STUDYING ABROAD ON A NON-APPROVED PROGRAM
FOR STUDENTS NOT ENROLLED IN THE COLLEGE OF ARTS & SCIENCES
OR THE COLLEGE OF MEDIA, COMMUNICATION, AND INFORMATION

Student Name

Term abroad

Country of program

City of program

Program’s U.S. sponsor or foreign institution

Study abroad program

Program Sponsor Address

Institution issuing the transcript upon completion of coursework

□ STEP 1: Visit the CU-Boulder Office of Admissions

Admissions determines if you can receive CU-Boulder transfer credit for academic work done at other institutions. You will not receive transfer credit, even elective credit, unless Admissions accepts the credit.

CU-Boulder normally accepts transfer credit from this institution □ Yes □ No

Admissions staff signature: ___________________________ Date: __________________

□ STEP 2: Get school or college advising*

Consult an advisor in your school or college about which, if any courses from your non-approved study abroad program can be used to fulfill requirements (electives, core credits). There can be a wait for an appointment, so plan ahead.

Approved for college credit ____ Yes ____ No

Applicable conditions ____________________________________________

Advisor’s signature ____________________________________________

Date: __________________________

*Note: You may skip step 2 if you do not wish to fulfill college requirements while abroad.

□ I will not be fulfilling college requirements while abroad.
□ **STEP 3: Get major advising**

Your major advisor (Engineering or graduate) or college advisor (Environmental Design, Business, Education, or Music) can advise you about which courses on your non-approved study abroad program might apply towards fulfillment of major requirements. **There can be a wait for an appointment, so plan ahead.**

Approved for departmental credit _____ Yes _____ No

Applicable conditions ___________________________________________________________

Advisor’s signature ___________________________________________________________

Date: _________________________________

*Note: You may skip step 3 if you will not be earning credit towards your major.

☐ I will not be earning major credit while abroad.

□ **STEP 4: Distribute copies of the completed form**

Once you’ve completed the steps above make copies of this entire form. Distribute copies to the following:

☐ Office of Admissions - 552 UCB  
☐ Your major/college advisor  
☐ Keep a copy for your own records

You should also keep records of all work completed abroad to document what was covered in your courses.
ADVISING FORM FOR NON-APPROVED
STUDY ABROAD PROGRAMS

Name of student: ___________________________  Student Number: __________________

Academic advisor: _________________________  Department: ________________________

Anticipated place of study:

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<tr>
<th>University</th>
<th>City</th>
<th>Country</th>
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Study Abroad Organization: ______________________________________________________

I. Courses which will be taken abroad: Semester credits  Agreed upon equivalency

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Equivalency</th>
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II. Courses which need to be taken upon student’s return to CU-Boulder

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<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Equivalency</th>
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Student’s signature  Date

Signature of academic advisor  Date

Academic advisor’s email address