Ariana Nexus. | Academy

GUIDE · DOCUMENTS

Your Afghan educational documents

Shahadatnama, Se-Parcha, Kankor, transcripts: what universities need, how certification works, and what to do when a document cannot be obtained.

د تحصيلي اسنادو لارښود · رهنمای اسناد تحصیلی

Certified translation is included for Ariana Nexus Academy students.

We never ask for identity documents at the application stage.

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Complimentary for Ariana Nexus Academy students

Prepared by Hassan Ukasha · Reviewed by Ariana Nexus Academy

Washington, D.C. · ariananexus.com/academy

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Your Afghan educational documents, and what foreign universities do with them

Shahadatnama, Se-Parcha, Kankor result, university transcript, degree. What each one is, what a university needs, how translation and certification work, and what to do when a document is lost, withheld or impossible to obtain.

The five documents

DOCUMENT	WHAT IT IS	WHAT A UNIVERSITY WANTS
Shahadatnama شهادتنامه	Your grade 12 school-leaving certificate, issued by the school and registered with the Ministry of Education	A clear colour scan of both sides, plus a certified English translation. Some universities also want the Ministry registration number visible.
Se-Parcha سه پارچه	The transcript showing marks for grades 10, 11 and 12 — literally "three sheets"	A certified translation, with the grading scale explained. Convert your average to a mark out of 100 in your own summary.
Kankor result کانکور	Your score card from the national university entrance examination	Only where relevant. Give the score, the maximum and the year. Never convert it into a GPA.
University transcript	Marks for each semester of higher education, with credits	Required for transfer and all graduate applications. Must show the grading scale and credit system.
Degree certificate دیپلوم	Proof that a higher degree was awarded	Required for master's and PhD applications. A provisional or "in lieu of degree" letter from the university is accepted by most while the certificate is pending.

What "certified translation" means

A certified translation is a complete, accurate rendering of the document into English, accompanied by a signed statement from the translator or translation provider attesting to its accuracy and their competence, with the date and contact details. It is not a notarization and it is not an apostille. It does not require the translator to be sworn in Afghanistan.

TERM	WHAT IT ACTUALLY IS	WHO NEEDS IT
Certified translation	Translation plus a signed accuracy statement from the provider	Almost every university. Ariana Nexus Academy provides this for its students.
Notarized translation	A notary witnesses the translator's signature. The notary does not check the translation.	A minority of institutions and some visa processes. Ask before paying for it.
Apostille / legalization	A government authentication of a public document for use abroad, under the Hague Convention	Rarely asked for at the application stage; sometimes at enrollment. Afghanistan's arrangements have changed; verify at the time rather than assuming.
Credential evaluation	A third-party report converting your Afghan qualifications into the local system, with a GPA equivalent	Common in the United States and Canada. See the next page.

> THE RULE THAT SAVES THE MOST APPLICATIONS
>
> Never send an original document to anyone. Not to a university, not to an agent, not to a translator. Originals are irreplaceable and Afghan reissue is slow or impossible.
>
> Scan, keep the originals with your family, and send digital copies. If an institution insists on a physical original, ask whether a certified copy is acceptable — it almost always is.

Credential evaluation

Some U.S. and Canadian universities require an evaluation of your documents by an approved agency before they will assess your application. The two most commonly named are World Education Services and Educational Credential Evaluators. This is a paid service and the fees are theirs, not ours — but two things are worth knowing.

— WES operates a Gateway Program for displaced individuals who cannot obtain their documents, which evaluates credentials using alternative evidence. It is currently available to people already in Canada or the United States, through referral partners, and Afghanistan is among the countries it covers. If you are in either country and your documents are inaccessible, this is the first route to investigate.

- Not every university requires an evaluation. Many read Afghan documents themselves, and several waive the requirement for applicants from countries where document retrieval is constrained. Ask the admissions office in writing before you pay for anything. Ariana Nexus Academy will draft that email with you.
- Fees, processing times and document requirements change. Verify on the agency's own website on the day you apply. Anyone offering to "guarantee" an evaluation result for a fee is running a scam.

