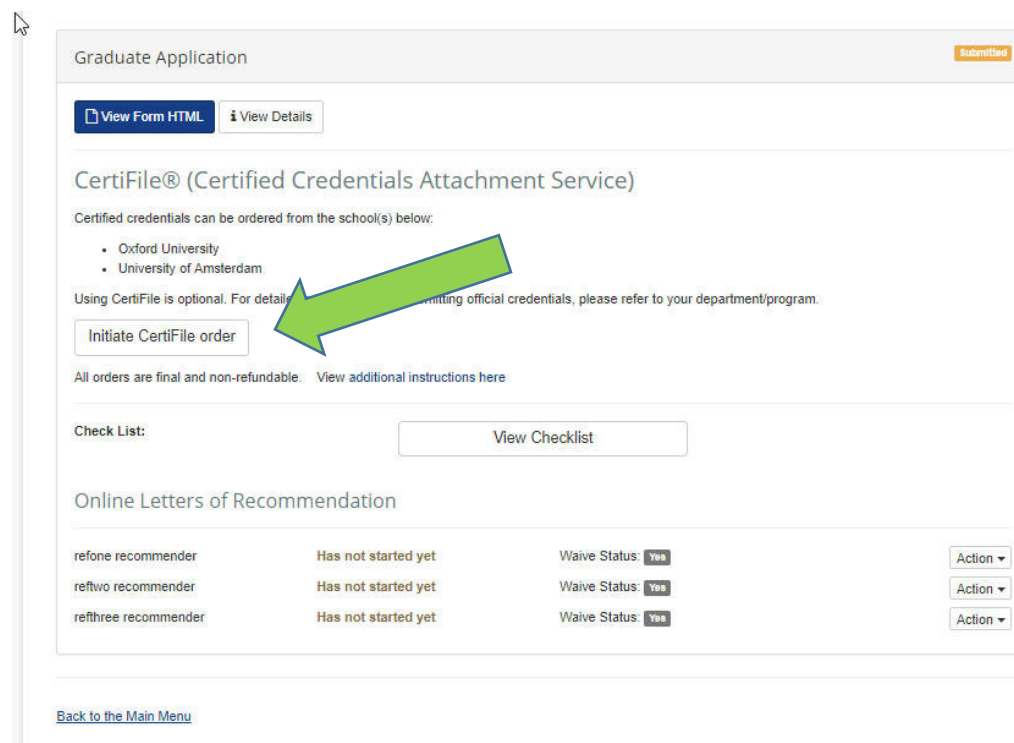


CertiFile Degree Evaluation Order Process

If a degree evaluation is required to complete your WWU Graduate School Application, we will email you once we have completed our initial review of your materials, and also enable a widget on your application activity page that will permit you to initiate a CertiFile order.

Please note: Use of CertiFile is optional. If you would prefer to submit a WES evaluation we accept those as well. If you choose to use WES, the equivalent product is a WES ICAP evaluation, which includes verified transcripts from the institutions you have attended, eliminating the need for you to send official copies of those documents directly to our office in the event that you are admitted and choose to attend WWU.



Graduate Application Submitted

[View Form HTML](#) [View Details](#)

CertiFile® (Certified Credentials Attachment Service)

CertiFile credentials can be ordered from the school(s) below:

- Oxford University
- University of Amsterdam

Using CertiFile is optional. For details on submitting official credentials, please refer to your department/program.

[Initiate CertiFile order](#)

All orders are final and non-refundable. [View additional instructions here](#)

Check List: [View Checklist](#)

Online Letters of Recommendation

refone recommender	Has not started yet	Waive Status: Yes	Action ▼
reftwo recommender	Has not started yet	Waive Status: Yes	Action ▼
refthree recommender	Has not started yet	Waive Status: Yes	Action ▼

[Back to the Main Menu](#)

CertiFile Document Orders

CertiFile is a service to make sure your entire academic record is accepted by colleges and universities. It is **optional** and **nonrefundable**.

New Orders

Before beginning a new order with EP, please review the [EP ordering process](#).

[Start New Document Order](#)

[Attach documents from an existing Digitary CORE or My eEquals account](#)

[Return to Application](#)

If you already have official documents (transcripts, degree certificates) saved in a Digitary or My eEquals account, you can attach them to the order rather than request them directly from the institutions you attended.

CertiFile Document Orders

CertiFile is a service to make sure your entire academic record is accepted by colleges and universities. It is **optional** and **nonrefundable**.

Ordering from CertiFile

Available Order Options

For each order type, your digital certified academic credentials will be attached to your CollegeNET University application. In your Digitary Wallet, you are able to view, share, and download them at any time.

Academic Credential Evaluation: \$190

Educational Perspectives (EP) will compare your academic credentials to US standards and issue an Evaluation Report. The report includes course-by-course and GPA equivalency information, as well as the recognition status of the schools you attended.

Academic Credential Certification: \$150

EP will receive, review, and certify your official academic credentials, and issue a Certification Report.

Select Order Type ☒ Evaluation order (\$190)
☐ Certification order (\$150)
[Clear Selection](#)

WWU Grad Admissions requires the "Evaluation" option.

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[Next](#)

Your Educational History information will be pulled in from your application into the Certifile order.

If you have attended US or Canadian institutions in addition to those outside the US/Canada, you will want to remove them from your Certifile order. It is not necessary to have transcripts from those institutions evaluated.

