

STUDY ABROAD COURSE APPROVAL REQUEST FORM

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ W#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Weber Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Student Instructions**  **Step 1:** Meet with the Director of Study Abroad and Exchanges to determine what courses are available for you at your chosen location.  **Step 2:** Complete the top portion of this form and the first three columns of the table below.  **Step 3:** Take this form along with relevant information such as course descriptions and syllabi for each course listed in column one to the appropriate academic. For example, if you want history credit, you should go to the History Department.  **Step 4:** Once complete, make a copy of this form for your records and return the original signed copy to the Study Abroad Office. | | | **Approver Instructions**  This student is requesting your approval for the courses listed below. The student should provide you with details needed to make an informed decision. If necessary, you may request additional information, such as course work completed, or institution information from the international school.  **Step 1:** Determine the most suitable Weber State equivalent from your department, and fill in appropriate fields.  **Step 2:** Sign form and **PRINT**your last name next to the signature.  **Step 3:** Return completed form to student. | | | |
| **Study Abroad Course Title, Number** | **Credits** | **WSU Equivalent** | | **Notes** | **Department Approval**  **(Please Print *and* Sign)** |
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**Program and Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**