



Study Abroad

Study Abroad Course Equivalency Form

Credits earned on an NTC study abroad program are automatically listed as general elective credit on your Tulane transcript for courses taken within business, architecture, liberal arts, public health, and science & engineering fields. Courses appear on the student's transcript with the program course title, grade, number of credits, the Tulane departmental prefix and an OSA course number (i.e. 1290, 5190, 5380, or 5390).

These courses have not been articulated for Tulane course equivalencies. This means that they do not yet count towards major or minor requirements or NTC core attributes. To have courses articulated for Tulane course equivalencies, students must fill out this form with the assistance of a faculty member from the relevant department.

Students are responsible for knowing the major/minor department protocols for requesting course equivalencies. (Please consult the department website.) Students should retain all course materials including syllabi, written assignments, and exams.

STEP 1: Complete Student Information

Form with fields for Student Name, Major/Minor, Program Name, Tulane ID#, Tulane Email, and Semester Abroad.

STEP 2: Check to see if courses have been pre-approved for a Tulane course equivalency.

A limited number of study abroad courses have been pre-approved for course articulations. Students should consult this website (https://cge.tulane.edu/course-equivalencies) to see if their courses have been pre-approved. (Courses are organized by discipline.) If they are on the pre-approved list, enter relevant information below:

Table with 3 columns: Program Country/Name, Study Abroad Course Name, Tulane Course Number. It contains four empty rows for data entry.

Step 3: If your study abroad course is not on the pre-approved list, you must request course equivalencies with the relevant Tulane department.

Bring this form, your syllabi, and any other relevant course documents necessary to the faculty chair of the department in which you will seek course equivalency for your coursework abroad.

To be filled out by the faculty member:

Study Abroad Course name (and number if available)	Tulane Course Number	# of Tulane course credits	Designated Faculty Member's Name and Signature	Course equivalency approval for 3 years? Yes or No**

To faculty approvers: Courses can be granted a 3-year approval, during which time you will not have to approve the same courses taken by multiple students in the same program. The NTC Office of Study Abroad highly encourages 3-year approvals.

If you are giving departmental approval to add these courses to a master list of courses with blanket approval for the above course equivalency please sign below: The courses that are approved by the department for 3 years will be reevaluated 3 years from the date below.

Department Approver name/signature:
Date:

Step 4: Submit your Course Equivalency Form

Your form can be submitted by the student or faculty member either in person to the Center for Global Education (6901 Willow St.) or via email to crystal@tulane.edu.

Questions? Send an email to osa@tulane.edu