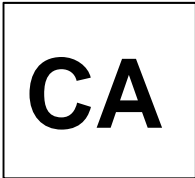


Course Approval Form



Liberty Student ID# _____

Name _____

LU E-mail Address _____

Anticipated Graduation Date _____

PERMISSION MUST BE OBTAINED IN ADVANCE

DIRECTIONS

1. Please complete the requested information below. Course(s) must be similar in scope and content to transfer as the Liberty course. Course descriptions for each course must accompany this request. Courses that do not meet this requirement will be considered elective credit (ELEC 1XX, 2XX, 3XX, or 4XX) and need the department Chairpersons approval to "Replace or Substitute" for the course on your Degree Completion Plan.
2. Accreditation: The course(s) must be taken at an accredited university or through a Liberty University approved study abroad program.
3. Credit: An official transcript, in English, must be received by the Registrar's Office following completion of the study abroad semester. A grade of "C" or better for undergraduate courses is required to obtain transfer credit. Courses earning grades of P or S may not transfer. Transfer credit is not calculated into your GPA at Liberty University.
4. **WARNING:** You must take the approved courses to insure proper transfer credit. Not taking the approved courses could negatively affect your financial aid disbursement.

Major _____

Host School _____

Semester to be taken _____

Country _____

| Host University | | Host | Liberty University | | LU | Office Use Only | |
|--------------------|--------------|--|-----------------------|----------------------------------|--------------|--------------------------|---------------------|
| Host Course | | Credit Hours Check one* | LU Transfer Course | Replace or Substitute | Credit Hours | Department | Registrar Office |
| Prefix & Number | Course Title | <input type="checkbox"/> ECTS <input type="checkbox"/> CAT <input type="checkbox"/> UK <input type="checkbox"/> USA | Prefix & Number | +Required LU DCP Course | **Conversion | Dept. Chair Of course | DCP Approval |
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Calendar Systems:

*European Credit Transfer and Accumulation System (ECTS) – Credit Accumulation and Transfer (CAT) – United Kingdom (UK)

**Conversions: ECTS: 1 ECTS credit = 25-30 clock hours (similar to US quarter hour system)
 CAT = 20 credits = 10 UK = 5 USA

Registrar's Office Approval:

 Registrar Signature Approval

 Date Signed