

STUDY ABROAD DROP-OFF CHECKLIST

If you are planning on participating in a study abroad program, please leave the following items for your advisor to evaluate:

- o Completed Contact Information Form (see below)
- o Completed appropriate course equivalency form (**available from your Study Abroad Advisor**) or:
 - o For U of A Programs use the Course Selection Form for Study Abroad to be obtained from the Office of Study Abroad and Student Exchange or on their website at: <http://studyabroad.arizona.edu/saseforms/basics/CourseSelection.pdf>
 - o For Non U of A Programs use the Transfer Credit Preapproval Form to be obtained from the Psychology Advising Office, the Office of Curriculum and Registration, or online at: <http://www.registrar.arizona.edu/Preapproval.htm>
- o Course descriptions for all courses requesting to be applied to Communication major, Communication minor, thematic minor, general education requirements or electives
 - o For courses you want to fulfill general education requirements, please indicate on the course description which general education requirements you are trying to fulfill.
- o Documentation of what is upper and lower division at the institution you will be attending
- o Any other study abroad forms in need of signatures
- o A current (printed within the past two days) SAPR

* Please turn in your packet at least 2-3 days prior to your scheduled appointment. Please note, if your packet is incomplete it will be returned to you and your appointment may have to be rescheduled. If the advising office is not open, you can slide the completed packet under the door and we will review it upon our return. *

Contact Information Form

The contact information provided will be used to contact you if questions arise concerning your transfer credit pre approval evaluation.

DATE: _____

NAME: _____

STUDENT ID NUMBER: _____

U OF A EMAIL ADDRESS: _____@email.arizona.edu

LOCAL ADDRESS: _____

PHONE NUMBER: _(__) _____

SIGNATURE: _____

COMMUNICATION STUDY ABROAD AGREEMENT

I, _____, am aware that I must check my **U of A** email account during the time I am studying abroad in order to receive important information concerning my degree program. **If I** fail to check my email I will be held responsible for the consequences.

During my time abroad, I can email my advisor with questions or concerns that arise, but understand that a response may take a few days.

I must register for Communication courses for the semester I will return to the University of Arizona via WebReg. I am responsible for following the directions sent out via the listserv regarding how and when to register for Communication courses. I understand all registration information is available on the U of A website.

I understand that I must register for all courses outside of the Communication Department by following procedures set in place by the offering department(s). If I'm unsure of how to register in certain courses, I need to contact the offering department.

U of A email address to be used for contact with advisor while studying abroad:

_____ @email.arizona.edu

Signature: _____

Date: _____

GENERAL INFORMATION SHEET

Email Addresses of Communication Academic Advisors:

Marissa Kelso kelsom@email.arizona.edu

Kristin Sadue sadue@email.arizona.edu

Mailing Address for the Communication Advising Center:

Address: 1103 E. University Blvd #115
Tucson, Arizona 85721

Communication Department and Study Abroad Websites (Check here first for requested information)

<http://comm.arizona.edu/>

<http://studyabroad.arizona.edu/>

Email Addresses of Study Abroad Advisors:

Jill Calderon: jcaldero@email.arizona.edu

Renee Griggs: griggsr@email.arizona.edu

Juliet Naone: jnaone@email.arizona.edu

Harmony DeFazio defazioh@email.arizona.edu

Molly DeStafney mollyd@email.arizona.edu

Eric Deschamps deschamp@email.arizona.edu

Lindsay Downs lmdowns@email.arizona.edu

Laura Thornes thornesl@email.arizona.edu

GUIDE TO CHOOSING GENERAL EDUCATION COURSES FOR STUDY ABROAD

TIER ONE INDIVIDUALS AND SOCIETIES (INDV)

Emphasize fundamental issues and concepts pertinent to the broad exploration of questions about human beings and their societies and focus on individuals and/or societies.

Examples:

- Women in Other Cultures
- Mexican American History and Culture
- Racial and Ethnic Minorities Southwest
- Archaeology

TIER ONE TRADITIONS AND CULTURES (TRAD)

Study historical and development and fundamental concepts in European or other world cultures; have a broad sweep of chronology and in terms of geography; examine cultures as distinct heritages or ideas, values, and artistic expressions and view them as having undergone continuous adaptation due to social changes.

Examples:

- History of Indians of North America
- The Holocaust
- Asian Ideas and Values
- World Religions

TIER ONE NATURAL SCIENCES (NATS)

Generally the introductory courses in sciences must include a lab.

Examples:

- Plants and Society
- Intro to Physics (must include the corresponding lab)
- Astronomy I (must include the corresponding lab)
- Intro to Human Anatomy (must include the corresponding lab)

TIER TWO ARTS

Emphasize oral, visual, musical, spatial, or kinesthetic forms of expression; emphasize student creativity, expression and production, and require students to identify and analyze the impact of cultural and historical factors on the creation and reception of artistic works.

Examples:

- Drawing I
- Intro to Theater
- Exploring Music
- Intro to Dance
- History of American Indian Art

TIER TWO HUMANITIES

Explore aspects of human culture such as religion, history, philosophy, literature and languages.

Examples:

- Children's Literature
- Hispanic Film
- Political Philosophy
- 19th Century Women Writers

TIER TWO NATURAL SCIENCES

Will build on concepts from tier one NATS and may be discipline based.

Examples:

- Microbiology
- Human Genetics
- Plant Growth and Development
- Intro to Archaeological Field Methods

GENDER, RACE, CLASS, ETHNICITY, AND NON-WESTERN CIVILIZATION

Explicit representation of gender, sexual orientation, ethnicity, race, social class, or non-Western civilizations.

Examples:

- Asian Ideas and Values
- African American History
- Women and Films
- Magic, Witchcraft & Healing

THE UNIVERSITY OF ARIZONA

AUTHORIZATION FOR RELEASE OF INFORMATION VIA E-MAIL

The execution of this form does not authorize the release of any information other than that specifically described below.

TO WHOM IT MAY CONCERN:

I, _____, SID _____ hereby authorize the Communication Advising Center at The University of Arizona to release information regarding my completed and remaining degree requirements and the transfer applicability of any courses I take or consider taking while abroad to the following e-mail address:

_____@email.arizona.edu.

The specific purpose of this authorization is to assist me with course selection and university policy while I am abroad.

I understand that some of my records may be protected under the Family Educational Rights and Privacy Act of 1974 and cannot be released without my written permission. I hereby waive all provisions of law and privilege relating to the records described in this disclosure. I certify that this consent has been given freely and voluntarily. I may revoke this consent at any time by providing written notice of such revocation to the University office or person who maintains records of this authorization.

I understand that the confidentiality of e-mail cannot be assured, and such confidentiality may be compromised by access consistent with applicable law or University policy, including the University's Electronic Mail Policy, by unintended redistribution, or due to current technologies inadequate to protect against unauthorized access. I understand that the University cannot assure that e-mail is private or confidential.

Student
Signature _____ Date _____