



WORLD EDUCATION SERVICES



How to Apply to World Education Services (WES):

Please be sure to read the WES required documents for your country before starting your WES application.

A. Visit www.wes.org/ca/partners/credential-evaluation-requirements-engineers-geoscientists-manitoba/

B. Select *“Begin Application”*

C. You will be asked “Where will you use your evaluation?”
Select *“Canada”*

D. You will be asked to “Select an application:”
Select *“WES Standard Application”*

E. You will be asked to *“Create an Account”*

F. You will be asked to complete *“Personal Information”*

G. You will be asked “What is the primary purpose of this evaluation?”
Select *“Professional License/Certification”*

You will be asked “Select Licensing/Certification Type”
Select *“Engineering Related Fields”*

You will be asked “Select Licensing State”
Select *“Manitoba”* click “Next”

H. You will be asked “What credentials have you earned?”
Select *“Add Credential”* and fill out your credential information

You need to fill out your credential information for each degree you hold which is engineering related. Click “Next” after you have entered all the information.

I. You will be asked to Report recipients.

Recipient 2: Institution(s) receiving your report

Please enter *“Manitoba”* in the field box and click search. You will find Engineers

Geoscientists Manitoba in the drop down, then select "*Engineers Geoscientists Manitoba*"

- J. You will be asked to select an "Evaluation Type" select "**WES ICAP Course-by-Course Document**". If your degrees are from accredited programs by a signatory country of the [Washington Accord](#) select "WES ICAP Document-by-Document". Click "*Next*".
- K. The system will tell you that your documents will be sent to Engineers Geoscientists Manitoba electronically and you will be charged a fee. Please click "*Next*", details about fee payments will be confirmed in the following steps.
- L. You will be given a list of required documents based on the country in which you obtained your credential(s). Be sure to read it and follow the instructions.
- M. You will be asked to complete "*Applicant Acknowledgements*"
- N. You will be asked to confirm your details.
- O. You will be asked to pay the fee.
- P. Click "Save and Exit" in order to save your application. You will receive a 7 digit WES reference number.

WES will send you an automated email informing you that your WES account was created.

WES will also send Engineers Geoscientists Manitoba a notification indicating that you have started the WES application.



Frequently Asked Questions

Q: I have a WES Education Credential Assessment (ECA) report which I obtained for immigration purposes. Can I use this report?

A: The WES Education Credential Assessment (ECA) report in which you obtained for immigration purposes and the **WES ICAP course-by-course report** are different reports.

To apply to standard WES course-by-course report, you will need to login to your WES account and update your report and add EngGeoMB as a recipient.

1. Go to www.wes.org/ca/
2. Sign in to 'My Account'
3. Click on 'Update Report'

You will then be asked the following question: "What is the primary purpose of this evaluation?"

4. Click on "Professional License/Certification"

NOTE: You will receive a new WES reference number. Please use your Immigration, Refugees, and Citizenship Canada (IRCC) reference number to refer to your IRCC/immigration report and your new WES reference number for education or employers.

*WES will notify you if additional documents are needed

Q: How to Order a Duplicate WES Report

A: Details and instructions on how to order a duplicate WES Report can be found in the below video provided by WES:

<https://www.youtube.com/watch?v=qk05BmCLPaY>

Q. I ordered the WES ICAP Document-by-Document instead of the Course-by-Course report. How can I upgrade?

A. Log into your WES account, and choose the purpose: Professional License/ Certification. Select the specific upgrade: Course-by-Course. Select submit and provide payment. Detailed steps are available at:

<https://www.wes.org/how-to-upgrade-your-wes-credential-evaluation-report-2/>
<https://www.youtube.com/watch?v=oji9CGHW2Sk>