

**Course Approval Form: Semester in Florence — Spring 2019  
(Transfer Credit from Florence University of the Arts)**

Name: \_\_\_\_\_ U#: \_\_\_\_\_ Major: \_\_\_\_\_

Courses below are considered “transfer credit” as students have their foreign credit evaluated and added to their academic record once the Education Abroad Office receives the official transcript. \*Students should be enrolled in a minimum of 12 credit hours during the semester. Please provide a complete list of first choice courses, and an alternate course choice for each. Please have your **major academic advisor** indicate whether each course meets a graduation requirement. A list of pre-approved FUA courses and their USF equivalencies can be found on pages 2—13.

**ONCE YOU RECEIVE THE REQUIRED SIGNATURE(S) BELOW, UPLOAD THE FORM TO YOUR PROGRAM APPLICATION.**

Questions? Contact the Education Abroad Registrar: [EA-Registrar@usf.edu](mailto:EA-Registrar@usf.edu).

FUA Course Code	FUA Title	USF Subject & Num	Hours	Grad Req.?*	
				Yes	No
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
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				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

\*Grad. Req.: Does this course meet a graduation requirement (elective hours, within major course, FKL, etc.)? Courses that do not satisfy a degree requirement may not be considered for funding. Only student’s **major** advisor may sign. Student should speak to USF University Scholarship and Financial Aid Services regarding paperwork needed for aid to disburse: <http://www.usf.edu/financial-aid/>

<b>Required Academic Advisor Signature</b>			
<i>USF STUDENTS:</i> To be completed student’s Major Advisor; <i>NON-USF STUDENTS:</i> To be completed by the Education Abroad Advisor of the Student’s Home Institution.			
Print Name	Department	Phone	Email
Signature		*By signing this document, I affirm that the student has informed me of his/her plans to study abroad with USF and understands how the above credit will count towards their degree.	
Advising Notes:			

**FUA Spring Semester Courses with USF Equivalencies**

*USF equivalencies provided below have been previously approved by the respective department. Please refer to the [FUA academic schedule](#) for specific class dates and times.*

FUA Course Code	FUA Course Title	USF Subject	USF Num	Hours
FTADAC370	Accessory Collection Design and Production I Experiential Learning	TBD	TBD	6
FTADAS355	Accessory Studio I	TBD	TBD	3
DIPHAD400	Advanced Digital Photography	PGY	3820C	3
FAPDAD320	Advanced Drawing	ART	4320C	3
LAIEAE500	Advanced English for International Educators	FLE	6932	3
LAPAPA300	Advanced Piano	MVK	1411	3
LAPLAW300	Ancient Western Philosophy	PHH	3062	3
FTFDAD320	Apparel Design	ART	2930	3
FAAEAP325	Art and Places: From Renaissance Florence to the Contemporary Metropolis	ARH	4930	3
FAAEAP350	Art and Places: New Trends in Contemporary Art	TBD	TBD	3
DIVCAD335	Art Direction: Digital Media and Visual Art	TBD	TBD	3
FTFCCP200S	Art Media: Introduction to the Creative Process	ART	2930	1
LAAHTC371	Art Theory and Criticism	ARH	4800	4
FAAEAT304	Art Therapy - Service Learning	ART	4940	4
FAAEAT300	Art Therapy	ART	2930	3
CPCRCM360	Art, Food, Fashion, and Wine: Creative Advertising of Italian Destinations	HFT	4930	3
LAPAPB120	Beginner Piano	MVK	1811	3
FTADBD338S	Belt Design and Construction	ART	2930	1
LAPLBE320	Biomedical Ethics	PHI	3633	3
FTADBC335S	Boot Construction Techniques	ART	2930	1
HPFBCS470	Catering Sales and Operations	HFT	3263	3
FACECE200	Ceramics (Beginner)	ART	2750C	3
SMCHCA310	Chemistry and the Visual Arts	IDS	2931	3
FWFCSB306S	Coffee and After Meal Beverages	HFT	4930	1

