



# COURSE ENROLLMENT FORM

Office of Study Abroad – 109 International Center – East Lansing, MI 48824-1035

Please submit this completed and signed form to the Office of Study Abroad with your Decision Form, Student Health/Emergency Treatment Authorization, and Statement of Responsibility. You will not be permitted to participate until the MSU Office of Study Abroad receives this completed form.

Name: \_\_\_\_\_ PID: \_\_\_\_\_ PAN: \_\_\_\_\_

Name of study abroad program: \_\_\_\_\_

Country/countries of program: \_\_\_\_\_

Semester/term and year of program: \_\_\_\_\_

Students participating in semester and academic year programs must enroll for a minimum of twelve (12) credits per semester or minimum number specified in the program's Information Sheet or Web page. Students participating in short-term programs are required to enroll in the minimum number specified in the program's Information Sheet or Web page.

The Office of Study Abroad will enroll you in the courses you select; however, you must first provide us with the course name, number of credits, sequence codes and section numbers. In order to obtain this information, you will need to access the information on the MSU Web site (instructions below). If necessary, you can find the course descriptions at the same Web site.

There are several ways to determine the current course offerings for your study abroad program:

1. Access the MSU Web page at <http://www.msu.edu> and click on Academics, Courses and Schedules, and then scroll down to Schedule of Courses:
  - a. If you are unsure of what specific courses are offered on your program and want to find a listing of all study abroad courses, click on the appropriate semester and Off Campus icon. This will list ALL off-campus courses, including those offered in the United States. By scrolling down, you will be able to find those courses offered at your program location under the Building/Location. All study abroad sections carry the section 750-779 and are clearly designated by the city, country and dates.
  - b. If you know the specific course you intend to take, click on the appropriate semester, the course and number, and the Study Abroad box at the bottom. Click on the "Find" icon and the departmental courses will be listed.
2. Consult with the faculty leader who will inform you of any courses being offered in addition to those listed on the information sheet and Study Abroad Web site. Additionally, you should discuss with the faculty leader any courses that may have variable credits. You MUST provide the exact number of credits desired when enrolling in a variable credit course.

Please enroll me in the following courses (be sure to list the minimum number of credits required for the program. If a course offers variable credit, list the exact number of credits, not the range.):

<u>Course title and number</u>	<u>Number of Credits</u>	<u>Section Number</u>

I understand that my participation requires being enrolled in the minimum number of credits specified in the program's Information Sheet or Web page. I also understand that I will not be enrolled in program courses until I submit this completed and signed form. I understand the Office of Study Abroad will enroll me in the courses I have listed above. If I chose to change this list, I will notify the MSU Office of Study Abroad in writing. I also understand that if I withdraw or transfer from a program, the Office of Study Abroad will cancel my course enrollment.

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