

# GENERAL EDUCATION (GE) FOUNDATIONS & CULTURES

## COURSE APPROVAL GUIDELINES FOR STUDY ABROAD

Students are strongly encouraged to consider fulfilling **General Education Foundations** requirements through study abroad. General Education Foundations requirements that can be fulfilled through study abroad consist of:

- Arts
- Historical Perspectives
- Life Sciences
- Mathematical Sciences
- Philosophy and Literature
- Physical Sciences
- Social and Behavioral Sciences

General Education requirements can be found at: [www.gvsu.edu/gened](http://www.gvsu.edu/gened).

---

### **PROCESS FOR REQUESTING APPROVAL:**

**Step 1** — Identify a study abroad program that meets your personal and academic interests.

**Step 2** — Determine which General Education requirement you want to fulfill abroad.

**Step 3** — Review the list of course options available at the host institution, and identify courses that you would like to take.

**Step 4** — Secure departmental approval for the courses you would like to take abroad. If the Department assigns a GVSU equivalency to the study abroad course that is an exact match to an existing General Education Foundations course, you do not need to submit the General Education Course Approval form. If the GVSU equivalency does not match a course in the General Education Foundations program, go to Step 4.

**Step 5** — Complete the General Education Course Approval Form and submit it to the General Education Office (117 LOH) for approval by the General Education Director.

- 
- ⇒ Students may not earn credit for both a Foundations requirement and Issues requirement for the same course.
  - ⇒ Students may not earn credit for the U.S. Diversity requirement through study abroad.
  - ⇒ All students who earn a minimum of 3 credits abroad will earn credit towards the World Perspectives requirement. No additional paperwork is required to fulfill the World Perspectives GE requirement. Please contact the Padnos International Center if you studied abroad, but have not yet been given credit for your World Perspectives requirement.

# GENERAL EDUCATION (GE) FOUNDATIONS

## STUDY ABROAD COURSE APPROVAL FORM

This form should be used for securing approval for study abroad courses to meet General Education (GE) Foundations requirements. Students must obtain the Department 's approval for each course BEFORE requesting General Education approval. Attach a separate sheet if additional space is needed. Submit this form to the General Education Office at 117 LOH. This form can be used to request approval for the following General Education requirements:

**Foundations:** Arts, Historical Perspectives, Life Sciences, Mathematical Sciences, Philosophy and Literature, Physical Sciences, and Social and Behavioral Sciences.

### ATTACH THE FOLLOWING INFORMATION TO THIS APPROVAL FORM:

- A copy of the Departmental Approval Form or an email from the head of the relevant academic department confirming the GVSU course equivalency and number of GVSU credits for the course you want to take abroad.
- Course descriptions or syllabi for the courses you would like to take abroad. Course descriptions/syllabi must contain the contact hours for the number of hours a class meets during the semester.

### Student Information **(Print clearly)**

Name \_\_\_\_\_ Email \_\_\_\_\_ G Number \_\_\_\_\_

Major \_\_\_\_\_ Second Major (if applicable) \_\_\_\_\_ Minor \_\_\_\_\_

Study Abroad Program and/or Host University \_\_\_\_\_

Semester(s) abroad: Fall 20\_\_\_\_\_ Winter 20\_\_\_\_\_ Spring/Summer 20\_\_\_\_\_

### GE Foundations Course Approval

Overseas Course Title and Course Code	GVSU Course Equivalency	# GVSU Credits	Which requirement are you seeking approval for? (i.e., Arts, Historical Perspectives, etc.)	Approved? (For GE Use Only)

\_\_\_\_\_  
General Education Director Signature

\_\_\_\_\_  
Date

#### For Office Use Only:

**GE Office:** \_\_\_\_ Notify student of decision. \_\_\_\_ Return this signed form to PIC.

**PIC Office:** \_\_\_\_ Update study abroad memo if course was approved. \_\_\_\_ File document in student's file.