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DIVCCB310S	Commercial and Business Advertising	ADV	3200	<b>1</b>
ISITCI101	Communicating in Italian	ITA	1120	<b>3</b>
LAIECI580	Comparative International Education and Student Diversity	FLE	6167	<b>3</b>
HPHTRO355	Consumer Behavior and Retail Strategies Experiential Learning	HFT	4930	<b>6</b>
HPHTRO350	Consumer Behavior and Retail Strategies	HFT	4930	<b>3</b>
BUMACB335	Consumer Behavior	MAR	4503	<b>3</b>
ISILCL410	Contemporary Italian Literature (in Italian)	ITW	4101	<b>3</b>
HPFBCC532	Cost Control	HFT	3424	<b>3</b>
DIVCCC325S	Creative Communication for the Third Sector	MMC	4936	<b>1</b>
LACWCW300	Creative Writing	CRW	3111	<b>3</b>
LSSOCI200	Cultural Introduction to Italy	ITA	3470	<b>3</b>
LSSOCI202	Cultural Introduction to Italy	ITA	3470	<b>3</b>
LSSOCI207	Cultural Introduction to Italy	ITA	3470	<b>6</b>
FWFSIF324	Cultural Introduction to the Italian Family - Service Learning	SYO	3120	<b>4</b>
FWFSIF320	Cultural Introduction to the Italian Family	ITA	4930	<b>3</b>
LSSOCP310	Cultural Perspectives: Awareness, Exposure, and Engagement	ITW	4905	<b>6</b>
LAPYCS310	Culture Shock: Cross-Cultural Psychology	PSY	4931	<b>3</b>
ISILDF340	Dante Alighieri's Florence: Readings and Cultural Walks	ENL	4501	<b>3</b>
GSHSMP270	Developing Mind Potential: Mindfulness Practices	IDS	2931	<b>3</b>
DIVCGI210	Digital Graphic Illustration	ART	2930	<b>3</b>
BUMKWM325	Digital Marketing	MAR	4933	<b>3</b>
FTFDDR240S	Draping	ART	2930	<b>1</b>
LARSER310	Eastern Religions and Philosophy	REL	3936	<b>3</b>
ISITEI101	Elementary Italian 101	ITA	1120	<b>3</b>

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ISITE1102	Elementary Italian 102	ITA	1121	3
LACWEL360	English as a Foreign Language Advanced	TBD	TBD	3
LACWEL290	English as a Foreign Language Intermediate	TBD	TBD	3
BUMKEM310	Entrepreneurial Marketing Experiential Learning	IDS	3947	6
BUMKEM305	Entrepreneurial Marketing	MAR	3823	3
LAPSEG340	Ethics of Globalization	INR	3011	3
HPHTEO440	Event Operations and Project Management	TBD	TBD	3
FWFCEC308	Everything Chocolate: From Therapy to Pleasure	HFT	4930	3
FWWCRW330	Exploration of Wine Culture in Italy	HFT	3861	3
FWFCCD314S	Fact and Fiction of Regional Folklore: Celebrating Desserts	HFT	4930	1
FTFMFB330	Fashion Buying Strategies: From Personal Shopper to Retail Merchandising	ART	2930	3
FTDFC410	Fashion Collection Design and Production II Experiential Learning	ART	4930	6
FTDFD230	Fashion Design Studio I	ART	2930	3
BUMKFM320	Fashion Marketing	MAR	2931	3
FTFCF365	Fashion Retail Management Experiential Learning	GEB	2935	6
FTFCF360	Fashion Retail Management	IDS	4930	3
FTFCFM300	Fashion, Media, and Culture	ARH	4930	3
FTADFE342S	Feathers and Experimental Materials	ART	2930	1
DIPHFA290S	Fine Art Digital Printing	ART	2930	1
SMMAFM340	Finite Mathematics	MGF	1106	3
FAPDFS225	Florence Sketchbook	ART	4930	3
LAHSFW280	Florentine Art Walks	TBD	TBD	3
FTADSH349	Florentine Straw Hat and Bag Design and Production	ART	4930	3
HPFBOM405	Food and Beverage Operations and Management Experiential Learning	HFT	4930	6

