

## DIPLOMA AND TRANSCRIPT VALIDATION

### **I. Procedure**

If the department of Admissions determines there is reason to believe a high school diploma or transcript is not valid, admissions staff will review the documents provided by the student (diploma and/or transcripts), and then:

1. check with the high school or general education development (GED) testing service to confirm the validity of the student's diploma and or/transcript; and
2. request written communication to confirm the relevant department or agency in the state in which the secondary school is located that the secondary school is recognized as a provider of secondary school education.

International Transcripts will be received by Western Dakota Technical College directly from Educational Credential Evaluators (ECE) which will independently determine the validity of foreign secondary school credentials.

### **II. Definitions**

- A. "Educational Credential Evaluators (ECE) "means a third-party service that reviews the academic achievements of individuals from other countries and converts the achievements to U.S equivalents.

Legal References: § 34 CFR 668.16(p)

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