



COLLEGE OF HEALTH SCIENCES

QUICK GUIDE TO STUDY ABROAD

Office of International Education (OIE) application deadlines:

Oct. 1st for Spring programs; March 1st for Summer, Fall, or Academic Year study

Step One: Explore & Apply

Attend Study Abroad 101:

- Identify what you are looking for in a program— language immersion, home stay, specific types of courses or experience (i.e., business-related, health-care related, social justice, etc.), cost, etc.

Reach out to your academic major contact to:

- Identify the best year/semester to study abroad
- Understand how major requirements can be shifted for a study abroad semester (most professional programs require science prerequisites be taken at a US institution)

Major Contacts: BISC autumn.swanson@mu.edu; EXPH Yolanda.webb@mu.edu; CLLS and SPPA: your academic adviser

Step Two: Complete Program Paperwork

- **Work with OIE** to complete pre-departure orientation and required paperwork.
- **Work with CHS Dean's Office** to get courses approved (see below for more info)

Step Three: While Abroad

- **Continue to communicate with OIE any problems/ issues that arise.**
- **Email Michelle Schuh** to submit any new course approval forms
- **At mid-semester: Email your academic advisor** to complete mandatory advising for your next semester at MU.

Course Approval Form Guidelines

Link to form: <https://www.marquette.edu/study-abroad/documents/study-abroad-course-approval-form12.2.19.pdf>

Go to the study abroad database **for your specific program and click on the “academics” tab**. This will provide you with:

- A link to course offerings (may include course descriptions, credits, prerequisites and syllabus)
- **“Evaluated Course Equivalencies”** provides a list of courses already approved for transfer to MU. If a course is not on this pre-approved list, you will need to submit a hard copy of or a link to the course description with your course approval form
- Information on how credits will transfer to MU (you need at least 12 MU credits to be full-time).

General guidelines for course selection:

- Select more courses than you plan on taking and more than one course for each requirement you are trying to fulfill—this is helpful if course offerings/availability change before/while you are abroad
- **Core Requirements (MCC):** one study abroad course will apply towards a DSCV elective, regardless of the course. Any other courses must be a direct equivalent to an existing MCC course. Note: Your Writing Intensive course must be taken at MU.

Submit completed form/course descriptions to michelle.schuh@mu.edu or turn in a hard copy to **Schroeder Complex 244**.

Step Four: After You Return

- **Work with OIE** to ensure your transcripts have been sent from your host institution to MU.
- **Review your Graduation Checklist:** Confirm that your transfer credits are applying to the correct degree requirements. If not, contact the Dean's Office .