

**BERRY COLLEGE STUDY ABROAD
Course Substitution Approval Form**

Student Name: _____

ID: _____

Date: _____

The courses listed below will be taken at _____
Name of host institution and country

The courses listed in the left-hand column are courses to be taken abroad. The middle column lists either a specific Berry course equivalent or how the course will be used in the student's program of study (e.g., 300-level Business elective). The third column lists the Study Abroad designation and number to be completed by the Director of International Programs. The appropriate Department Chair and School Dean must sign the form to indicate major or minor approval. During pre-registration, submit this form (with the necessary signatures) and the Berry Pre-Registration Form to the Study Abroad Advisor in the Registrar's office. This form must be in the student's file BEFORE he or she leaves for the study abroad experience.

Title of Course to be taken abroad:

Use in Berry College program of study as:

Study Abroad designation & number:

e.g., Moral Philosophy 1-3 hours

e.g., 200-level philosophy elective

e.g., STA 205 (to be completed by
Director of International Programs)

Student (signature and date)

Advisor (signature and date)

Department Chair (signature and date)

School Dean (signature and date)

Director of International Programs (signature & date)

Registrar (signature and date)

Note: Course descriptions are available from the Director of International Programs, the individual program coordinators, or the Registrar's office.