Study Abroad & National Student Exchange Checklist  
Department of Psychology

_____ Have you updated your remaining semester-by-semester plan? Will you be able to fit in all required courses around SA/NSE semester to graduate? Do you need to take specific courses for requirements or can you just take electives?

_____ Did you apply for the program? Did you meet with the NSE or Study Abroad Center staff?

Students need Psych approval for a Psych requirement (Psych Core, Additional Psych, Supporting Courses).

Students need LAS College and/or Department approval for Gen Ed requirements.

_____ Are there transfer credit evaluations available from the Study Abroad or NSE Office or on ISU TRANSIT for the institution of your choice?

*If a course is not available on TRANSIT, you will need to submit the institution’s name, course names, numbers and credit hours to ISU Admissions (100 Enrollment Services) to obtain a preliminary transfer credit evaluation. Discuss this information with your adviser.

*If you are taking courses for a requirement (other than 300/400 levels) and the course transfers as a 2T, 3T or 4T, you MUST have departmental and/or LAS approval. A course description may be enough for preliminary approval; however, a syllabus may be required for final review.

*Remember that grades do NOT transfer back to ISU except for use to verify a minimum grade requirement (e.g., Stat 101 requires a C-).

_____ Will you still need to take 32 credits at ISU when you return? If not, your degree audit will need adjustment after the transcript has been posted in A+.

_____ Do you plan to take any courses for any of the Psych requirements?

If so, you must have tentative approval from the Director of Undergraduate Studies BEFORE YOU LEAVE. You must bring a course description for tentative approval (a syllabus is preferred) to the Psych Advising Office for review.

Transfer courses will ONLY be approved as substitutions for or equivalent to an ISU required Psych course AFTER the course is evaluated. You MUST provide a syllabus which should include the name of the textbook(s) used, credit hours, hours of actual class per week, type and number of quizzes, exams, labs, and assignments. For your convenience, it is best to bring back all materials possible for each course.

_____ Did you review your degree audit in A+ AND turn in a degree audit worksheet to the Psych Advising Office indicating where and when you will be during SA or NSE? Please include a “wish list” of courses for the semester of return. By reading your ISU e-mail, you will know when to contact your adviser for a RAN to register for your semester of return.

NOTE: You are still responsible for tracking your progress towards a degree at ISU

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