

College of Business Administration
Study Abroad Special Approval Form

Study Abroad During the Final Term of College

By signing below, the student acknowledges understanding the following:

- I understand that it is my responsibility to work with representatives of my host school to obtain an official transcript upon completion of my program abroad.
- I am aware that if an official transcript from the host school is not delivered to the CBA Student Records Office by _____ (day/month/year – get this information from your CBA advisor), I will not be certified for graduation.
- I have completed a graduation application. If my official transcript does not reach the CBA Student Records Office by the date indicated below, I am aware that I must complete **a new graduation application** and submit the new application to the CBA Student Records Office.

Name: _____

E-Mail: _____

Best Telephone Number: _____

Study Abroad Program: _____

Term Of Participation: _____

Projected Graduation Date: _____
(CBA Advisor: initial here to confirm) _____

→ **Student's Signature/Date:** _____

.....

Advisor: please indicate whether the completion of the courses indicated on the back of this sheet will fulfill the student's remaining BSBA requirements.

Yes No

→ **Advisor's Signature/Date:** _____

.....

Approve Study Abroad In Final Term Deny Study Abroad In Final Term

→ **Associate Dean's Signature/Date:** _____

BSBA Requirements to Complete	Method of Completion through Study Abroad
1.)	
2.)	
3.)	
4.)	
5.)	
6.)	
7.)	

Certificate Requirements to Complete	Method of Completion through Study Abroad
1.)	
2.)	
3.)	
4.)	

Minor Requirements to Complete	Method of Completion through Study Abroad
1.)	
2.)	
3.)	
4.)	

Note: Only the courses listed above will fulfill your degree/certificate/minor requirements. If you take courses other than those listed, you may not complete your degree/certificate/minor.

→ Student's Signature/Date: _____