

## World Education Services (WES)

1. Please visit [www.wes.org](http://www.wes.org)

2. Please click the circled section for student use?

**WES**  
World Education Services

**INTERNATIONAL EDUCATION INTELLIGENCE**

**Welcome to World Education Services,**  
your portal to trusted, accurate research and intelligence about foreign academic credentials, institutions and trends. Whether your interest is for academic or professional purposes, we've got the tools and information to help.

**Student?**  
Click here for trusted credential evaluation services.

**Looking for Work?**  
Click here to improve the credibility of your application.

**Immigrant?**  
Click here for tools and information before and after you arrive in the U.S.

**Educator?**  
Click here for improved, cost-effective admissions and recruiting.

**Employer?**  
Click here to identify top global talent.

**Professional Licensing?**  
Click here for information on professional licensing.

**Credential Evaluation**

**Apply Now**  
**Check Status / Your Account**  
**Order Additional Reports**  
**Returning to Complete Your Application?**  
**Get an Evaluation Preview**

**LEARN MORE**

**News & Updates**

- [The future of international student mobility](#)
- [WES IGPA Calculator Now Includes Secondary Schools](#)

**Media Inquiries**

**AccessWES Users**  
**About WES**  
**Help?**  
**Community Engagement**  
**WES Canada**

3.

The screenshot shows the WES website interface. At the top right, there are links for HOME, HELP?, and WES CANADA. The main header features the WES logo (World Education Services) on the left and a photograph of three students (two men and one woman) sitting at a desk with the word 'Students' overlaid in large white text. Below the header is a dark green navigation bar with links: Home, Educators, Students, Employers, Job Seekers, Professional Licensing, Immigrants, and About WES. To the right of this bar, the text 'INTERNATIONAL EDUCATION INTELLIGENCE' is displayed. A small box on the right side of the page contains the text 'International Education Intelligence'. The main content area is titled 'GET A FAST START ON YOUR U.S. EDUCATION...'. On the left side of this area is a vertical menu with the following items: Students, Apply Now (circled in red), Credential Evaluation Packages, Required Documents, Fees, What Are My Credentials Worth? Preview here, Calculate Your GPA, Studying in the U.S., WES Grade Conversion Guide, Questions and Answers, Check Status/Your Account, and Chinese 中文说明. The main text area contains the following paragraphs: 'Admission to a U.S. university or college is a complex and competitive process which requires advance planning. By using WES, you will make it easier for admissions decision-makers to understand your international education and what your grades mean. WES is the largest non-profit credential services organization that has been helping internationally-educated individuals since 1974.' 'WES reviews your transcripts and prepares an evaluation report to send to the institutions you are applying to. WES evaluation reports compare your education from any country in the world to the U.S. system and are widely recognized by U.S. institutions.' 'Most institutions in the U.S. require your transcripts as a part of their application process. WES is the only evaluation service that will also send your verified transcripts to institutions together with your evaluation report.' 'The WES ICAP: International Credential Advantage Package stores and delivers your transcripts and the WES evaluation report to as many educational institutions as you wish. The WES ICAP helps admissions officers gain a better understanding of your international education and review your application faster. Learn more about ICAP' At the bottom left of the main content area is a yellow box with a photo of a man and the text: 'Credential Evaluation Apply Online Use our online Credential Evaluation tool > LEARN MORE'. At the bottom of the page, there is a footer with the text: '© 2011 World Education Services | Privacy Policy | Site Map'.

Please click "Apply Now"  
Click here to apply online



# Credential Services

Home Educators Students Employers Job Seekers Professional Licensing Immigrants About WES

INTERNATIONAL EDUCATION INTELLIGENCE

## Credential Services

### Apply Now

Required Documents  
 Credential Evaluation Packages  
 Fees  
 Additional Reports & Upgrades  
 Check Status / Your Account  
 Questions and Answers  
 What are My Credentials Worth? Preview here.  
 Calculate Your Grade Point Average

## APPLY NOW

Please review the [documentation requirements](#), [evaluation service packages](#) as well as [WES' Terms and Conditions](#) before starting your application.

### For Education, Employment, or Immigration Purposes in the United States

- [Click here to apply online](#)
- OR -
- [Download the WES paper application form](#) (PDF)  
(Note: There is a \$30 paper processing fee.)

[SOPHAS candidates, click here](#)


### For Education, Employment, or Immigration Purposes in Canada

*[WES] professionals have the expertise to evaluate foreign credentials in an accurate and proficient manner. Your evaluations are easy to interpret, turnaround time is exceptional (and) cost is reasonable.*

*Marvin Daniel, Coordinator of Transfer Admissions, Western Kentucky University*

5.

