Transcripts:

Please note that you will need to order 2 official transcripts: 1 to Messenger College and 1 to World Education Services (WES) for an international credential evaluation.

The one to Messenger College can be emailed to cdowd@messengercollege.edu or mailed to Messenger College at PO Box 1207, Euless, TX 76039.

However, for the 1 to WES, it is best to create your WES profile before ordering. Below are a few steps to get your started on ordering your transcripts through WES.

1. Go to the World Education website [www.wes.org](http://www.wes.org)
2. Click on Credential Evaluations and then click on Evaluations and Fees
3. Click on the icon that says Education
4. Under “what level of education are you pursuing”
	1. If you only completed high school choose “Freshman Admissions”
	2. If you are transferring colleges, choose “Transfers Admissions”
5. Scroll down and click “Apply Now” and then follow the step-by-step instructions to create your WES account where you will be provided with a reference number (very important) and full instructions as to how to order your transcripts from your school and have it sent to WES for the international credential evaluation.

***Important Note: Freshman Admissions would request a Document-by-Document Evaluation and Transfers Admissions would request a Course-by-Course Evaluation.***