



EDUCATION ABROAD COURSE CREDIT PRE-APPROVAL

STUDENT INFORMATION			
Last Name:	First Name:	Student ID:	
Phone:	Email Address:		
Program Provider:	AIFS API ISA Harlaxton	Semester:	Fall Spring Summer 20_____
Abroad Location(s):		Host University:	
Dates of Attendance (mm/dd/yy):	From:	To:	

Abroad Course Number & Title	Credits Hours	Major, Minor, Core, or Elective	Notes
TOTAL CREDIT HOURS:			

ALTERNATE COURSE SELECTIONS

Major: _____ Department Advisor (Print Name): _____ Signature _____ Date _____

Minor*: _____ Department Advisor (Print Name): _____ Signature _____ Date _____

Undergraduate Studies (Print Name): _____ Signature _____ Date _____

*Only required if taking abroad courses applicable to your minor.

CREDIT PRE-APPROVAL PROCESS

STEP 1

GET ADVISED

- What gaps do I have in my degree plan?
- Do any courses have prerequisites that might affect my plans to study abroad?
- Based on the gaps in my degree plan, when is the best semester to study abroad?
- Do I have any elective options?

STEP 2

RESEARCH COURSES

- Decide on potential coursework for your chosen abroad program.
- Collect information about the courses.
 - Course titles, course descriptions, and syllabi
 - Choose at least 1 alternate course

STEP 3

GET APPROVED

- Bring information related to your coursework to your advisor(s).
 - Descriptions, syllabi, etc.
- Your advisor(s) will review course information before approving any course selections.

STEP 4

TURN IT IN

- Once you have collected the appropriate signature(s) from your advisor(s), upload the completed form into your Education Abroad Registration
 - Education Abroad will send the form to Undergraduate Studies for final approval.

WHO APPROVES WHAT?

Major Coursework: Coursework applied toward a major is approved by advisors in the major department.
Minor Coursework: Coursework applied toward a minor is approved by advisors in the minor department.
Core Coursework: Undergraduate Studies gives final approval for core coursework.