

## USF IN FLORENCE BUSINESS Course Approval Form (Direct USF Credit) - Summer 2018

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

This form is to be used to verify the degree applicability of course selections associated with this program. Students will complete their registration through an on-line process hosted by Florence University of The Arts. (FUA) It is strongly suggested that students get as many courses reviewed by their academic advisor as possible. \*Students must select at least one Business course either from the USF or FUA course lists. During the on-line registration, students MUST choose two primary courses and two alternate courses. Please note that while participants may select from among the 6-week and 3-week course offerings, all participants must be enrolled in some course work during the entire 6-week Session. The Education Abroad Office will register students in OASIS based on the Official Registration received from FUA.

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

### USF BUSINESS COURSES

Course Selection	USF Course Title	USF Course	Hours	Grad Req.?*		Pre-requisites
				Yes	No	
<input type="checkbox"/>	Business Law	BUL 3320	3.00	<input type="checkbox"/>	<input type="checkbox"/>	N/A
<input type="checkbox"/>	Principles of Finance	FIN 3403	3.00	<input type="checkbox"/>	<input type="checkbox"/>	ACG 2071; ECO 2013; ECO 2023

### FUA COURSES

*USF students have access to entire FUA course catalog listed below. Course below are taught by FUA Instructors, but students will still be directly registered in the courses for direct USF credit.*

*For more detailed schedule information visit: <http://fua.it/Academics/academic-schedule.html>*

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

### **Required Academic Advisor Signature**

*USF STUDENTS:* To be completed student's Major Advisor; *NON-USF STUDENTS:* 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-TAUGHT COURSES:** *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. Instructors of the courses below are from FUA, but students will still be directly registered in the courses for direct USF credit by the Education Abroad Office.*

FUA Course Code	FUA Course Title	Session	USF Course Equivalency	Hours
HPHTRO355	Consumer Behavior and Retail Strategies Experiential Learning	Session A 6-Week	HFT 4930	6
HPHTRO350	Consumer Behavior and Retail Strategies	Session A 6-Week	HFT 4930	3
FTFCSF365	Fashion Retail Management Experiential Learning	Session A 6-Week	GEB 2935	6
FTFCSF360	Fashion Retail Management	Session A 6-Week	IDS 4930	3
FWFCCC360	Food, Culture, and Community Experiential Learning	Session A 6-Week	TBD	6
FWFCCC350	Food, Culture, and Community	Session A 6-Week	TBD	3
FWWCWC340	Food, Wine, and Culture in Italy	Session A 6-Week	HFT 4930	3
FWWCWC345	Food, Wine, and Culture in Italy	Session A 6-Week	HFT 4930	6
HPFBSM331	Front of the House Management Experiential Learning	Session A 6-Week	HFT 4253	6
HPFBSM330	Front of the House Management	Session A 6-Week	HFT 4253	3
FAAEGE350	Gallery and Exhibition Curating Experiential Learning	Session A 6-Week	ART 2930	6
FAAEGE345	Gallery and Exhibition Curating	Session A 6-Week	ART 2930	3
ISITIB165	Intensive Italian For Six Credits (Beginner)	Session A 6-Week	ITA 1120	6
ISITII215	Intensive Italian For Six Credits (Intermediate I)	Session A 6-Week	ITA 1121	6
PSININ450	Internship	Session A 6-Week	INR 4943	3
DIPHID185	Introduction to Digital Photography Experiential Learning	Session A 6-Week	ART 2930	6
DIPHID180	Introduction to Digital Photography	Session A 6-Week	PGY 3820C	3
ISITIB104	Italian Language Elementary - Service Learning	Session A 6-Week	ITA 3470	4
ISITII204	Italian Language Intermediate - Service Learning	Session A 6-Week	ITA 3470	4
CPMCSM325	Social Media Experiential Learning	Session A 6-Week	MMC 4945	6
CPMCSM320	Social Media	Session A 6-Week	MMC 4936	3
LAPYSP304	Social Psychology - Service Learning	Session A 6-Week	SOP 4004	4
PSSPFR350	Special Project: Experiential Learning in the Fashion Industry - Fashion Retail Management	Session A 6-Week	IDS 3947	3
PSSPGR350	Special Project: Experiential Learning in the Local Community	Session A 6-Week	IDS 3947	3

