

Cover Sheet: Request 13457

EGN4956 International studies in engineering

Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Ping Neo pneo@eng.ufl.edu
Created	12/21/2018 11:00:03 AM
Updated	3/15/2019 7:55:55 AM
Description of request	This is to request the approval of a new course number EGN4956 Overseas studies in engineering as a mechanism to by which coursework taken as part of an approved study abroad program can be recorded on the UF transcript and counted towards graduation for UF Quest.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	ENG - Engineering - General 011940001	Johannes Van Oostrom	Approved at IE3 faculty meeting on 2/22/19	2/25/2019
New Undergraduate AA Form 01-08-2018.pdf					2/4/2019
College	Approved	ENG - College of Engineering	Heidi Dublin	Approved by HWCOE Curriculum Committee and Faculty Council	3/15/2019
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			3/15/2019
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 13457

Info

Request: EGN4956 International studies in engineering

Description of request: This is to request the approval of a new course number EGN4956 Overseas studies in engineering as a mechanism to by which coursework taken as part of an approved study abroad program can be recorded on the UF transcript and counted towards graduation for UF Quest.

Submitter: Johannes Van Oostrom oostrom@ufl.edu

Created: 2/25/2019 9:44:54 AM

Form version: 5

Responses

Recommended Prefix EGN

Course Level 4

Number 956

Category of Instruction Advanced

Lab Code None

Course Title International Studies in Engineering

Transcript Title Internat Studies Eng

Degree Type Baccalaureate

Delivery Method(s) On-Campus

Co-Listing No

Co-Listing Explanation Not applicable

Effective Term Earliest Available

Effective Year Earliest Available

Rotating Topic? Yes

Repeatable Credit? Yes

If repeatable, # total repeatable credit allowed 12

Amount of Credit Variable

If variable, # min 1

If variable, # max 4

S/U Only? No

Contact Type Regularly Scheduled

Weekly Contact Hours 1cr is 3 hrs of work per week for 15 weeks

Course Description Provides a mechanism by which coursework taken as part of an approved study abroad program can be recorded on the UF transcript and counted toward graduation.

Prerequisites Admission to an approved UF study abroad program and undergraduate programs director permission through advising form

Co-requisites NA

Rationale and Placement in Curriculum This course provides a mechanism by which coursework taken as part of an approved study abroad program can be recorded on the UF transcript

Course Objectives This is a placeholder course to be replaced with existing courses

Course Textbook(s) and/or Other Assigned Reading N/A Placeholder course

Weekly Schedule of Topics N/A Placeholder course

Links and Policies <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

<http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php>

Accommodation for Students with Disabilities: Students Requesting classroom accommodation must first register with the Dean of Students Office. That office will provide the student with documentation that he/she must provide to the course instructor when requesting accommodation.

<http://www.counseling.ufl.edu/cwc/Default.aspx>

<http://www.crc.ufl.edu>

22. Software Use: All faculty, staff and student of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

<https://evaluations.ufl.edu/results/>

Grading Scheme N/A Placeholder course

Instructor(s) To be determined

STUDY ABROAD ACADEMIC ADVISING FORM (Page 1 of 2)

STEP 1: Student Information

UFID#: _____ **FIRST & LAST NAME:** _____ **EMAIL:** _____ **CLASS CODE:** _____
PROVIDER/PROGRAM NAME: _____ **LOCATION:** _____ **TERM ABROAD:** _____

STEP 2: GPA Check - To be completed by the UF International Center (UFIC) **BEFORE** you see your undergraduate and academic advisors:

Student GPA: _____ UFIC APPROVAL: _____ Yes Innovation Academy Exchange Program (UFGPA Credit) **UFIC Signature:** _____
 Conditional approval pending end of semester GPA: _____ (UFIC initial) Non-UF Program (Transfer Credit) **Date: _____

STEP 3: Course Selection & Approval

Student: List Foreign Courses

Undergraduate Advisor:
(Department-Specific)

Provide UF course equivalencies for the foreign courses listed below. Supporting materials should be provided by the student. ***Please note that equivalencies are not required for institutions in the State University System of Florida.**

