

FINAL CHECKLIST & APPLICATION for STUDY ABROAD
(Agreement and Instructions are on the back of this application)

Please note: It is mandatory that you complete this form PRIOR to departure for your study abroad term.

Name _____ Student ID # _____

FSC Email Address: _____ SS# _____

Major _____ Date of Graduation _____

Cell Phone _____ Home Phone _____

Permanent (Home) Address _____ City _____

State _____ Zip _____ Home/Personal Email Address _____

Transient Institution _____

City, State/Country, ZIP Code _____

Semester/Year Abroad Dates _____

Please use their course number(s), title, and hours in the sections on the left. Attach the course numbers, descriptions including the number of hours that the course will meet for each course(s) you are interested in taking while abroad.

1st Semester/Quarter _____ FSC Equivalent Course(s) & HOURS (to be filled out by the Registrar's Office)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

2nd Semester/Quarter _____ FSC Equivalent Course(s) & HOURS (to be filled out by the Registrar's Office)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

YOU MUST READ, GET SIGNATURES AND SIGN THE BACK OF THIS APPLICATION

I understand the following:

- **I must earn a “C” or higher grade** in order for my course(s) to be accepted for transfer back to FSC (C- will not transfer)
- My final thirty-two (32) hours must be completed at Florida Southern College
- **I must attach a copy of each of the course description(s) for the course(s) I plan to attend**
- Upon completion of my course (s) I **must** have an **official transcript** of my transient work sent directly from the transient institution to *If the coursework is earned **outside of the United States** I will be required to use WES as a evaluation service:

**Florida Southern College
Office of the Registrar
111 Lake Hollingsworth Drive
Lakeland, FL 33801-5698**

- **Transcripts must be received by the Registrar’s Office at least two weeks prior to graduation**
- I must have a cumulative grade point average of at least a 2.0 at FSC when these course(s) are taken at another institution. If I do not have a 2.0 GPA, the course(s) **will not transfer** back to FSC
- Grade forgiveness cannot be earned with transfer coursework
- A Florida Southern College grade point average (GPA) **cannot be improved** by taking course(s) at another institution
- Transfer credits earned do not affect the student’s grade point average
- Before leaving the country – please find out what date you will be able to preregister online for the next semester with FSC.

Approval Signatures and Dates:

Student’s Signature _____ Date _____

Advisor’s Signature _____ Date _____

Dean’s Signature _____ Date _____

Business’s Office Signature _____ Date _____

Financial Aid’s Office Signature _____ Date _____

Registrar’s Office Signature _____ Date _____

Upon obtaining all the required signatures please take this form along with the attached copy of the course descriptions to the Registrar’s Office.

Office Use Only

FSC Current GPA _____
FSC Current Hours Earned _____
FSC Hours Attempted _____
Total Hours _____

Pre-registered at FSC _____
Transfer Hours or AA Degree _____
Requested Study Abroad Hours _____

Entered Computer ____/____/____ Initials _____