

Convalidación de estudios universitarios a través de la agencia WES

INSTRUCCIONES PARA LA TRAMITACIÓN DEL INFORME DE CONVALIDACIÓN ACADÉMICA (*CREDENTIAL REPORT*) DE LA AGENCIA WES

(WORLD EDUCATION SERVICES)

Importante información previa

Una vez seleccionado, su asesor de referencia le informará sobre si su estado requiere el informe realizado por la agencia [WES](#) (World Education Services). En primer lugar, conviene recordar que WES sólo emite convalidaciones basadas en los siguientes documentos **enviados directamente** a esta organización previamente validados por un asesor/a técnico/a del Ministerio de Educación, Formación Profesional y Deportes (MEFD) en Estados Unidos:

- **Titulaciones universitarias expedidas por una institución universitaria:** Diplomado, Licenciado, Grado, Experto, Máster, Doctor.
- Cursos/estudios universitarios, finalizados o no, conducentes a cualquiera de los títulos expresados arriba
- Certificado de Aptitud Pedagógica (CAP)
- Estudios Superiores de Enseñanzas Artísticas
- Estudios de Grado Superior de Formación Profesional.
- Los títulos de **Posgrado y Expertos** deben contar como mínimo con **18 ECTS** para poder evaluarlos.
- Si la institución realizadora es un centro no universitario o adscrito (y expide la Certificación Académica Personal), WES requiere una copia del título expedido por la universidad.

Todos los títulos que se vayan a certificar deberán ir acompañados **obligatoriamente** por su correspondiente certificación académica oficial. Además, todos los documentos aportados deberán estar traducidos al inglés (no oficial, realizada por el propio profesor). En el caso de los títulos de Máster, no se deben incluir si no se dispone de certificación académica de notas.

Desde la Consejería de Educación en EE. UU. solamente podemos validar la documentación de universidades españolas. Las titulaciones o certificaciones académicas de universidades extranjeras deberán ser incluidas en la solicitud a WES y validadas y enviadas directamente desde la universidad de origen a WES por el procedimiento que establezca la agencia. El profesor/a deberá ponerse en contacto directamente con WES para realizar esta parte de la tramitación. Se pueden obtener los requisitos del país extranjero que corresponda en [este enlace](#).

No se deben adjuntar certificados de actividades de formación del profesorado, programas de formación continua de sindicatos, universidades, etc., certificados de Escuelas Oficiales de Idiomas o conservatorios (a no ser que sea el Título de Grado Superior de Música), certificación DECA, títulos de funcionario de carrera etc., ya que no se tendrán en cuenta. Tampoco certificaciones de experiencia laboral.

Traducción de calificaciones: WES requiere traducciones literales. Las calificaciones de Aprobado, Notable, Sobresaliente, Matrícula de Honor o Suspenso (o sus equivalentes en las lenguas cooficiales de España) **NO pueden traducirse como A, B, C, D o F** (estas son traducciones interpretativas, no son traducciones literales).

Propuesta de traducciones de calificaciones (realizada por WES):

| | | | | |
|-----------------|-----------------|-------------------|----------------------|---------------------------|
| Suspenso | Aprobado | Notable | Sobresaliente | Matrícula de Honor |
| Failed | Approved | Remarkable | Outstanding | With Honors |

Acreditación académica:

| | |
|--|---|
| Certificación Académica Personal: | Personal Transcripts |
| No presentado: | No show |
| Convalidado: | Transferred |
| Título de Bachiller: | <i>High School</i> Diploma |
| COU: | University Orientation Program |
| Título de Licenciado: | Bachelor's + Master's Degree (in English Philology, etc.) |
| Diplomatura o Grado: | Bachelor's Degree (in Elementary Education, etc.) |
| Especialidad: | Major: Foreign Language, Early Childhood, etc. |
| Máster: | Master's Degree (in Secondary Education, Teaching Spanish as a Second Language, etc.) |
| Doctorado: | Ph.D. (in Physics, etc.) |
| CAP: | Graduate Certificate in Secondary Education |

En la última página de este documento se facilitan instrucciones para el envío de la documentación a la asesoría técnica de referencia de cada estado.

