

Yellowjackets were meant to fly!



UW-SUPERIOR STUDY AWAY FORM

(SEE DIRECTIONS ON REVERSE SIDE)

Name _____ **SID:** _____
(Please print all information) Last First MI

Mailing Address _____
Street City ST Zip

Phone _____ **Email** _____ **Major/Minor** _____

Year/Term Abroad _____ **Country** _____ **Institution** _____

I understand I am financially responsible for the charges related to this study abroad experience, and that I must submit this completed form to the Registrar before going abroad.

Student Signature Ψ _____ Date _____

PART I – Office of International Programs
 This student has met with me, chosen a study abroad provider, and submitted the UWS Study Away processing fee.

Name (printed) _____ Signature \mathcal{X} _____ Date _____

PART II – Course Equivalencies

INTERNATIONAL INSTITUTION				UW-SUPERIOR			
SUBJ	NO	TITLE	CR.	SUBJ	NO	TITLE	CR.

PART III - Advisor & Chair Recommendation

I agree the courses listed above will be applied toward the student's degree.

Academic Advisor Name (printed) _____ Signature \mathcal{X} _____ Date _____

Chair Name* (printed) _____ Signature \mathcal{X} _____ Date _____

* If requesting transfer credit offered by a different instructional department.

PART IV - Financial Aid Office

This student has met with me. They understand the process for utilizing federal financial aid to fund their study abroad studies.

Name (printed) _____ Signature \mathcal{X} _____ Date _____

PART VI - Registrar's Office

This student has met with the Registrar. The student understands a 12 credit study abroad course will be entered on to their UWS transcript to remain until an official transcript arrives from their study abroad institution at which time the 12 credit course will be removed and the actual courses, credits and grade points completed abroad will be entered onto the students official transcript. These courses will affect the student's cumulative grade point average. The student understands it is their obligation to provide the international transcript to the Registrar's Office. The Registrar's Office will equate the international courses to UWS course for degree audit purposes.

Name (printed) _____ Signature \mathcal{X} _____ Date _____

Study Away Form Instructions

Directions for Students:

NOTE: This form must be filled out in order, step-by-step. It is not possible to skip a step and move on to the next!

1. Meet with the Study Away Advisor for advice on choosing a program provider* and to secure forms. Once you have decided on a program, submit the study away processing fee to the Office of International Programs and secure signature.
2. Complete the provider's* application (with sufficient time for processing). Attach a copy to the Study Away Form.
3. Meet with Department Academic Advisor (see below) AND Department Chair (of the student's major) to secure required signature(s) and recommendation in Part III. If you are requesting credit offered by another department, the appropriate Department Chair's approval is required.
4. Both the Department Academic Advisor and Department Chair of the student's major must sign Part III.
5. Meet with the Director of Financial Aid and secure the appropriate signature.
6. Meet with the Registrar, secure appropriate signature, submit form and receive student copy.

NOTE: Study Abroad Forms will not be accepted from students who have a "hold" on their account.

*Providers include: UW-Superior official exchange programs in Canada, China, Germany, Japan, South Korea, and CONAHEC member institutions, CIME (Costa Rica), UW-System sister schools, USAC (University Studies Abroad Consortium), and the Wisconsin in Scotland Program.

**Please talk with the Study Away Advisor regarding different program fees.