Please fill out the required field to Create an Account.



World Education Services

INTERNATIONAL EDUCATION INTELLIGENCE

The online application takes approximately 10 minutes. If necessary, you will be able to save your application and return to it at any time.

### CREATE AN ACCOUNT

\* denotes a required field.

First Name: \*

Last Name: \*

Date of Birth: \*

You will need this information to log onto your WES account. Please keep a record of it.

Email: \*   
*(Your User ID when you return.)*

Re-enter Email: \*

Create a password: \*  6 to 15 characters

Re-enter password: \*

In case you forget your Password we will ask for the answer to your security question.

Security Question: \*

Answer: \*

### ALREADY HAVE AN ACCOUNT?

Email/User ID:

Password:

[Forget password?](#) [Forget user id?](#)

Note: Do you have a reference number but no user ID and password? [click here.](#)

6.

Please fill out a required field.

## U.S. Application

Personal Info

Your Education

Your Evaluation

Services & Fees

Payment Info

Review & Submit

\* denotes a required field

### Personal Information

Last (Family) Name \*

First (Given) Name \*

Second (Middle) Name

Do your documents include a previous name that has been changed?  Yes  No

Gender \*  Male  Female

Date of Birth \*

U.S. Social Security Number  
(If you have one)  -  -

### Current Address

Country of Residence\*

Street/P.O. Box \*

City \*   APO/FPO

State / Province \*

Zip or Postal Code \*

Telephone Number  US/Canada  Other  
(  )  -  Ext.

Please include Area Code



Telephone Number

US/Canada  Other

( ) - Ext.

Please include Area Code

Fax Number

US/Canada  Other

( ) - Ext.

Please include Area Code

## Login Information

Email Address: \*

gilsoonhong@live.com

Confirm Email: \*

gilsoonhong@live.com

Password: \*

••••••

6 to 15 characters

Confirm Password: \*

••••••

Security Question: \*

What is your favorite book? ▾

If you forget your password we will ask for the answer to your security question.

Answer: \*

Bible

Have you ever submitted an application to WES before? \*  Yes  No

How did you hear about WES? \* University Advisor ▾

NEXT ►



Save and  
Return Later

[Questions/Problems?](#)

For Academic Credential 1, you should input your former school (High school, College/University) information. (Please select "Higher Education").

7.

World Education Services **Apply Online**

## U.S. Application

**Personal Info** | **Your Education** | **Your Evaluation** | **Services & Fees** | **Payment Info** | **Review & Submit**

List all academic credentials that you have earned outside of the U.S., beginning with secondary school and including the one you are currently attending. **If you have a university degree, your secondary school information is not required.**

\* denotes a required field.

**Academic Credential 1**

Country of Education*	Name of Diploma/Certificate*	Year Awarded *
Select... ▼	<input type="text"/>	Select... ▼
Name of Institution *	Institution Type*	Years Attended *
<input type="text"/>	Select one... ▼	From: Select... ▼
		To: Select... ▼

[Click here to review the required documents for this credential.](#)

\* I have reviewed the required documents for this credential, and agreed to submit my documents as required by WES.

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**Academic Credential 2**

Country of Education	Name of Diploma/Certificate	Year Awarded
Select... ▼	<input type="text"/>	Select... ▼
Name of Institution	Institution Type	Years Attended
<input type="text"/>	Select one... ▼	From: Select... ▼
		To: Select... ▼

[Click here to review the required documents for this credential.](#)

I have reviewed the required documents for this credential, and agreed to submit my documents as required by WES.

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 **Save and Return Later**

[Questions/Problems?](#)

Click here →

Please choose "to continue my education" as you use the drop-down button.



8.



## U.S. Application


Personal Info   Your Education   **Your Evaluation**   Services & Fees   Payment Info   Review & Submit

\* denotes a required field.

What is the primary purpose for this evaluation? - \*

- Select...
- Select...
- to continue my education**
- to apply for a professional license/certification
- to apply for employment
- to submit to immigration authorities
- Other

BACK   NEXT ▶

 Save and Return Later

[Questions/Problems?](#)

You should click the Course-by-Course evaluation with 7-day Service and please click "Add Recipient".

## U.S. Application

Personal Info   Your Education   **Your Evaluation**   Services & Fees   Payment Info   Review & Submit

\* denotes a required field.

What is the primary purpose for this evaluation? - \*

WES offers two levels of service — WES ICAP and WES Basic. WES ICAP includes your evaluation report plus **verified transcripts** for delivery to any recognized educational institution. WES Basic is your evaluation report only. The WES ICAP Course-by-Course evaluation is recommended for applying to educational institutions.

