

STUDY ABROAD

International Academic Programs



Stony Brook
University

Study Abroad Learning Agreement

Name _____ SBU ID# _____ Country _____

Program/Host Institution _____ Term Fall Winter Spring Summer Year _____

Students are responsible for understanding his/her degree requirements and how study abroad courses may apply to those requirements. The Learning Agreement serves as a tool to build a study plan and obtain course evaluations (as necessary) for a student's study abroad program at a partner university. Please consult with both a general academic advisor(s) as well as major/minor advisor(s) to learn which degree requirements are not yet completed.

Students should not enroll in courses that they have already completed. If a course abroad is determined to be equivalent to an SBU course previously completed, students will not earn credit for it twice.

Check if you intend to attempt to enroll in a course that you have previously taken.

It is recommended for students to obtain course evaluation approvals for 6 to 8 courses, so that some may serve as back up if necessary.

- Major/minor course evaluation(s) should be submitted to the undergraduate director in the appropriate academic department.
- SBC course evaluation(s) should be submitted to the study abroad program advisor for evaluation.

Non-SBU Students are advised to develop a study plan by indicating the courses on this form and uploading a copy to the Study Abroad portal. Signatures are not required; however we highly recommend using this form as a tool to obtain the appropriate academic approvals. Please also contact the study abroad office at your home university to confirm the necessary procedures for participating in another university study abroad program, including the grade and credit transfer policies.

Accepted students should submit this form, completed with signatures prior to program departure. If the IAP Office does not obtain a complete form, credits will be processed as a general transfer credit or as the course has been previously approved by the university. You may update this form at any point with your courses and approval signatures prior to your departure. Please use the existing form to indicate updates and ensure that the most updated form is uploaded to your SBU study abroad portal.

Student Signature _____ Date _____

Name _____ SBU ID# _____

Students must fill out the program number/code, title and number of credits. Include any relevant documentation for each course including the course description and syllabi if possible. Courses that have already been evaluated can be found here: [IAP Partner University Course Database](#). Please check the course database prior to requesting the evaluation, as courses that have already been evaluated require no signature and will be posted based on the existing approval.

Major/Minor Evaluation: Academic Advisors complete the gray boxes. Students complete the white boxes.

Instructions for Academic Advisors: This form is to facilitate course selection for students that are participating in study abroad programs. Please review and indicate SBU equivalent, or elective and level if applicable.

Course Number or Code if Available	Program Course Unit Title	Number of Host Institution Credits	Evaluated in Database ✓	For Academic Advisors: Equivalent SBU Course, or "Elective" Including Level	For Academic Advisors: Name and Signature <i>This equivalency will be used in database for future articulation. *Signature not required for courses that have already been evaluated</i>
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		

SBC/DEC Evaluation: SBU Students only. IAP Advisors should complete the gray boxes. Students complete the white boxes.

Course Number or Code if Available	Program Course Unit Title	Number of Host Institution Credits	Evaluated in Database ✓	For Student: SBC / DEC Requested	IAP Study Abroad Approval Signature <i>*Signature not required for courses that have already been evaluated</i>
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		