

## **Miami-Dade County Public Schools**

### **Foreign Records Department**

#### **Frequently Asked Questions**

Support for Foreign Records

#### **Foreign Records**

#### **What documents should I bring with me when leaving my country to study in Miami-Dade County Public Schools (M-DCPS)?**

As you withdraw from your current school, please ask for at least the last 3 years of your official educational records/transcripts. Make sure the documents are original and have all the stamps, seals and signatures from the school.

#### **Do the foreign records need to be processed through the ministry of education of my country or have the Apostille from my country?**

No. The foreign records need to be official with the original seals and stamps from the school.

#### **Once I enter the United States, do I make an appointment to meet with your staff at your office for registration?**

No. You report directly to the [attendance boundary school](#) designated by M-DCPS, according to your home address in Miami, Florida. Students entering with an F-1 visa do need to report to our office first.

#### **What documents do I need to present at the school for registration?**

Visit the following link for registration requirements: [Registration Requirements](#)

#### **Does your staff determine promotion at the end of the year?**

No. All promotions are determined by the team designed to evaluate the student's progression. The team will consist of the classroom teacher(s), counselors, and administration. All end-of-year determinations are done at the school site.

#### **Do you accept faxed, scanned, copies or those found on electronic device of the educational records?**

All faxed and scanned copies or photographed copies of records will be used only to guide the placement of the student's grade. M-DCPS school staff would need to see original records to translate and transfer credits into our computer system.

***Can I study at Miami-Dade County Public schools if I have a diploma or its equivalent?***

No. If a student already earned his or her certificate and graduated, the student can take documents to the next level of study. The student can report to a local college, university, or technical school.

***Can I still be registered to complete the 12<sup>th</sup> grade in M-DCPS if I completed or graduated from the 11<sup>th</sup> grade in a country where 11<sup>th</sup> grade is the last grade for completion in that country?***

No. If a student completed the 11<sup>th</sup> grade in a country where the 11<sup>th</sup> grade is the student's last year, the student already earned his or her certificate and graduated. The student can take documents to the next level of study. The student can report to a technical school, local college, or university to continue the student's education.

***What are the MDCPS-Registration Requirements?***

***Where can I find out what school is assigned to my home address for registration?***

***Where can I find a directory of schools?***