

**STUDENT INFORMATION**

Name \_\_\_\_\_ Student ID \_\_\_\_\_  
Study Abroad Program \_\_\_\_\_ Term(s)/Year \_\_\_\_\_

**INSTRUCTIONS**

1. Verify that your study abroad credit has been posted on your NU transcript. You can access your unofficial transcript in [CAESAR](#). Note that the Study Abroad Office generally will not receive your official study abroad transcript from your program until 1–4 months after the end of your program, and you must complete a program evaluation before your study abroad transcript will be forwarded to the Office of the Registrar.
2. Complete the Application for Credit for Non–Northwestern Courses on the back of this form.
3. Bring a copy of your transcript, along with course descriptions and syllabi, to the Bienen School of Music Office of Student Affairs (RCMA 2–115).
4. All courses you wish to apply toward your degree requirements for the Bienen School of Music, including distribution courses, must be approved by the Assistant Dean. In order to be awarded applied lesson credit for study abroad, you must also have written approval from your Northwestern applied instructor.
5. If you wish to apply study abroad credits to a second major or minor within WCAS, the credits must be approved by WCAS. Please refer to the [WCAS instructions on the Study Abroad web site](#).
6. If you are a senior returning from study abroad and you have not yet petitioned to graduate, you must file your petition as soon as possible. The form may be obtained [online](#) or in the Office of Student Affairs, and after completion, must be signed by the Assistant Dean. If you are completing a second major or minor in WCAS, your petition must be reviewed and signed by the WCAS department as well.
7. Exceptions: Students participating in direct credit programs are enrolled in Northwestern courses (i.e., courses with Northwestern course numbers and the "–SA" designation). These courses and grades will appear on your Northwestern transcript and will count towards your GPA. A list of Northwestern–sponsored programs offering direct credit is available on the [Study Abroad web site](#).

**APPLICATION FOR CREDIT FOR NON-NORTHWESTERN CLASSES**

**Part I: Courses in the Major:**

Course Title	To be counted as
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Part II: Courses in the**

Course Title	To be counted as
_____	_____
_____	_____
_____	_____
_____	_____

**Part III: Distributions/Electives**

Course Title	To be counted as
_____	_____
_____	_____
_____	_____
_____	_____

**Part IV: Approval/Comments from the Assistant Dean for Student Affairs**

**SIGNATURE**

Assistant Dean \_\_\_\_\_ Date \_\_\_\_\_

Orig: Degree Auditor, Registrar's Office