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FWWEFW461	Food and Wine Pairing and Wine Service Experiential Learning	HFT	3861	3
HPFBFP360S	Food Purchasing	HFT	4930	1
FWFCFC340	Food, Culture, and Society in Italy	HFT	4930	3
FTADFW315	Footwear Design and Construction I	ART	4930	3
FAPDFD120	Foundation Drawing	ART	2301C	3
FAPDFP120	Foundation Painting	ART	2500C	3
HPFBMS331	Front of the House Management Experiential Learning	HFT	4253	6
CPPUFE300	Fundamentals of Publishing and Editing	MMC	4936	3
FAAEGE350	Gallery and Exhibition Curating Experiential Learning	ART	2930	6
FAAEGE345	Gallery and Exhibition Curating	ART	2930	3
FTFCGS270S	Glamour and Style: The Pitti Fashion Shows	TBD	TBD	1
BUECGE350	Global Economy: History and Evolution	ECO	4303	3
LAPAGW300	Guitar Workshop	MUS	4931	3
FTADHC330	Handbag Construction Techniques I	ART	4930	3
FTFDHC352	Haute Couture Sewing Techniques and Construction	ART	4930	3
SHSSHN150	Health and Fitness in the Mediterranean	HFT	4930	3
FWFCFC302S	Herbs, Spices, and Flavors of Tuscany	HFT	4930	1
LAPAAH200	Hip Hop and Street Dance	TBD	TBD	3
LARSHC314	History of Christianity - Service Learning	REL	3500	4
LARSHC310	History of Christianity	REL	3500	3
LAHSIR330	History of the Italian Renaissance	HIS	3930	3
LAHSHM380	History of the Mafia	POS	3931	3
HPHLHM430	Hotel Management Operations and Front Office Procedures	HFT	4253	3
BUMAHR350	Human Resource Management	MAN	3301	3

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LACRHR280	Human Rights and International Criminal Justice	CCJ	4933	3
LAIEIP600	Innovative Practices and Technology in International Education	FLE	5291	3
CPJLIC200	Instant Communication: Words, Images, News	TBD	TBD	3
ISITIB175	Intensive Italian For Nine Credits (Beginner)	ITA	3	9
ISITII275	Intensive Italian For Nine Credits (Intermediate I)	ITA	3	9
ISITIB165	Intensive Italian For Six Credits (Beginner)	ITA	1120	6
ISITII215	Intensive Italian For Six Credits (Intermediate I)	ITA	1121	6
ISITII265	Intensive Italian For Six Credits (Intermediate II)	ITA	3	6
ISITIB101	Intensive Italian for Three Credits (Beginner)	ITA	1120	3
ISITIB185	Intensive Italian For Twelve Credits (Beginner)	ITA	3	12
CPMCCM350	Intercultural Communication	SPC	4930	3
FAPDID220	Intermediate Drawing	ART	3310C	3
FAPDIP220	Intermediate Painting	ART	3530C	3
LAPAPA200	Intermediate Piano	MVK	1821	3
HPHTIM450	International Management for the Hospitality Industry	HFT	4930	3
BUMAIM310	International Management	MAN	4600	3
BUMKIT320	International Marketing	MAR	4156	3
PSININ450	Internship	INR	4943	3
PSINAB450	Internship: Accounting and Business	IDS	3947	3
PSINAD450	Internship: Architecture Studio and Interior Design Assistant	IDS	3947	3
PSINBP450	Internship: Baking and Pastry Industry	IDS	3947	3
PSINCA450	Internship: Culinary Arts	IDS	3947	3
PSINEC450	Internship: Education and Childcare	IDS	3947	3
PSINFU450	Internship: Fundraising	IDS	3947	3

