Individual Academic Plan for Semester Studies at a Foreign Institution

Applicant Information

Full Name: ________________________________  ID: __________

Last  First  M.I.

Phone: ________________________________  Email: ________________________________

Exchange Program: ________________________________

Term (circle one): Fall/Spring  Year: __________

Academic Advisor at Foreign Institution: ________________________________

Questions

Please list the following on a separate sheet of paper:

1. Academic goals for the semester

2. Courses (please include short description/syllabus and meeting minutes of instruction time excluding exams for each course)

3. Number of approved expected transfer credits

4. Co-curricular, extra-curricular, and professional development activities, if any, while on study abroad

NU Guidelines for credit transfer:

- Credit will be recorded for C+ and above grades received in pre-approved courses
- No grade will be recorded and factored into overall GPA
- No credit will be recorded for pass/fail courses
- The overall guidelines for credit transfer calculation is 700 class instruction meeting minutes = 1 NU credit
- Class minutes do not include time spent on preparing or taking exams
- You must enroll in a minimum of 8 NU-equivalent credits to be in full time status
- You may receive a maximum of 14 NU-equivalent credits for the semester
- You must provide copies of all papers submitted at the foreign institution for review (electronic copy or hard copy accepted)
- Credit will be recorded upon presentation of an official transcript from the foreign institution
- Please note that in order to transfer credits to Northwestern, you will be required to submit copies of all final projects and papers (preferably on a flash drive)
- You may change your course selection upon arrival at your host school, but you must revise and resubmit your Individual Academic Plan for credit pre-approval. Credit will be transferred only for courses that were pre-approved by the Director of International Programs, in which a grade of C+ and above was obtained.
I certify that my answers are true and complete to the best of my knowledge.

Signature:  

Date: