

# Program Approval Request

## Study Abroad on a Non-approved Program

### Information for Non-approved Study Abroad Programs:

All UW-Madison undergraduate students interested in receiving transfer credit for a non-approved study abroad program must sign-up through International Academic Programs (IAP) prior to departure. Though UW-Madison students do not need permission to study abroad, their study abroad program must fulfill certain criteria in order for their program to be eligible for transfer credit. This form may be used to verify that a student is in good standing at UW-Madison and/ or to verify the ability for the student to receive transfer credit for participation. It is the student's responsibility to compare this form with your institutional form(s) and obtain the information and signatures required by you. UW-Madison offices are unable to complete or sign any program-specific form(s) for a student that might be required by your study abroad program. *There are no exceptions to this.*

### Instructions to the Student:

If your non-approved study abroad program requires a program approval form or signature, it is your responsibility to review and identify the information they require. You can take this form to the respective UW-Madison offices for signature and then send to your non-approved study abroad program. At the time you are completing this form, you should be in the process of signing up for transfer credit services through IAP.

### Student Authorization: *(To be completed by Student)*

I authorize the University of Wisconsin-Madison to release the information below to the study abroad program listed:

Student Name: \_\_\_\_\_ UW-Madison Campus ID#: \_\_\_\_\_  
Last First Middle

Name of Study Abroad Program: \_\_\_\_\_

Name of Institution Providing Official Transcript: \_\_\_\_\_

I have verified that this non-approved study abroad program will issue me an official transcript from an accredited tertiary-level, degree granting institution as listed above.

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

### Transfer Credit: *(To be completed by International Academic Programs, 301 Red Gym, 716 Langdon Street, Madison, WI 53706)*

Upon completion of this non-affiliate study abroad program, IAP certifies this student is eligible to receive transfer credit services pending his/her final grades are satisfactory and the courses taken are college-level, transferable courses.

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

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

***Send final official transcript to:***

International Academic Programs  
University of Wisconsin-Madison  
301 Red Gym, 716 Langdon Street  
Madison, WI 53706 USA

### Student Status: *(To be completed by Office of the Registrar, 333 East Campus Mall #10101, Madison, WI 53715-1384)*

This student is enrolled full-time at the undergraduate level:  yes  no

This student is in good academic standing (e.g., not on academic probation):  yes  no Cumulative GPA: \_\_\_\_/4.00

This student has been involved in a serious disciplinary action while attending UW-Madison:  yes  no

Comments:

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

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_