Los importes para solicitar la evaluación de credenciales WES durante el año 2026 son los siguientes:

- **WES CxC (Course by Course) Basic: \$186**
- **Recipient 1: Spanish MOE Visiting Teacher Program: \$58**
- **Standard Delivery: \$14 x 2: \$28**
- **TOTAL= \$272**

1. REALIZACIÓN DE LA SOLICITUD EN LÍNEA:

El registro y la solicitud se hace desde la plataforma *online* [WES](#). Es esencial **que sigamos las instrucciones que figuran a continuación de forma absolutamente rigurosa** para evitar problemas o retrasos en las evaluaciones de credenciales.

Fig. 1: Comenzar el registro en el sistema [WES](#) clicando en *Get an Evaluation*.

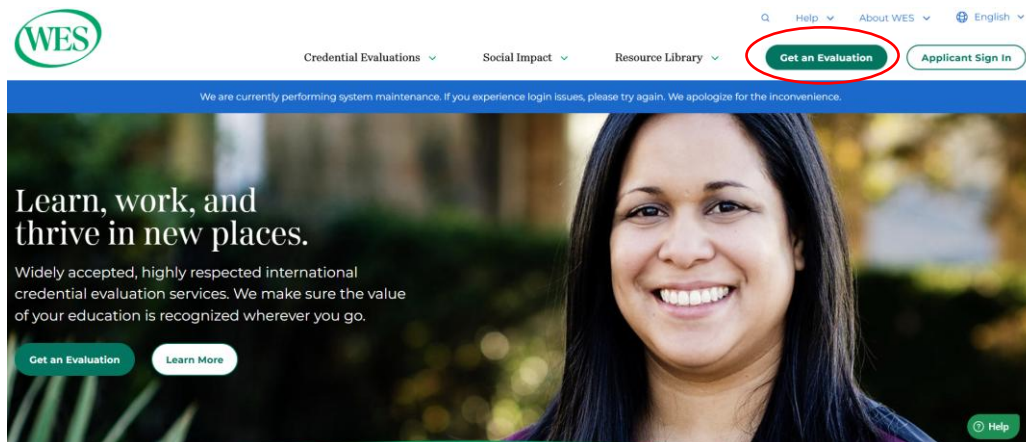


Fig. 2: Creamos una cuenta.

The image shows the 'Create an Account' form. At the top, there is a message: 'If you want to select French as your preferred language, Please visit this page.' Below this, there is a 'Create an Account Sign Up' section with a lock icon. Underneath, there is a 'Tell Us About Yourself' section with a 'Full Name (Given) *' field containing the text 'Maria Jose Garcia Castand'. At the bottom right of the form, there is a blue 'Next' button circled in red. At the bottom of the form, there is a link: 'Already have an Account? Log In.'

Fig. 3: proporcionamos nuestro correo electrónico.

The image shows the 'Create an Account' form. At the top, there is a message: 'If you want to select French as your preferred language, Please visit this page.' Below this, there is a 'Create an Account Sign Up' section with a lock icon. Underneath, there is a 'Next, We'll Need Your Email Address' section with an 'Email Address *' field containing the text 'Enter'. Below the field, there is a message: 'We need your email address to validate your account.' At the bottom of the form, there are two buttons: 'Back' and 'Next'. At the bottom of the form, there is a link: 'Already have an Account? Log In.'

Fig. 4: verificamos nuestra dirección de correo electrónico.

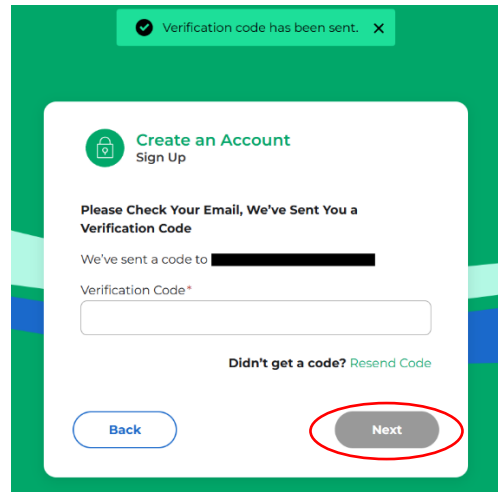


Fig. 5: Creamos nuestra contraseña.

