

ITHACA COLLEGE STUDY ABROAD PETITION FOR TRANSFER CREDIT – NON-AFFILIATED PROGRAMS

NAME: _____ STUDENT ID NUMBER: _____ EMAIL: _____
Last First

MAJOR: _____ MAJOR ADVISER: _____ MINOR: _____

EXPECTED GRADUATION DATE: _____ WHEN WILL THE COURSES BELOW BE TAKEN? FALL WINTER SPRING SUMMER YEAR: _____

INSTITUTION OFFERING STUDY ABROAD PROGRAM: _____ LOCATION: _____
City Country

In consultation with your academic adviser, fill in study abroad course number, credits & course title. You may use a second Petition for Transfer of Credit form if you need to get more than 6 classes approved. Attach a syllabus or detailed course description (available from the study abroad program) to this form. Bring this form and syllabi to the chairs of the relevant IC departments. The Chairs will fill in IC course number equivalents when they sign. Then, obtain signatures at bottom of petition in order listed. Keep a copy for your records, and submit the original to the Office of the Registrar.

All courses taken on a non-affiliated program must be approved on a Petition for Transfer Credit in order to transfer back to IC. No coursework will transfer back without this form being completed and submitted to the Office of the Registrar, and a transcript from your study abroad program being sent to the Office of the Registrar after program completion. Note that you must earn a C- or better in each course in order for the credits to transfer. The grades you earn abroad will NOT be included in your Ithaca College overall GPA.

ICC CREDIT: If you wish to petition for ICC designations, in addition to this form you must also submit an ICC petition, available at www.ithaca.edu/icc/resourcestudents/studyabroad/.

Abroad course #	Credits	Abroad course title	Signature: Chair of relevant dept.	Date	IC course # equiv.	LA	NLA
1.	_____	_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
2.	_____	_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
3.	_____	_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
4.	_____	_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
5.	_____	_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
6.	_____	_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

1. INTERNATIONAL PROGRAMS
 I confirm that the above listed program is accredited through (or has a transcribing relationship with) either a U.S. accrediting body or a foreign equivalent, and that the student has been approved by the Office of International Programs for participation in this program.

 Signature _____
 Date

3. ADVISER
 I have reviewed the above listed course(s) with the student and approve them as appropriate to the student's academic program and degree requirements.

 Signature _____
 Date

2. STUDENT
 I understand that: (1) approval on this form is valid only for the course(s) listed above, (2) I will receive credit only for approved courses taken abroad, and (3) I must earn a C- or better for the credits to transfer. The grades will NOT be included in the calculation of my IC overall GPA. I have consulted with my adviser about how these courses will work with my degree requirements.

 Signature _____
 Date

4. DEAN/ASSOCIATE DEAN
 I have reviewed the above listed course(s) and Ithaca College equivalencies that have been assigned, and agree that the courses are appropriate to the student's academic program.

 Signature _____
 Date