



The Visa and Document Company

1920 N Street NW #330

Washington, DC 20036

Phone: (202) 393-3030 Fax (866) 463-2747

Web: www.washingtonexpressvisas.com

Email: visas@washingtonexpressvisas.com

Steps for the Legalization of Educational Documents

What are the required documents for this service?

The Qatar consulate requests the following for educational documents:

In addition to the US Department of State attestation, please be advised that the educational institutions must be located in the US.

Original transcripts, original university degree (Diploma) and original verification letter. (Verification letter must be sign and seal by registrar office) All these three documents must be under one seal authenticated by us department of the states.

In case the diploma is not available at the time of legalization, you may authenticate the verification letter and the transcripts.

- Student may have attended several higher academic institutions for the scientific degree itself, in this case, he/she must provide the mandate and transcripts of each educational institution attended separately (with the exception of the academic institution where he/she completed less than 15 hours or equivalent, limited to two institutions only)

Verification letter must include the following points.

- Certificate information is accurate
- Enrollment and attendance (Full-time, part-time, remote)
- Study and Tests location
- Degree obtained by the student (Diploma-Bachelor-Master-Doctorate)
- Duration of time needed to receive this certificate
- The actual time the student spent to get a certificate (study start date and end date)
- Public or private academic institution
- If the student attended more than two institutions you must mention this in your letter
- The letter must mention that the diploma took place on campus, face to face , not online, in case students took some portion online it must mention that how many credit on face to face and how many online

Please complete the verification letter, authorization form (release form), the Washington Express document processing form and send with your documents.