

INFORMATION ABOUT FOREIGN TRANSCRIPTS 04/19

Hinds Community College requires that all foreign transcripts be evaluated by a professional evaluation service in the United States. There are many reputable services in the U.S. which you may utilize, including the following:

Company	Website	Other Contact Information	Evaluates	Provides translation services	Provide electronic service to Hinds
Global Credential Evaluators, Inc., (GCE)	www.gceus.com	3615B Longmire Dr. PMB 323, College Station, TX 77845 From U.S.: 1-800-707-0979 International Calls: (301)421-4581	✓		<i>(emails Hinds unofficial copies in advance)</i>
International Education Research Foundation, Inc	www.ierf.org	P.O. Box 3665, Culver City, CA 90066 Phone: (310) 258-9451	✓		✓
Josef Silny & Associates, Inc., International Education Consultants	www.jsilny.org	7101 SW 102 Avenue, Miami, FL 33173 Phone: (305) 273-1616	✓	✓	✓
SpanTran (please contact your International Advisor to receive a Hinds specific application which includes discounted pricing)	www.spantran.com	2400 Augusta Drive, Suite 451 Houston, TX 77057 Phone 713.266.8805	✓	✓	✓
World Education Services, Inc. (WES)	www.wes.org	P.O. Box 745, Old Chelsea Station, New York, NY 10113-0745 Phone: 212.966.6311	✓		✓

Note: For the purpose of admittance to Hinds Community College, students may submit transcripts in either of the following ways:

- 1) **Course-by-course** evaluation OR
- 2) **Document** evaluation PLUS copies of high school transcripts in English.(RECOMMENDED)

FAQ

Q: Do I need to have my transcript evaluated?

Anyone who has attended high school outside of the United States must send their transcripts to an evaluation service in the United States for evaluation (and translation, if necessary). Transcripts for students entering Hinds Community College directly from high school **must** state that the student has graduated and **must** reflect a graduation date. The evaluation service is at the expense of the student.

Q: Where should I ask the evaluation company to send my transcript?

International students (those needing an I-20 document to request a student visa in order to attend classes) should have their transcripts directed to:

International Student Office
PMB 10457
P.O. Box 1100
Raymond, MS 39154-1100

Contact:
mddavison@hindsc.edu or (601) 857-3314
Office Hours: Monday-Wednesday, 8:00-3:30 (CST)

All other prospective students who attended high school outside of the U.S. should have their transcripts sent directly from the evaluation service to:

Office of Admissions
Hinds Community College
P.O. Box 1100
Raymond, MS 39154-1100

Contact:
(601) 857-3213
Office Hours: Monday-Friday, 8:00-4:30 (CST)

Q: What type of evaluation is required?

NOTE: Hinds does not give credit for any college work done outside of the U.S., although transfer colleges after Hinds may give credit. NOTE: Hinds Admissions will accept a course-by-course evaluation OR a document evaluation, but copies of high school transcripts (in English) must be submitted to Hinds if a document only evaluation is used.

Q: What if I have already attended another college in the United States?

International students transferring from accredited institutions within the United States must provide **official copies** of transcripts from all colleges/universities or high schools attended within the U.S., and such transcripts **must be sent directly from the college or university** to the Admissions Office at Hinds or to the International Student Office.

Notice of Non-discrimination Statement

In compliance with the following: Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, Hinds Community College offers equal education and employment opportunities and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or veteran status in its educational programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Tyrone Jackson, Vice President for Utica Campus and Administrative Services and District Dean of Student Services & Title IX Coordinator, Box 1003, Utica, MS 39175, Phone: 601.885.7002 or email: titleIX@hindsc.edu

Disability Support Services Statement

Hinds Community College provides reasonable and appropriate accommodations for students with disabilities. Disability Services staff members verify eligibility for accommodations and work with eligible students who have self-identified and provided current documentation. Students with disabilities should schedule an appointment with the designated Disability Services staff member on their respective campus to establish a plan for reasonable, appropriate classroom accommodations.

Jackson Campus – Academic/Technical Center 601.987.8158
Jackson Campus – Nursing/Allied Health Center 601.376.4803
Rankin Campus 601.936.5544
District Coordinator 601.857.3359

Raymond Campus and fully online 601.857.3646
Utica Campus academic 601.885.7022
Utica Campus career-technical 601.885.7128
Vicksburg-Warren Campus 601.629.6807

Individuals with a hearing impairment may call 601.526.4918 (video phone)
Email SMO-disabilitysupportservices@hindsc.edu