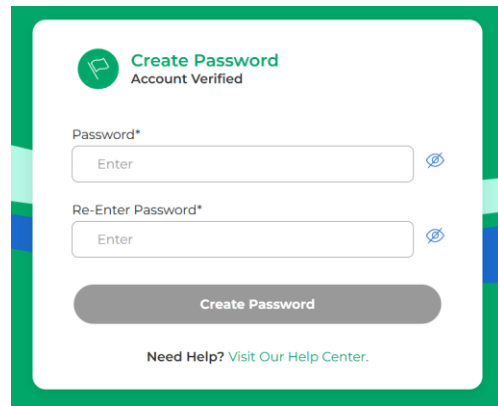


Fig. 6: Aceptamos los términos y condiciones y clicamos en *Let's Get Started*.

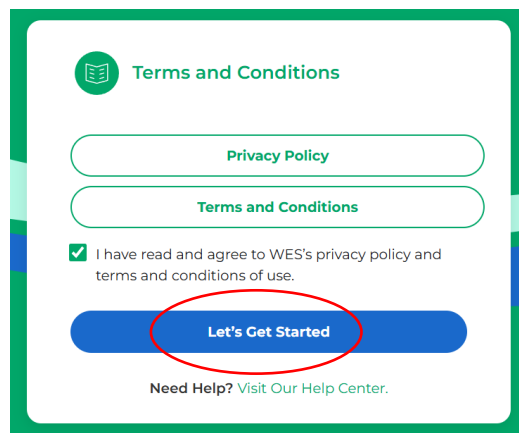
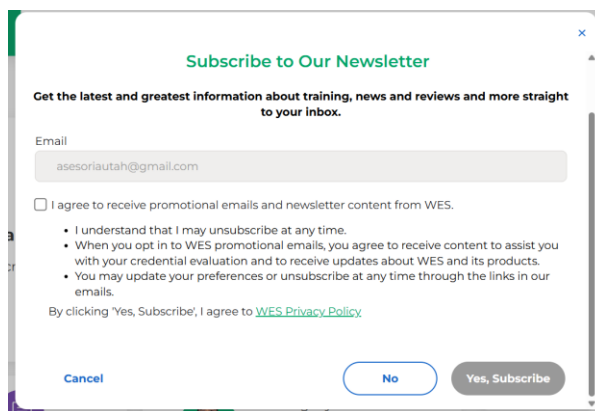
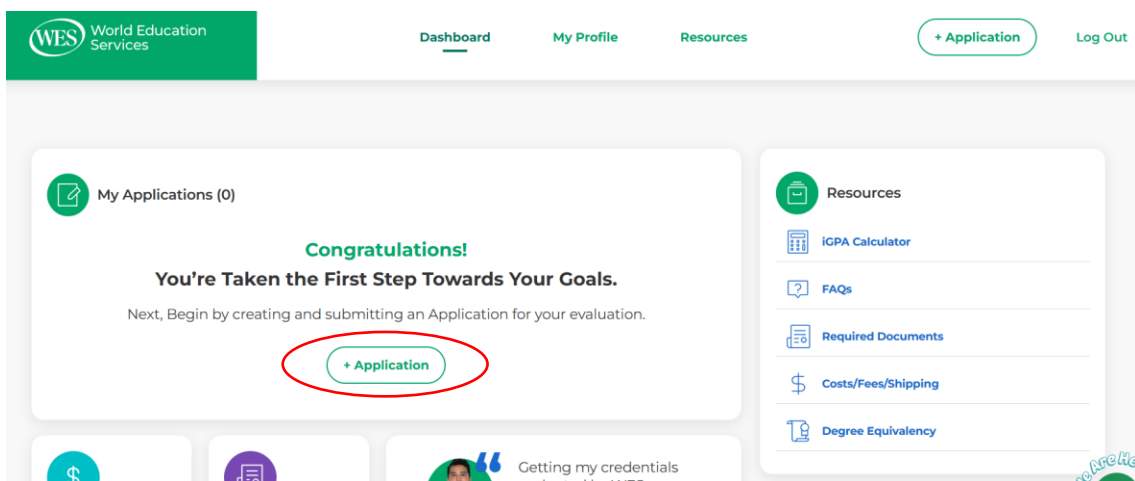


