



# EDUCATION ABROAD TRANSFER CREDIT APPROVAL FORM

This form is required for all CSU undergraduate students participating in an approved transfer credit education abroad program. Coursework is pre-evaluated by the Registrar's Office to determine how it will transfer back to CSU.

## STUDENT INFORMATION

Name: \_\_\_\_\_ CSU ID #: \_\_\_\_\_ RAMS Email Address: \_\_\_\_\_  
 Program Name: \_\_\_\_\_ Location: \_\_\_\_\_ Sponsor (i.e. CSU, ISA, USAC): \_\_\_\_\_  
 Term Abroad: \_\_\_\_\_ Institution Issuing Transcript: \_\_\_\_\_

## STUDENT INSTRUCTIONS/CHECKLIST

- o STEP 1: Determine your CSU Graduation Requirements (look at DARS or meet with your ASC/academic advisor).
- o STEP 2: Research courses at your host institution that meet requirements and save electronic copies of all course descriptions.
- o STEP 3: Save this form to your desktop. Close the form and reopen using Adobe. Fill in "Completed by Student" sections.
- o STEP 4: Upload Transfer Credit form and all course descriptions to the following website:  
<https://registrar.colostate.edu/international-transfer-credit-education-abroad/>
- o STEP 5: Check your @RAMS email for receipt of your evaluated form (allow two weeks for processing).
- o STEP 6: Email the form to your major/minor ASC/advisor(s) for final assessment and advisor signature.
- o STEP 7: Make a copy for your records. Completed forms should be emailed to [educationabroad@colostate.edu](mailto:educationabroad@colostate.edu).

**REGISTRAR  
STAMP**

COMPLETED BY STUDENT		COMPLETED BY REGISTRAR		COMPLETED BY DEPARTMENT/ADVISOR			
Host Institution Course Information		CSU Course Equivalency & Initial	# of credits awarded	~√ if equivalency determined upon return	Indicate major, minor, and/or elective requirement	~√ if applies to all students	Re-evaluation & Initial
Course Prefix/Number (i.e. SOC 100)	Course Title						

## REGISTRAR COMMENTS:

Direct Enrollment/Unaffiliated Approval (required for programs not listed in the Education Abroad program search):

\_\_\_\_\_  
 Education Abroad Coordinator Signature Date

## ASC/ACADEMIC ADVISOR APPROVAL & COMMENTS:

\_\_\_\_\_  
 ASC/Academic Advisor Name Signature Date

\_\_\_\_\_  
 Second Major/Minor Advisor Name (if applicable) Signature Date