GW | Engineering

Study Abroad Checklist

- ✓ Review the SEAS study abroad website for more information about studying abroad as a SEAS student: https://engineering.gwu.edu/study-abroad

- ✓ Set up a time to meet with a GW Study Abroad advisor via studyabr@gwu.edu to review program options.

- ✓ Meet with your SEAS faculty advisor to review your study abroad plans and class schedule.

- ✓ Start an application in GW Passport for your chosen study abroad program.

- ✓ Complete the SEAS Undergraduate Advising Form (UAF) for Study Abroad for <u>each program</u> and submit to your faculty advisor for approval. *Please note, submitting your UAF does not automatically approve any courses equivalents.*

- ✓ Once the UAF is signed by your faculty advisor, send the completed form to seasadvising@gwu.edu for processing.

- ✓ Based on your UAF be sure that all courses are approved via GW CATS and associated with each program. *Please note, approval of equivalency does not dictate whether the course will be offered the term you are going abroad. You will need to double-check this information via the programs schedule of classes to ensure offering.*

- ✓ Once all your courses have been approved in GW CATS for a particular program, please email your SEAS professional advisor via seasadvising@gwu.edu so they can verify and update the requirement in Passport.

- ✓ Work closely with GW Study Abroad Advisor and office on your remaining pre-departure steps in Passport

- ✓ Bon Voyage!

Registering for the Semester You Return to GW

- ✓ Remember courses taken abroad will not appear on your record until after final grades. Therefore, if a course is a pre-requisite for an upcoming course you will need to complete a Registration Transaction Form approved by the instructor to register. You should work with your SEAS faculty advisor and professional advisor if you have any questions.