

Want to track the status of applicants' credentials evaluations online?

IERF is proud to announce **EvalDirect**, which is designed specifically to meet the needs of institutional clients, including colleges, universities and licensing boards.

What is EvalDirect?

EvalDirect allows institutions to track the status of their applicants' evaluations of foreign credentials online. A prospective applicant must authorize IERF to share their evaluation report with your institution; therefore, please advise your applicants to indicate on their application that their evaluation report should be delivered to your institution. Your institution's designated users will be able to log into a dedicated, secure page on IERF's website (www.ierf.org) and view comprehensive evaluation information, including status, date received, date completed and comments (such as date due if not yet completed). Furthermore, your institution's users can view, save and/or print completed evaluation reports. You can indicate if your institution would still like to receive a hard copy report sent via mail in addition to the electronic evaluation report in .pdf format, as well as receive an email notification with a link to the report when an individual applicant's evaluation report has been completed.

How much does EvalDirect cost?

EvalDirect is provided free of charge by IERF to institutional clients.

How does my institution request access to EvalDirect?

If your institution would like secure internet access to **EvalDirect**, please complete the application form. For more information about IERF and our services, you can visit our website, www.ierf.org, or call 310.258.9451 extension 141.

Thank you for your interest in IERF's EvalDirect!



**INTERNATIONAL EDUCATION
RESEARCH FOUNDATION, INC.**

Credentials Evaluation Service

EvalDirect Registration Form

1. Name of Institution: _____

2. Department/Division: _____

3. Designated Authorized Liaison:

Name: _____

Title: _____

Telephone: _____

Fax: _____

Email: _____

Address: _____

4. Additional Authorized User:

Name: _____

Title: _____

Telephone: _____

Fax: _____

Email: _____

Address: _____

Additional Authorized User:

Name: _____

Title: _____

Telephone: _____

Fax: _____

Email: _____

Address: _____

Additional Authorized User:

Name: _____

Title: _____

Telephone: _____

Fax: _____

Email: _____

Address: _____

Please copy this page if your institution requires additional users



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5. Email Completed Evaluation Notifications to:

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

6. Deliver Evaluation Reports (check one):

- Electronically
- Electronically and by Mail

7. Certification:

- a. I certify that the information provided in this application is, to the best of my knowledge, true and correct.
- b. I certify that I have the authority to act as the designated authorized liaison of this Institution/Board.
- c. I certify that I, as well as all those designated above, (including anyone who may be so designated in the future), are duly authorized to gain electronic access to our Institution/Board's applicants' credentials evaluation status, details and completed evaluation reports.

Name: _____

Title: _____

Signature: _____

Date: _____

Please submit your institution's completed form (with signatures) via:

- Email: evaldirect@ierf.org
- Fax: 310.342.7086
- Mail: IERF, Attn: EvalDirect
Post Office Box 3665
Culver City, CA 90231

Thank you for requesting access to EvalDirect!



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