STEPS FOR ATTENDING A NON-UA PROMOTED PROGRAM

1. Make sure you can use your program credit at UA.

Confirm that you are attending a Non-UA program
PLEASE NOTE: ALL programs on the SASE website (studyabroad.arizona.edu) PLUS CEA, Semester at Sea, AustraLearn(GlobaLinks), ISA, and CIEE programs are considered UA programs.

To see if your program/institution is appropriately accredited for transfer credits to the UA first confirm if you are receiving a domestic (U.S.) or international transcript after your program abroad. Check with your program provider.

For DOMESTIC transcripts:
Submit the attached Transfer Credit Pre-approval Form to the Registration and Transcripts Office (Administration Bldg. 210) so that they can complete Part B.

If your transcript/program credit WILL be accepted for transfer credit to the UA, continue through the flowchart.

For INTERNATIONAL transcripts:
Submit the Transfer Credit Pre-approval Form to the UA Office of International Admissions (Bear Down Gym) so that they can complete Part B. Allow 10 days for processing.

If your transcript/program credit WILL NOT be accepted for transfer credit to the UA, you will need to find another program otherwise you cannot use financial aid, and you will not advance your studies.

Meet with your academic advisor to complete the Transfer Credit Pre-approval Form Part A. Bring your course descriptions and any information related to upper/lower division credit designation to the meeting with your academic advisor.

PLEASE REMEMBER:
- Only credits of the equivalent of a “C” (for undergrads) and “B” (for grads) may be accepted.
- Transfer credit will not impact your UA GPA, but graduate or professional programs may want to see your original transcripts with grades.
- After acceptance, drop any current UA campus classes.
- Keep copies of your program, administrative and personal paperwork as a reference for later.
- Just because credits may transfer to the UA does not mean that they can be used for your degree requirements, which are set by your major/minor departments and UA guidelines.
2. Plan your finances!

Complete a current FAFSA
IF you will need loans or grants for your program. Allow 3 weeks for processing.

Speak to a Financial Aid Counselor in the Office of Student Financial Aid (OSFA):
Administration Building 208
- Make sure the program is approved for Title IV institution and is eligible for Federal Aid.
- Request a UA Financial Aid Consortium Agreement, which helps you to use your current UA loans & grants for a non-UA program. Complete the form, obtain proper signatures & return to OSFA.

3. Complete a Leave of Absence (if necessary)

Download and return the form to the UA Office of the Registrar:
DO NOT complete a Leave of Absence if:
- You are attending a UA program (studyabroad.arizona.edu) or affiliates (e.g. GlobaLinks(Australalearn), CEA,CIEE with Spelman College transcripts, Semester at Sea, or ISA)
- You have completed a UA consortium agreement.
- You are attending a summer program abroad.

PLEASE REMEMBER
- Once accepted, defer any current UA Scholarships.
- Make sure you leave plenty of time to apply for a study permit, if needed.
- If you have a parking permit, notify UA Parking and Transportation.

Why not study abroad on UA sponsored programs?

UA Program Advantages
- Local SASE coordinators & departmental support
- More scholarships & affordable programs
- UA faculty & affiliated staff abroad on accredited programs
- Stay connected while abroad!
- Use UA financial aid, UAccess for priority registration, Catmail, emergency support services, etc.
For UA program information: studyabroad.arizona.edu

For non-UA programs, students need to:
- Confirm university accreditation
- Defer scholarships
- Complete consortium agreement
- Take an official Leave of Absence
- Possibly miss priority registration
- Negotiate transferring credit independently

It is important to get what you need, but consider the convenience of the services provided with UA programs and coordinators!