

SHORT TERM ABROAD TRANSFER COURSE APPROVAL FORM

**RETURN TO BLAKE A 100/105, Office of Global Education & Study Abroad
DUE: Nov 15 (winter abroad) or April 15 (summer abroad)**

Student Name _____ Student ID# _____

Class Year _____ Advisor Name _____

Major 1 _____ Major 2 _____ Minor _____

Program city, country _____ Program Provider: _____

On-Site University (if applicable) _____

Program Year _____ Summer Winter

Program Start Date _____ Program End Date _____

Process:

1. Consult with your academic advisor regarding courses to take while abroad and to determine a tentative course schedule for the semester you return to H-SC.
2. After searching your program's web site and catalog, list below the courses you plan to take abroad, **along with 2 or 3 alternatives**. Neither H-SC nor your host institution can guarantee enrollment in any specific course.
3. Obtain signatures and H-SC course and credit hour equivalents from the appropriate Department Chairs.
 - They may wish to see a syllabus or course description before approving any course.
 - For modern language courses, consult with a specific language instructor before consulting with the Modern Languages Department chair.
4. Return completed form to the Office of Global Education and Study Abroad by Nov 15/Apr 15.


By signing my name below I certify that I have read the above and that I understand the following:

- I will receive H-SC credit as specified for the courses approved below only if I earn a grade of C or higher.
- If I enroll in additional or alternative courses for which I have not received prior approval, I may not receive any H-SC credit for those courses.
- I understand that it can take several months after I complete my program before my H-SC transcript will reflect any transfer credits.

Student signature _____ Date __

STUDY ABROAD TRANSFER COURSE APPROVAL FORM

RETURN FORM TO BAGBY 203/204, Office of Global Education & Study Abroad

Student Completes: Give course information as listed by your program: Course Number, Title, and program-recommended number of credit hours.	Department Chairs Complete: If no exact equivalent, use your department 385 (or similar)		
	H-SC Equivalent	Credit Hrs	Dept. Chair Approval Signature And Printed Name
IES 333: Beowulf - The Monsters and the Critics. (3)	ENGL 385	3	 J.R.R. Tolkien

Academic Advisor Review

The applicant has met with me and discussed all matters pertinent to their course of study at H-SC during the term spent studying abroad AND for the semester of their return.

Advisor Signature: _____

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FOR OFFICE USE ONLY:

This study abroad program is endorsed

 Date sent to Registrar

 Daniella Widdows, Director Global Education

Added to SAA Masterlists