

# INCRED STEPS

By Missouri Valley College  
International Office

## VISIT INCRED WEBSITE

01

Access the InCred website.

[\(InCred Website\)](#)

02

## "LET'S GET STARTED!"

Under **International Students** click "Let's get started!"

03

## CREATE AN ACCOUNT OR LOG IN

Register or log in to your existing account.

04

## SELECT EVALUATION TYPE

Choose "Course-by-Course \$190"

05

## COMPLETE APPLICATION FORM

Fill out the required information and educational history.

06

## PREPARE DOCUMENTS

Gather your transcripts, degree certificates, and course syllabi.

07

## SUBMIT DOCUMENTS

Upload or send your documents as instructed.

08

## MAKE PAYMENT

Pay the evaluation fee online.

09

## WAIT & RECEIVE REPORT!

Once your evaluation is processed, send your evaluation report via the portal application.

