



## CEMS Faculty or Staff Advisor Study Abroad Approval Form

Questions about the UVM study abroad approval process? See <https://www.uvm.edu/oie/uvm-study-abroad-process>

### Academic Advisor:

- I have reviewed the student's Degree Audit and based on the information available today, I am satisfied the student is on track with their intended graduation timeline and that this study abroad experience will not delay that timeline. The student and I have discussed:
  - The courses (or type of courses) she/he plans to take while abroad and the applicability of those to the student's degree program; see notes below on the courses that the student intends to take while abroad.
  - Courses which (if taken abroad) will not count toward degree requirements;
  - Processes for contacting UVM regarding changes to proposed course work, as follows:
    - Transfer Affairs is the first point of contact once the student is abroad if the courses they intend to take are not offered, and they need input on the transferability of alternative courses;
    - I am the point of contact once the student is abroad if they have questions about a course's degree applicability.
- I have put notes regarding specific advice in the student's Navigate record for reference by colleagues if questions arise after the student returns from abroad.

### Academic Advisor:

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

Second Academic Advisor (for double majors only):

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

### Student notes for review during course registration:

Classes or types of classes I need to take while abroad (required):

Classes or types of classes I may not take abroad:

**STUDENT: UPLOAD THIS SIGNED FORM TO GOABROAD**