

Wheaton College
Center for Global Education
Short-term Study Abroad Petition

Petition Instructions: Complete Parts 1, 2, and 3 in consecutive order. Part 2 (Program Approval) must be completed and approved by the Center for Global Education prior to completing part 3 (Course Approval).

Deadlines: **Winter (January): October 1st** **Summer: March 1st**

Part 1: Student Information

Name:	ID#:	Class:
Campus Phone:	Campus Box:	Email:
Major(s):	Minor:	Advisor(s):

Part 2: Short-Term Program Approval – must be completed by Center prior to proceeding to Part 3

You must supply the following information to the Center for Global Education in order to seek approval for a short-term study abroad program. Attach program brochures, catalogs, as well as website materials to the petition form.

Duration of Program: Winter Summer **Length of Program:** _____ (# weeks)

Program Sponsor:	Overseas Institution:
Country:	Program Dates:
Classroom hours per course:	U.S. semester credits per course:

Center for Global Education Use Only	Center for Global Education Signature	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied		

Part 3: Course Approval

Fill out the course information and meet with your major advisor for course approval. You must attach course descriptions or course syllabi.

***Course Code Chart:** Major = Ma Minor = Mi Foreign Language = FL General Education = GE or Foundation = F
 Students **cannot** fulfill Area, Connection, Divisional (breadth), or Writing Intensive requirements during a study abroad program.

Dept.	Course#	Overseas Course Title	Host Credit Units	Wheaton Course Equivalent or Level of Course (ex. 200)	Wheaton Credit	*Code See Chart	Faculty Signature
				Total Wheaton Credits			

 Student Signature Date Major Advisor Approval Date Center for Global Education Approval Date

For Office Use Only	
Dean of Students Review	Date: Approved <input type="checkbox"/> Denied <input type="checkbox"/>
CAAS Review (if necessary)	Date: Approved <input type="checkbox"/> Denied <input type="checkbox"/>
Center for Global Education Review	Term GPA: Overall GPA: Approved <input type="checkbox"/> Denied <input type="checkbox"/>
Notes:	

Forms must be returned to the Center for Global Education at Davis House, 9 Howard Street