

**Virginia Department of Education  
Division of Teacher Education and Licensure  
P.O. Box 2120  
Richmond, Virginia 23218-2120**

Graduates of Foreign Institutions of Higher Learning

Please refer to the following information regarding teacher licensure in Virginia and the credential evaluation process applicable to individuals educated outside the United States of America.

Individuals seeking an initial educational license in Virginia must hold at least a baccalaureate degree from a regionally accredited college or university. In addition to the bachelor's degree from a regionally accredited college or university, individuals must meet the Professional Studies requirements, endorsement requirements for the teaching area sought, testing requirements, child abuse and recognition requirement, and the emergency first aid, cardiopulmonary resuscitation, and use of automated external defibrillators requirement. Effective September 1, 2017, the *Code of Virginia* will specify that the certification or training in emergency first aid, cardiopulmonary resuscitation, and the use of automated external defibrillators shall include hands-on practice of the skills necessary to perform cardiopulmonary resuscitation. Effective July 1, 2017, the *Code of Virginia* will also require that every person seeking initial licensure or renewal of a license shall complete awareness training, provided by the Virginia Department of Education, on the indicators of dyslexia, as that term is defined by the board pursuant to regulations, and the evidence-based interventions and accommodations for dyslexia. A module, available at no cost, is accessible at:

<http://www.doe.virginia.gov/teaching/licensure/dyslexia-module/story.html>.

If an individual attended a college/university outside of the United States of America, an evaluation must be completed by one of the agencies listed below:

**Center for Educational Documentation**  
Post Office Box 170116  
Boston, MA 02117  
Telephone: (617) 338-7171  
Fax: (617) 338-7101  
E-mail: [info@cedevaluations.com](mailto:info@cedevaluations.com)  
Web Address: [www.cedevaluations.com](http://www.cedevaluations.com)

**International Consultants of Delaware, Inc.**  
P. O. Box 8629  
Philadelphia, PA 19101  
Telephone: (215) 222-8454 ext. 603  
Fax: (215) 349-0026  
E-mail: [icd@icdel.com](mailto:icd@icdel.com)  
Web Address: [www.icdeval.com](http://www.icdeval.com)

**Global Credentials Evaluators**  
P.O. Box 9203  
College Station, TX 77842  
Telephone: (800) 707-0979  
Fax: (959) 690-6342  
Web Address: [www.gceus.com](http://www.gceus.com)

**Josef Silny and Associates, Inc.**  
7101 SW 102 Avenue  
Miami, FL 33173  
Telephone: (305) 273-1616  
Fax: (305) 273-1338  
E-mail: [info@jsilny.com](mailto:info@jsilny.com)  
Web Address: [www.jsilny.com](http://www.jsilny.com)

**World Education Services**  
P.O. Box 5087  
Bowling Green Station  
New York, New York 10274  
Telephone: (212) 219-7330  
E-mail: [support@wes.org](mailto:support@wes.org)  
Web Address: [www.wes.org](http://www.wes.org)

**International Education Research Foundation**  
Credentials Evaluation Service  
P.O. Box 3665  
Culver City, CA 90231-3665  
Telephone: (310) 258-9451  
Fax: (310) 342-7086  
Web Address: [www.ierf.org](http://www.ierf.org)

**SpanTran Educational Services**  
7211 Regency Square Boulevard  
Suite 205  
Houston, TX 77036-3197  
Telephone: (713) 266-8805  
Fax: (713) 789-6022  
Web Address: [www.spantran-edu.com](http://www.spantran-edu.com)

**Institute of Foreign Credential Services (IFCS)**  
12 Cedar Street  
Dobbs Ferry, NY 10522  
Telephone: (914) 693-2840  
Fax: (914) 231-7781  
Mail: [Info@ifcsevals.com](mailto:Info@ifcsevals.com)  
Web Address: [www.ifcsevals.com](http://www.ifcsevals.com)

**Foundations for International Services, Inc.**  
505 Fifth Avenue South, Suite 101  
Edmonds, WA 98020  
Telephone: (425) 248-2255  
Fax: (425) 248-2262  
Web Address: [www.fis-web.com](http://www.fis-web.com)

**Foreign Consultants, Inc.**  
10955 Westmoor Drive, Suite 400  
Westminister, CO 80021  
Telephone: (303) 585-0978  
Fax: (303) 379-2161  
E-mail: [info@foreignconsultants.com](mailto:info@foreignconsultants.com)  
Web Address: [www.foreignconsultants.com](http://www.foreignconsultants.com)

The individual must obtain an evaluation from one of the agencies listed above of his/her credentials (including a listing of the courses completed and the semester-hour equivalent for each course) and a statement regarding the equivalency of the program of study to the four-year baccalaureate degree (or post baccalaureate degree, if applicable) from a regionally accredited college or university. In lieu of an official transcript from the foreign institution, the Department of Education will accept the credential evaluation of the degree(s) and course work equivalencies. Individuals must submit documentation to a Virginia school division or nonpublic school for consideration for employment. Upon hiring the individual, the employing agency will submit the documentation and the request for a Virginia license to this office.

Individuals may wish to complete a teaching program prior to applying for teaching positions. Please refer to the following link for a list of colleges and universities that offer teaching programs.

Virginia colleges and universities that offer approved programs:

[http://www.doe.virginia.gov/teaching/educator\\_preparation/college\\_programs/colleges.shtml](http://www.doe.virginia.gov/teaching/educator_preparation/college_programs/colleges.shtml).

Colleges and universities listed by endorsement programs:

[http://www.doe.virginia.gov/teaching/educator\\_preparation/college\\_programs/colleges\\_by\\_endorsements.pdf](http://www.doe.virginia.gov/teaching/educator_preparation/college_programs/colleges_by_endorsements.pdf).

Please review the information on Virginia's Career Switcher Program,

[http://www.doe.virginia.gov/teaching/educator\\_preparation/career\\_switcher/index.shtml](http://www.doe.virginia.gov/teaching/educator_preparation/career_switcher/index.shtml). This is a program designed for individuals who wish to teach and who have completed at least five years of professional work experience in another career.

Please visit the Virginia Department of Education's Web site, <http://www.doe.virginia.gov/>, for complete information on licensure in Virginia. Click on "Teaching in Virginia" on the left hand side of the page. Then click on "Licensure" on the right hand side of the page.