CertiFile Document Orders

Educational History

Please provide your entire college educational history. Any information entered here that is different from what is on your CollegeNET University application will only be seen by Educational Perspectives (EP), and used to make sure you are awarded the greatest amount of academic credit.

Please note: If you add another school after your order has been processed, you will need to pay for a new order.

Schools on your CollegeNET University Application
Additional or edited information added here will not be reflected on your application.

College/University 1

Country (Required)
United Kingdom

Name of School (Required)
American Intercontinental Univ

Attended From (mm/yyyy) (Required)

Attended To (mm/yyyy) (Required)

Degree Status (Required)
I received a degree

Degree (Required)
Aerospace Engineering (Ph.D.)

+ Add Degree

Other Colleges or Universities

The school(s) you are applying to may only require your most recent educational history, but it is important to provide EP with your complete educational history so they can award you as much international credit as possible.

+ Add Another School

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Please note: If your degree is still in progress, you may initiate an evaluation with a transcript of coursework completed to date, and then later provide a final transcript from your degree institution and request an update of that evaluation (\$65 charge for update processing). For more detailed information, please see page 6 of this document.

CertiFile Document Orders

Review your personal information, colleges, and order type before proceeding. **CertiFile is optional and non-refundable.** Please make sure to double check your order type. [Go back if you need to change any information.](#)

Review Your Order and Proceed to Payment

Personal Information

Please check that this is your correct mailing address.

Also make sure you have listed any additional names you may have used throughout your education.

Denise Mor



[Edit Personal Information](#)

Previous Colleges or Universities

It is your responsibility to make sure your official documents for these colleges get to Educational Perspectives (EP). Once your official document order has been completed, your documents and Certification Report will all be attached to your application and available in your Digital Wallet.

[View instructions for United Kingdom](#)

American Intercontinental Univ

01/2018 - 01/2019

Aerospace Engineering (Ph.D.)

[Edit Educational History](#)

Educational History Acknowledgment

Please acknowledge that you have entered your complete and accurate educational history, covering all of the colleges and universities you have attended. After you check the box and submit your order, you will be unable to edit your educational history for this CertiFile order.

☐ * Yes, I have entered my complete and accurate educational history to the best of my knowledge.

Total Due

Evaluation Report Order

Total Fee: \$190.00

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[Start Over](#)

[Go to Payment](#)

\$190.00

Evaluation fee

Evaluation fee

Billing Information

Name and address should be the same on the credit card statement.

Denise Mor

[Change billing information](#)

Credit Card Info

We Accept



Credit Card Number

1234 5678 9012 3456



Expiration Month

MM

YY

Security Code/CVV

123

Pay \$190.00

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Updating an Evaluation

From your Application activity page, click on the Certifile Widget button to access your Certifile Order menu. From there, click on the “Update Your Documents” button.

CertiFile Document Orders

[Start New Order](#) [Order History](#)

Main Menu

Here are your official academic documents for this application.

If you don't see a document listed here that is in your Digitary CORE or My eEquals Wallet, you will need to manually attach it to your application by logging in to your Wallet.

You may need to update a document if you previously sent transcripts or degree documents that are incomplete (for example missing the second half of your transcript for your final year).

If you need to add an additional school to your application, you will need to [start a new order](#).

Attach From Digitary

Update Your Documents



Document History for CollegeNET University

Institution	Document	Date Attached	
European Business School	Transcript	July 29, 2019	View
European Business School	Degree	July 29, 2019	View

CertiFile Document Orders

[Start New Order](#) [Order History](#)

Updating your CollegeNET University Documents

When updating documents, please remember that you are not updating an attachment, but the last new or updated order that you sent to Educational Perspectives (EP) for processing. **It is your responsibility to make sure EP receives a copy of the updated documents.**

To update a document that you have already submitted to CollegeNET University, you must:

- Pay a \$65 update fee.
- Arrange to have your final transcripts/degrees sent to Educational Perspectives (EP) so they may process them.

Once EP has processed your documents, they will:

- Attach your official documents to your application.
- Send a new Certification to CollegeNET University.

EP will notify you via email when these steps have been completed.

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CertiFile Document Orders

Review your personal information, colleges, and order type before proceeding. **CertiFile is optional and non-refundable.** Please make sure to double check your order type. [Go back if you need to change any information.](#)

Review Your Order and Proceed to Payment

Personal Information

Please check that this is your correct mailing address.

Also make sure you have listed any additional names you may have used throughout your education.

Just Testing

805 SE Broadway
Portland, OR
United States
97211

[Edit Personal Information](#)

Previous Colleges or Universities

It is your responsibility to send your official documents for these colleges to Educational Perspectives (EP). Once EP has received and processed your documents, the updated Certification Report will be attached to your application for you, and the original document will be replaced.

Document updates do not allow you to add any new schools or documents that were not part of your original order.

[View instructions for Germany](#) 

[View instructions for India](#) 

European Business School

08/2015 - 06/2015
Architectural Science (M.S.)

Indian Institute Of Technology

08/2018 - 06/2019
Aerospace Engineering (M.Eng.)

If you need to add a new school, you will need to [start a new order.](#)

Total Due

Update Order

Total Fee: \$65.00

[Back](#)

[Start Over](#)

[Go to Payment](#)