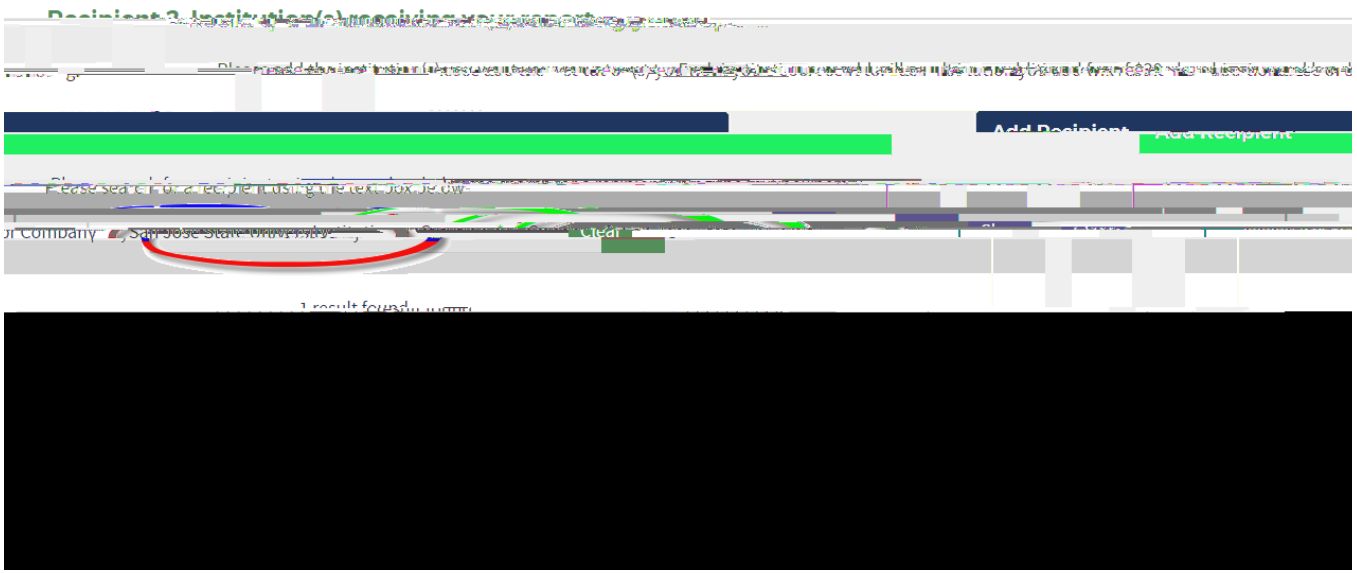


O E U I I

Tips for Sending WES Evaluations to SJSU

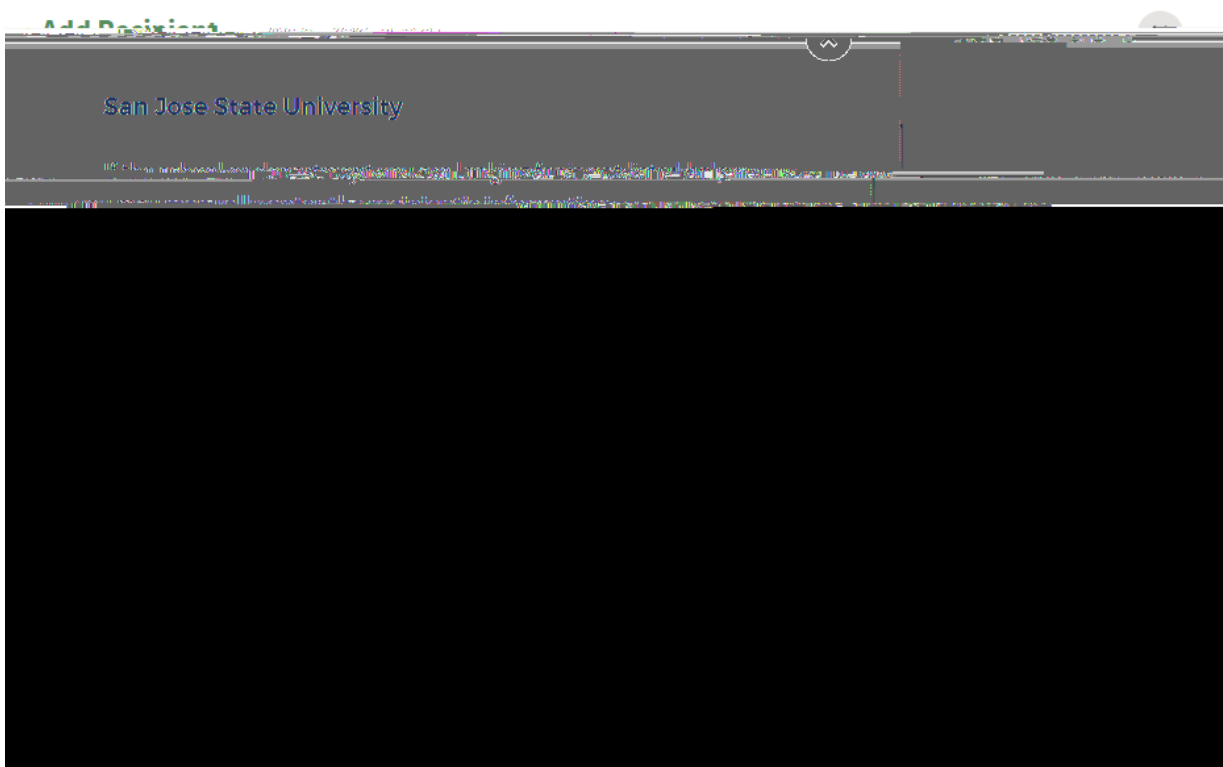
#1

After logging into World Education Services (WES) at <https://www.wes.org>, you will complete the tabbed sections "Personal Information," "Report Purpose," and "Your Education." You will be prompted to "Add Recipient." You will then enter "San Jose State University" in the search box. You should see San Jose State University as the Primary result.



#2

Very Important! You must select the first option, Graduate Admissions and Program Evaluations (GAPE), in order for our office to properly receive your scores. By selecting this field, the system will automatically input the correct address.



Tips for Sending WES Evaluations to SJSU

#3

Under the tab titled “Your Evaluation,” you will select the type of WES service you would like. If you are only using your WES Evaluation for San Jose State University (SJSU) at this time, we suggest you select the WES Basic Document-by-Document evaluation. Please contact WES if you plan to send your evaluation to campuses other than SJSU for advice on the appropriate evaluation service to use.



For additional information or guidance with the process, please contact us at admissions@sjsu.edu or at (408) 283-7500.