Click the links below to learn more about the services and evaluation types.

Service	WES ICAP			WES Basic		
	<a href="#">Course-by-Course</a>	<a href="#">Document-by-Document</a>	<a href="#">CPA Board Evaluation</a>	<a href="#">Course-by-Course</a>	<a href="#">Document-by-Document</a>	<a href="#">CPA Board Evaluation</a>
Verified transcripts stored and sent to institutions	✓	✓	✓			
Evaluation of official documents	✓	✓	✓	✓	✓	✓
Lists all subjects completed at the post-secondary level	✓		✓	✓		✓
U.S. semester credit and grade equivalent for each course	✓		✓	✓		✓
U.S. grade point average (GPA) on a 4.0 scale	✓		✓	✓		✓
Designates the level (upper or lower) of each undergraduate course	✓			✓		
CPA Supplemental			✓			✓
<b>Price</b>	<b>\$205</b>	<b>\$145</b>	<b>\$305</b>	<b>\$160</b>	<b>\$100</b>	<b>\$260</b>
<b>Select One</b>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Turnaround Time**

**7-Day service (no additional fee)** [More information](#)

3-Business-Day Service (an additional \$100 to basic fee) [More information](#)

Same-Day Service (an additional \$195 to basic fee) (This includes one overnight delivery.) [More information](#)

**Sending Reports**

The standard evaluation fee includes your official copy. Additional fees apply for shipping and handling and for duplicate reports. Duplicate reports will be sent to as many recipients as you wish for an additional \$30 each.

**WES ICAP:** WES ICAP (evaluation + verified transcripts) will be sent only to recognized educational institutions. All other recipients will receive only the evaluation report.

**WES Basic:** Only evaluation reports will be sent to all recipients (does not include transcripts).

To enter the address of a recipient, click below. Please check that you select or enter a valid address for the institution to ensure delivery.

Please click **“Educational Institution”**.

10.


## U.S. Application

Personal Info   Your Education   **Your Evaluation**   Services & Fees   Payment Info   Review & Submit

Please choose the type of recipient from the drop down list below.

Select...

- Select...
- Educational Institution**
- Licensing/Certification Board
- Employer
- Lawyer
- Other

 Save and Return Later

11. Please choose **“New Orleans Baptist Theological Seminar”**.

## U.S. Application

Personal Info   Your Education   **Your Evaluation**   Services & Fees   Payment Info   Review & Submit

**Search for an Institution by Name**

Enter at least one unique word from the institution name.

12.

Please select **“New Orleans Baptist Theological Seminary LA”**

## U.S. Application

Personal Info

Your Education

Your Evaluation

Services & Fees

Payment Info

Review & Submit

### Search for an Institution by Name

Please choose which institution you would like to send your report to by selecting an institution and clicking on the “Select this Institution” button. **To ensure faster delivery, select the name of the institution from the list provided.**

If your institution is not found in the list, select “Other” to manually enter the name of the institution.

#### Primary results of your search:

Institution Name	State
<input checked="" type="radio"/> New Orleans Baptist Theological Seminary	GA
<input type="radio"/> New Orleans Baptist Theological Seminary	LA

Select this Institution

#### Other possibilities:

Institution Name	State
<input type="radio"/> Alliance Theological Seminary	NY
<input type="radio"/> Andover Newton Theological School	MA
<input type="radio"/> Antioch University New England	NH
<input type="radio"/> Art Institute of New York City	NY
<input type="radio"/> Assemblies of God Theological Seminary	MO
<input type="radio"/> Association of New Brunswick Lic. Practical Nurses	NB
<input type="radio"/> Austin Presbyterian Theological Seminary	TX
<input type="radio"/> Briercrest College and Seminary	SK
<input type="radio"/> Career Possibilities for Newcomers	ON

If you are applying for Undergraduate program, please select the department “Leavell

13.

College office of Admission". If you are applying for Graduate Program, please select "The Graduate School-Office of Admission"

## U.S. Application

Personal Info

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Review & Submit

Select the department or office you wish to send the report to.

### New Orleans Baptist Theological Seminary

- Office of Admissions
- Leavell College - Office of Admissions
- North Georgia Center - Office of Admissions
- The Graduate School - Office of Admissions
- Other

Select

Additional Recipient

14.