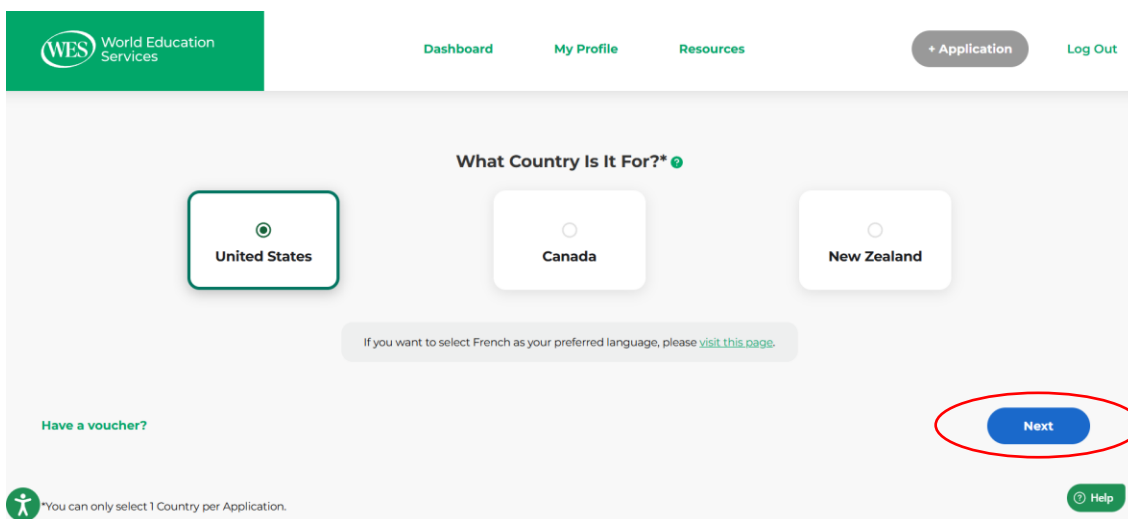
Fig. 7: elegimos la opción que preferimos (no es necesario suscribirse a la *Newsletter*).

The screenshot shows a modal window titled "Subscribe to Our Newsletter". The text inside reads: "Get the latest and greatest information about training, news and reviews and more straight to your inbox." Below this is an email input field containing "asesoriautah@gmail.com". There is an unchecked checkbox for "I agree to receive promotional emails and newsletter content from WES." followed by a list of terms: "I understand that I may unsubscribe at any time.", "When you opt in to WES promotional emails, you agree to receive content to assist you with your credential evaluation and to receive updates about WES and its products.", and "You may update your preferences or unsubscribe at any time through the links in our emails." Below the terms is a link to the "WES Privacy Policy". At the bottom, there are three buttons: "Cancel", "No", and "Yes, Subscribe".

Fig. 8: comenzamos una solicitud.



The screenshot shows the WES dashboard. The top navigation bar includes "WES World Education Services", "Dashboard", "My Profile", "Resources", "+ Application", and "Log Out". The main content area features a "My Applications (0)" section with a "Congratulations! You're Taken the First Step Towards Your Goals." message and a "+ Application" button circled in red. To the right is a "Resources" sidebar with links for "IGPA Calculator", "FAQs", "Required Documents", "Costs/Fees/Shipping", and "Degree Equivalency".

Fig. 9: Elegimos país y marcamos *Next*.

The screenshot shows the "What Country Is It For?*" selection screen. It features three radio button options: "United States" (selected), "Canada", and "New Zealand". Below the options is a note: "If you want to select French as your preferred language, please visit this page." At the bottom right, a "Next" button is circled in red. A "Help" button is also visible in the bottom right corner.

Fig. 10 y 11: Elegimos la finalidad de nuestra evaluación (**Licensing**) y el tipo de licencia (**Education Related Fields**).

The screenshot shows a progress bar at the top with seven steps: 1. Type, 2. Recipients, 3. Package, 4. Credentials, 5. Review, 6. Checkout, and 7. Checklist. Below the progress bar is the heading "What Type of Application Do You Want to Create?*" and four selection cards: Immigration, Education, Employment, and Licensing. The Licensing card is circled in red. Below the cards is a disclaimer: "Please note that by continuing to the next step you are confirming your application is for the chosen country and application type. If you need to change country or application type at a later time, you will need to start a new application." At the bottom right are "Exit" and "Next" buttons.

