

PREAPPROVAL WORKSHEET FOR GRADUATE STUDENT STUDY ABROAD TRANSFER CREDIT

Note: Graduate students seeking credit for Study Abroad for non-UNL sponsored or independent programs must also file a personal data form and program information with International Affairs, 420 University Terrace (0682).

Name: _____ Social Security Number: _____

Study Abroad Location and Institution: _____

Study Abroad credit will be earned during the following UNL term(s): _____

Instructions: 1) Students should discuss their proposed program with appropriate signatories as identified in section 6; 2) Fill in information requested below for proposed study-abroad course - use a separate form for each course; 3) Obtain required signatures; 4) File original with International Affairs (420 University Terrace) and copies with the graduate committee chair and the Graduate Studies Office.

Coursework Information:

1. Validating Department:

2. Course Description:

3. Number of UNL credits to be received for the study-abroad coursework and (if applicable) the equivalent UNL course title and number.

4. Grading Arrangement for study-abroad course (P/NP or a letter grade of C or better).

5. Follow-up arrangements required by UNL as part of credit granting process (paper, oral report, presentation of course syllabus, etc.).

6. Signatory approval below (as appropriate to degree seeking status):

Degree Seeking			Non-degree Seeking		
_____ Department Evaluator <small>(If validation is from a department other than student's home department)</small>	_____ Dept. Name	_____ Date	_____ Department Evaluator	_____ Dept. Name	_____ Date
_____ Graduate Advisor	_____ Dept. Name	_____ Date	_____ Education & Human Sciences Certification Office <small>(for teachers certification ONLY)</small>		_____ Date
_____ Graduate Committee Chair	_____ Dept. Name	_____ Date			
_____ Dean of Graduate Studies			_____ Date		

International Affairs will send you instructions for validating the transfer of credit once your foreign records are received. Both completion of a validation form and submission of the foreign transcript (or mark sheets) are required by the Graduate Office before credit can be accepted to apply toward an advanced degree, or be posted to a graduate transcript.