



Study Abroad Approval Form

Office of the Registrar, 3800 Victory Pkwy., Cincinnati OH 45207-3351 Phone: (513) 745-3941 Fax: (513) 745-2969

Student I.D. Number: 000123456 Last Name: Doe First Name: Mary Middle Initial: A Student E-Mail: doem@xavier.edu
Abroad Program Name: Xavier in Rome Student's Major: Classics ☐ Fall Term ☐ Spring Term ☒ Summer Term Year: 2021

Please select the appropriate study abroad program: (If you do NOT know the type of program please contact the Study Abroad Office at 513-745-2864)

☐ Xavier Sponsored Semester

- Courses taken at international institution
- Tuition paid to Xavier University
- STAB Placeholder

☒ Xavier Faculty Led

- Registered in a Xavier University course taught by Xavier faculty
- Tuition paid to Xavier University
- XU Course(s)

☐ Xavier Direct Exchange

- Courses taken at international institution
- Tuition is paid to Xavier Univ.
- XU Placeholder

☐ Non-Xavier Sponsored Program

- Not affiliated with Xavier University
- Tuition paid to international institution
- XU Petition Required (Fall/Spring Only)
- STAB Placeholder

- Students participating in Study Abroad Programs will be reported to the National Student Clearinghouse as a currently enrolled student for the applicable terms.
- Students on non-faculty led study abroad programs approved by the Center for International Education will have a placeholder course put on their academic record for the term they are abroad.
- If the student decides to not participate in the study abroad program, the student is responsible for notifying the Center for International Education and Office of the Registrar immediately.

Be sure to select Xavier Faculty Led

- Fill in the classes you want to take in the section on the left.

• Student acknowledges that failure to adhere to University and CIE policies, procedures, and deadlines can have academic and financial ramifications.

Information About Course Abroad			Xavier Course Equivalent (for Non-Faculty Led)		
Course # and Title	Course Title	Credit Hours	Course # and Title	Credit Hours	Dept. Chair Approval
ARTS 113	Art in Rome	3			
PHIL 200	Philosophical Perspective	3			

DONOT NEED

If the appropriate forms are not filled out and approved prior to study abroad experience, student risks acceptance of coursework toward degree requirements by Xavier University.

1. _____
Student Signature

2. _____
Academic Advisor's Signature

3. _____
Dean's Signature

4. _____
Study Abroad Advisor's Signature

- You may find the courses offered on the Academics tab of the [Application](#) brochure for the program you have selected
- There is no need to get department approval because they are already Xavier classes
- Sign the form
- Have your advisor sign
- Take form to the Dean's office of your college (Arts and Sciences in Alter Hall 202, Professional Sciences in Hailstones Hall 100, Business in Smith Hall 120A, Nursing in Cohen 119) to sign
- Bring in to Center for International Education in Gallagher 230 and you're done!