

# CLARK CENTER FOR INTERNATIONAL EDUCATION

## Overseas Study Course Approval Form

Planned graduation date:        = December                        = May                        = August                        Year \_\_\_\_\_

Name \_\_\_\_\_ Cortland ID # \_\_\_\_\_ E-mail \_\_\_\_\_

Local Address \_\_\_\_\_ Local Phone \_\_\_\_\_

Permanent Address \_\_\_\_\_ Perm. Phone \_\_\_\_\_

Major \_\_\_\_\_ Overseas program \_\_\_\_\_ Semester \_\_\_\_\_

**GRADES RECEIVED FROM A SUNY CORTLAND OR OTHER SUNY STUDY ABROAD PROGRAM WILL BE ENTERED INTO THE STUDENT'S ACADEMIC RECORD AND CALCULATED INTO THEIR GPA.**

NOTE: All Study Abroad programs have been approved for liberal arts credits.

Overseas Course Number & Title	Credit Hours	Cortland Equivalent (if any)	Dept & Level (100, 200, etc.) (if no equivalent)	GE Cat. Req. Comm. Appr.
Example: 1: MT 308 Retail Strategy	3	None	MGT 3XX	none
Example: 2: OP 131 French	3	French 202		

Please provide at least 8-10 choices in the event you are unable to secure your first course preference.

Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Dept. Int'l Coordinator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Associate Dean's Signature \_\_\_\_\_ Date \_\_\_\_\_

I understand how this study, as approved, affects my degrees and my transcript. I also understand that these course approvals are my own responsibility, and NOT that of the Office of International Programs. It is also my responsibility to obtain approved home campus equivalents for any and all classes I participate in while overseas. **In the event that I change any of the above courses, I understand that I must seek additional approval from the Associate Dean of my school by the end of the first full week of classes abroad. Failure to do so may jeopardize the fulfillment of my degree requirements.**

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

E-mail contacts: Associate Dean Marley Barduhn (Education) [barduhn@corland.edu](mailto:barduhn@corland.edu)  
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 Associate Dean Eileen Gravani (Prof. Studies) [gravanie@corland.edu](mailto:gravanie@corland.edu)

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