

To: Alicia Pasquel, Academic Senate President  
From: Nikki Harris, Assistant Director of Human Resources  
Date: July 1, 2018

---

Effective July 1, 2018, Marin Community College District will make the following change to its Foreign Credential Evaluation requirement for applicants. It is anticipated that this change will help to increase the range of diversity of our faculty and educational administrator applicant pools. Below is a comparison between the previous requirement and the new requirement.

#### **Previous Requirement**

Where applicable, foreign degree credentials must be evaluated by a third party to determine the equivalent U.S. degree and major. Please review the following points carefully to determine whether you must submit a Foreign Credential Evaluation (FCE) with your application. Evaluations should provide the name of the institution attended, a description of your credentials, the major of study, and the U.S. equivalent for each credential. For a list of evaluating agencies, visit the State of California Commission on Teacher Credentialing.

#### **New Requirement**

Where applicable, foreign degree credentials must be evaluated by a third party to determine the equivalent U.S. degree and major. **Please review the following points carefully to determine whether you must submit a Foreign Credential Evaluation (FCE) with your application.** Evaluations should provide the name of the institution attended, a description of your credentials, the major of study, and the U.S. equivalent for each credential. For a list of evaluating agencies, visit the [State of California Commission on Teacher Credentialing](#).

- If you satisfy the minimum educational requirement with a degree that was granted in the U.S., but your previous degree(s) was obtained from a foreign institution, you do not need to attach a Foreign Credential Evaluation (FCE) for your previous degree(s). You must, however, attach a copy of the transcript for the previous degree, and it must be translated into English.
- If your degree that satisfies the minimum educational requirement was obtained from a foreign institution, you must submit an FCE for that degree and any other foreign degrees leading up to it.
- If you are asserting equivalence (see *Minimum Qualifications for Faculty/Administrators* above) because your degree does not specifically match the minimum educational requirements as listed and any of your degrees was obtained outside the U.S., you must attach an FCE for your foreign degree(s).