

STUDY ABROAD COURSE APPROVAL FORM

This form must be filled out and approved **BEFORE** you participate in a study abroad program. If this form is not filled out and signed appropriately before departing for your study abroad program, you will be in jeopardy of not receiving any transfer credit for your study abroad program.

NAME	STUDENT ID #:	MAJOR/MINOR:
SEMESTER ABROAD:	PROGRAM:	SITE OF STUDY ABROAD:

A minimum of 2.5 GPA is required to study abroad. You should get at least eight (8) courses pre-approved so you have options if it is necessary to change courses once you arrive at your study abroad site. **Please obtain copies of course syllabi and take this form for approval in the order listed below to:**

1. Study Abroad Director
2. Department Chair(s) for the Shepherd course equivalents
3. Student's Program Academic Advisor and Department Chair
4. Office of the Registrar

STUDY ABROAD COURSE #	STUDY ABROAD COURSE TITLE	SHEPHERD EQUIVALENT COURSE #	SHEPHERD EQUIVALENT COURSE TITLE	COURSE EQUIVALENT DEPARTMENT CHAIR SIGNATURE	TYPE OF CREDIT
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----- TAKE THIS FORM IN THE FOLLOWING ORDER FOR APPROVAL (SIGN + DATE) -----

	STUDY ABROAD DIRECTOR APPROVAL	
	PROGRAM DEPARTMENT CHAIR APPROVAL	
	ACADEMIC ADVISOR APPROVAL	
	OFFICE OF THE REGISTRAR APPROVAL	

----- OFFICE OF REGISTRAR TO COMPLETE SECTION BELOW -----

INSTITUTIONAL/OVERALL GPA 2.5 GPA required		BEFORE TRAVEL: > Original to Study Abroad Office Copy to Registrar Copy to Financial Aid AFTER RETURN: > Registrar copy into file w/ Official Study Abroad Transcript > Internal SU transcript to Study Abroad Office
TRANSFER HOURS		
CUMULATIVE HOURS		
COURSE REPEAT/WITHDRAWAL		
DATE AND INITIALS		