

Certification Information for Persons with Foreign Academic Credentials

The following information is provided for individuals with academic degrees or coursework from countries other than the United States.

Applicants with foreign credentials must meet the same academic requirements as applicants trained in the United States (US). The foreign degree or course work must first be translated to English by anyone with knowledge of both languages other than the applicant. Second, transcripts and diplomas must be evaluated for US equivalency by an accredited four year college or university in the United States or by a credential evaluation agency. A partial list of approved evaluation agencies may be found at www.naces.org. The credential evaluation must include a breakdown of coursework into descriptive course titles, semester hour credit and grade equivalent to US standards.

Individual courses completed outside a degree program may be documented through submission of a notarized true copy of the transcript, or through submission of an original letter from the institution signed by the appropriate school official, outlining the course titles, dates completed and grades earned. Translation and evaluation may be required for these courses to ensure that the credit is college level credit as well as titles and semester hour equivalents.

Applications for state certification must include true copies of all official transcripts, diplomas, translations and evaluations.

For additional information, please contact the Broward County Certification Office by dialing (754) 321-2348 or email: certificationrequests@browardschools.com. You may also contact the Florida Department of Education directly by dialing 1-800-445-6739 or email: edcert@fldoe.org.