

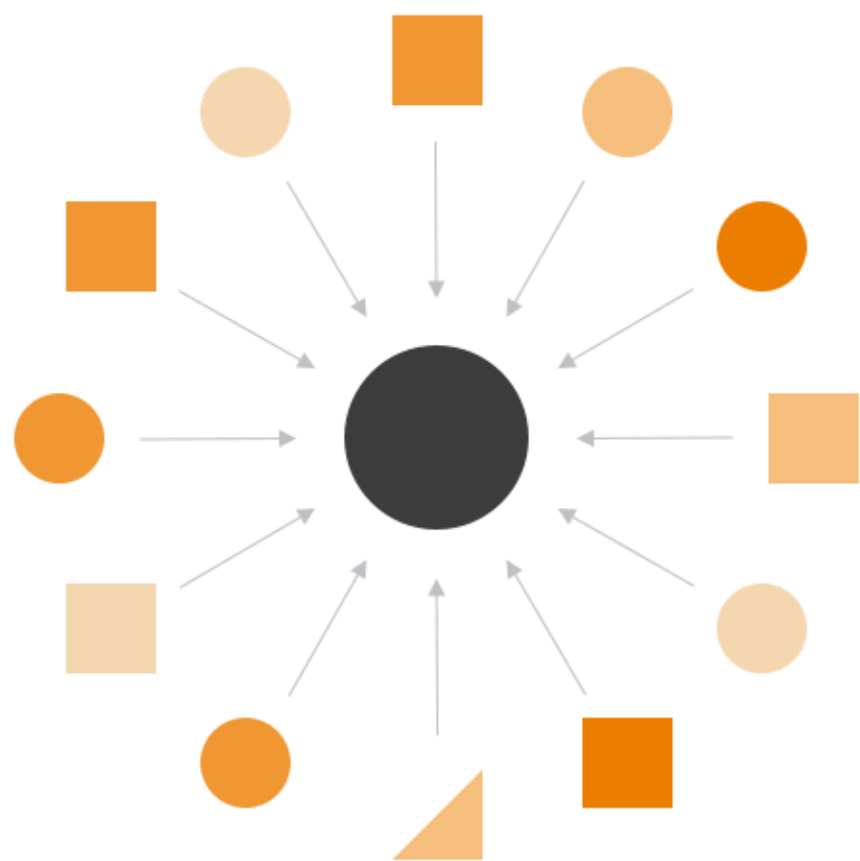
verifdiploma - User Guide



WES Applicant



Contents



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-

- ✓ You have initiated an administrative file with World Education Services in Canada or the USA.
- ✓ A partnership between WES and Verifdiploma offers you the option of submitting your degree certificates, diplomas, and transcripts for verification through the Verifdiploma platform.
- ✓ You won't need to contact your institution and send your documents through untracked postal mail. Instead, Verifdiploma will communicate with the institution to obtain a digital verification.
- ✓ Fill out the form on wes.verifdiploma.com/wes/, and your documents and a verification report will be sent directly to WES on your behalf.

Let's get started!

