

Student Information

Last Name		First Name		UA ID Number
Current Major (Plan)		Current College (Program)		Class Level
Telephone Number		UA Email Address		
				@



Instructions

1. Read the Education Abroad information located at <http://www.uakron.edu/education-abroad>.
2. You are requesting permission to take a specific course. Therefore, when filling out this form, you must provide the exact course name and number of the host institution course.
3. Log into one of the following resources: (1) <https://www.uakron.edu/transfer/ted> and select the country, state and school OR (2) <https://transferology.com> (this website requires that you create an account) and enter the school name, term and course you wish to enroll in. If the course shows an equivalent to a UA course, enter the course information on this form.
4. If no equivalency exists, you will need to obtain a course description from the host institutions catalog (or website) and/or a course syllabus and submit it to intltransfer@uakron.edu for UA equivalency review. Once the course description and/or syllabus has been reviewed, the approved equivalency course information will be listed in <https://www.uakron.edu/transfer/ted>. After all courses have been approved, you may continue with processing this form.
5. If you are requesting a waiver of the Final 30 Credits in Residence requirement, you must provide a written rationale and attach it to this form.
6. Contact your academic advisor to schedule an appointment to meet and discuss your Education Abroad permission request. Your academic advisor's signature is required on this form.
7. Obtain your college dean's signature. Your academic advisor will provide instructions on how to obtain this.
8. A copy of this approved form must be submitted to the Education Abroad Office either via email to both edabroad@uakron.edu and intltransfer@uakron.edu or in person to the International Center.
9. Retain the original for your records. The host institution may require a copy of the approved form prior to registration.
10. Once the Education Abroad course has been completed at the host institution, request that an official transcript be sent to: **International Center, The University of Akron, Akron OH 44325-4711**

Conditions of Request (select all that apply)

- Student is in good academic standing.
- Student is not requesting to complete transient coursework during the last 30 credits of a baccalaureate degree or 15 credits of an associate degree. ****Exception requested to last 30/15 in residence by student's dean (signature required).**
- Student understands that an official academic transcript must be sent directly to Education Abroad (+4724) from the host institution upon completion of Education Abroad coursework.

Conditions Verified.	Academic Advisor's Signature	Academic Advisor's Printed Name	Date

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Host Institution Information

College/University Name	Quarter/Semester	Regional Accreditation (https://ope.ed.gov/accreditation)

Education Abroad Course Information

				Term	Year		
Host Institution Course				UA Direct Course Equivalent			
Subject	Catalog	Title	Credit(s)	Subject	Catalog	Title	Credit(s)
Host Institution Course – Mode of Instruction				OR	General Education Equivalent Tier and/or Area		Credit(s)
<input type="checkbox"/> In-person -or- <input type="checkbox"/> On-line							
Comments							

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<input type="checkbox"/> In-person -or- <input type="checkbox"/> On-line							
Comments							

Dean's Authorization

		<input type="checkbox"/> Permission Granted	<input type="checkbox"/> Request Denied
College of Current Major (Plan)			
Dean's Signature	Dean's Printed Name	Date	
Comments	<input type="checkbox"/> **Exception granted to last 30/15 in residence – Dean's Initials:		

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