**Barbados**

The educational documents submitted for evaluation should be issued by the institution in **English**.

If you completed **High School** and **University** level studies, it is recommended that you submit both your high school records and your university records. Many US universities require proof of high school graduation even though university level studies were completed. There is no extra charge to include multiple documents.

**\*\*\*\* Any original documents you personally provide will be returned to you with your Evaluation**

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| **To Evaluate Records from:** | **Documentation to Submit** |
| **High School** (Secondary) | **Photocopy** of Secondary School Diploma; **Original Certifying Statement of Results** for **CSEC, CAPE**, and other external examinations, one **photocopy** of each record.**AND****Original Official Grade Report** along with a good **photocopy** of each page. |
| **University** (Post-secondary) | **Photocopy** of **Diploma/Degree** (front and back)**AND****Original Transcript** and a good **photocopy** of each page. |

Please contact the US institution(s) to which you plan to apply to learn about the kind of evaluation they require or special information the evaluation should include.

We will contact you if we need additional documents or information. While we are waiting for missing documents, your file will be kept for six months. After that time, you will need to reapply and submit complete records when you have them.

Do not send records from non-credit or vocational training programs. Only academic programs are evaluated.

IACE does not issue refunds when clients have not submitted all required documents and information.