

Saint Louis University Study Abroad Enrollment Verification

**Form
#27**

Section 1
Student

Student Name

Student ID

Student Email

Study Abroad Program

Student Phone #

Section 2
Purpose

As part of the study abroad pre-departure process, you completed a Study Abroad Course Approval Form on which you received preliminary approval of the courses that you planned to take abroad. The course approval form, however, is not a guarantee of course availability or enrollment at the host institution. If you were unable to register for a pre-approved course(s), you must obtain the appropriate approvals from within your academic unit at Saint Louis University.

This enrollment verification form confirms the courses in which you are officially registered at the host institution. The completion of this form assures that you maintain full-time enrollment, maintain eligibility for your SLU scholarships and financial aid, maintain your class standing and relevant course pre-requisites for registration purposes, and will ease the transcript articulation process once your grades are received at the conclusion of your program.

Please have the appropriate coordinator at the host institution email the form directly to the Office of International Services, goabroad@slu.edu, by the following deadlines:

Fall Semester: September 15*

Spring Semester: February 1*

*Students participating in programs with a later start date are requested to contact the Office of International Services to make alternate arrangements.

Section 3
Course Information

Semester (fall/spring/summer and year) _____

Course(s) enrolled in:

Subject, Number and Section (if applicable)	Course Title	Credit Hours
<i>Ex. ITAL-100</i>	<i>Introduction to Italian</i>	<i>3</i>

Advising - Padre Arrupe Hall, Room 100, 103 and 104

Avda. del Valle 34, 28003 Madrid 99.554.5858

<https://slu.edu/madrid>

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Section 4
Acknowledgements

I understand and acknowledge that:

- * I am enrolled in the listed courses.
- * I will submit a revised version of this form if there are any changes to my registration.
- * Students participating in fall/spring study abroad programs must enroll for the equivalent of a full-time course load while abroad. For summer programs, there is no minimum credits required, unless otherwise specified by your host institution or program.
- * This form may be shared as proof of enrollment with the Office of Student Financial Service.
- * Students who do not submit this form may be in jeopardy of losing their financial aid.
- * This verification does not guarantee courses will transfer to Saint Louis University.
- * Students should keep copies of all course syllabi in case any further review of course content is necessary for approval in fulfilling degree requirements.
- * Upon completion of study abroad courses, students will forward, from the study abroad institution, no later than the first week of the following semester either
 1. a sealed official transcript, to the *Office of International Services*
3694 West Pine Mall, Des Peres Hall, Room 102, St. Louis, MO 63108 or
 2. an official electronic transcript to goabroad@slu.edu.
- * Grades for all courses while on SLU-approved exchange and study abroad programs will appear on a student's Saint Louis University transcript and factor into a student's GPA.

Student Signature

Date

Section 5
Verification

I confirm that the student is enrolled in the above courses.

Host Institution Coordinator Signature

Date

Form Procedures

1. Student completes sections 1 and 3.
2. Student acknowledges policies related to study abroad enrollment verification in section 4.
3. Student submits form to Host Institution Coordinator for verification, section 5.
4. The Host Institution Coordinator emails the approved petition directly to the Saint Louis University Office of International at goabroad@slu.edu.

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