WES Platform

✓ Go to the following site: <https://wes.verifdiploma.com/wes/>

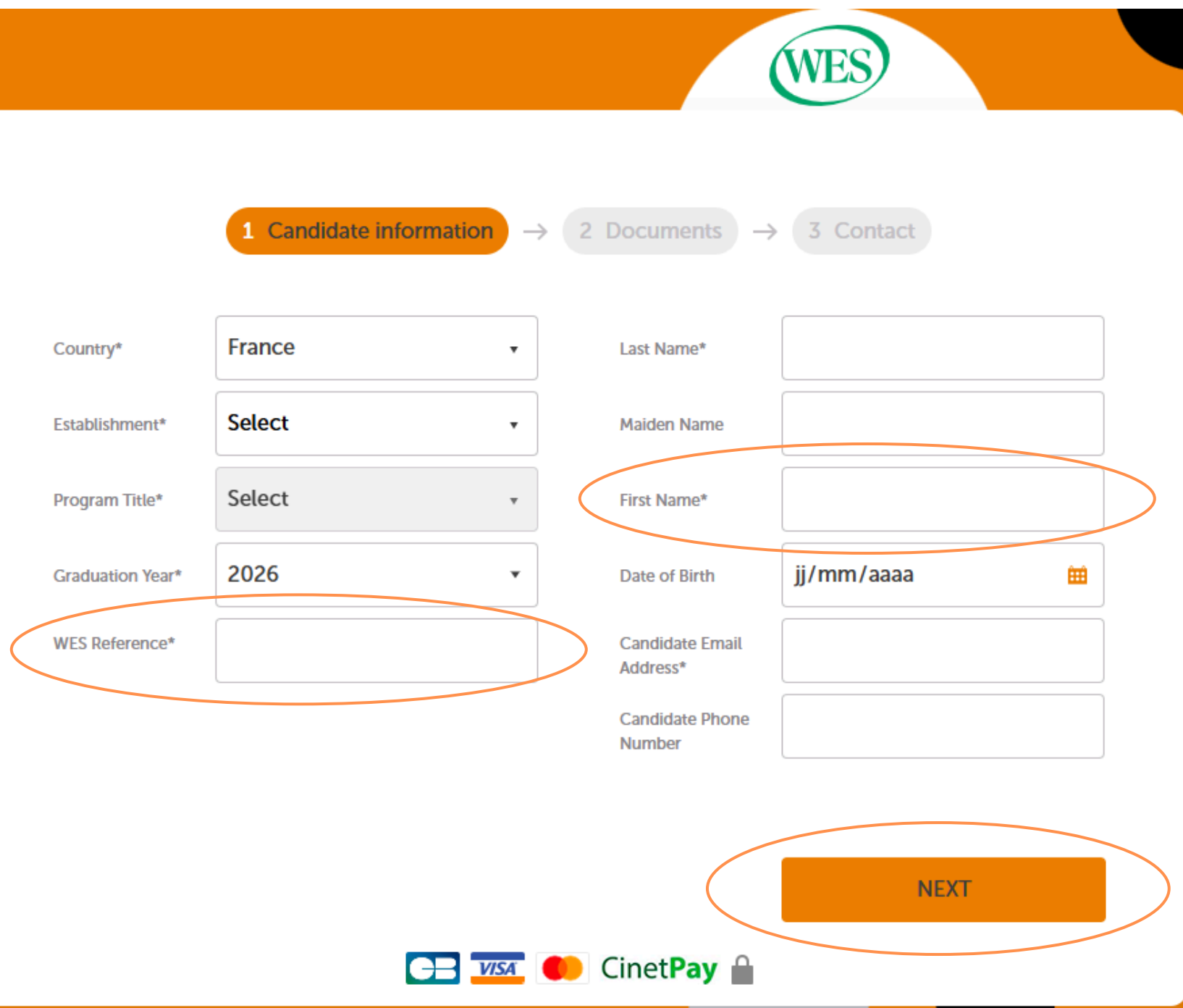
✓ Fill in the information regarding one of your diplomas. Each form submission must correspond to a single diploma.

✓ Make sure you have provided the correct WES reference number. This number was given to you on the WES website.

The reference number usually contains 7 digits.

✓ Make sure that the first name linked to the file is exactly the same as the first name on your WES file.


✓ Once the information is filled out, click on "Next".



The screenshot shows the '1 Candidate information' step of the WES Platform form. The form is divided into two columns. The left column contains dropdown menus for 'Country*' (France), 'Establishment*' (Select), 'Program Title*' (Select), and 'Graduation Year*' (2026). Below these is a text input field for 'WES Reference*'. The right column contains text input fields for 'Last Name*', 'Maiden Name', 'First Name*', 'Date of Birth' (with a date picker icon), 'Candidate Email Address*', and 'Candidate Phone Number'. The 'First Name*' field is circled in orange. At the bottom right, there is an orange 'NEXT' button, also circled in orange. The WES logo is at the top center. At the bottom, there are logos for GE, VISA, Mastercard, and CinetPay.









WES Platform

- ✓ On the "Documents" page, download, fill out, and sign the consent form.
- ✓ Depending on the institution, an ID may be required for the verification.
- ✓ You have the option of verifying and submitting a degree certificate/diploma and/or the corresponding transcript to WES.
- ✓ For the transcript, if you're verifying a master's degree, you only need to submit the transcript for the two years of the master's program.
- ✓ If you completed an exchange semester at another institution during your studies, please submit a separate application for the relevant transcript copy.







1 Candidate information → 2 Documents → 3 Contact

The consent form is required for all checks [Download it here](#)

 Consent form* <input type="text" value="Upload a document"/> 	 Copy of the diploma <input type="text" value="Upload a document"/> 
 Degree holder's ID <input type="text" value="Upload a document"/> 	 Transcript* <input type="text" value="Upload a document"/> 


☐ I wish to verify a diploma
☒ I wish to verify a transcript

BACK NEXT

   CinetPay 

WES Platform

- ✓ Enter your email address and a comment if necessary.
- ✓ Create your account and proceed with the payment.