The screenshot shows a modal window titled "Licensing Description" with the heading "Please choose the type of license that you want evaluated." Below the heading are five radio button options: "Dentistry and Dental Technology Related Fields", "Education Related Fields" (which is selected and circled in red), "Engineering Related Fields", "Finance", and "Health Sciences Related Fields". At the bottom left is a "Cancel" button and at the bottom right is a "Save" button, which is also circled in red.

Fig. 12: clicamos en **Next**.

This screenshot is identical to the one in Fig. 10, showing the "What Type of Application Do You Want to Create?*" screen. The "Licensing" card is selected, and the "Education Related Fields" option is chosen within the modal. The "Next" button at the bottom right is circled in red.

Fig. 13: Consignamos todos nuestros datos.

- **IMPORTANTE:** incluir los 2 apellidos en *Last Name (Family)*. Si nuestro nombre se compone de dos palabras, escribimos ambas en *First Name*. **Recomendamos NO utilizar tildes ni la letra ñ, que se debe sustituir por la letra n.**
- **IMPORTANTE:** Debemos consignar **nuestra provincia** en el campo “City” **junto con la población**; de lo contrario, no aparecerá en la dirección de envío.

Respondemos “YES” a la última pregunta y guardamos.

The screenshot shows a web form titled "Who Would Receive a Copy?" with a progress bar at the top. The progress bar has seven steps: 1. Type (checked), 2. Recipients (checked), 3. Package, 4. Credentials, 5. Review, 6. Checkout, and 7. Checklist. The form is divided into several sections:

- Tell Us About Yourself:**
 - First Name (Given)*: Maria Jose
 - Middle Name (Given): Enter
 - Last Name (Family)*: Garcia Castano
 - I do not have a last name
 - Gender*: Woman
 - Date of Birth*: Jul 11, 1979
 - Country of Citizenship*: Spain
- Contact Info:**
 - Country/Region*: Spain (+34)
 - Phone Number*: 1234567
 - Email*: [Redacted]
- Home/Residential Address:**
 - Country*: Spain
 - Address Line 1*: Rúa das Angustias, 21
 - + Add Address Line:**
 - City*: Noia, A Coruna (circled in red)
 - State/Province: Select
 - Zip Code: 15999
- Mailing Address:**
 - One copy of your report is included in the cost of a credential evaluation. We will send your copy to the address listed below.
 - Is your delivery address the same as above?
 - Yes
 - No
 - Save** button (circled in red)

Fig. 14: Escoger **Standard Delivery without tracking: \$14.**

Dashboard My Profile Resources

1 Type 2 Recipients 3 Package 4 Credentials 5 Review 6 Checkout 7 Checklist

Who Would Receive a Copy?

Tell Us About Yourself

Delivery Details

Delivery Method*
Standard delivery without tracking - (\$14.00)

Would you like **extra copies** for yourself? Please select quantity.

Save

+ Recipient Review Price List

Exit Next

OPCIONAL: Si queremos recibir en nuestra casa una copia **extra en sobre cerrado** para poder presentarlo de este modo en alguna institución (para presentarla en sobre cerrado, sin abrir), debemos marcar “1” en la respuesta a la pregunta que aparece en la captura anterior y consignar los datos que aparecen en la foto siguiente. En este caso, se aplicará una tarifa extra de **44\$**:

1 Type 2 Recipients 3 Package 4 Credentials 5 Review 6 Checkout 7 Checklist

Who Would Receive a Copy?

Tell Us About Yourself

Delivery Details

Delivery Method*
Standard delivery without tracking - (\$14.00)

Would you like **extra copies** for yourself? Please select quantity.

Place Copies in Sealed Envelope*
Your **FREE** copy will **NOT** be delivered in a sealed envelope.
 No
 Yes

Most academic institutions, immigration offices, and employers require official evaluation reports to be send directly from WES in a sealed envelope. Please order extra copies and sealed envelopes if you plan to submit them at a later date.

Save

+ Recipient Review Price List

Exit Next

You will increase your package by **\$44** after adding **1 copy/copies** and **sealed envelope(s)** to your application.

Fig. 15: Añadimos *Recipient*.

The screenshot shows a progress bar at the top with seven steps: 1. Type (checked), 2. Recipients (active), 3. Package, 4. Credentials, 5. Review, 6. Checkout, and 7. Checklist. Below the progress bar is the heading "Who Would Receive a Copy?". There are two expandable sections: "Tell Us About Yourself" and "Delivery Details". A "+ Recipient" button is circled in red. At the bottom right, "Exit" and "Next" buttons are also circled in red.

