



Dear _____

The Office of the Registrar has received documentation indicating your participation in the International Baccalaureate (IB) program. In order for the evaluation of possible transfer credits to continue, Florida Tech requires an official transcript in English.

Please contact IBO to request an official transcript be *mailed directly to Florida Tech*. Follow IB instructions for requesting official transcripts to include providing your signature, name of high school, birth date, graduation date and Florida Tech CEEB code 005080. Please provide student contact information to IBO in case additional student information is required. Florida Tech cannot request transcripts on a student's behalf.

International Baccalaureate Organization
North America & Caribbean Regional Office
475 Riverside Drive, 16th Floor
New York NY 10115
Tel: (212) 696-4464
Fax: (212) 889-9242
Email: ibna@ibo.org

Florida Tech
Office of the Registrar
150 W University Blvd
Melbourne FL 32901-6975

Florida Tech accepts Standard Level (SL) courses as long as the student has been awarded an IB diploma as well as Higher Level (HL) courses with scores of 4, 5, 6 or 7. For a full list of transferable IB courses please visit <http://www.fit.edu/ugrad/exams>

Please contact our office if you have further questions regarding IB transfer credit.

Sincerely,

Coordinator

Transfer Credit Evaluation
Florida Institute of Technology
Office of Registrar
150 West University
Melbourne, FL 32901-7827

Tel: (321) 674-7263
Email:
www.fit.edu