

Summer 2007 – ESOL in Paris  
The Paris Research Center  
ACADEMIC ADVISING FORM

PLEASE ATTACH A  
CURRENT, COLOR  
PHOTO HERE

UFID#: \_\_\_\_\_ Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

To be completed by UFIC Program Advisor **before** you see your academic advisor:

Student GPA: \_\_\_\_\_ UFIC APPROVAL: \_\_\_ Yes \_\_\_ No  UFGPA UFIC Signature: \_\_\_\_\_  
\*\*\*Conditional approval pending end of semester GPA \_\_\_\_\_ Date: \_\_\_\_\_

COURSE SELECTIONS: **If any of the following classes are to be applied to your major or minor, please be sure to have your advisor in your major/minor sign at the appropriate place(s) below.**

**Undergraduate:**

\_\_\_\_\_ **TSL 3526** – Foundations of Language and Culture 3 UFGPA credits Applicable to : \_\_\_ Major \_\_\_ Minor \_\_\_ Elective \_\_\_\_\_  
Faculty Advisor

\_\_\_\_\_ **EDF 3810** – Comparative Ed (Language Policy in Modern Europe) 3 UFGPA credits Applicable to : \_\_\_ Major \_\_\_ Minor \_\_\_ Elective \_\_\_\_\_  
Faculty Advisor

**Graduate:**

\_\_\_\_\_ **EDG 6931** – Foundations of Language and Culture 2 UFGPA credits Applicable to : \_\_\_ Major \_\_\_ Minor \_\_\_ Elective \_\_\_\_\_  
Faculty Advisor

\_\_\_\_\_ **EDF 6812** – Comparative Ed (Language Policy in Modern Europe) 3 UFGPA credits Applicable to : \_\_\_ Major \_\_\_ Minor \_\_\_ Elective \_\_\_\_\_  
Faculty Advisor

Approved by : \_\_\_\_\_ Date: \_\_\_\_\_  
Candace Harper ([charper@coe.ufl.edu](mailto:charper@coe.ufl.edu)) / Maria Coady ([mcoady@coe.ufl.edu](mailto:mcoady@coe.ufl.edu))

**This summer, 2007, I will take \_\_\_\_\_ Transfer credits overseas and \_\_\_\_\_ UFGPA credits overseas and \_\_\_\_\_ additional credit hours at UF.**  
**Total credits for summer 2007:** \_\_\_\_\_ *(Credit hours must equal at least 6 to receive financial aid)*

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

**GRADUATION CHECK:**

This student has had an audit of Department and/or College requirements for graduation. \_\_\_ Yes \_\_\_ No

Signature of Undergraduate or College Advisor: \_\_\_\_\_ Dept/ College: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

## INSTRUCTIONS FOR COMPLETING ACADEMIC ADVISING FORM

### TO THE STUDENT

1. All course work done overseas will be posted on your UF transcript.
2. To ensure that the coursework you complete abroad will count toward your UF degree, you must meet with your academic advisor prior to departure.
3. Your overall college academic advisor can approve overseas study coursework for elective and general education credit towards your degree.
4. For credit towards requirements for either your major or minor, you must see the academic advisor in that specific department.
5. All exchange program coursework is UF GPA and each overseas study course must have an assigned UF equivalent course name and number. Only the UF department that would teach that course on campus can designate the UF equivalent course.
6. **Before meeting with the advisor, select courses, including alternate choices.**
7. **Bring materials about courses, i.e. catalogs, descriptions, etc so UF course equivalency can be determined.**

### TO THE ACADEMIC ADVISOR

To ensure the proper transfer of credits, please select course equivalency with departmental approval for student's selected courses. Support materials to make this determination should be supplied by the student.

**Transfer Credit** – If credit will be applied to your major or minor, your academic advisor, **prior to departure**, must assign equivalency with departmental approval for each course to be taken. For elective or general ed credits, an academic advisor from your college must approve and assign equivalency.

**UFGPA Credit** – UF course numbers must be listed for every course prior to your departure by the program advisor.

## TRANSCRIPT INFORMATION

The **University of Florida Registrar** requires original, official transcripts from the host institution in order to post any grades and coursework. In order to receive credit, UF students must request transcripts be sent to:

UF International Center  
Transcript Processing  
123 Grinter Hall  
PO Box 113225  
Gainesville, FL 32611-3225

**Faxed transcripts are not acceptable.**

**Transcripts delivered by hand in a sealed envelope will be accepted.**

Under normal circumstances, please allow 2-3 months upon program's completion for grades to be posted.

I understand and acknowledge the above information regarding transcripts as outlined.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

### **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:** \_\_\_\_\_

Please see your Program Advisor at Study Abroad Services to discuss any concerns you may have about the posting of your grades