

## INSTRUCTIONS

The purpose of this form is to:

- Ensure that you continue to make appropriate progress toward your academic degree while abroad.
- Certify that your academic department and college/school are aware and approve of your decision to study abroad and transfer credit back to MU.
- Confirm that you understand how the courses taken abroad will be applied toward your MU degree requirements.

**It is important that you complete this form step-by-step in the following order:**

1. **Meet with your study abroad program coordinator** if you need help locating the course information for your chosen program. Course information for MU International Center programs can be found on the program's website under the academics section. List the course(s) for your program on the form.
2. **Meet with your academic adviser(s)** to discuss how the course(s) will count toward your degree at MU. Your adviser will also let you know what additional supporting materials may be needed in order to make a final decision regarding how credit will be applied to your MU degree.
3. **Obtain certification from your dean's office (undergraduate students) or the Office of Research and Graduate Studies (graduate students)** and complete any necessary paperwork.
4. **Submit your finalized course proposal** to the International Center, keeping a copy for your own records. A copy will also be uploaded to your myStudyAbroad account for easy access while you are abroad.

**Please note:**

- Some MU colleges/schools will not permit students who are on academic probation to study abroad. Eligibility to study abroad is contingent on review of all your grades until the time of departure for your program.

Name: \_\_\_\_\_ MU student #: \_\_\_\_\_

MU program abroad: \_\_\_\_\_

Term/year:     winter break 20 \_\_\_\_         summer 20 \_\_\_\_         spring break 20 \_\_\_\_

MU course title	Academic adviser's comments UNDERGRADUATE	Academic adviser's comments GRADUATE
	<input type="checkbox"/> Major requirement <input type="checkbox"/> General ed. requirement <input type="checkbox"/> Minor requirement <input type="checkbox"/> Elective	
	<input type="checkbox"/> Major requirement <input type="checkbox"/> General ed. requirement <input type="checkbox"/> Minor requirement <input type="checkbox"/> Elective	
	<input type="checkbox"/> Major requirement <input type="checkbox"/> General ed. requirement <input type="checkbox"/> Minor requirement <input type="checkbox"/> Elective	

**FOR STUDY ABROAD PARTICIPANT**

\_\_\_\_\_ study abroad applicant signature \_\_\_\_\_ date

**FOR ACADEMIC ADVISER**

\_\_\_\_\_ academic adviser signature \_\_\_\_\_ printed name \_\_\_\_\_ date

\_\_\_\_\_ academic adviser signature (for double major) \_\_\_\_\_ printed name \_\_\_\_\_ date

**FOR DEAN'S OFFICE/OFFICE OF RESEARCH AND GRADUATE STUDIES**

The above-named student is academically eligible and is approved to study abroad.

(For students with majors in more than one college/school.)

\_\_\_\_\_ academic unit dean signature/stamp \_\_\_\_\_ date  
Office of Research and Graduate Studies signature/stamp

\_\_\_\_\_ academic unit dean signature/stamp \_\_\_\_\_ date