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PSINGA450	Internship: Gallery Assistant	IDS	3947	3
PSINHO450	Internship: Hospitality Industry	HFT	4945	3
PSINMA450	Internship: Management	IDS	3947	3
PSINMK450	Internship: Marketing	IDS	3947	3
PSINMP450	Internship: Music and Performing Arts Administration	MUS	4905	3
PSINPH450	Internship: Photography	IDS	3947	3
PSINPR450	Internship: Public Relations	IDS	3947	3
PSINSE411	Internship: Special Event Management	HFT	4945	3
PSINSV450	Internship: Sport Venue and Training Center Assistant	IDS	3947	3
PSINEF450	Internship: Teaching English as a Foreign Language	IDS	3947	3
PSINVP450	Internship: Video Production	IDS	3947	3
PSINVC450	Internship: Visual Communication	IDS	3947	3
CPMCIC440	Interpersonal Communication	SPC	3301	3
DIVCAD330	Introduction to Art Direction	ADV	3101	3
LAHAH210	Introduction to Art History	ARH	2050	3
DIVCCG150	Introduction to Computer Graphics	GRA	2103	3
DIVPCV205	Introduction to Creative Videomaking Experiential Learning	ART	2930	6
DIPHID185	Introduction to Digital Photography Experiential Learning	ART	2930	6
DIPHID180	Introduction to Digital Photography	PGY	3820C	3
HPHTIE200	Introduction to Event Management	HFT	4757	3
DIPHFP210	Introduction to Fashion Photography	PGY	3930C	3
FAFPFP140	Introduction to Film Photography	PGY	3930C	3
FWDNFS508S	Introduction to Food Science	HFT	4930	1
HPHTIH300	Introduction to Hospitality	HFT	3003	3

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FUA Course Code	FUA Course Title	USF Subject	USF Num	Hours
IDIDID200	Introduction to Interior Design	ART	2930	3
FWFCFT260	Introduction to Italian Food Traditions	HFT	4930	3
BUMKIM280	Introduction to Marketing	MAR	3023	3
FWDNIN305S	Introduction to Nutrition	HFT	4930	1
FWDNIN305	Introduction to Nutrition	HFT	4930	3
DIPHDD140	Introduction to Photography: From Darkroom to Digital	PGY	3410C	3
DIPHPS220	Introduction to Photoshop	PGY	2401C	3
CPMCCP180	Introduction to Public Relations Experiential Learning	MMC	4945	6
CPMCCP150	Introduction to Public Relations	PUR	3000	3
FAPDWC180	Introduction to Watercolor	TBD	TBD	3
DIVCWD200	Introduction to Web Design	ART	2930	3
FWWEWM300S	Introduction to Winemaking	HFT	4930	1
DIPHIP245	iPhoneography	TBD	TBD	3
LAPSPI335	Islam and Politics	POT	4936	3
ISITIA301	Italian Language Advanced I	ITA	2240	3
ISITIB104	Italian Language Elementary - Service Learning	ITA	3470	4
ISITHO130	Italian Language for Hospitality Majors	ITA	1120	3
ISITII201	Italian Language Intermediate I	ITA	1121	3
ISITII250	Italian Language Intermediate II	ITA	2200	3
ISITII280	Italian Language Intermediate III	ITA	2240	3
FWCARC360	Italian Regional Cuisine	HFT	4930	3
LAAHAR340	Italian Renaissance Architecture	ARH	4930	3
FWCAKM460S	Kitchen Management and Brigade	HFT	4930	1
FTFDKW270S	Knitwear I	ART	4930	1

