Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Datatel ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Minor(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Anticipated Grad Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Term for Study Away \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Program Name and Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Students are required to secure approval for any courses taken away prior to the start of the class. Email this completed form from your Elon email account to the Associate Registrar, Robin Straka, at rstraka@elon.edu. Courses taken away are posted to the Elon transcript and degree audit after Elon receives the official transcript from the host program.**

 **As a study away student, it is your responsibility to:**

* Review your graduation requirements with your academic advisor(s) and discuss how study away courses fit into your Elon degree plans.
* Take an appropriate combination of courses and semester hours away to maintain progress toward degree completion.
* Select alternate/back-up course options should your first choices be denied approval by Elon or become unavailable at the host program.
* Meet any Elon and host program course prerequisites which may apply.

 **By submitting this form I certify that have read and understand the information above.**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Student Electronic Signature and Date (Type your name and the date)**

|  |  |  |
| --- | --- | --- |
| **TO BE COMPLETED BY STUDENT** |  | **TO BE COMPLETED BY OFFICE OF THE REGISTRAR** |
| **Course at Host Program** | **Elon Requirement to be Satisfied** (select one)Elon capstone courses (COR, major, or minor) cannot be taken away on an affiliate or exchange program |  | **Posted to Elon transcript as** | **Semester hours** | **Applies to requirement requested? Yes or No** | **Does student need department chair approval?** |
|  | Literature Expression Civilization SocietyWorld Language Lab Science Non-lab ScienceAdvanced Studies Hours toward graduation Major or Minor - list exact requirement:  |  |  |  |  |  |
|  | Literature Expression Civilization SocietyWorld Language Lab Science Non-lab ScienceAdvanced Studies Hours toward graduation Major or Minor - list exact requirement:  |  |  |  |  |  |
|  | Literature Expression Civilization SocietyWorld Language Lab Science Non-lab ScienceAdvanced Studies Hours toward graduation Major or Minor - list exact requirement: |  |  |  |  |  |
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|  | Literature Expression Civilization SocietyWorld Language Lab Science Non-lab ScienceAdvanced Studies Hours toward graduation Major or Minor - list exact requirement:  |  |  |  |  |  |

**If you need to select additional courses at a later date, you must submit an updated Course Review Form to the Associate Registrar at rstraka@elon.edu for review.**

***Reviewed by Registrar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

 ***Signature / Date***