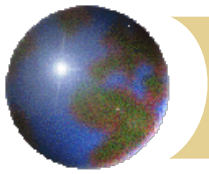


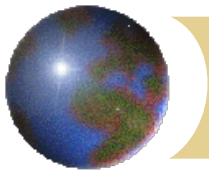
International Students... and Transfer

**Seth Carruthers & Jessica Lynn Hylton
Fontbonne University**




Seth Carruthers

- 🌐 Chair of the Committee on Transfer and Articulation (2014-2015)
- 🌐 Assistant Registrar, Fontbonne University, (February 2014-Present)
 - Missouri Reverse Transfer Coordinator
 - VA Certifying Official
- 🌐 Director of Transfer and Articulation, Missouri Baptist University, (2006-2014)
- 🌐 **SCarruthers@Fontbonne.edu**

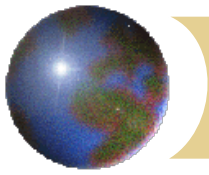


Jessica Lynn Hylton, MA

 International Academic Advisor, Student Service Specialist, and Designated School Official, Fontbonne University, (October 2012 – Present)

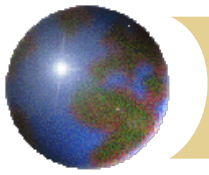
 Academic Coordinator, OPTIONS Evening Division, (2007 – 2012)

 **JLHylton@fontbonne.edu**



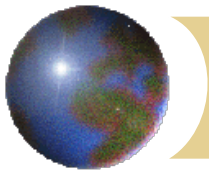
Fontbonne University

- 🌐 1923 - Fontbonne College, a Catholic Institution founded by the Sisters of St. Joseph of Carondelet as an all-women's college
- 🌐 1970's - Became co-educational & began offering Master's degrees
- 🌐 1980 - Started accepting international students
- 🌐 1991 - Founded the OPTIONS Evening Program
- 🌐 2002 - Became a University
- 🌐 2014 - Inaugurated its 14th president, J. Michael (Mike) Pressimone, Ed.D.
- 🌐 Spring 2015 - 1674 enrolled students



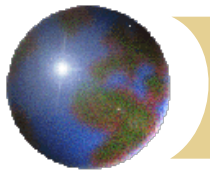
Mission & Identity: Why the investment in International Students?

- 🌐 “Fontbonne University seeks to educate students to think critically, to act ethically, and to assume responsibility as citizens and leaders.”
- 🌐 Part of the mission of Fontbonne to serve the dear neighbor - this includes our international students.
- 🌐 “Catholic” = Universal and throughout the whole
- 🌐 International student population enhances the “whole person” experience with the diversity they bring to Fontbonne.



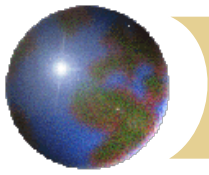
History of International Affairs

- 🌐 1980 – Began accepting international students on a small scale
- 🌐 1999 - Taiwanese MBA program
- 🌐 2005 – Active international recruiting began for F-1 Visa Students; IEP, Undergraduate, and Graduate by recruiting in-country and using international recruiting agents
- 🌐 2011 – Became a Saudi Arabian Cultural Mission (SACM) approved institution under the King Abdullah Scholarship Program and the Ministry of Higher Education (MoHE)
- 🌐 2013 – Became a Brazilian Scientific Mobility Program (BSMP) approved institution under the Brazilian Government's CAPES and CNPq divisions



