

# Approval of Study Abroad Transfer Credit Courses

Duke University / Trinity College of Arts and Sciences  
and Pratt College of Engineering

Please return this form to the  
Global Education Office, Smith Warehouse, 114 S. Buchanan Blvd.  
Bay 6, 2<sup>nd</sup> Floor, Box 90057, Durham, NC 27708-0057  
Tel.: 684-2174 ■ Fax: 684-3083 ■ [gloaled@duke.edu](mailto:gloaled@duke.edu)

To the Director of Undergraduate Studies: Below is information about a course which is not yet part of the database of approved study abroad transfer credit courses in the Global Education Office. The student listed wishes to take this non-Duke course while studying abroad and receive transfer credit (no Duke grade) upon return to Duke. Please review the attached course description, and return a copy of this memo with your recommendation of course number, area designation and course value to the address listed above. If you need further information about this course, or have any questions, please feel free to contact our office. Thank you for your assistance.

Student Name: \_\_\_\_\_ Major: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Program: \_\_\_\_\_ Country: \_\_\_\_\_  
Term: Fall \_\_\_\_ ; Spring \_\_\_\_ ; Summer \_\_\_\_ Year: 2015 \_\_\_\_ ; 2016 \_\_\_\_ ; 2017 \_\_\_\_ ; 2018 \_\_\_\_  
Foreign Course Number & Title: \_\_\_\_\_  
Corresponding Duke Department: \_\_\_\_\_

This course is a: \_\_\_\_ Regular course offering; \_\_\_\_ Independent Study\*; \_\_\_\_ Internship\*; \_\_\_\_ Field Study\*

**\*If the course is one of these categories, approval is preliminary, pending receipt of all documentation when student returns.**

## FOR DEPARTMENT USE ONLY

*STUDENTS SHOULD NOT WRITE BELOW THIS LINE*

**NOTE: Foreign Language courses can only be approved as 100 or 300. No Modes of Inquiry (CCI, STS, EI, FL, W, R) may be assigned to any courses. Students may apply only for the FL Mode of Inquiry through Transfer Course Coding Committee when they return from abroad.**

I approve the course referenced above as the following exact Duke equivalent \_\_\_\_\_

If no Duke equivalent, use 100 (lower level) or 300 (upper level) \_\_\_\_\_

Area of Knowledge: (Please Circle – Maximum of 2) ALP CZ NS QS SS Credit \_\_\_\_\_

Course can count towards: Major \_\_\_\_\_; Minor \_\_\_\_\_; Certificate \_\_\_\_\_

Comments:

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_ Department: \_\_\_\_\_