

Student Name

UI Student ID# / S.S.# / Program, site

## Understanding of Evaluation & Recording Of Study Abroad Course work

### University of Idaho Office of the Registrar

Regarding transferability of courses taken on a University of Idaho (UI) Study Abroad program:

1. Courses taken on a UI Study Abroad program are recorded on the UI transcript as transfer credit.
2. Transfer courses do not appear in detail on an official UI transcript. The institution name, term of attendance, total credits, and net GPA are the only elements that will appear on an official UI transcript.
3. Once the student has completed their study abroad program, the UI Study Abroad office will receive 2 official transcripts from the host institution abroad (not the case for USAC students, see note below). If the student has filled-out and returned the Transcript Request form (one of the Mandatory Study Abroad forms for non-UI students) to the UI Study Abroad office, one of the transcripts received from abroad will be sent to the student's home institution. The other transcript is kept on file at the UI as a part of the student's permanent record. The UI Registrar's Office will send an official UI transcript to the student's home school showing that the student was registered through the UI while studying abroad and that the UI accepted transfer credit from the institution attended abroad.  
**Note:** If you are studying abroad through USAC, USAC will forward one official transcript from your program abroad to the UI and one official directly to your home school. Your home school will also receive the official UI transcript as described above.
4. It is the responsibility of the student to request any additional official transcripts directly from the host institution abroad that may be needed by their home institution or any subsequent institutions for evaluation of transfer credit. The UI does NOT provide copies of transcripts from any other institution.
5. The UI does not guarantee that your home university or any other university will accept the credit from the institution you attend on a UI Study Abroad program. You must check credit transferability with your home school's Registrar's office and/or Study Abroad office directly. Remember, your home school will not be evaluating UI credit, they will be evaluating the credit directly from the institution you attend abroad.

Please read the following statement and sign below. Your signature will serve as acknowledgement of responsibility regarding transcripts.

I understand the above statements in regards to UI Study Abroad programs and how the credits will be evaluated and appear on an official UI transcript.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date