**Course Pre-Approval Form**

**Purpose:** This form is required for all UALR students participating in a study abroad program that wish to receive credit at UALR. The student’s Academic Adviser and the relevant department chair must approve the courses to be accepted as lower level, upper level or equivalent UALR courses that can be applied to the student coursework.

**Instructions:** To receive credit for completed study abroad courses, the student must have all study abroad courses pre-approved by their academic department by submitting this form to Study Abroad prior to departure.

**Student:** list the title of the courses you plan to take at the host institution exactly as it will appear on your transcript. Make an appointment with your adviser and bring all syllabi/course descriptions for each course listed below.

**Academic Advisers/Chair:** indicate if the course is approved as an upper level elective or lower level elective or list the UALR course equivalent. Each course must have the approval of the respective Department Chair.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Student Name:** | | **T#:** | **Major(s):** | |
| **Study Abroad Program:** | | | | |
| **Term:** | | **Host Institution:** | | |
| **Program Start Date:** | **Program End Date:** | | | **Country:** |

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| **Course Pre-Approval** | | | | | | |
|  | **Study Abroad Course Number/Title** | **Credits** | **=** | **UALR Equivalent** | **Credits** | **Chair Initials** |
| 1 |  |  | **=** |  |  |  |
| 2 |  |  | **=** |  |  |  |
| 3 |  |  | **=** |  |  |  |
| 4 |  |  | **=** |  |  |  |
| 5 |  |  | **=** |  |  |  |
| 6 |  |  | **=** |  |  |  |
| 7 |  |  | **=** |  |  |  |
| 8 |  |  | **=** |  |  |  |
| 9 |  |  | **=** |  |  |  |
| 10 |  |  | **=** |  |  |  |

**Academic Adviser:** As the student’s Academic Adviser, I have reviewed the proposed courses with the student and indicated how these courses may be applied towards the student’s degree plan.

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Academic Adviser Signature Date

**Student:** I understand that it is my responsibility to request that an official transcript be sent to UALR Study Abroad from my host institution upon completion of my proposed study abroad program. As preparation for studying abroad, I also understand that it is my responsibility to determine how my study abroad courses will impact the progress towards my degree and anticipated graduation date.

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Student Signature Date