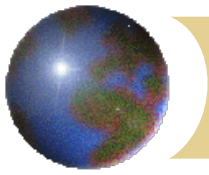
99 Countries

ARGENTINA	CROATIA	IRELAND	MOZAMBIQUE	SINGAPORE
ARUBA	CZECH REPUBLIC	ISRAEL	NEPAL	SLOVAKIA
AUSTRIA	DENMARK	ITALY	NETHERLANDS	SOUTH AFRICA
AZERBAIJAN	ECUADOR	IVORY COAST	NICARAGUA	SOUTH KOREA
BAHAMAS	EL SALVADOR	JAMAICA	NIGERIA	SPAIN
BANGLADESH	ESTONIA	JAPAN	OMAN	SUDAN
BELIZE	ETHIOPIA	JORDAN	PAKISTAN	SWEDEN
BOLIVIA	FIJI ISLANDS	KAZAKHSTAN	PALESTINE	SWITZERLAND
BOSNIA-HERZEGOVINA	FINLAND	KENYA	PANAMA	SYRIA
BOTSWANA	FRANCE	KURDISTAN	PERU	TAIWAN
BRAZIL	GEORGIA	KUWAIT	PHILLIPINES	THAILAND
BRITISH WEST INDIES	GERMANY	KYRGYZSTAN	POLAND	TURKEY
BULGARIA	GREAT BRITAIN	LIBYA	PUERTO RICO	UKRAINE
CAMBODIA	GUATEMALA	MALAWI	ROMANIA	UNITED ARAB EMIRATES
CANADA	HONG KONG	MALAYSIA	RUSSIA	URUGUAY
CHILE	ICELAND	MALI	RWANDA	VENEZUELA
CHINA	INDIA	MAURITANIA	SAINT LUCIA	VIETNAM
COLOMBIA	INDONESIA	MEXICO	SAUDI ARABIA	YEMEN
CONGO	IRAN	MONGOLIA	SCOTLAND	ZIMBABWE
COSTA RICA	IRAQ	MOROCCO	SENGAL	



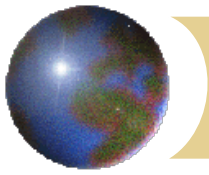
Office of International Affairs

- 🌐 Office of International Affairs reports to the Vice President of Enrollment Management
 - Director of International Affairs (PDSO)
 - Assistant Director of International Affairs (DSO)
 - Office Manager (DSO)
 - Coordinator of International Student Services
 - International Academic Advisor and Student Service Specialist (DSO)



Office of International Affairs

- 🌐 186 international students in Spring 2015
(11% of total population) (F-1 Visa)
- 49 Graduate
 - 85 Undergraduate
 - 1 Intensive English Program Graduate
 - 43 Intensive English Program Undergraduate
 - 8 Audits
 - Including J-1 (Au Pairs) & R-1 (Religious Order)



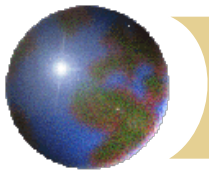
33 Countries Currently Represented

ARGENTINA	MEXICO
BANGLADESH	MONGOLIA
BRAZIL	NEPAL
CHILE	NIGERIA
CHINA	PALESTINE
COLOMBIA	PERU
ECUADOR	SAUDI ARABIA
GERMANY	SINGAPORE
GREAT BRITAIN	SOUTH KOREA
HONG KONG	TAIWAN
INDIA	THAILAND
IRAQ	TURKEY
IRELAND	VENEZUELA
ISRAEL	VIETNAM
JAPAN	YEMEN
KYRGYZSTAN	ZIMBABWA
LIBYA	

🌐 Kingdom of Saudi Arabia - 53% - 98 students

🌐 People's Republic of China - 15% - 27 students

🌐 Socialist Republic of Vietnam - 6% - 10 students



Programs

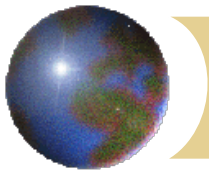
Intensive English Program (IEP)

Undergraduate

- Non-Native English Speakers meet GPA standards for undergraduate admission but lack English language requirements.

