foreign transcript(s) for high school and/or college(s) attended.
2. Submit foreign transcript(s) to any of these agencies listed below & request a “document by document” evaluation and translation.
3. Submit the evaluated document through mail or in person to the Office of Admissions.

**Do Not Open** the evaluated document. Be sure the document remains sealed in the envelope received from the agency. Documents that are not in the originally sealed envelope run the risk of not being accepted.

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