

Assessment of Eligibility for SFBU Degree Programs

Thank you for your interest in our IEP and degree program. After you are admitted into the IEP, you can request for SFBU's Admissions department to decide if you are eligible for the degree program. If Admissions decides that you pre-qualify for the degree program, you will have the option to enroll into the degree program after you complete Upper Intermediate Level B of SFBU's IEP with a grade of B or better in all four courses.

You can receive an official Letter of Acceptance and Form I-20 for only one SFBU program at a time. Therefore, if you are pre-qualified for a degree program, Admissions will send you a letter which states that you may enroll in the degree program immediately after successfully completing the English language proficiency requirement.

Assessment of Eligibility

The process of deciding if you are eligible for degree program admission will allow you to know before coming to the U.S. whether or not you will be able to enroll in a degree program after taking IEP courses. If you receive a pre-qualification letter, you can take this letter to your F-1 visa interview appointment at a U.S. embassy or consulate, together with your IEP Letter of Acceptance and your Form I-20. During your visa interview, you may want to say that you have been pre-qualified for a degree program after successfully completing the IEP.

In order to start the pre-eligibility process, you must provide a course-by-course credential analysis report of your school records to SFBU's Admissions department. This is what you need for the credential analysis:

- For bachelor's degree applicants: high school transcripts and any coursework done before college or university
- For master's degree applicants: high school transcripts and any coursework done before college or university plus all levels of college and university coursework

Credential Analysis

An academic credential analysis is required for all degree program applicants who have studied at foreign schools and universities. A credential analysis is a process in which an agency evaluates your foreign school or university academic records. A course-by-course analysis examines your courses in detail, and converts your grades and/or Grade-Point Average (GPA) into the U.S. grading system.

This credential evaluation must be completed by a member of [National Association of Credential Evaluation Services \(NACES\)](#), [Association of International Credential Evaluators \(AICE\)](#), or [American Association of Collegiate Registrars and Admissions Officers \(AACRAO\)'s International Education Services](#). You may contact any of these [Credential Evaluation Companies](#).

SpanTran, which is a NACES member agency, gives discounted rates to SFBU applicants. If you want to use their services, please complete Spantran's evaluation request form [here](#).

The agency that you choose must provide the result directly to SFBU's Admissions department. We recommend that you choose their e-delivery option, if it is available.

Letter of Acceptance and Form I-20

Your Acceptance Letter and Form I-20 can list only one program. You are currently admitted only to the IEP, so the IEP is the only program listed on the I-20. The timeframe on your I-20 includes only the period in which you could be enrolled in IEP courses.

If the Admissions Team decides that you are eligible for a degree program, and after you complete all four courses of IEP Upper Intermediate Level B with a grade of B or better, you will receive an updated Form I-20 listing the degree program. It takes two business days to update your I-20 to show the degree program.

Your SEVIS number will stay the same. You don't need to renew your F-1 visa if the program changes from IEP to a degree program. You must renew your F-1 visa only if you were issued an F-1 visa for a limited time, and you travel outside of the U.S.

Options

If you are not sure that you want to join a degree program, you are not required to get the credential analysis for the IEP. SFBU's Admissions department can coordinate your credential analysis report for you when you are close to finishing your IEP courses. However, the credential analysis must be coordinated no later than week 4 of Upper Intermediate Level B.