Fig. 16: En *Institution and Company* **debemos escribir MOE**. A continuación, haremos clic en **Spanish MOE Visiting Teacher Program** y en *Continue*.

The screenshot shows the same progress bar as Fig. 15. The "Delivery Details" section is expanded to show a search for "MOE". The search results show "1 Result(s)" with "Spanish MOE Visiting Teacher Program" selected. A "Continue" button is circled in red. At the bottom right, "Exit" and "Next" buttons are also circled in red.

Fig. 17: Seleccionamos la opción que nos corresponda del desplegable.

The screenshot shows a progress bar at the top with steps 1 through 7. Step 2, 'Recipients', is active. Below the progress bar, the form is titled 'Who Would Receive a Copy?'. It contains three sections: 'Tell Us About Yourself', 'Delivery Details', and 'Recipient'. The 'Recipient' section has a dropdown menu open, showing a list of states: ARIZONA, NEW MEXICO; CALIFORNIA, NEVADA; COLORADO, UTAH, WYOMING; DELAWARE, DC, MARYLAND, VIRGINIA, WEST VA, NC; FLORIDA (CORAL GABLES), SOUTH CAROLINA; FLORIDA (TALLAHASSEE), GEORGIA, TENNESSEE; ILLINOIS, WISCONSIN, MINNESOTA; INDIANA, KENTUCKY, OHIO, MICHIGAN; IOWA, KANSAS, MISSOURI, NEBRASKA, SOUTH DAKOTA; LOUISIANA, ARKANSAS, MISSISSIPPI; LOUISIANA, ARKANSAS, MISSISSIPPI, OK, TX (HOUSTON); MASSACHUSETTS, MAINE, RHODE ISLAND. A 'Save' button is visible to the right of the dropdown. Below the dropdown, there are buttons for 'Review Price List', 'Exit', and 'Next'.

Fig. 18: En "Attention", escribimos el **nombre y apellidos del asesor o asesora** de referencia que le corresponda a ese estado y seleccionamos *Standard Delivery without tracking-* (\$14). Clicamos en *Save*.

The screenshot shows the same 'Who Would Receive a Copy?' form, but now the 'Recipient' section is filled out. The 'School/Division*' dropdown is set to 'COLORADO, UTAH, WYOMING'. The 'Attention' field contains 'Spanish MOE Visiting Teacher Program COLORADO, UTAH, WYOMING -'. The 'Delivery Options*' dropdown is set to 'Standard delivery without tracking - (\$14.00)'. The address field contains 'Utah State Board of Education 250 East 500 South P.O Box 144200 250 East 500 South P.O Box 144200 Salt Lake City Utah 84114 United States'. The 'Save' button is circled in red. Below the form, there are buttons for '+ Recipient', 'Review Price List', 'Exit', and 'Next'.

Fig. 19: Hacemos clic en *Next*.

Progress bar: 1 (Type) ✓, 2 (Recipients) ●, 3 (Package), 4 (Credentials), 5 (Review), 6 (Checkout), 7 (Checklist)

Who Would Receive a Copy?

Tell Us About Yourself

Delivery Details

Spanish MOE Visiting Teacher Program

+ Recipient

Review Price List

Exit Next

Fig. 20: Seleccionamos “*Course-by-Course Basic*” o “*CxC Basic*” (186\$) y clicamos en *Next*.

Progress bar: 1 (Type) ✓, 2 (Recipients) ✓, 3 (Package) ●, 4 (Credentials), 5 (Review), 6 (Checkout), 7 (Checklist)

Now, Select an Application Package

Price displayed in American \$

| Package Name | Price | Status |
|---|--------------|-------------|
| Document-by-Document Basic DxD Basic | \$118 | |
| Document-by-Document International Credential Advantage Package (ICAP) DxD ICAP | \$171 | |
| Course-by-Course Basic CxC Basic | \$186 | Selected |
| Course-by-Course International Credential Advantage Package CxC ICAP | \$239 | Recommended |

View Package Details

Back Exit Next

*Package prices will vary. The number of recipients and the delivery options will be added onto the package price during checkout.

Fig. 21: Hacemos clic en “+ **Credential**”. Incluimos nuestras titulaciones académicas o estudios universitarios o de FP de Grado Superior (*credentials*).