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DIPHLA300	Landscape and Architectural Photography	PGY	3930C	3
FWWCIW300S	Leading Italian Winemakers	HFT	4930	1
FTADLT340	Leather Technology	ART	3735	3
SHSSLN160	Lifetime Nutrition, Wellness, and Physical Activity	HSC	2100	3
DIPHLF280S	Light of Florence and Tuscany	TBD	TBD	1
FTADLD370	Line Development for Accessories I	TBD	TBD	3
FTFDLD370	Line Development for Fashion I	ART	4930	3
LACLGT340	Literature of the Grand Tour of Italy	LIT	3930	3
FWCASC300S	Local Restaurants and Wine Bars: Signature Chefs and Sommeliers	HFT	4930	1
LACLWL290	Love Letters of Great Men and Women	LIT	3930	3
LAHSSR350	Love, Sex and Marriage in Renaissance Italy	HIS	3930	3
CPPULM330	Magazine Editing and Publishing I	JOU	4212	3
IDSAME380S	Marketing Ethical Strategies	TBD	TBD	1
IDRHMA360	Masters of Architecture	ARC	2211	3
FACLML360S	Medium and Large Format	ART	2930	1
FAMMMM300	Mixed Media	ART	3735	3
LAPAMD150	Modern Dance Beginner	TBD	TBD	3
DIVCMM340	Multimedia Studio I	PGY	4822C	3
LAMUMP370	Music Production	MUS	4930	3
ISILNN350	Neapolitan Novels: Elena Ferrante's Southern Italy	LIT	4930	3
ISILNN351	Neapolitan Novels: Elena Ferrante's Southern Italy	LIT	4930	4
DIPHOC260S	On Camera and Studio Flash Photography	ART	2930	1
ISISOL300	On Love: Fragments of Italy	HUM	4938	3
LAPAOP230	Opera Singers: Operatic Repertory (with Piano Accompaniment)	MVV	1411	3

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LPAVT240	Opera Singers: Vocal Techniques	MVV	1411	3
BUMAOB470	Organizational Behavior	MAN	3240	3
FAPDPA225	Painting En Plein Air	TBD	TBD	3
FWWCPF335S	Pairing Food and Wine	HFT	4930	1
FWWCPF335	Pairing Food and Wine	HFT	3861	3
FWBPPS355	Pastry Shop Experiential Learning	HFT	4930	6
DIPHPJ320	Photojournalism	PGY	3610C	3
SMPHPL300	Physics in Daily Life	PHY	2020	3
FACLPP270S	Pinhole Photography	ART	2930	1
LARSPG335	Popes: Glamour, Power, and Corruption	REL	3936	3
PSPDPO350S	Portfolio Development I	ART	2930	1
PSPDPO380S	Portfolio Development III	ART	2930	1
FWCAPC506	Precision Cooking and Texture Development	HFT	4930	3
FWCAPC509	Precision Cooking and Texture Development: Gases and Air-Based Preparations	TBD	TBD	1
FWCAPC508	Precision Cooking and Texture Development: Gels and Thickening Agents	TBD	TBD	1
FWCAPC507	Precision Cooking and Texture Development: Temperature Application	TBD	TBD	1
DIVCPM220S	Presentation Media	ART	2930	1
LAPAPV300	Private Voice Coach	MVV	1411	3
IDPDPD320	Product Design Experiential Learning	ART	4642	6
DIVCPP312S	Professional Practices	ART	4930	1
LACRRM350	Rape, Marriage, and Legalized Crime in Italy	CCJ	4933	3
LARSRW320	Religion and Women	REL	3145	3
LAAHRA320	Renaissance Art in Florence	ARH	4930	3
LAIERM560	Research Methodologies for International Educators	FLE	6932	3

