



CODED CORRESPONDENCE

DATE:

September 30, 2024

NUMBER:

24-06

TO:

All Individuals and Groups Interested in the
Activities of the Commission on Teacher
Credentialing

FROM:

Mary Vixie Sandy
Executive Director
Commission on Teacher Credentialing

**SUBJECT: Approval of Amendments to Title 5 of the California Code of Regulations
Pertaining to Foreign Transcript Evaluating Agencies**

Summary

The amendments to Title 5 of the California Code of Regulations pertaining to the Foreign Transcript Evaluating Agencies have been approved by the Office of Administrative Law (OAL). This correspondence addresses changes to the requirements for Foreign Transcript Evaluating Agencies which become effective October 1, 2024.

Background

Pursuant to Title 5, section 80457, acceptance of college or university coursework or degree programs must be completed in a regionally accredited institution of higher education, unless otherwise stated in statutes or regulations. Individuals that complete college coursework or degree programs at an institution outside of the United States are required to obtain an evaluation of their out-of-country education to identify its comparability and equivalence to California's requirements and ensure equity in preparation of educators. Regulations in place prior to this amendment allowed outside agencies to be approved as foreign transcript evaluating agencies by the Commission based on specific criteria. These criteria, identified in The Criteria for Agencies Seeking Approval to Review Foreign Academic Programs for Equivalency to United States Standards, January 1, 1996, edition, were to be met in order for an evaluating agency's determination to be accepted for certification in California. However, the criteria was nearly three decades old and required both evaluating agencies and the

Commission to spend a significant amount of effort and resources to complete the approval process.

Key Provisions

Through the rulemaking process with the Office of Administrative Law, the Commission has amended Title 5, section 80457 to remove the criteria from 1996. In its place, the adopted regulation provides that to be listed as a Commission approved evaluator an evaluating agency must be a member of either the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators, Inc. (AICE). The requirements to become a member of these associations surpass the requirements provided in the 1996 criteria.

The amendments to the regulation benefits outside agencies seeking approval as foreign transcript evaluators. By removing the strict, laborious criteria from 1996 and replacing it with membership with one of the two renowned associations, the process for evaluating agencies to seek approval from the Commission will be faster and more reliable. This change expands opportunities for evaluating agencies that may not have the capacity to gather and submit all the current criteria and will provide applicants with more options when seeking foreign coursework evaluations for certification in California.

Refer to the [Commission Approved Foreign Transcript Evaluating Agencies](#) webpage for a list of agencies currently approved by the Commission on Teacher Credentialing to provide evaluation of college or university course work completed at an institution in a country other than the United States. An agency interested in being added to the Commission's list of approved evaluating agencies must contact the Commission's Certification Division and request in writing to be added to the list, on or after October 1, 2024. Requests must be submitted to the Commission using the [Contact Us](#) web form, following the requirements below:

1. Select *"I have a general credentialing question"*
2. Select Category: *"CTC Policy"*
3. In the body of the message provide the following:
 - a) Agency name
 - b) Evidence of current membership with either NACES or AICE
 - c) Agency's contact information which will be publicly available on the Commission's website, including: address, telephone number, email address, and agency website

Within 90 days of receipt of the request, the Commission will review the evaluating agency's qualifications and add it to the approved agency list if membership with either NACES or AICE is verified.

Important Dates

The Notice of Proposed Rulemaking was issued on March 4, 2024, starting the 45-day commenting period which allowed for public comments to be submitted regarding the proposed change in regulation text. The public comment period ended on April 15, 2024, and

no comments were received. The proposed changes were approved by the Office of Administrative Law and filed with the Secretary of State on June 10, 2024. The amended regulatory language is effective October 1, 2024.

Authority

Education Code section 44225(q) authorizes the Commission to adopt the proposed regulations and amendments.

Reference

Education Code sections 44227 and 44252

Resources

[Coded Correspondence 24-02: Proposed Amendments to Title 5 of the California Code of Regulations Pertaining to Foreign Transcript Evaluating Agencies](#)

Availability of Documents on the Internet

Copies of the Notice of Proposed Action, the Initial Statement of Reasons, and the text of the regulations with modifications highlighted, as well as the Final Statement of Reasons, and modified text and notices thereof, if any, may be accessed via the Commission's website at <https://www.ctc.ca.gov/commission/notices/rulemaking>.

Contact Information

Questions regarding credential or application requirements may be directed to the Commission's Certification Division using the [Contact Us](#) web form.