

Study Abroad Course Approval Form

Note: This form is only required for students who are attending study abroad programs that offer credit outside of GSU.

Student Name _____ GSU ID Number _____ Name of Program _____ School Issuing Transcript _____

City and Country of School Abroad _____ College and Major/Minor _____ Study Abroad Term _____ Academic Advisor(s) _____

COURSE # AND TITLE	CREDIT HOURS*	REQUESTED GSU EQUIVALENT	GSU EQUIVALENT/APPLIES TOWARD	SIGNATURE OF ACADEMIC ADVISOR AND DEAN
<i>As listed at host institution</i>	<i>Verify credit hours with OIS</i>	<i>(i.e., specific course, major, minor, etc.) **</i>	To be completed by Academic Advisor and Dean	

*Number of credit hours awarded may be more or less depending on the transcript from the sponsoring institution or program.

** Approved courses will be determined by the academic advisor and dean.

(Students must provide course title and description, number of contact hours, and whether it is a lower or an upper division course.) Provided that the student passes these courses with at least a "C" grade, the above approved courses will be accepted for the equivalency and credit indicated.

NOTE: Courses will be accepted subject to program approval by the Office of International Services. The student is responsible for confirming that his/her program provides grades or an evaluation. Certificates of attendance or completion do NOT meet the requirements for transfer of credit.

For acceptance of the above courses toward the degree, the official transcript of credit (under seal) must, as soon as possible, be sent directly from the school at which the courses are taken to the Office of International Services:

via FedEx/UPS or US Postal Service:
Office of International Services – Attn: Amy Schoenberg
Governors State University
1 University Parkway, GMT168
University Park, IL 60484

Return this completed document to the Office of International Services. A copy will be provided to your academic advisor.