Graduate

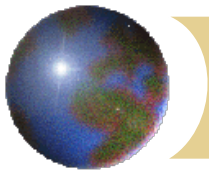
- Non-Native English Speakers are “conditionally admitted” to a specific graduate program due to English language requirements



Programs

Bridge Program

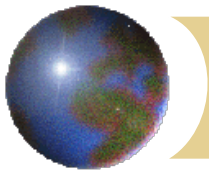
- ① Undergraduate students in IEP who reach a minimum score on the in-house COMPASS ESL Placement Exam can then apply for admission to an undergraduate degree-seeking program
- ① The student will then take the following combination of classes:
 - First Semester: 12 credit hours: 3 ESL + 1 Academic
 - Second Semester: 12 credit hours: 2 ESL + 2 Academic
 - Third Semester: 12 credit hours: 1 ESL + 3 Academic
- ① Students are monitored until the student successfully passes ENG102 Composition II and successfully completes three semesters as listed above.



Programs

Undergraduate

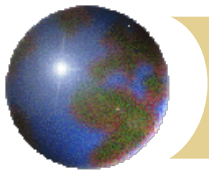
- If a student applies as a degree-seeking student and meets all requirements including English language, the student will take the in-house COMPASS ENGLISH & MATHEMATICS Placement Exams upon arrival and will be monitored until the successful completion of ENG102 Composition II



Programs

Graduate

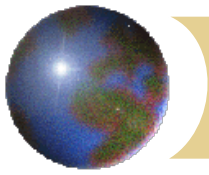
- Each graduate program at Fontbonne has specific requirements for admission.
- Two programs, Business and Computer Science, have “Conditional” Admission
 - The student meets all requirements for admission except English Language.
 - The student is granted “Conditional Admission” and begins studies in IEP.
 - Once the requisite score is earned on the in-house COMPASS ESL Placement Exam, the student is granted Full-Admission and can begin full academic studies



Documents

Copy, Certified Copy, Viewed Copy, and Original

- Currently FBU admits students to the Intensive English Program, Undergraduate, and some Graduate programs with copies of official documents
- All documents must be presented in English.
- Upon arrival, the student is responsible to produce the Original document or a Certified Copy of the Original document

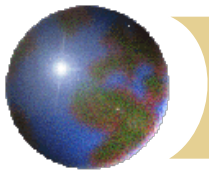


Copy, Certified Copy, Viewed Copy, and Original



Copy

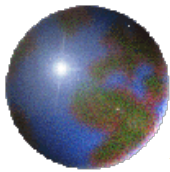
- A copy of the Original Document, neither Certified nor Viewed



Copy, Certified Copy, Viewed Copy, and Original

Certified Copy

- A copy of the Original Document certified by a Credentialing Agency (e.g. China Qualifications Verification), an Apostille, or Certified Notary
- If documents are **translated** into English, the document must be Certified.

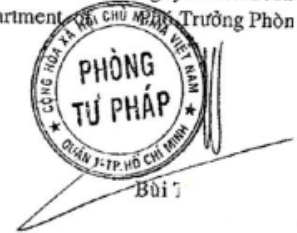


Decision of the Commission of the Final Examination
Business Administration in Banking Economics-A

Director of Mandalay Burtgel University
Doctor Ph. Prof. S. L. ZHABAT
Head of the Commission
Doctor Ph. Prof. I
Date: April 29, 2011
Regi

Certified True Copy
Signature.....
Name... *AGB KIBON*
Position... *Senior Counselor*
The Professional Network Ltd.

ngày: 07/09/2012
pharmaceutical... Trưởng Phòng



Issue Date: 3-Jul-2012

核與正本相符
輔仁大學 承辦人 陳瑞珍
CERTIFIED TRUE COPY
Fu Jen Catholic University

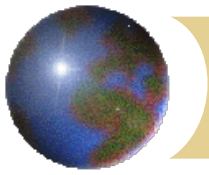
- A black and white document is not an original and should not be accepted as an Official Institutional Document.
- This transcript cannot be released to a third party without the written consent of the student.

