Verification of Transcripts and Degrees from China

As of July 1, 2018, the China Academic Degrees and Graduate Education Development Center (CDGDC) no longer provides verification reports of postsecondary program participation or completion information and transcripts from China. Currently the CDGDC only offers individuals who completed postsecondary degree programs in mainland China (excluding Hong Kong, Taiwan, and Macao) an electronic verification report of the diploma that was awarded. This report is in Chinese only. The China Higher Education Student Information and Career Center (CHESICC), however, provides an electronic verification report of Chinese undergraduate transcripts, in Chinese and English.

Starting Spring 2019, MSU requires admitted Chinese students who earned bachelor’s degrees in mainland China to submit a bachelor’s degree conferral verification report from the CDGDC as well as a transcript verification report from CHESICC. Both of these reports must be made available electronically to MSU’s Office of Admissions.

1. Application and Admission –
   As previously, Chinese students who earned bachelor’s degrees from mainland China will need to submit ALL available official academic records (e.g., transcripts and diplomas earned, in Chinese and English, or English if issued that way) as part of their application for admission. It is the department’s responsibility to inform students of the CDGDC/CHESICC requirement prior to admission. After admission, students will be informed via automated email they need to satisfy the CDGDC/CHESICC requirement.

2. Degree Verification –
   Admitted MSU graduate students who completed postsecondary undergraduate degree programs in mainland China must contact the CDGDC and request an electronic degree verification report. This report must be 1) emailed directly to the Office of Admissions from the CDGDC or 2) the CDGDC verification report application number emailed to the Office of Admissions by the student or the CDGDC. The Office of Admissions email address is: admis@msu.edu

3. Transcript Verification –
   Admitted MSU students who completed postsecondary undergraduate degree programs in mainland China must contact CHESICC and request an electronic transcript verification report in English. The report must include an official copy of the final transcript (in Chinese and English, or just English) along with an English version of the report, which includes all courses taken, program start and end dates, etc. This report must be sent electronically via Parchment directly to the Office of Admissions from CHESICC.
4. **Deadline** –

The CDGDC and CHESICC electronic reports are due to the Office of Admissions AFTER admission and **no later than the middle of the first semester of enrollment** (see below):

<table>
<thead>
<tr>
<th>Semester</th>
<th>Submission of All Transcripts and Degrees to the Department</th>
<th>CDGDC Diploma Verification Report &amp; CHESICC Transcript Verification Report Deadline</th>
<th>HOLD List in GAMS</th>
<th>Emails to Deans and Graduate School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>X</td>
<td>March 1</td>
<td>March 1</td>
<td>April 1</td>
</tr>
<tr>
<td>Summer</td>
<td>X</td>
<td>July 1</td>
<td>July 1</td>
<td>August 1</td>
</tr>
<tr>
<td>Fall</td>
<td>X</td>
<td>October 1</td>
<td>October 1</td>
<td>November 1</td>
</tr>
</tbody>
</table>

Once both the CDGDC degree report and CHESICC transcript report are received electronically, the hold on the student’s account will be removed.

**Please Note:**

Reminder notifications will be emailed to admitted students who have not complied, warning that their admission may be cancelled for non-compliance.

On the deadline for submitting CDGDC/CHESICC verification, a list of students who have not complied will be available in GAMS.

Email notification will then be sent to the Department, College Associate Deans, and the Dean of the Graduate School indicating non-compliant students.

**At this point, departments need to take action with non-compliant students.**
If the Office of Admissions finds any issue with documents coming from the CDGDC and/or CHESICCC, they will notify departments and allow for possible explanation and resubmission of documents. If any issue of inauthenticity is discovered, students may have their admission cancelled by the Dean of the Graduate School. NOTE: Since the students are enrolled at this point, this practice must follow the policies of the institution (e.g., GSRR).

Leahy & Irrer - February, 2019