Advising Agreement

This form must be completed, signed, and returned to the NSE Coordinator prior to exchange.

Student's Name _____ Student I.D. _____
Major _____ Expected Date of Graduation _____
Time Period of Exchange _____
Status During Exchange ___ sophomore ___ junior ___senior ___other_____
Host Institution _____
Calendar at Host Institution ___ semester* ___quarter*

To Be Completed by the NSE Coordinator

Work taken on exchange will be recorded on the home transcript in the following manner:
As regular SUU courses with an indication that the semester/academic year was spent on National Student Exchange.

* Courses transferring from a quarter calendar to a semester calendar generally earn one-third less value than semester credit hours. Courses transferring from a semester calendar to a quarter calendar will generally earn one third more value than quarter credit hours. Fractions of hours may be rounded up or rounded down as deemed appropriate.

To the Student

On the reverse side of this page, list the department, number, title, and credit hours for each course you might take at the host institution as described in the host college catalog. You should select at least twice as many courses as you plan to take on exchange and list courses for the entire period of your exchange not just for your first term. For each course selected, attach a copy of the course description. With the help of your academic advisor, indicate how each course will be accepted (e.g., major requirement, major elective, elective, core requirement). If the course will replace a major course, indicate the course that will be replaced. Secure the signatures of your advisor and other individuals as directed by the NSE coordinator. Sign the form and return it to the campus NSE office prior to exchange.
NOTE: Access to courses at your host campus is based on offerings and availability and cannot be guaranteed. You must meet all pre-requisites or co-requisites as required by the host campus.

Required Signatures

Academic Advisor

_____ _____ _____
printed name *signature* *date*

Other _____ _____
printed name *title*

_____ _____
signature *date*

Student _____ date _____

NSE Coordinator _____ date _____

A final copy of this signed agreement will be sent to the student and to the advisor. A copy will be kept in the campus NSE office and in the student's permanent file in the records office.

Student's Name _____

COURSES FROM HOST CAMPUS CATALOG		APPLICATION TO HOME CAMPUS ACADEMIC RECORD						
Host Dept. Course Number	Title	Major Require-ment	Major Elective	Elective	Core Require-ment	Other	Host Credit Hours	Home Credit Hours
Example *HIS 241*	*History of the American West: Part I*		*X*				*3.0*	*3.0*

Comments: _____

_____

_____

If additional space is required, make of a copy of this side prior to completion.