

Study Abroad Credit Info for Faculty Advisors

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Advising Needs of Students Approved to Study Abroad:

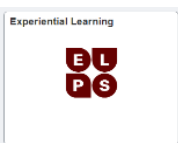
Advisees understand the study abroad credit evaluation process (see below).

Advisees know how study abroad will impact their ability to graduate (i.e. they understand both the Study Abroad Course Evaluation Report (SACER) and Academic Requirements (AR) report).

Advisees are informed of any courses or units they need to take after studying abroad in order to graduate on-time. Pay special attention to any requirements only offered during a certain semester.

Advisees are aware of the following important study abroad course information:

- Students (and faculty) can view study abroad courses that students have previously taken and the type of credit they received by visiting the ELPS tile in MyPugetSound (*TIP: only use the spyglasses to search!*):



Students - Student Homepage > Academics > Experiential Learning

Faculty - Faculty Homepage > Teaching Resources > Experiential Learning

Advisors (faculty) - Faculty Homepage > Advising Resources > Experiential Learning

- All courses taken on an approved study abroad program count as Puget Sound (i.e. in residence) credit.
- Not every course taken abroad is equivalent to 1 unit. For example, a 3 semester credit course receives 0.75 units at Puget Sound. Course unit amounts vary by program and location.
- Some majors/minors follow course requirements and others follow unit requirements. Students should know the requirements of their major(s) and minor(s) and how they plan to fulfill them.
- If a student is planning to study abroad during their last semester at Puget Sound, their official graduation term will likely be the term after their semester abroad. If a student is planning to study abroad during their last semester, please advise them to contact the Office of International Programs (OIP).
- While abroad, students are registered for a 3-unit TRNF XXX “placeholder” course. Courses taken abroad are not posted to their Puget Sound record until the transcript is received by our Registrar’s Office.
- Study abroad courses cannot be taken pass/fail
- Study abroad grades do not appear on the Puget Sound transcript. However, study abroad grades are included in the cumulative GPA on the AR report. Study abroad grades are also included in the major or minor GPA, if applicable, on the AR report, for purposes of degree clearance and departmental honors. Students should be aware that graduate schools will require submission of their study abroad transcripts.

Study Abroad Credit Evaluation Process (*new for study abroad in Summer 2025 and beyond*):

- For courses that are not yet approved for department-specific (i.e. major or minor) credit, students must seek approval from the *chair or director* of the relevant department or program
- Student should share the relevant course descriptions and/or syllabi from their study abroad program/institution with the chair or director
- Chair or director reviews the course information, determines the appropriate Puget Sound equivalency, and signs the approval form
- Student then sends this form to the Office of International Programs (internationalprograms@pugetsound.edu)
- Office of International Programs reviews the course approval and sends it on to the Registrar’s Office
- Once the Registrar’s Office receives the student’s study abroad transcript, they manually enter the course approvals on the student’s Puget Sound transcript.

Office of International Programs (OIP) – internationalprograms@pugetsound.edu; (253) 879-2515