



EMMANUEL COLLEGE

Graduate and Professional Programs International Student Requirements

In addition to the standard admissions requirements, which are available at gpp.emmanuel.edu, students with international transcripts must submit the following additional documentation:

U.S Abroads: U.S. citizens/permanent residents who are submitting transcripts from international institutions.

- A word-for-word translation of all transcripts not in English.
- A course-by-course evaluation of the international transcript(s) that lists the equivalent degree/academic credential earned. This process must be completed through a certified credential evaluation service (see recommendations below). Those services may also be able to make recommendations about where to obtain official translations.
- Submission of TOEFL scores, if applicable (see TOEFL section below).

Internationals: Students who are not citizens or permanent residents of the U.S.

- International students ARE eligible for admission to the Bachelor of Science in Nursing (BSN), which can accommodate a full-time course load. Please note that BSN students must be registered for at least 12 credits each fall and spring semester to maintain their immigration status.
- F-1 students are not eligible to enroll in the graduate program, as most programs are part-time. If you have another type of visa, contact your Enrollment Counselor to discuss your eligibility for admission.**
- A word-for-word translation of all transcripts not in English.
- A course-by-course evaluation of the international transcript(s) that lists the equivalent degree/academic credential earned. This process must be completed through a certified credential evaluation service (see recommendations below). Those services may also be able to make recommendations about where to obtain official translations.
- Submission of TOEFL scores, if applicable (see TOEFL section below).
- Certificate of Finance

International Online Students: Students living abroad who are enrolled in a fully online program. This is allowed for all online part-time programs, since there is no residency requirement and a visa is not required.

- A word-for-word translation of all transcripts not in English.
- A course-by-course evaluation of the international transcript(s) that lists the equivalent degree/academic credential earned. This process must be completed through a certified credential evaluation service (see recommendations below). Those services may also be able to make recommendations about where to obtain official translations.
- Submission of TOEFL scores, if applicable (see TOEFL section below).

Test of English as a Foreign Language (TOEFL):

- If you completed your high school or undergraduate degree at a non-English speaking school AND English is not your native language, you must submit a TOEFL score with your application.

- Emmanuel College’s TOEFL code is 9606.
- The following test formats are acceptable versions of TOEFL exams:
 - *Paper-based TOEFL (“PBT”) exam*
 - Emmanuel College requires a minimum score of 550
 - *Internet-based TOEFL (“iBT”) exam—this exam has four sub-sections, with a grading scale for each section from 1 to 30. Emmanuel College will consider the score for each section rather than the total score. The minimum scores for each section are:*
 - Writing: 22 Listening: 18
 - Speaking: 23 Reading: 21
- The Academic Version of the International English Language Testing System (IELTS) may be taken in place of the TOEFL
 - Emmanuel College requires a minimum score of 6.5.

Recommended Credential Evaluation Services:

If your documents are not in English, you must submit precise word-for-word and course-by-course English translations together with your foreign-language documents. Translations prepared by the school or university that you attended or by authorized translators in your home country are acceptable. All arrangements must be made directly with the translation service of your choice prior to submitting documents to a credential evaluation service.

- Center for Educational Documentation (CED)
 - Located in Boston, MA
 - 617-338-7171
 - www.cedevaluations.com
 - [CED Application Form](#)
- World Education Services (WES)
 - The leading source of international education intelligence. WES is a not for profit organization with over thirty years’ experience evaluating international credentials. WES is the only evaluation service that will also send your verified transcripts to institutions together with your evaluation report.
 - www.wes.org
- CGFNS International – *For Nurses*
 - Specifically recommended for students applying to the Bachelor of Science in Nursing (BSN) or Master of Science in Nursing (MSN).
 - Comprised of the Commission on Graduates of Foreign Nursing Schools, the International Commission on Healthcare Professions and the International Consultants of Delaware.
 - www.cgfns.org

Please be aware that taking these tests and having credentials evaluated takes time. There will also be out-of-pocket fees for these services, for which the student is responsible. Be sure to factor this into your application process, and plan appropriately for the application deadline and start date of your intended program.

If you have any questions, don’t hesitate to contact your Enrollment Counselor at 617-735-9700 or gpp@emmanuel.edu.