

## NYC Teaching Fellows – WES Evaluation FAQ

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All applicants with a foreign bachelor's degree must provide a World Education Services (WES) credential evaluation in order to be considered for the Fellowship.

### **How do I obtain a WES evaluation?**

1. Visit the WES website: <http://www.wes.org/>
2. Click "For Students": <http://www.wes.org/students/>
3. Review the steps laid out on the website and click "Get Started" to order your evaluation
4. Have the WES evaluation mailed to your home address (most evaluations will be processed within 7 days, once all materials are received)
5. Scan the complete WES evaluation into your computer
6. Upload the file to your application by going to the Checklist tab in Teacher Track and clicking on the item "Eligibility Hold Documentation"

### **Why is the WES evaluation necessary to complete the application process?**

The WES evaluation is a critical part of the application process for candidates who have transcripts from institutions outside of the United States. It provides us with a course by course evaluation of your degree, a necessary step for us to determine if you meet basic program requirements and the subject areas for which you are eligible. We are unable to move your application forward without this evaluation.

How do I get the WES evaluation sent to the NYC Teaching Fellows office to complete my application?

The NYC Teaching Fellows office cannot accept any documents in hard copy. Given that, please have your WES evaluation mailed to your home address and scan it into your computer.

### **With the NYC Teaching Fellows be covering the costs of my evaluation?**

Candidates are responsible for all fees related to their WES evaluation. A Basic, Course-by-Course Evaluation costs \$160 dollars. The Fellows program does not cover the cost for transcript evaluations.

### **Will the NYC Teaching Fellows program accept another form of a foreign transcript evaluation (i.e., Globe Evaluations)?**

We cannot accept any other form of evaluation aside from the WES evaluation.