

## **Additional Reports**

Additional reports requested at the time of evaluation cost \$20.00 each. Each evaluation report requested after the evaluation has been completed costs \$30.00 each (may be issued up to 3 years from the original date of issue. Please note that no exceptions will be made regarding this policy). Add an additional \$5.00 per report if you would like your evaluation to be mailed in a specially sealed JS&A envelope.

If you wish to receive extra evaluation reports after your evaluation has been completed, please download from our website the Application for [Extra Foreign Credential Evaluation Reports and/or Translations](#). Extra evaluation reports will be identical to those previously issued. Any revision or addition to the report will constitute a re-evaluation, for which a new application form, new fee and original documents must be submitted.

Most universities and licensing boards require that the original foreign credential evaluation be sent to them directly by our Company. However, some institutions will accept evaluations mailed to them by the applicant if they are received in an unopened, specially sealed JS&A envelope.

Be sure to provide us with pre-addressed labels or envelopes for mailing of evaluation reports to any location other than your address. If you have a copy of your evaluation, please include it with your letter. Extra evaluation reports are usually mailed out in 10 business days. Rush mailing available, see pricing in the application.