

Fulbright Foreign Student Application Transcript Guidelines

All U.S. institutions require transcripts and diplomas/degree certificates from all previously attended institutions as part of the application review process. For international candidates, depending on the home institution's language of instruction and whether they issue these documents in English, U.S. institutions will require them in both the native language and English translation.

Requirements for academic transcripts and translations (sometimes referred to as mark sheets or degree statements):

- Transcripts must list all courses and/or subjects taken, and the grades received. Ideally, they should indicate when the course was taken. Most transcripts contain a 'legend' that will explain what an 'excellent' grade, a 'passing' grade, etc., is. (Please note a description of the course is NOT required).
- You must submit **official** transcripts and diplomas/degree certificates. This means that they must be certified by the school, e.g., the Registrar's Office or Controller of Examinations (official documents may NOT be certified by a professor or other legal authority) and be sent to your home country Fulbright office in an envelope that has not been opened by you, the student.
- Do not submit original transcripts or degree certificates. An original transcript/degree certificate is a document that is issued only once from the higher education institution upon graduation and course/exam completion. Instead, you must submit an attested official transcript or degree certificate, which is a copy of the original transcript/degree certificate certified by the school official or appropriate authority for that country.
- Transcripts and diplomas/degree certificates should be in the official language of the country unless the school provides these documents in English.
- If a translation is necessary, it can be issued by the school or by a qualified translator. Translations must be literal—not interpretive.
- For individuals studying in Europe and completing a Bologna-compliant degree, a diploma supplement in English is also needed.

Note, these are general requirements. Some institutions/evaluation agencies may require further documentation.

Transcript document requirements for U.S. graduate institutions vary by country. Please work with your home country Fulbright office to determine any country-specific transcript requirements.