

ATTENTION STUDENTS!

Have you completed coursework from a college or university outside of the San Mateo District?



An official transcript evaluation is REQUIRED before a counselor can work with you to write a Student Educational Plan. Use the SMCCCD Transcript Evaluation Service!

- 1. Have all of your college/university transcripts from outside the San Mateo District sent to CSM's Admissions and Records Office.**
- 2. Go to the SMCCCD Transcript Evaluation Service website – www.smccd.edu/transeval - and request a transcript evaluation.**
- 3. Results of your evaluation will appear on your Degree Works and you can view how your full academic history will meet educational goals at College of San Mateo.**
- 4. After the results of your transcript evaluation appear on Degree Works, schedule an appointment with a counselor to develop a full Student Educational Plan.**