

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 meet with and submit this completed form to the Registrar before going abroad. I further understand that my signature below gives the Registrar my permission to enroll me in a 12 credit placeholder course for the term listed above.

Student Signature ✨ _____ 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 of Program: _____

Name (printed) Cherie Sawinski Signature *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.

Advisor Name (printed) _____ Signature *X* _____ Date _____

Chair Name* (printed) _____ Signature *X* _____ Date _____

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

PART IV - Financial Aid
(If you are registering for credits at another institution, a consortium agreement with Financial Aid is also required except in the case of the National Student Exchange.)

I wish to have my financial aid revised for the cost of this Study Away program. This may result in additional loans. _____ YES _____ NO (if no, continue to Part VI)

I am a Wisconsin resident for tuition purposes _____ YES _____ NO Indicate amount of WI Study Abroad Grant received in the past: \$ _____

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 *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. Complete Financial Aid section. You do not need to meet with Financial Aid; a copy of this form will be forwarded to Financial Aid if you wish to have your aid revised. You will receive an email from them when revision is complete. If you are registering for credits at another institution, you must also have a consortium agreement in place with Financial Aid for your aid to release. Consortium agreements are available on the financial aid website at <http://www.uwsuper.edu/finaid/forms/index.cfm>, or in 110 OM.
6. Meet with the Registrar, secure appropriate signature, submit form and receive student copy. Once you give the form to the Registrar, you will be enrolled in a 12 credit placeholder course. If, for any reason, you decide to not study abroad, you must notify the registrar to remove you from this placeholder course.

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, and USAC (University Studies Abroad Consortium).

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