1 Candidate information → 2 Documents → 3 Contact

Email*

Comments

BACK

VERIFY

   CinetPay 

Dashboard



The verification process may take multiple days to finalize, depending on the establishment.



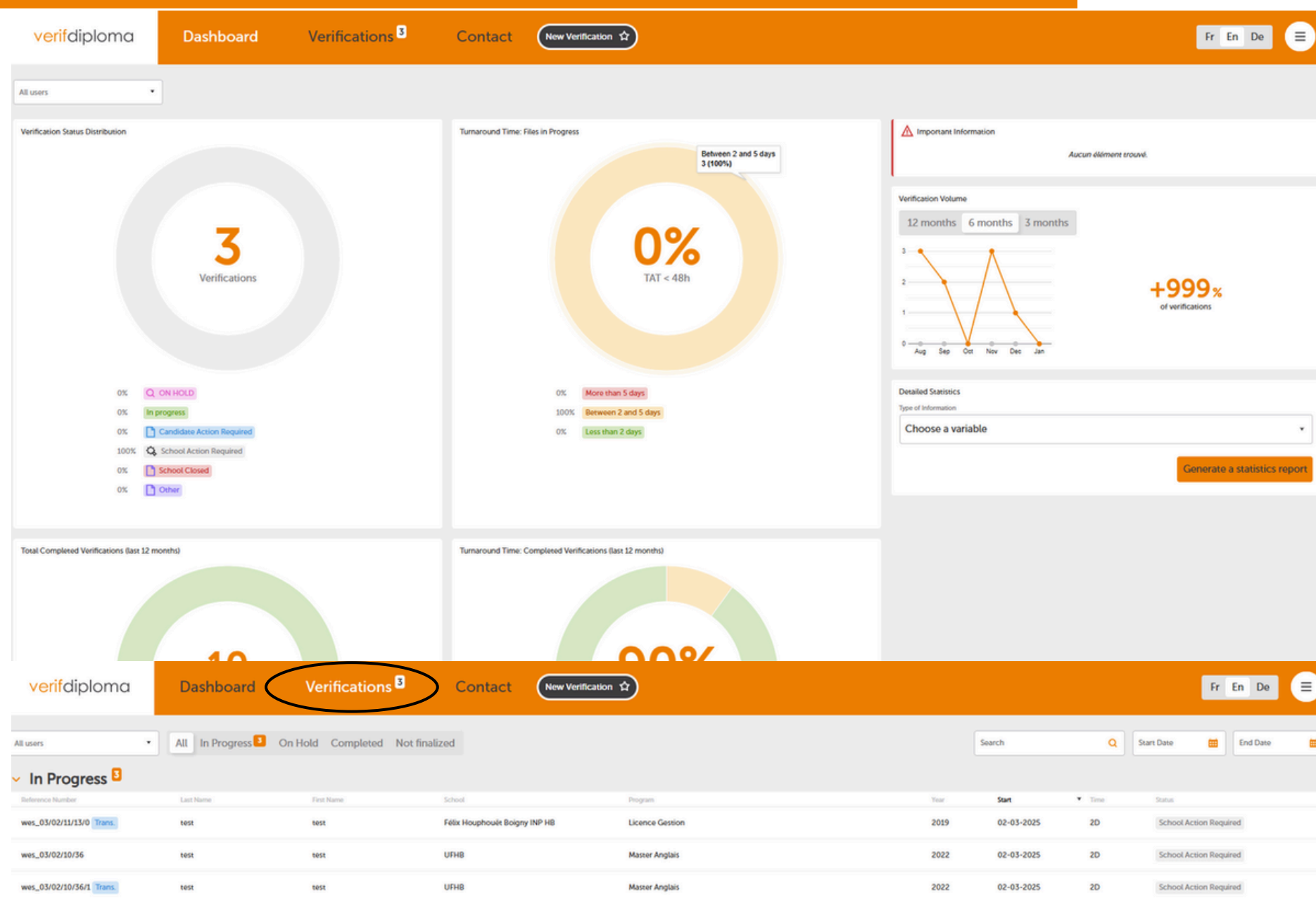
Track the status of your request on the Dashboard.



Click on the “Verifications” tab to track the progress of your files.



Once the request is finalized, you will receive a confirmation email that your documents have been sent to WES.



Once you have submitted your requests, do not contact WES or your school. Track the progress of your files on the platform here: <https://wes.verifdiploma.com/login.php>

If you need assistance, contact wes@verifdiploma.com.