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BUMAEF285	Sport Event and Facility Management Experiential Learning	Session A 6-Week	IDS 3947	6
BUMAEF280	Sport Event and Facility Management	Session A 6-Week	UGS 2930	3
FWWEWS337	Wine Service and Beverage Management Experiential Learning	Session A 6-Week	HFT 3861	6
FWWEWS335	Wine Service and Beverage Management	Session A 6-Week	HFT 3861	3
LSSOCI200	Cultural Introduction to Italy	Session C 1-Week	ITA 3470	3
FWBPBT320	Baking Techniques I	Session I 3-Week	HFT 4930	3
LSSOCI202	Cultural Introduction to Italy	Session I 3-Week	ITA 3470	3
FWBPDS480	Dessert Styling	Session I 3-Week	HFT 4930	3
FWFCFC340	Food, Culture, and Society in Italy	Session I 3-Week	HFT 4930	3
FWFCHW345	Food, Health, and Wellness in Italy	Session I 3-Week	TBD	3
SHSSHN150	Health and Fitness in the Mediterranean	Session I 3-Week	HFT 4930	3
LAHSHM380	History of the Mafia	Session I 3-Week	POS 3931	3
HPHLHM430	Hotel Management Operations and Front Office Procedures	Session I 3-Week	HFT 4253	3
ISITIB101	Intensive Italian for Three Credits (Beginner)	Session I 3-Week	ITA 1120	3
FWCAPC335	Introduction to Professional Cooking Experiential Learning	Session I 3-Week	FSS 3231	6
LAHIR220	Introduction to Renaissance Art	Session I 3-Week	ARH 4301	3
FAPDWC180	Introduction to Watercolor	Session I 3-Week	TBD	3
DIPHIP250	iPhoneography	Session I 3-Week	PGY 3930C	3
ISITII201	Italian Language Intermediate I	Session I 3-Week	ITA 1121	3
FWBPPA450	Italian Pastry Arts Experiential Learning	Session I 3-Week	TBD	3
FTFDKW270	Knitwear I	Session I 3-Week	ART 4930	3
DIPHLA300	Landscape and Architectural Photography	Session I 3-Week	TBD	3
FWCANC505	Nutritional Cooking	Session I 3-Week	HFT 4930	3
FWWCPF335	Pairing Food and Wine	Session I 3-Week	HFT 3861	3

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FUA Course Code	FUA Course Title	Session	USF Course Equivalency	Hours
FWCACC455	Professional Cooking II: Cooking Techniques Experiential Learning	Session I 3-Week	HFT 4930	6
FWCACC480	Professional Cooking III: Italian Creative Cuisine & Decoration Experiential Learning	Session I 3-Week	TBD	3
FWCACC503	Professional Cooking III: Italian Creative Cuisine & Decoration Experiential Learning	Session I 3-Week	HFT 4930	6
FWSPCA470	Special Project: Experiential Learning in a Local Restaurant	Session I 3-Week	HFT 4930	3
PSSPBP550	Special Project: Experiential Learning in the Baking and Pastry Industry	Session I 3-Week	HFT 4930	3
PSSPBP550	Special Project: Experiential Learning in the Baking and Pastry Industry	Session I 3-Week	HFT 4930	3
PSSPGR350	Special Project: Experiential Learning in the Local Community	Session I 3-Week	IDS 3947	3
FWFCFF347	The Florence Food and Culture Experience	Session I 3-Week	HFT 4930	3
BUMKMM315	The Marketing Mix: Product, Price, Place and Promotion	Session I 3-Week	MAR 3023	3
DIVCDF190	Visual Communication Design Fundamentals Studio I	Session I 3-Week	GRA 3193	3
FTFCVM325	Visual Merchandise and Display	Session I 3-Week	ART 2930	3
LAPLWA300	Wanderlust: The Physical and Emotional Art of Walking	Session I 3-Week	TBD	3
LAAHAA355	Art and Architecture in Florence and Tuscany	Session II 3-Week	ARC 5931	3
CPCRCM360	Art, Food, Fashion, and Wine: Creative Advertising of Italian Destinations	Session II 3-Week	HFT 4930	3
FWBPPT475	Baking Techniques II: Italian Pastry Techniques Experiential Learning	Session II 3-Week	HFT 4930	3
FWBPBI325	Breads of Italy and Specialty Breads	Session II 3-Week	HFT 4930	3
LSSOCI202	Cultural Introduction to Italy	Session II 3-Week	ITA 3470	3
FTFMFB330	Fashion Buying Strategies: From Personal Shopper to Retail Merchandising	Session II 3-Week	ART 2930	3
FWFCHW345	Food, Health, and Wellness in Italy	Session II 3-Week	TBD	3
ISITIB101	Intensive Italian for Three Credits (Beginner)	Session II 3-Week	ITA 1120	3
FTADAD250	Introduction to Accessory Design: Shoes, Bags and Belts	Session II 3-Week	ART 2930	3
HPHTIE200	Introduction to Event Management	Session II 3-Week	HFT 4757	3
LSSOCC285	Italian Civilization and Culture: Society and Lifestyle	Session II 3-Week	ITA 4930	6
FWBPIC440	Italian Confectionery Art	Session II 3-Week	HFT 4930	3

