

OFF-CAMPUS ACADEMIC PLAN

Full Name			Student ID:
	Last Name	First Name	

ACADEMIC PLAN

To be completed in consultation with your Academic Advisor:

List all credit bearing courses you intend to take as part of your off-campus program and obtain signatures on this form. Indicate the course and/or course classification requirement you anticipate it will fulfill, as well as whether or not the course is degree applicable (will it fill an open requirement on the student's plan sheet?). Non-SU/SUNY courses proposed to satisfy General Education requirements must be approved by the General Education Subcommittee.

* Student must meet financial aid requirements including full-time enrollment during a Fall or Spring semester off-campus program (12 credits). Student must consult Office of Financial Aid and Scholarships to determine eligibility for summer; a minimum enrollment of six credits is required.

* If final course selection abroad differs from pre-approved courses on this form, a new form must be completed and sent to OIE at oiie@esf.edu to be filed with the Office of Financial Aid and the Registrar. **Failure to do so can impact financial aid eligibility.**

Off-Campus Course # & Title	If applicable, ESF Equivalent Course # & Title	Type of Course	Course Degree Applicable	Credit Hours
		<input type="checkbox"/> Required <input type="checkbox"/> Free Elective <input type="checkbox"/> Directed Elective <input type="checkbox"/> General Ed	Yes No	
		<input type="checkbox"/> Required <input type="checkbox"/> Free Elective <input type="checkbox"/> Directed Elective <input type="checkbox"/> General Ed	Yes No	
		<input type="checkbox"/> Required <input type="checkbox"/> Free Elective <input type="checkbox"/> Directed Elective <input type="checkbox"/> General Ed	Yes No	
		<input type="checkbox"/> Required <input type="checkbox"/> Free Elective <input type="checkbox"/> Directed Elective <input type="checkbox"/> General Ed	Yes No	
		<input type="checkbox"/> Required <input type="checkbox"/> Free Elective <input type="checkbox"/> Directed Elective <input type="checkbox"/> General Ed	Yes No	

To be completed with your Academic Advisor:

- Student will study off-campus during a non-required term (e.g., summer), will will not seek financial aid, and will submit a Petition to request the transfer of credits. Student will submit official transcript to the Registrar's Office after the program.
- Student will enroll in the CRX 103 course for study off-campus/abroad and retain ESF enrollment status and eligibility for ESF financial aid*. The student will be automatically registered by the Registrar's office for this course.
- Student will temporarily withdraw from the College for the duration of the off-campus experience and will not be eligible for SUNY ESF financial aid. Student will submit a *Change of Educational Plan Form* to Office of Student Life prior to departure and reapply for admission through the Office of Student Life following off-campus program participation.

Please obtain BOTH signatures:

The courses listed above have been approved and are eligible to be transferred to SUNY ESF for credit after the completion of the off-campus program if the student obtains a minimum grade of a "C" in the course and submits the official transcript to the Registrar's Office upon return to the U.S.

Academic Advisor: _____

Print Name

Signature

Date

Curriculum Coordinator: _____

Print Name

Signature

Date

Comments: