

# Northwestern University Henry and Leigh Bienen School of Music

## Courses Taken Abroad for Northwestern Credit

### Student Information

Name \_\_\_\_\_ Student ID \_\_\_\_\_  
Study Abroad Program \_\_\_\_\_ Term(s)/Year \_\_\_\_\_

### To the Returning Music Student

1. Obtain a copy of your study abroad transcript. Please note that the office generally does not receive transcripts from study abroad programs until 1-2 months into the quarter.
2. Complete the Music Application for Credit for Non-Northwestern Courses, available at the Study Abroad Office, the Bienen School of Music Office of Student Affairs, or online.
3. Bring a copy of your transcript, along with course descriptions and syllabi, to the Bienen School of Music Office of Student Affairs, RCMA 2-115.
4. All courses you wish to apply toward the your degree requirements for the Bienen School of Music, including distribution courses, must be approved by the Assistant Dean in the Bienen School of Music. In order to be awarded applied lesson credit for study abroad, you must also have written approval from your Northwestern applied instructor.
5. If you wish to apply study abroad credits to a second major or minor within WCAS, the credits must be approved by WCAS. Please refer to the WCAS instructions above for the appropriate process.
6. If you are a senior returning from study abroad and you have not yet petitioned to graduate, you must file your petition as soon as possible. The forms may be obtained in the Office of Student Affairs, and after completion, must be signed by the Assistant Dean. If you are completing a second major or minor in WCAS, you must also file a separate petition to graduate through that WCAS department.

**(Over)**

---

Office of Student Affairs Northwestern University Bienen School of Music – Ryan Center for the Musical Arts 2-115, 70 Arts Circle Drive, Evanston, IL  
60208-1200  
Phone: (847) 491-3818 Fax (847)491-5260

**Application for Credit for Non-Northwestern Courses**

**Part I: Courses in the Major:**

Course Title	To be counted as
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____

**Part II: Courses in Minor/Certificate:**

Course Title	To be counted as
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____

**Part III: Distribution Courses**

Course Title	To be counted as
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____

**Part IV: Approval/Comments from the Assistant Dean for Music Admission and Student Affairs**

**Signature**

Assistant Dean \_\_\_\_\_ Date \_\_\_\_\_

**Orig:** Degree Auditor, Registrar's Office  
**cc:** School's Student File