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HPFBRM392	Restaurant Management Experiential Learning	HFT	3263	6
HPFBRM390	Restaurant Management	HFT	4930	3
LAHSSH370	Shoah: The Holocaust in History	HIS	3930	3
FTADSR210	Sketching and Rendering Accessories	ART	2930	3
CPMCSM325	Social Media Experiential Learning	MMC	4945	6
CPMCSM320	Social Media	MMC	4936	3
LAPYSP304	Social Psychology - Service Learning	SOP	4004	4
LAPYSP300	Social Psychology	SOP	4004	3
FWBPSD380S	Special Diet Baking	HFT	4930	1
HPHTSE415	Special Event Management Experiential Learning	HFT	4930	6
HPHTSE410	Special Event Management	HFT	4930	3
FWSPCA470	Special Project: Experiential Learning in a Local Restaurant	HFT	4930	3
PSSPBP350	Special Project: Experiential Learning in Book Publishing	IDS	3947	3
PSSPDP350	Special Project: Experiential Learning in Digital Photography	PGY	3930C	3
PSSPGA350	Special Project: Experiential Learning in Fine Arts - Gallery Assistant	IDS	3947	3
PSSPSE350	Special Project: Experiential Learning in Hospitality - Special Event Management	IDS	3947	3
PSSPFL350	Special Project: Experiential Learning in International Education - Field Learning Assistant	IDS	3947	3
PSSPLS350	Special Project: Experiential Learning in International Education - Library Sciences	IDS	3947	3
PSSPSA350	Special Project: Experiential Learning in International Education - Study Abroad Assistant	IDS	3947	3
PSSPJO350	Special Project: Experiential Learning in Journalism	MMC	4945	3
PSSPPR350	Special Project: Experiential Learning in Public Relations	IDS	3947	3
PSSPRM350	Special Project: Experiential Learning in Restaurant Management	IDS	3947	3
PSSPSM350	Special Project: Experiential Learning in Sport Management	IDS	3947	3
PSSPBP550	Special Project: Experiential Learning in the Baking and Pastry Industry	HFT	4930	3

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PSSPFR350	Special Project: Experiential Learning in the Fashion Industry - Fashion Retail Management	IDS	3947	3
PSSPHO350	Special Project: Experiential Learning in the Hospitality Industry	HFT	3263	3
PSSPGR350	Special Project: Experiential Learning in the Local Community	IDS	3947	3
PSSPGD350	Special Project: Experiential Learning in Visual Communication - Graphic Design	IDS	3947	3
PSSPVP350	Special Project: Experiential Learning in Visual Communication - Video Production	IDS	3947	3
PSSPWE350	Special Project: Experiential Learning in Visual Communication - Web Editor	IDS	3947	3
DIVCSP350	Special Project: Experiential Learning in Visual Communication and Publishing	MMC	4945	3
PSSPWS350	Special Project: Experiential Learning in Wine Service and Beverage Management	IDS	3947	3
BUMAEF285	Sport Event and Facility Management Experiential Learning	IDS	3947	6
BUMAEF280	Sport Event and Facility Management	UGS	2930	3
DIPHSP300S	Stock Photography, Illustration, and Video	ART	2930	1
LAIEET550	Strategies for Effective Teaching in International Education Experiential Learning	FLE	6932	3
DIPHSP220	Street Photography	PGY	3930C	3
FWBPSA505S	Sugar Artistry	HFT	4930	1
HPHTSL340	Supervision and Leadership in the Hospitality Industry	HFT	4930	3
LAHHSI215	Survey of Italian Art	ARH	4930	3
IDSASG385S	Sustainable Graphic Design for a Contemporary Green World	ART	2930	1
HPHTST325S	Sustainable Tourism	HFT	4930	1
LAHHS250	Symbols and Symbolism in Western Art	ARH	4930	3
FWBPGI330S	The Art of Gelato and Italian Ice	HFT	4930	1
BUERFB310	The Art of the Italian Family Business	GEB	2935	3
SHSSAY190	The Art of Yoga and Meditation	EDG	4909	3
HPHTTC360	The Client - Customer Relation Management	HFT	4930	3
FWFCFF347	The Florence Food and Culture Experience	HFT	4930	3