The screenshot shows a progress bar at the top with seven steps: Type, Recipients, Package, Credentials (highlighted with a red circle), Review, Checkout, and Checklist. Below the progress bar, the text reads "And, Provide Us Your Qualifications" followed by a green icon of a person with a graduation cap. Below this, it says "You Don't Have Any Credentials Yet" and "Add them with the + Credential button below." A red circle highlights the "+ Credential" button. At the bottom, there are "Back", "Exit", and "Next" buttons.

Fig. 22: Añadiremos cuantas titulaciones y estudios adicionales de FP superior, diplomaturas, grado, licenciaturas, máster, CAP, doctorado, etc. dispongamos y deban constar en el informe de convalidación. Para rellenar el campo “**Field of Study/Major**”, seguimos las indicaciones proporcionadas al principio de este documento. Al terminar, guardamos.

The screenshot shows a form titled "Credential" with a blue header and a close button. The form contains several fields: "Education Country/Territory" (Spain), "Education Type" (Higher Education), "Institution Name" (Universidade de Santiago de Compostela - USC), and "Diploma/Certificate Name" (Titulo de Maestro/a). Below this, there is a section for "Information on Certificate or Diploma" with fields for "First Name (Given)" (Maria Jose), "Middle Name (Given)" (Enter), "Last Name (Family)" (Garcia Castano), "Field of Study / Major" (Elementary Education Early Chil), "Year Awarded" (2016), "Diploma/Certificate Status" (Completed), "Start Year" (2011), and "End Year" (2016). A red circle highlights the "Save" button. At the bottom, there are "Back", "Exit", and "Next" buttons.

Fig. 23: Una vez consignadas todas las titulaciones y estudios para las que solicitamos evaluación, continuamos.

Progress bar: 1 (Type) ✓, 2 (Recipients) ✓, 3 (Package) ✓, 4 (Credentials) 4, 5 (Review) 5, 6 (Checkout) 6, 7 (Checklist) 7

And, Provide Us Your Qualifications

Titulo de Maestro/a [Delete]

+ Credencial

Back [Next]

Fig. 24: En la siguiente pantalla, revisamos que todos los datos estén correctos. Si hay algún error, podemos editarlo clicando en *Edit*. Una vez hemos comprobado que los datos sean correctos, marcamos todas las casillas del apartado “**Verify**” (abajo de todo) y hacemos clic en *Next*.

Credentials [Edit]

Higher Education

Education Country/Territory: Spain
Education Type: Higher Education
Institution Name: Universidade de Santiago de Compostela - USC
Diploma/Certificate Name: Titulo de Maestro/a
Field of Study: Elementary Education Early Childhood

Name on Certificate or Diploma:

First Name (Given): Maria Jose
Middle Name (Given): -
Last Name (Family): Garcia Castano
Year Awarded: 2016
Start Year: 2011
End Year: 2016

Verify

- I confirm that the name and date of birth listed above is accurate and I understand that changes after I apply will not be made.
- I authorize WES to verify the authenticity of my documents with the issuing institutions.
- I certify that the information I am submitting is accurate and authentic.
- I have read and accept the World Education Services, Inc. [Terms and Conditions](#) and acknowledge receipt of the [WES Privacy Policy](#).
- By checking the box, I acknowledge that WES does not require any original documents to process my credential evaluation report. I agree to not send any of my own original documents to WES. I understand that any documents received by WES will not be returned and will be destroyed by WES at its sole discretion. I agree to submit all the [documents as required](#) by WES.
- By checking the box, I acknowledge that WES will review my application type, package, and recipients and may adjust my order accordingly.

*Requests to change your name or date of birth after your application has been submitted will not be honored. You can contact your university or recipient to show proof of birth.

Back [Exit] [Next]

Official Documentation Disclaimer

WES will use your name and date of birth as found on your official documents for your final report. If your official documents need updating, work with your institution to make these changes before sending WES your documents.

I acknowledge WES will use my name and date of birth as found on my official documents for my final report.