If and when in doubt as to the authenticity of this transcript, please do not hesitate to contact the Office of the Controller of Examinations, East West University, Plot No. A/2, Jahurul Islam City, Aftabnagar, Dhaka 1212, Bangladesh. Phone: 02466775577 Ext.-341

27-06-13
Farida Yasmin
Deputy Controller of Examinations
East West University




Accounting and Auditing 97
Business Administration 97
Economics 92
Audit 3.3
132

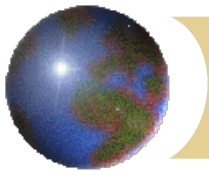




Copy, Certified Copy, Viewed Copy, and Original



Viewed Copy

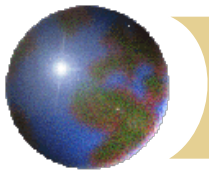
-  The Original Document is viewed in person by the Office of International Affairs.
-  A Copy of the document is made and notated that the Original was viewed.
-  The Original is then returned to the student



Copy, Certified Copy, Viewed Copy, and Original

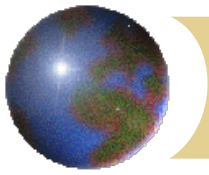
Original

-  Original documents can be presented to the Office of International Affairs by the student.
-  Unlike USA transcripts, the Original (or Certified Copy) does not have to arrive in a sealed envelope untouched by the student (unless it is from a US institution).




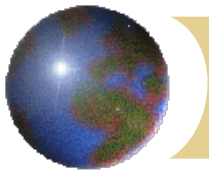
Documents - Why Copies?

- 🌐 Some countries only issue one Original copy of transcripts EVER
- 🌐 The higher education market is highly competitive and saturated
 - USA schools are not just competing with each other but with schools from Australia, Canada, England, Europe, and the rest of the world
- 🌐 We want good students from all over the world and do not want to present unreasonable barriers to admission for a qualified applicant



Foreign Undergraduate Transfer Credits

 Undergraduate Transfer Credits from a foreign institution are only accepted at FBU if a professional evaluation service is used

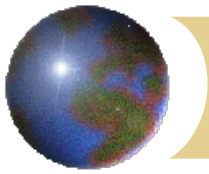


Evaluation Services

Recommend

- World Education Services (WES)
- Educational Credential Evaluators (ECE)

 Other services accepted on a case-by-case basis



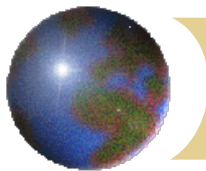
Evaluation Services

Pros

- Very strict for document verification
- Guaranteed to get as accurate an evaluation as possible completed by experienced professionals
- Enables University to use minimal staff to evaluate transfer credits

Cons

- Costly
- Often takes an extended amount of time
- Students are not always able to get the documents presented to agency in the format requested
- No description of credit hours versus clock hours versus study hours
- Evaluation may not match the intended university's grading scale and credit calculation
- No course descriptions



Evaluation Services

Detailed country-by-country document requirements can be viewed at www.wes.org/required/index.asp

Grades/ Quality Points: WES uses an alphabetic system to identify grades. The standard WES conversion of letter grades into a numerical scale/quality points is as follows: A = 4.00; A- = 3.67; B+ = 3.33; B = 3.00; B- = 2.67; C+ = 2.33; C = 2.00; C- = 1.67; D+ = 1.33; D = 1.00; F = 0; F* = (see below)

- "F*" indicates a course that was failed initially, but passed on a subsequent attempt. It is not included in the GPA calculation.
- "Pass" is not included in the cumulative GPA. For study completed at the undergraduate level, it corresponds to at least a "C" in the United States. For graduate and professional study, "Pass" corresponds to at least a "B".

Grade Point Average (GPA) is calculated by multiplying the credits per course by the quality points for the grade for that course, repeating this procedure for each course, totaling the credit hour quality points thus obtained, and dividing by the total number of credits.

