

Outside Evaluation Services

Applicants educated outside the United States may opt to have their transcripts evaluated by CUNY's Application Processing Center or to have them evaluated by one of the evaluation services listed below:

- **Josef Silny & Associates, Inc., International Education Consultants**
www.jsilny.org
- **Transcript Research**
www.transcriptresearch.com
- **Evaluation Service, Inc.**
www.evaluationservice.net

If you use one of the above evaluation services, you must request that the service provide the evaluation as described below:

Freshmen Applicants: must request an official course-by-course evaluation report which includes a GPA based on all secondary school course work and any external examination certificates earned.

Transfer Applicants: will need to complete their evaluation based on how much full-time university-level studies they have already completed. If you have completed less than one year of full-time university-level studies, we need the following: an official course-by-course evaluation report which includes a GPA based on all secondary school course work and any external examination certificates earned **and** an official course-by-course evaluation report which includes a GPA based on all university course work. Be sure to request that the evaluation service includes certified copies of all documentation used for the evaluation.

If you have completed more than one year of full-time university-level studies, we need the following: proof of secondary school graduation **and** an official document-by-document evaluation report and an official course-by-course evaluation report which includes a GPA based on all university course work.

If using one of the above services, you must request: an official course-by-course evaluation report which includes a GPA based on all secondary school course work and any external examination certificates earned. **Be sure to request that the evaluation service includes certified copies of all documentation used for the evaluation.** We will only accept evaluations that are sent directly from the evaluation service to UAPC. Once you instruct the evaluation service to complete a CUNY Undergraduate Evaluation, they will be able to send the evaluation to support your application. UAPC will make the final decision regarding evaluations and admission recommendations.