

STUDY ABROAD COURSE APPROVAL FORM

Name: _____ Student ID: _____

Program: _____ Other (if non-affiliated): _____

Location (city/country): _____ University (if applicable): _____

Semester: Fall Spring Summer Academic Yr Calendar Yr Year: _____

While studying there I intend to be registered into the courses listed below. I understand that approval is for the specific course of study listed below and that once I am abroad, I am expected to take the course of study outlined here. If I must change courses for valid academic reasons (e.g., scheduling conflicts or course availability issues), I will contact the International Office immediately.

Study Abroad Course Number and Course Title	Comparable IWU Major/Minor Course Number and Course Title ¹	Gen. Ed category/ flag ²	Department Chair and/or Gen. Ed Director Signature	Upper-Division Credit ³ <small>[Completed by Study Abroad Advisor]</small>
Ex: HS345 Revolutionary Tradition in Ireland				
1.				
2.				
3.				
4.				
5.				
6.				

- Notes: 1. Major/Minor requirements require signatures from the appropriate department chairs or program directors.
 2. General Education requirements require the signature of the General Education Director.
 3. Upper-division credit is assigned by the Study Abroad Advisor.

I understand that the schedule I am providing to IWU is tentative. It will be my responsibility to notify the IWU Study Abroad Advisor about any changes in my schedule during the first two weeks of classes abroad. If I fail to do so, the credits for courses not discussed will be my responsibility.

Student Signature: _____ Date: _____

Academic Advisor : _____ Date: _____

Study Abroad Advisor: _____ Date: _____

(See reverse for important information)
Do not write on back. Use an additional form if necessary.

**Do not write course information here.
Use an additional form if necessary**

Upper- and lower-division credit is determined by the teaching institution. (Courses taken at a British or Australian institution are usually upper-division if they are classified as second or third year classes; first year classes constitute lower-division course work.) The International Office determines whether upper-division credit will be awarded and records this on your Course Approval Form.

The amount of credit awarded is determined by the teaching institution. A course unit at IWU is defined as the equivalent of 4 American (Carnegie) semester hours. Therefore, a course awarded 3 semester hours of credit by the teaching institution or the credit-granting institution earns the equivalent of 0.75 IWU course units. A common course load in study abroad is 15 semester hours, which will transfer back as 3.75 IWU units (as opposed to the 4.0 units you would normally earn on campus). You are responsible to keeping track of the credits you earn abroad and for ensuring you have the required number of units to graduate.

A course must carry at least 3 semester hours/0.75 units of credit to fulfill a major, minor, or General Education requirement.

For programs with standing affiliation agreements with IWU, all coursework from a semester or academic year off-campus study program will be reflected as IWU credit on your IWU transcript, including failed courses. All grades are factored into your IWU cumulative grade point average. Your off-campus study program must report all credit earned.

Credit for programs that do not have standing affiliations with IWU are added to your IWU transcript as transfer credit and grades are not factored into your IWU cumulative grade point average. You must successfully petition to study abroad on a non-affiliated program during the semester prior to your proposed term of study, or credit will not be awarded. Petitions for inclusion of grades from non-affiliated study abroad programs will be considered only if they are filed prior to departure from IWU for the study abroad institution.