

## Course Approval Form for a Major

This form provides a Department/Program and a Registrar's Office record of a course (or courses) taken on an off-campus study program that is applied toward a student's major at Bates. Most Departments and Programs complete this form after the course has been completed when the student is able to (a) discuss the course's content, (b) provide a detailed description of the course, including a syllabus, and (c) provide a copy of his or her abroad transcript to the department or program chair.

*Students complete this section:*

Name: \_\_\_\_\_ ID# \_\_\_\_\_ Class Year: \_\_\_\_\_

Your major department or program: \_\_\_\_\_

Study abroad location and semester: \_\_\_\_\_

The course(s) you would like to apply:

Course A: \_\_\_\_\_

Course B: \_\_\_\_\_

Course C: \_\_\_\_\_

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*Department and Program chairs complete this section:*

If approved, please note below how the course or courses may be applied toward the specific requirements of your major. For example, as an elective, a 300-level course, a particular concentration within the major, etc. Please note if two or more courses are being combined to satisfy one requirement, etc. This information is needed for entry into the Degree Audit System. Please cross out courses that are not approved

Total number of course credits awarded to the major: \_\_\_\_\_

Course A application: \_\_\_\_\_

Course B application: \_\_\_\_\_

Course C application: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Department/Program Chair

\_\_\_\_\_  
Date

**Note: One copy of this form should be retained in Department/Program file for majors and one copy should be submitted to the Center for Global Education, 124 Roger Williams Hall.**