

**1: CWRU Program/Plan Information**

Last Name: Schmoe CWRU Email: Joe.Schmoe@case.edu  
 First Name: Joe Entered CWRU: Aug 2023  
 SIS ID: jxs000@case.edu Graduation Term: May 2027  
 Program Abroad: UC3M Term and Year Abroad: Fall 2024

**Instructions:**

Students should email the **academic representative** for the department in which credit transfer is being requested. (ex: If requesting approval for a stats course, ask the math academic representative.) When emailing course approval requests, send the link to this form as an *editable* Google drive file and the syllabus for the overseas course to the academic representative listed [here](#). For more info about the course approval process [click here](#). The **due date for this form is the Friday before finals week in the semester prior to the study abroad term.**

**2: Course Approvals**

Get more courses approved than you will take abroad. For technical electives and course substitutions not listed in SIS, students and their advisors will need to use the **AR substitution form** and upload it *with this form* to your study abroad online application.

Overseas course name and #	CWRU course code (ex. ANTH300TR)	Academic Representative Approval	Office use only	
			Credit Received	Pass/No Pass
Intro to Biomaterials (15553)	EBME 306	Deborah McGivney		
International Trade (13250)	ECON 373	<i>Jim Hurley</i>		
International Human Resource Management (13937)	MGMT 300-TR	Tiffany Schwedemen		
The Welfare State in Comparative Perspective (16932)	POSC 300-TR	Joe White		
Television Studies (13520)	ENGL 285	Kurt Koenigsberger		
History of Journalism (13495)	HIST 200TR	Renee Sentilles		
Linear Algebra (13879)	MATH 307	Chris Butler		
Algorithms (16484)	CSDS 310	Harold Connamacher		
Statistics (15535)	STAT 312	Paula FitzGibbon		
Industrial Automation (15505)	EMAE 300-TR	Robert Gao*		
Periodismo International (13284)	SPAN 200-TR	Jacqueline Nanfito		

**3: Credit Conversion (student to complete)** Abroad credits (ex: 5 ECTS)

2.5 = 5

CWRU credits (ex: 2.5)

Find this information in the "Academics" tab on your program application page.

**4: Major Advisor Approval (once course approvals are finalized)**

Advisor's Name: Anne Academic Advisor Signature: Anne A. Advisor Date: 01/01/2020

**5: Study Abroad Advisor Approval**

Advisor's Name: Cami Ross Signature: Cami Ross Date: 01/02/2020

**6: Student signature (complete online):**

Please review the [academic policies for course transfer](#). You can find these policies in your study abroad online application. Your online signature is required and will be a confirmation that you understand and will abide by these terms and conditions.