- 3-Business-Day Service (an additional \$100 to basic fee) [more information](#)
- Same-Day Service (an additional \$195 to basic fee) (This also includes overnight delivery to the first institutional recipient.) [More information](#)

**Sending Reports**

WES sends one report to you and one to an institution of your choice (college, employer or agency) at no additional charge when requested at the time of your application. Additional reports will be sent to as many recipients as you wish for an additional \$30 each.

**WES ICAP:** WES ICAP (evaluation + verified transcripts) will be sent only to recognized educational institutions. All other recipients will receive only the evaluation report.

**WES Basic:** Only evaluation reports will be sent to all recipients (does not include transcripts).

To enter the address of a recipient, click below. Please check that you select or enter a valid address for the institution to ensure delivery.

**Additional Recipient**

Type of Recipient *	Educational Institution	
Institution or Company	<input type="text" value="New Orleans Baptist Theological Seminary"/>	
Attention To	<input type="text" value="Korean Program"/>	
School/Division	<input type="text" value="North Georgia Center"/>	<b>Undergraduate: Leavell College Graduate: Graduate Program</b>
Department/Office	<input type="text" value="Office of Admissions"/>	<b>Under: Leavell College Office of Admission Graduate: Graduate Office of Admission</b>
Address *	<input type="text" value="1000 Johnson Ferry Road"/>	
	<input type="text" value="Room #C115"/>	<b>3939 Gentilly Blvd.,</b>
City *	<input type="text" value="Marietta"/>	<b>New Orleans, LA70126</b>
State or Province *	<input type="text" value="Georgia"/>	
Zip or Postal Code *	<input type="text" value="30068"/>	
Country *	<input type="text" value="United States of America"/>	

**Delivery Options: Standard Delivery (\$7), Additional Recipient: 2 nd Day Air (\$20)**

## U.S. Application

Personal Info

Your Education

Your Evaluation

**Services & Fees**

Payment Info

Review & Submit

\* denotes a required field.

**Evaluation Type Selected:** WES ICAP Course-by-Course - \$205

**Selected Turnaround Time:** 7-Day service

WES sends transcripts to educational institutions only.

### Additional Reports

Additional reports for you or other recipients ordered at the time of application are \$30 per report.

### Sealed Envelope Service

Sealed Envelope Service is available for an additional fee of \$5 per envelope. **Sealed envelopes sent to you will only include your evaluation and not your transcripts** because WES sends transcripts only to educational institutions. If you would like to have your transcripts sent with your evaluation, please use the BACK button below to return to the previous page and click on the ADD RECIPIENT button for direct delivery to institutions.

### Delivery Options

Standard Delivery fee of \$7 includes shipping/handling and delivery by the U.S. Postal Service. Faster and/or more secure delivery options are available for additional fees. [Additional Delivery Options](#)

### Unofficial Report by Fax

Institutions and other recipients generally require original reports printed on WES stationery. You may choose to have an unofficial fax report sent to you for \$5. [Interested in receiving a report by fax?](#)

Please select the delivery options desired for reports.

### Evaluation Report to Be Sent to You

**Report:** This report is delivered to you at the standard delivery rate unless you indicate otherwise.

#### Delivery Options:

Standard	Track your order		Fax	
<input checked="" type="radio"/> Standard Delivery (\$7)	<input type="radio"/> 3-5 days (\$12)	<input checked="" type="radio"/> 2nd Day Air (\$20)	<input type="radio"/> Overnight Courier (\$30)	<input type="checkbox"/> Fax (\$5)

Additional Reports  reports x \$30 per report =

### Additional Recipient - New Orleans Baptist Theological Seminary

**Report:** Additional Report Fee \$30

#### Delivery Options:

Standard	Track your order		Fax	
<input type="radio"/> Standard Delivery (\$7)	<input type="radio"/> 3-5 days (\$12)	<input checked="" type="radio"/> 2nd Day Air (\$20)	<input type="radio"/> Overnight Courier (\$30)	<input type="checkbox"/> Fax (\$5)

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NEXT ▶

## U.S. Application

Personal Info

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Review & Submit

\* denotes a required field.

Please review the summary of charges listed below, and then enter your payment information. To return to a previous page, please use the tabs above or use the BACK button at the bottom of this page.

### Fee Summary (all currency in US Dollars)

WES ICAP Course-by-Course Evaluation	\$ 205
1 Report(s)	\$ 30
Delivery Option: Standard Delivery	\$ 7
Delivery Option: 2nd Day Air	\$ 20

Total Cost: \$ 262

Select your payment method:  Credit Card  [Check/Money Order/Wire Transfer](#)

Do you have a promotional code? \*  Yes  No

World Education Services uses a secure server that protects your credit card information as well as your personal information.

