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Tentative Course Pre-Approval for Study Abroad & Evaluation/Transfer of Credit

Name of Student	Email Address
Student ID Number	Major/Degree/College
Telephone No.	GPA
Title of Study Abroad Program (University name)	City Abroad
Program Provider	Country Abroad
	Term Abroad
	Begin/End Dates (M/DD/YYYY)

I. Approval of Plan for Study Abroad: List your tentative study abroad course selection below (affiliate or exchange programs). Obtain signed or emailed approval from CSU chair, or director whose academic department would teach the course if it were offered at CSU (or email printouts attached) if you are seeking major/minor or upper division (300/400 level) equivalency approval. Indicate in the space below how the course should apply to CSU degree requirements per Grad Express Degree Audit or transcript. Approval must be sought for any course counting towards major/minor/upper division requirements. General education requirements (University requirements) do not require a signature, but will be reviewed by Registrar. Final credit equivalencies will be determined upon successful completion of study abroad and evaluation of courses. See II Evaluation & Transfer of Credit. All enrolled courses abroad must be taken for a letter grade.

Study Abroad Course Title	Dept/ Course #	Credits	CSU Requirement Being Met or Equivalent Course	Dept. Chair's Printed Name	Dept. Chair's Signature
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Signature of Study Abroad Adviser _____ Date _____

Financial Aid Applicant Statement: "I, the undersigned, understand that I am contracting to complete ____ credit hours from the course listing above. I understand that failure to meet contracted minimum credit hours may result in partial or full repayment of the financial aid which has been disbursed to me."

Signature of Student Applicant _____ Date _____

II. Evaluation and Transfer of Credit: Submit original transcript with official English translation (if necessary) to CISP. Credit is accepted for courses in which the student earns a D or above. Major requirements may require a higher grade (see department). Number of credits will be assessed and added to student's CSU academic record on a pass/fail basis. If credit is to apply to degree or departmental requirements, the student may be requested to submit documentation and obtain signatures as outlined above. Level of credit may be evaluated and approved by faculty/chairperson in appropriate departments or by the Office of the University Registrar. If the student earned credit in several subjects, approvals must be obtained from all departments indicated.

Study Abroad Course Title	Dept/ Course #	Credits	Final Letter Grade Achieved	Dept. Chair's Printed Name	Dept. Chair's Signature
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Signature of Study Abroad Adviser _____ Date _____

Submit signed form to Center for International Services and Programs