

**USF ST. PETERSBURG STUDY ABROAD  
COURSE APPROVAL FORM**

*(Please print clearly)*

\_\_\_\_\_ U# \_\_\_\_\_ has my permission to be registered for the following USFSP Study Abroad

(Student's name)

Course(s) to be offered as part of \_\_\_\_\_ during \_\_\_\_\_ Term, 2 \_\_\_\_\_  
(Name of Program) (Fall/Spring/Summer)

Name of course(s) and code(s) at host institution (if applicable):	USFSP Course Number & Title	Sem.Hrs.	S/U	Audit	Internship	Dept. Approval Signature	Print Name
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**Academic Advisor of Student's Major. By signing I affirm the above classes will count towards graduation.**

\_\_\_\_\_  
Signature Print Department Phone

**USF ST. PETERSBURG STUDY ABROAD COURSE REGISTRATION POLICY**

This form is **required** in order for the Study Abroad Office to enter students' course registrations. It is the student's responsibility to obtain course approvals and submit this form to the Study Abroad Office prior to the program. A student enrolled in a USFSP study abroad or exchange program may make changes in course registration with the Study Abroad Office; however, it is the student's responsibility to contact the Study Abroad Office no later than the first (1<sup>st</sup>) week of classes to notify of any change.

**A change is defined as (1) adding or dropping a class; (2) changing the number of credit hours in variable-hour courses; and (3) auditing a class instead of taking it for credit or vice versa.**

Course changes must be approved by the Academic Advisor, Instructor of Record, or USFSP Study Abroad representative. Failure by the student to notify the Study Abroad Office of course/credit changes while abroad will result in academic and/or financial penalty.

**I understand my responsibility to obtain the required course approval(s).**

\_\_\_\_\_  
(Student's Signature)

**Questions regarding Study Abroad course registration should be directed to:**

Study Abroad Office  
USF St. Petersburg Bay 204  
140 Seventh Avenue South,  
St. Petersburg Florida 33701

Tel: (727) 873-4985  
Email: studyabroad@stpete.usf.edu