

Weinberg College of Arts & Sciences Checklist for Study Abroad Applicants

- **Formulating your goals**

Why are you interested in studying abroad and what do you hope to achieve? Thinking these questions through is an important step in setting priorities and identifying study abroad programs that suit your needs and interests.

Conversations with your departmental adviser(s) and your Weinberg College adviser in the Office of Undergraduate Studies may help you to clarify your goals. You can make an appointment to see your Weinberg College adviser by coming to our office at 1908 Sheridan Rd. or calling 491-8916.

- **Researching your options**

The university's Study Abroad Office, located at 630 Dartmouth Place, is the place to turn for information and advice about the programs available to Northwestern students as well as details of how these programs are administered. Application materials are also available from the Study Abroad Office.

- **Seeking advice and support from your departmental adviser**

In order to be considered by the Study Abroad Committee, your application must be signed by either the Director of Studies or your personal departmental adviser in your major subject. This means, in effect, that you *must* declare a major prior to submitting a study abroad application. The only exception for this is for first-year students who are applying to study abroad during the summer before their second year. (Sophomores who are unable to declare their major before submitting the application should consult with their College Adviser.) If you plan to make progress towards meeting your major requirements abroad, it is crucial that you come to an understanding with your departmental adviser as to what kinds of coursework would be appropriate. Even if you plan to take elective courses only, you should discuss the implication of your absence from campus. For example, will you have enough time to complete all your major requirements in the proper sequence by the normal graduation date? If you are interested in and eligible for departmental honors, when and how would you apply from abroad? Please note that your departmental adviser may make his/her support for your application contingent on your meeting certain conditions prior to leaving campus, such as improving your grades (especially if your GPA is below 3.0), satisfactorily completing courses in which you are enrolled, or even taking courses in summer school.

- **Seeing advice and support from your Weinberg College adviser**

Your Weinberg College Adviser must also sign off on your application before it may be considered by the Study Abroad Committee. College

Advisers will only consider signing applications previously approved by your major department (except for first-year students applying for summer programs). You may end up having more than one conversation with your College Adviser, so be sure to allow plenty of time to arrange appointments prior to the application deadline. In discussing your application with you, College Advisers will focus on its implications for your progress towards the bachelor's degree, including completion of distribution and other requirements for graduation, as well as how well prepared you are to undertake such a program as part of your undergraduate career. Like your departmental adviser, your College Adviser may make his/her support for your application contingent on your meeting certain conditions prior to departure for the study abroad site. Call 491-8916 or visit 1908 Sheridan Rd. to schedule appointments with college advisers.

○ **Weinberg College policy on academic credit from study abroad**
College students participating in study abroad programs approved by the University Study Abroad Committee should consult the Study Abroad Office 101 Handbook or Web site sections on Academic Issues to determine how much credit may be obtained abroad and specific enrollment requirements. Credits from study abroad may be used toward major, minor, foreign language, or distribution requirements if approved by the appropriate advisers upon return. Please note that credit is not automatically granted for independent study projects or work associated with internships even if these appear on the transcript issued by the study abroad program. See your Weinberg College Adviser for details.