

Student Information

Last Name		First Name		UA ID Number	
Current Major (Plan)		Current College (Program)		Class Level	
Telephone Number			UA Email Address		
				@	

Instructions

1. Read the Education Abroad information located at <http://www.uakron.edu/education-abroad>.
2. You are requesting permission to take a specific course. Therefore, when filling out this form, you must provide the exact course name and number of the host institution course.
3. Log into one of the following resources: (1) <https://www.uakron.edu/transfer/tes> and select the country, state and school OR (2) <https://transferology.com> (this website requires that you create an account) and enter the school name, term and course you wish to enroll in. If the course shows an equivalent to a UA course, enter the course information on this form.
4. If no equivalency exists, you will need to obtain a course description from the host institutions catalog (or website) and/or a course syllabus and submit it to intltransfer@uakron.edu for UA equivalency review. Once the course description and/or syllabus has been reviewed, the approved equivalency course information will be listed in <https://www.uakron.edu/transfer/tes>. After all courses have been approved, you may continue with processing this form.
5. If you are requesting a waiver of the Final 30 Credits in Residence requirement, you must provide a written rationale and attach it to this form.
6. Contact your academic advisor to schedule an appointment to meet and discuss your Education Abroad permission request. Your academic advisor's signature is required on this form.
7. Obtain your college dean's signature. Your academic advisor will provide instructions on how to obtain this.
8. A copy of this approved form must be submitted to the

Education Abroad course has been completed at the host institution, request that an official transcript be sent to: **International Center, The University of Akron, Akron OH 44325-4711**