[Save](#)

Fig. 25: Confirmación de datos de pago. Si no hemos solicitado ninguna copia extra para nosotros, los importes finales serían estos:

Pay and Complete Your Application

Progress: Type ✓ Recipients ✓ Package ✓ Credentials ✓ Review ✓ Checkout 6 Checklist 7

Summary

Check your application and select your shipping details. Adding and removing recipients can change your total.

| Price displayed in American \$ | Subtotal | Qty | Total |
|---|----------|-----|--------------|
| Course-by-Course Basic CxC Basic | - | - | \$186 |
| Applicant: María Jose Garcia Castano (You) | | | |
| Free Copy - Watermarked | \$0 | 1 | \$0 |
| Sealed Envelopes | \$0 | 0 | \$0 |
| Standard delivery without tracking | \$14 | 1 | \$14 |
| Recipient(s): 1 Spanish MOE Visiting Teacher Program | | | \$58 |
| Standard Delivery without tracking | \$14 | - | \$14 |
| Credential(s): 1 Universidade de Santiago de Compostela - USC | | | |
| Titulo de Maestro/a | \$0 | - | \$0 |
| Subtotal: | | | \$272 |
| Estimated Taxes: | | | \$0 |
| Total: | | | \$272 |

[Do you have a Coupon code? Click Here!](#)

Payment Details

Complete your application by providing your payment details below.

Select a Payment Type

Credit Card
 Bank/Debit Card

Payer/Cardholder Name

First Name* Middle Name Last Name*

Business Name

Billing Address

Country*

Address Line 1*

[+ Add Address Line](#)

City* Zip Code

[Continue →](#)

Procedemos al pago.

2. ENVÍO DE LA DOCUMENTACIÓN AL ASESOR O ASESORA:

Una vez completada la solicitud en línea de WES, y cuando se disponga del número de referencia que se genera, el profesor deberá **enviar directamente al asesor/a** a cargo de su estado la documentación acreditativa de titulaciones universitarias escaneada en formato PDF. Es imprescindible que el escaneo de la documentación se realice en formato PDF, en color y sea perfectamente legible (evítense formatos de foto). WES no acepta copias en PDF **superiores a 10 MG**, por lo que si el documento supera ese tamaño puede reducirse mediante una aplicación que comprima archivos en PDF como, por ejemplo, [ilovepdf](#).

Debe enviarse **UN ÚNICO documento PDF con la documentación relativa a las titulaciones universitarias** que se incluyeron en la solicitud en línea en el siguiente orden:

1. Copia legible del **Título universitario** por las dos caras seguida de su correspondiente traducción al inglés.
2. Copia legible de **Certificación académica (de notas)** correspondiente al título universitario (punto anterior) sellada o firmada digitalmente seguida de su correspondiente traducción al inglés. WES acepta el **Suplemento Europeo del Título (SET)** en lugar de la certificación académica + su traducción, por lo que es recomendable aportar el SET si ya se dispone de él.
3. **Profesorado de Secundaria**: Copia legible del **Título de Máster en Secundaria o CAP + traducción al inglés**
4. Copia legible de **Certificación académica (de notas)** correspondiente al título de Máster en Secundaria o CAP (punto anterior) **sellada o firmada digitalmente** + su correspondiente traducción al inglés (si bien algunos títulos de CAP no incluyen dicha certificación académica).

Si se dispone de **títulos universitarios adicionales** hay que seguir el mismo orden que en el apartado anterior. También se pueden incluir certificaciones académicas de estudios universitarios **no finalizados** y para las que, por tanto, no se presenta su correspondiente título universitario.

LAS TRADUCCIONES AL INGLÉS NO TIENEN QUE SER JURADAS, LAS PUEDE REALIZAR EL PROPIO INTERESADO. NO ES NECESARIO QUE LAS COPIAS ESTÉN COMPULSADAS.

NOMBRE DEL ARCHIVO:

Se debe nombrar este archivo de titulación universitaria para WES de la siguiente manera: GOBES-Número WES correspondiente a tu solicitud. Ejemplo: GOBES-2007582

Una vez recibida y revisada la documentación, el asesor de referencia la remitirá, a su vez, a WES, quien la adjuntará al expediente que el profesor habrá iniciado ya en la *web* y que se explica detalladamente en el apartado anterior. Si toda la documentación está en regla, el profesor y su asesor de referencia recibirán los originales del informe de convalidación (*Credential Report*) solicitado en aproximadamente 6 semanas.

INSISTIMOS: El/la profesor/a **NO DEBE ENVIAR LAS COPIAS DIRECTAMENTE A WES.**