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ISITII201	Italian Language Intermediate I	Session II 3-Week	ITA 1121	3
ISITII250	Italian Language Intermediate II	Session II 3-Week	ITA 2200	3
SHSSLN160	Lifetime Nutrition, Wellness, and Physical Activity	Session II 3-Week	HSC 2100	3
FAPDPA225	Painting En Plein Air	Session II 3-Week	TBD	3
FWDNTF480	Physiology of Taste and Flavor Experiential Learning	Session II 3-Week	TBD	3
FWDNTF507	Physiology of Taste and Flavor Experiential Learning	Session II 3-Week	HFT 4930	6
FWSPCA470	Special Project: Experiential Learning in a Local Restaurant	Session II 3-Week	HFT 4930	3
PSSBPB550	Special Project: Experiential Learning in the Baking and Pastry Industry	Session II 3-Week	HFT 4930	3
PSSPGR350	Special Project: Experiential Learning in the Local Community	Session II 3-Week	IDS 3947	3
DIPHSP220	Street Photography	Session II 3-Week	PGY 3930C	3
BUERFB310	The Art of the Italian Family Business	Session II 3-Week	GEB 2935	3
FWFCFF347	The Florence Food and Culture Experience	Session II 3-Week	HFT 4930	3
HPFBSF300	The Italian Food Industry: From Farm to Table	Session II 3-Week	HFT 4930	3
FWCATF340	Tradition of Italian Food I	Session II 3-Week	HFT 4930	3
FWCATF440	Tradition of Italian Food II	Session II 3-Week	HFT 4930	3
FWCATF503	Tradition of Italian Food III: The Evolution of Italian Tradition	Session II 3-Week	HFT 4930	3
FWWCTW262	Tuscany and Its Wines	Session II 3-Week	HFT 3861	3
LARSWR300	World Religions	Session II 3-Week	REL 3308	3

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

### Directions

1. Select courses you wish to take on the program based on the instructions on the form.
  2. If a course has a listed pre-requisite that you have not completed, they must obtain special approval by the department listed in the shaded box. The department's representative (advisor, undergraduate coordinator, chair, etc.) signs off allowing the course. *\* If student does not wish to take that course, they may skip this step.*
  3. Student meets with their 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 indicates 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 "Direct Credit Program" mean?

A: This means that the credit offered on this program is through USF (led by our faculty, reviewed by our departments, etc.). You will be registered for the credit by our office prior to starting the program and will see that registration OASIS / Canvas—just as if you were taking the class on campus.

#### 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. Please note, you are subject to the same withdrawal and late registration policies as you are on campus so changes to courses after the program date may result in late registration fees or W grades.

#### 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 institutional and overall GPA.

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

A: S/U grades are possible as per regular campus policy. This is a contract between you and your faculty member and should be agreed to prior to beginning the course.

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

A: Please see your academic advisor. This course counts towards USF residency.

#### 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 "direct credit program." Aid will likely not disburse until after the beginning of classes abroad. Please speak to USF University Scholarship and Financial Aid Services for details ([www.usf.edu/finaid](http://www.usf.edu/finaid))