If your documents are lost, destroyed or unobtainable

SITUATION	WHAT TO DO
The school no longer exists or has no records	Request a letter from the provincial Directorate of Education. If that fails, collect secondary evidence: class photographs, exam papers, a signed statement from two teachers with their contact details, any Ministry registration number you have.
You cannot travel to the province that holds your file	A relative can request it with a signed authorization letter and a copy of your Tazkira. Send the authorization, never the Tazkira original.
Your university closed mid-degree	Ask for a partial transcript or an attendance letter. Many universities abroad will assess partial study with a credible explanation.
You have only photographs of your documents	Usable. Photograph correctly (see below) and say plainly in your application that originals are inaccessible. Do not create a replacement document yourself — that ends applications.
A body offers to "issue" a document you never earned	Refuse. Fabricated credentials are detected at evaluation, and the consequence is permanent exclusion from the institution and often from the country's student visa system.

How to photograph a document so it is accepted

Most rejected scans are rejected for physical reasons, not legal ones. Ten minutes of care here prevents weeks of delay.

1. Daylight, indoors, away from direct sun. Never use the flash — it burns out the stamp and the seal.
2. Lay the document flat on a dark, plain surface. A dark tablecloth works; a patterned carpet does not.
3. Hold the phone directly above the centre, not at an angle. All four corners must be inside the frame with a small margin.
4. Photograph every page, including blank backs if they carry a stamp or a registration number.

5. Check that the seal, the stamp, the signature and every number are legible when you zoom in. If one digit is unclear, retake it.
6. Convert to PDF, one file per document, under 5 MB. Most phones do this in the Files or Notes application.
7. Name the file: Family_Given_Shahadatnama.pdf. Never IMG_2038.jpg.
8. Keep a second copy in an email you send to yourself, so the loss of a phone is not the loss of your application.

Name consistency — the single most common delay

Afghan names transliterate many ways. Mohammad, Muhammad, Mohamad; Ahmadzai, Ahmad Zai; Zahra, Zahrah. A university matches your application, your transcript, your test score, your reference letters and your visa file by name. Every mismatch becomes a manual review, and manual reviews take weeks you do not have.

> Choose the spelling on your passport. If you have no passport, choose the spelling on your Tazkira. Write it on a card. Use it on every form, every test registration, every email address and every file name for the next two years, without exception.

Document security

- Never post images of your Tazkira, passport or address anywhere, including in a message to someone claiming to be a university.
- No legitimate university asks for your identity documents before you have an offer. Ariana Nexus Academy never asks for them at all.
- Send documents only through a university's own portal or from your own email to an address ending in the university's domain. Check the domain letter by letter — "cornel1.edu" is not Cornell.
- If you receive an offer you did not apply for, asking for a fee to hold your place, it is a scam. Send it to us and we will tell you within a day.

The document checklist

- ☐ Shahadatnama — colour scan, both sides, legible stamp and registration number.
- ☐ Se-Parcha — all three sheets, with the grading scale visible.
- ☐ Kankor result card — if you have one.

- ☐ University transcript and degree certificate — for graduate applications.
- ☐ Certified English translations of everything above that is not already in English.
- ☐ English test score report — in the same name spelling as everything else.
- ☐ Passport biographical page — only after an offer, and only through an official portal.
- ☐ One folder, backed up in two places, named in the pattern above.

What Ariana Nexus Academy does with documents

We review your documents for completeness and legibility, translate and certify them from Pashto or Dari into English, and guide you through evaluation where a university requires it. This is included for Academy students. Your documents are never shared with any university, organization or person without your written consent, and we never ask for identity documents at the application stage.

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1717 Pennsylvania Avenue NW, 10th Floor, Washington, D.C. 20006

Prepared by Hassan Ukasha · Reviewed by Ariana Nexus Academy

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