

**ENVIRONMENTAL HEALTH SPECIALIST  
APPLICATION FOR TRANSCRIPT EVALUATION**

**INSTRUCTIONS**

In order for your transcripts to be evaluated for the Environmental Health Specialist program you must fill in this application, submit official college transcripts, and submit a fee of \$245.25 to CPS Human Resource Services.

1. Send completed application along with a cashier's check or money order in the amount of \$245.25 (**no personal checks accepted**) to: CPS Human Resource Services, 241 Lathrop Way, Sacramento, CA 95815, Attn: EHS Transcript Evaluation.
2. Submit official college transcripts to CPS from all schools attended. Official sealed transcripts must be sent to: CPS Human Resource Services, 241 Lathrop Way, Sacramento, CA 95815, Attn: EHS Transcript Evaluation.
3. You can view the status of your transcript evaluation by logging on to our website at: <http://www.cps.ca.gov/TakeATest/EHStranscript/>. A login and password will be sent to the email address submitted in this application.

**Personal Information**

Name – Last	First	MI	<input type="checkbox"/> Ms. <input type="checkbox"/> Mrs.
<input type="checkbox"/> Mr.			
Address			
City	State	Zip	
Telephone – Home ( ) ( )		Work/Mobile ( ) ( )	
Email Address (this will be used to set-up your online account)			

**Education**

Name of College or University	City, State	Major Course of Study	From	To	Degree	Year Completed

\_\_\_\_\_

Signature Date

**Paying by credit card?**

Visa  MasterCard

Name on Credit Card: \_\_\_\_\_

Credit Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_