



Spanish Abroad, Inc.

Academic Advisor Program

The applicant should fill out the top portion and give it to the proper official responsible for approving study abroad programs. Please include a stamped envelope so that he/she may mail this form directly to Spanish Abroad, Inc.

Name of Student: _____

Program Location: _____ Semester Dates: _____

Current Address: _____ Telephone #: _____

Do you give Spanish Abroad permission to release information to your University Advisor? Yes: ___ No: ___

Do you authorize your University Advisor to release information to Spanish Abroad? Yes: ___ No: ___

(Note: Student Signature is required at the end of this document)

Advisor Questionnaire:

The official responsible for approving study abroad programs must complete this portion.

1. Is this student in good academic standing? Yes: _____ No: _____

Comments: _____

2. Has this student been approved to study abroad through the necessary means? Yes: _____ No: _____

Comments: _____

3. Will the classes and credits taken through the Spanish Abroad program be accepted towards the student's degree program?

Yes, the credit will transfer

Yes, but not until the student successfully completes the study abroad program and the proper documents (transcripts, course work, exams) are received.

Yes, but only on the following conditions: _____

No, transfer credit will not be accepted.



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4. How long have you known the applicant? _____

5. How would you rate the applicant's class performance? _____

6. In your opinion, what is the applicant's maturity level? _____

7. Is he/she able to conduct himself/herself in an adult manner? _____

8. Comments: _____

Advisors's signature: _____ Advisors's Name (print): _____

Title: _____ Institution: _____

Address: _____ Telephone: _____

Email: _____ Date: _____

To help determine course equivalencies and transfer credits consult the worksheet provided on the final page!

Student Agreement:

I have read the statement above and understand the credit transfer policy of my institution.

Student Signature: _____ Date: _____



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Course Credit Transfer Form

This document does not officially determine the equivalency of study abroad courses between Universities. The main purpose of this document is to provide guidance for both the advisor and student.

To be completed by the student		To be completed by the advisor		
List courses you intend to take while abroad.	Pre-approved Equivalency (If applicable)	Can this course be applied to any course at the home university?	How will these course be applied at the home university?	Advisor initials
List desired and alternate courses		Yes or No	(Core requirement? Elective? Gen. Studies, Foreign Lang, etc.)	
Advisor's Recommendations:				

QUESTIONS THE STUDENT SHOULD ASK HIS/HER DEPARTMENTAL AND COLLEGE ADVISORS:

1. How is my international study coursework likely to be used toward my degree requirements?
2. Can any core or major requirements be fulfilled on the program?
3. Can elective credit be earned for courses not offered at my university?
4. Can requirements for a minor be fulfilled?
5. Can thesis or research hours be completed while overseas?
6. How does one determine the transfer credit?