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FWCACT420	The Italian Chef's Table Experiential Learning	HFT	4930	3
HPFBSF300S	The Italian Food Industry: From Farm to Table	HFT	4930	1
HPFBSF300	The Italian Food Industry: From Farm to Table	HFT	4930	3
SHPPST220	The Italian Soccer Experience	ITA	3470	3
FWFCMD325	The Mediterranean Diet: A Guide to Healthy Living	HFT	4930	3
BUMKSG300	The Sporting Goods Industry	UGS	2930	3
FWCATF440	Tradition of Italian Food II	HFT	4930	3
CPJLTW290	Travel Writing	MMC	4910	3
FWWCTW262	Tuscany and Its Wines	HFT	3861	3
HPHTWH380S	UNESCO World Heritage Site, Florence: Moving Towards Sustainable Tourism	TBD	TBD	1
DIVCDF190	Visual Communication Design Fundamentals Studio I	GRA	3193	3
DIVCDF300	Visual Communication Design Fundamentals Studio III	GRA	3735	3
DIPHVD280S	Visual Diary	ART	2930	1
FTFCVM325	Visual Merchandise and Display	ART	2930	3
LAPLWA300	Wanderlust: The Physical and Emotional Art of Walking	EDG	4909	3
FAPDWC330	Watercolor and Tempera/Gouache Techniques	ART	3513C	3
FWWCWT310	Wine Culture and Society in Tuscany	HFT	4930	3
FWWEWW360	Wines of The World I	HFT	3861	3
FAFDWP210	Words, Painting, and Emotions: The Mind Map of Creativity	ART	2930	3
LARSWR300	World Religions	REL	3308	3
CPJLWM300	Writing for Digital Media	MMC	2100	3

## Directions for students completing course approval form -- Transfer Credit Programs and FAQ:

### Directions

1. Review the courses you wish to take on the program based on the course offerings listed on pages 2 through 10. The USF course equivalencies listed have been previously approved by the respective USF department.
  2. Write in your course selections on page 1 and include several alternates.
  3. Meet with your academic advisor to have the form reviewed at least one month before their program's application deadline (please refer to the program website for more information). Advisors will indicate if courses listed will count towards graduation requirements and discuss degree completion and excess credit hours with the student.
  4. Academic advisor signs off indicating whether the course counts towards graduation requirements. This signature indicate that they have spoken to the student about how the class may impact their degree and excess credit hours.
  5. Student reads and signs conditions on the form.
  6. Signed course approval form is submitted to the USF Education Abroad Office ([EA-Registrar@usf.edu](mailto:EA-Registrar@usf.edu))
  7. Your form will be added to your application with Education Abroad and reviewed for acceptance. Certain programs require additional items for acceptance, please see program website for further information.
- **Students should schedule to meet with their major advisors once the credit has been returned to USF.**
  - PLEASE NOTE: Students planning to take courses towards minors should coordinate communication between the minor and major advisor. The major advisor should still be the individual signing the form, though they may need confirmation from the minor advisor.

### FAQ

#### **Q: What does "Transfer Credit Program" mean?**

**A:** This means that our partner overseas is granting the credit for the program. They will issue a transcript once your coursework is done to the USF Education Abroad Office. Our registrar will add the credit to your transfer record.

#### **Q: What if I want to change my classes?**

**A:** If you change classes you must notify your Education Abroad Advisor and your Academic Advisor. This may mean getting new paperwork if the new course wasn't approved previously.

#### **Q: How does this impact my GPA at USF?**

**A:** Students have three GPAs at USF: 1. Institutional (courses taken at USF), 2. Transfer (courses that are from outside USF), and 3. Overall (average of institutional and transfer). Grades earned on this program impact your transfer and overall GPA.

#### **Q: Can I take these courses pass (S) / fail (U)?**

**A:** USF must report grades as they appear on a transfer record. If the host has an S/U equivalent, you must request it from them.

#### **Q: Will this count for my degree at USF?**

**A:** Please see your academic advisor. While 30 of your last 60 hours must be considered USF credit, some departments have additional residency requirements.

#### **Q: Will this count for financial aid?**

**A:** Every student's financial aid situation is different. Different awards have their own requirements. You will need to speak to a USF financial aid advisor for your specific situation. Be sure to tell them you are on a "**transfer credit program**." However, if your aid does apply to your program you will need to submit a Study Abroad Financial Aid Contract (SAE form) before you go and a Verification of Enrollment letter (VoE) once your program starts. Aid will likely not disburse until after the beginning of classes abroad, once the needed documents are submitted. Please speak to USF University Scholarship and Financial Aid Services for details ([www.usf.edu/finaid](http://www.usf.edu/finaid))