

## Study Abroad Course Planning Form

 \_\_\_\_\_  
 (Student's name – please print)

 \_\_\_\_\_  
 (Student ID Number)

 \_\_\_\_\_  
 (Study Abroad Host University / Program / Country)

 \_\_\_\_\_  
 (Term Abroad) Fall 201 Spring 201 Summer 201

- A separate form is required for each semester you will be studying abroad.
- List more courses than you actually plan to take. By getting extra courses approved in advance, you will spend less time getting approvals should you need to change courses while abroad.
- Please provide a course description and/or syllabus for each course to the chair of the department evaluating the course and the Office of the Registrar.  
**Note:** This is not required for USAC Specialty programs, the KCP program, or PUCE-Ecuador language & culture courses (it is required for other PUCE courses).
- USAC Specialty Program course equivalencies can be found on the Office of the Registrar website: [www.uidaho.edu/registrar/transfer/Study%20Abroad%20USAC%20Programs](http://www.uidaho.edu/registrar/transfer/Study%20Abroad%20USAC%20Programs). Students should use this website to enter UI Equivalents for USAC Specialty courses below.
- Once all of the courses have been evaluated and your advisor and college dean have approved the plan, bring the form to the Office of the Registrar.

To be completed by the <b>STUDENT</b>		To be completed by the <b>Chair of the Department evaluating the course</b> or their designee (Dept. Chair signature not needed for USAC Specialty program courses that have already been evaluated, see Registrar's website above.)		To be completed by the <b>Registrar</b>
Foreign Course Subject & Number	Foreign Course Title & Credits	UI Equivalent Course (Include Course Subject, Number, and Title) If no UI equivalent, indicate "000" LD/UD/Grad	Dept. Chair Signature or their designee (please print your name below signature)	UI Credits

Note: Transfer course(s) when completed at an approved accredited institution will be articulated by the Office of the Registrar in accordance with UI policies and procedures.

Student Agreement:

I understand the conditions specified below by the International Programs Office and the Office of the Registrar:

- All courses must be taken at an accredited institution of higher education approved by the University
- The credits/units earned at the host institution may not articulate to the same number of credits at UI
- I must be enrolled as a fulltime student as prescribed by the host institution and UI while abroad
- I will notify the UI Study Abroad Office immediately of any changes in my course registrations or status as a fulltime student while abroad
- I must provide a course description and syllabus for any study abroad course(s) I take that is not included in this plan above to the Office of the Registrar for evaluation
- Study abroad courses will not be calculated into my UI GPA, with the exception of some USAC Specialty Program courses.
- Study abroad courses may not be used to replace a prior "D" or "F" at UI
- If I am studying abroad through a non-UI program my coursework will not count towards the UI residency requirement
- It is my responsibility to request an official transcript of my completed study abroad coursework be sent to the UI Study Abroad Office, PO Box 441250, Moscow, ID 83844-1250

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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I have looked over the courses listed above and I approve the student's choice of courses and participation in this study abroad program.

\_\_\_\_\_  
Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
College Dean Signature\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registrar Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Study Abroad Advisor Signature

\_\_\_\_\_  
Date

\*The college dean's signature is required for any upper-division study abroad coursework to count towards the UI residency requirement, see regulation J-2.