Foreign Course Number & Title: _____ _____ # of Credits: _____	Applicable to: <input type="checkbox"/> Major <input type="checkbox"/> Minor <input type="checkbox"/> Upper Division Electives <input type="checkbox"/> Gen-Ed Electives	UF Course Prefix and #: _____ # of UF Credits to Be Awarded: _____ Approved by (print name): _____ Signature: _____ Dept/Title: _____ Date: _____
Foreign Course Number & Title: _____ _____ # of Credits: _____	Applicable to: <input type="checkbox"/> Major <input type="checkbox"/> Minor <input type="checkbox"/> Upper Division Electives <input type="checkbox"/> Gen-Ed Electives	UF Course Prefix and #: _____ # of UF Credits to Be Awarded: _____ Approved by (print name): _____ Signature: _____ Dept/Title: _____ Date: _____
Foreign Course Number & Title: _____ _____ # of Credits: _____	Applicable to: <input type="checkbox"/> Major <input type="checkbox"/> Minor <input type="checkbox"/> Upper Division Electives <input type="checkbox"/> Gen-Ed Electives	UF Course Prefix and #: _____ # of UF Credits to Be Awarded: _____ Approved by (print name): _____ Signature: _____ Dept/Title: _____ Date: _____
Foreign Course Number & Title: _____ _____ # of Credits: _____	Applicable to: <input type="checkbox"/> Major <input type="checkbox"/> Minor <input type="checkbox"/> Upper Division Electives <input type="checkbox"/> Gen-Ed Electives	UF Course Prefix and #: _____ # of UF Credits to Be Awarded: _____ Approved by (print name): _____ Signature: _____ Dept/Title: _____ Date: _____

STEP 4: Credit Hours

1. I WILL EARN _____ CREDIT HOURS WHILE ABROAD
2. I WILL EARN _____ OTHER CREDIT HOURS WHILE ABROAD (i.e. on-campus, distance learning)

TOTAL NUMBER OF CREDITS: _____ (Lines 1 + 2)

ACADEMIC-YEAR APPLICANTS ONLY: DURING MY SECOND SEMESTER ABROAD, I WILL EARN _____ CREDIT HOURS + _____ OTHER CREDIT HOURS.
 Please Note: Financial aid will disburse according to the total hours reported on this form. **You must immediately report any change in hours to your Study Abroad Advisor.**

STEP 5: Academic Advising Check & Student Signature - Meet with your Academic Advisor (in your college) to ensure this program complements your academic career.

Academic Advisor Signature: _____
 Printed Name of Academic Advisor: _____
 Dept./Title: _____
 Phone: _____ Date: _____

Student Signature: _____ Date: _____

INNOVATION ACADEMY STUDENTS ONLY

IA Advisor Signature: _____ Date: _____
 Printed Name of IA Advisor: _____

STUDY ABROAD ACADEMIC ADVISING FORM (Page 2 of 2)

STEP 6: Review Policies Below and Sign

ALL STUDENTS must notify UFIC of any overseas credit changes within 10 days of the change.

Types of Programs

- **Non-UF Programs** – You will receive transfer credit and letter grades. The letter grades will show on your UF transcript but will not factor into your UFGPA. If you want credit to be applied to your major or minor, you must obtain approval from the corresponding department on campus for each course you will take.
- **Exchange Programs** – You will receive UFGPA credit and letter grades. The letter grade will be factored into your UFGPA. You must obtain UF course equivalencies for each course you will take abroad, including those outside your major or minor. The equivalencies must be from the corresponding UF undergraduate advisor.

Credit Transfer

- To receive credit for courses while abroad, you must have approval from the undergraduate advisor for that department and from your academic advisor. Only the UF department that would teach that course on campus can designate the UF course equivalency. For example, if the foreign course is a history course, it needs to be approved by the history department.
- All coursework completed overseas will be posted on your UF transcript.

Course Equivalencies

- Before meeting with the advisor, select courses, including alternate choices.
- Bring course materials (i.e. catalogs, descriptions, etc.) so UF course equivalencies can be determined.

S/U Credit (Pass/Fail)

- If you plan to take a course for S/U credit (pass/fail), you must follow the Office of the University Registrar's procedure for applying for S/U grades.

Transcripts

- In order to post foreign grades and coursework to your UF transcript, the University of Florida Registrar requires UFIC to obtain the official transcript in its original and unopened envelope from the host institution; faxed/emailed transcripts are not accepted. Please have your transcript sent to the address below:

UF International Center
Transcript Processing
1765 Stadium Rd., Suite 170 HUB
P.O. Box 113225
Gainesville, FL 32611-3225

- **Under normal circumstances, please allow 2-3 months upon program's completion for grades to be posted.**
- **Please see your Study Abroad Advisor to discuss any concerns you may have about the posting of your grades and/or possible delays to your graduation.**

I understand and acknowledge the policies outlined above:

Student signature: _____

Date: _____

Step 7: GRADUATING SENIORS

It is your responsibility to ensure that the host institution provides an official transcript to the UF International Center by posted deadlines in order to graduate.

Please initial: _____