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For “Fee Summary”, please select your payment method: Credit Card or Check/Money. The Check/ Money order may payable to “World Education Service.”



17.

Submit Applicatoin.

## U.S. Application

[Personal Info](#)[Your Education](#)[Your Evaluation](#)[Services & Fees](#)[Payment Info](#)[Review & Submit](#)

### You have requested the following:

WES ICAP Course-by-Course Evaluation	\$ 205
1 Report(s)	\$ 30
Delivery Option: Standard Delivery	\$ 7
Delivery Option: 2nd Day Air	\$ 20
<hr/>	
Total Cost:	\$ 262

[You may review your application now.](#) If you need to correct any information, please navigate to the appropriate area via the tabs.

I have read and accept the World Educations Services, Inc. [Terms and Conditions](#) and acknowledge receipt of the WES [Privacy Policy](#). I certify that the information I am submitting is accurate and that all documents I am submitting are authentic.

*Clicking [Submit Application](#) will temporarily redirect you to WES's payment partner to ensure secure processing of your order.*

19.

Please print out a copy of your completed application and remember your reference number.

INTERNATIONAL EDUCATION REFERENCE

## U.S. Application

Personal Info   Your Education   Your Evaluation   Services & Fees   Payment Info   Review & Submit

Thank you for submitting your application. A confirmation email has been sent to your email at: [jglee@live.com](mailto:jglee@live.com)

**Your reference number is 2310183.**  
Please use this number in all correspondence with WES.

- Please print a copy of your completed application.

Your Reference # is 2310183. Please be sure to save this number. You need to include this reference number and your name when you send us any correspondence and/or a check for payment. Your evaluation will be activated once WES has received all of the following required documents and full payment for services requested. We will notify you if we need any additional documents.

**Required Documents:**

a.BA, 1995  
Seoul University, Korea

	What to Submit	How to Submit
1.	Clear, legible photocopies of all graduation certificates or diplomas issued in English by the institutions attended  e.g. Associate, Bachelor, Master, Ph.D.  <b>AND</b>	To be submitted to WES by applicant.
2.	Academic transcripts issued in English by the institutions attended for all post-secondary programs of study	To be sent directly to WES by the institutions attended.  Please <a href="#">click here</a> to download an academic transcript request form.
3.	For completed doctoral programs, a letter confirming the awarding of the degree	To be sent directly to WES by the institutions attended.
Copies of precise, word-for-word, English translations are required for all foreign language documents.		

b.M.Div, 2004  
Korea Baptist University, Korea

Please click here to download an academic transcript request form.

## 19. Academic Records Request Form



### Academic Records Request Form

**A. For Applicants:** This form is provided to facilitate the release of your academic records by your academic institution. You are responsible for contacting your academic institution directly.

- 1) Complete the top part of this form
- 2) Submit this form to the registrar/controller of examinations or other authorized official where you obtained your credential(s).
- 3) Print additional copies of this form as necessary.
- 4) Note that some institutions may charge a fee for this service.

Last Family Name		First/Given Name		WES Ref # (if applicable)	
Previous Name (if applicable)		Date of Birth (dd/mm/yyyy)		E-Mail	
Institution Name		Country		Dates Attended From: (mm/yyyy) To: (mm/yyyy)	
Degree Name (if applicable)		Year of Award (if applicable)		Major	
Student ID or Roll Number at sending institution (if applicable)					

I hereby authorize the release of my academic records to World Education Services.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**B. For Authorized Officials:** The person named above requests that their academic records be released to World Education Services. His or her records/statement of marks should show all subjects completed and all grades/marks awarded for all years of study.

- 1) Please fill out this form and verify if a degree has been awarded and/or that the student attended your institution.
- 2) Place this form and academic record(s) in an envelope.
- 3) Sign and seal the envelope across the back flap and send it directly to World Education Services.

Institution Name:	
Degree obtained (if applicable)	Date awarded (month/year)
Name of Official Consenting Form: (please print or type)	Title:
Telephone:	E-mail:

Authorized signature and seal: \_\_\_\_\_ Date: \_\_\_\_\_

Yes. The applicant's academic records are attached to this form.

For authorized officials only: Please send this form and academic records directly to WES using one of the addresses below:

**By Postal Mail:**  
World Education Services  
P.O. Box 5087  
Bowling Green Station  
New York, NY 10274-5087  
USA

**By Express Courier:**  
World Education Services  
64 Beaver St, #146  
New York, NY 10004  
USA

Date/Mon./Year

체크

WES Address  
This section should be completed by academic records directly by applicant.  
WES.