



STUDY ABROAD COURSE APPROVAL

INSTRUCTIONS: List courses that have been pre-approved as satisfying requirements for majors, minors, and/or the Core, and write pre-approved in the Approval Signature column.

If you plan to take a course that has not been pre-approved, consult the Core web site or Undergraduate Bulletin to ascertain whether the course you plan to take is appropriate for any Core areas or for a major/minor requirement. Provide the department chair or Core director with syllabi for the courses you believe are appropriate for a requirement, and obtain signatures on this form indicating approvals. (In some case, an email message authorizing approval can be attached to the form in place of a signature.) Without the required signatures, courses not pre-approved will only count as elective credit. It is the student's responsibility to provide the necessary information for evaluation of courses, turn in the form with the signatures, and check the degree audit to confirm that the course satisfied the requirement as approved.

After you have signatures for the courses that have been approved, make a copy for your record and submit the original form to Carol Bonney at the Registrar's Office (Walsh Admin Bldg).

Full Name: <i>(Last, First, M.I.):</i>		E-mail Address: <i>(most frequently checked)</i>	
SCU ID #:	Major:	Minor:	
Term / Year Abroad: <i>(e.g. Fall 2010)</i>	Program Provider: <i>(e.g. IES, Arcadia, Syracuse, etc)</i>	Program Location: <i>(City/Country/University):</i>	

Course Abroad * <i>(Course # and Title)</i>	SCU Equivalent ** <i>(Subject / Number/Title)</i>	Applies Toward <i>(major, minor, core)</i>	Approval Signature *** <i>(Department Chair or Core Director, Prof. Phyllis Brown)</i>	APPROVED FOR:	
				ALL Students	THIS Student Only

* Provide the exact course number and title for all courses, including those those that have been pre-approved and those to be approved by a department chair or the Core director.

** When possible, provide the course number of an equivalent SCU course.

*** All major, minor, core requirements need the appropriate department chair's signature unless the course is listed on our website. (www.scu.edu/studyabroad/courses.cfm) as a Pre-Approved Course in which case you must write "PRE-APPROVED" in lieu of a signature.

Santa Clara University is not responsible for changes or cancellations in course offerings by study abroad program operators. In planning your study abroad course schedule be sure to include alternative selections in the event classes are canceled. In ALL cases, it is your responsibility to ensure that courses will help you meet graduation requirements. **GRADUATION REQUIREMENT AGREEMENT:** I understand the graduation requirements both within my major/minor, as well as for the University/CORE, and I will plan my schedule accordingly:

Student Signature: _____

Date: _____