Grade Averages

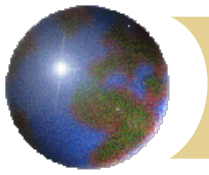
Grade averages are calculated by dividing the total number of grade points earned by the total number of credits attempted. Grade average calculation does not include grades of: in progress (IP), incomplete (I), pass (P), satisfactory (S), withdrawn (W), or exempt (Ex).

Included in the grade average calculation:

Grade	Points	Other Grades
A	4	P = Pass on a pass/fail basis
B	3	S = Satisfactory completion of academic work where actual grades were not reported or where grade was "S" on a satisfactory/unsatisfactory basis
C	2	
D	1	
F	0	

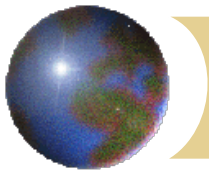
Two grades separated by "/" indicate grades corresponding to the first and second parts of a two-part course.

Grade	Quality Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
D-	2.7
F	0.0



A-Level & International Baccalaureate (IB)

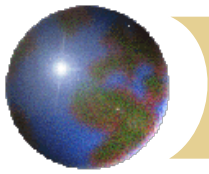
- 🌐 A-Level is found in United Kingdom and UK based educational secondary systems
- 🌐 IB is mostly found in International Secondary Schools but is also offered in US High Schools
- 🌐 Both can be used as Advance Placement Credit
- 🌐 Each university has its own policy in regards to acceptance of the credit
- 🌐 FBU is currently developing its policy on A-Level and IB Credit with students presenting this credit being evaluated on a case-by-case basis at this time



Graduate Admission - Credential Evaluation and Admission

 College of Global Business

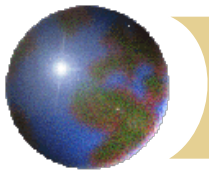
- Accepts students to its graduate programs without WES or ECE evaluation of undergraduate transcripts.



Credential Evaluation & Admission

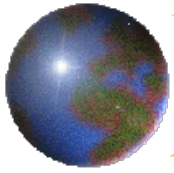
Tricky Areas for Evaluation

- 🌐 3 year Bachelor ≠ 4 year Bachelor
 - A UK 3 year degree is generally viewed as equivalent to a USA 4 year degree
 - An Indian 3 year degree MIGHT be equivalent to a USA 4 year degree
 - A Chinese 3 year degree is rarely equivalent to a USA 4 year degree
- 🌐 Understanding the credit hours / clock hours / study hours equation
- 🌐 Completion Diploma OR Provisional Degree AND Final Degree
- 🌐 Final degree not always listed on transcript.
 - Often must also have a copy of the degree/certificate/diploma
- 🌐 Calculating the GPA Accurately
- 🌐 Defining the grades
- 🌐 First Class/Division, Second Class/Division, and Pass Class/Division Honors
- 🌐 Is the document authentic?
- 🌐 Important to see English translations compared to document in original language even if you cannot understand the native language.



Resources

- 🌐 WES Webinars (FREE)
<http://www.wes.org/webinars>
- 🌐 Foreign Credits GPA Calculator (FREE)
<http://www.foreigncredits.com/Resources/GPA-Calculator>
- 🌐 WES iCalculator (NOT FREE)
<http://www.wes.org/educators/igpa.asp>
- 🌐 China Qualifications Verification
<http://www.chinadegrees.cn/en/>
- 🌐 Saudi Arabian Technical and Vocational Training Corporation
 - Has course descriptions in English of courses taken at TVTC sponsored schools in Saudi Arabia
 - Need original transcripts in English to obtain the course numbershttp://www.tvtc.gov.sa/Arabic/Departments/Departments/cdd/InformationCenter/Pages/default.aspx?folder=Documents/en/Course_description/English
- 🌐 NAFSA - Association of International Educators
<http://www.nafsa.org>
- 🌐 Attention to Detail, Common Sense, and Google! 😊



QUESTIONS?

Thank you!