Quote from the Director of Undergraduate Studies for Spanish:

"PLEASE NOTE (and I put this in CAPS): THERE IS NO WAY I CAN GUARANTEE A COURSE TAKEN ABROAD WILL TRANSFER BACK AS A GIVEN COURSE IN THE IU SYSTEM IF THERE IS NO EQUIVALENCY ALREADY ESTABLISHED. I CAN TELL YOU WHICH COURSE MIGHT BE A POSSIBLE EQUIVALENCY. THAT IS THE EXTENT OF WHAT I CAN GUARANTEE. WHETHER OR NOT A COURSE YOU TAKE OVERSEAS MAY OR MAY NOT TRANSFER BACK AS AN IU COURSE DEPENDS ON THE MATERIALS, THE SYLLABUS, THE EXAMS, AND QUIZZES, AND THE AMOUNT YOU WRITE IN THE COURSE YOU TAKE ABROAD. ETC. THIS MATERIAL HAS TO BE SUBMITTED BY YOU. THAT IS, YOU WILL NEED TO BRING ALL YOUR MATERIALS BACK WITH YOU IN ORDER FOR THEM TO BE EVALUATED AND TO ASCERTAIN IF THERE IS A POSSIBLE EQUIVALENCY."

Transfer Credit

If you have received transfer credit from another college or university, and you wish to have your transferred class(es) evaluated by the Spanish/Portuguese Department in order to determine an IU Bloomington course equivalency, you will need to complete

a "Course Equivalency for Transfer Credit Petition." This process must be used for transfer credits from outside institutions both within America and abroad (in the case, e.g., of overseas study credit, particularly overseas study credit received through non-IU programs).

**All courses for evaluation must have a syllabus**

**Spanish/Portuguese**

Course Equivalency Petition for Transfer Credit:

Use this form if you would like to have transfer credit evaluated and converted into an equivalent IUB course in Spanish or Portuguese (see the College Bulletin for a list of our courses). You may list up to four courses on this form if they are from the same institution. Please use a separate form for each school.

Your transfer credit may come from another American college or university or from a study abroad program. If you participated

in an IU-sponsored study abroad program, and your courses have predetermined IUB equivalencies (beyond undistributed overseas credit), you do not need this form because your courses should already have IUB names and numbers. If you do not know whether or not your program was IU-sponsored, please consult with the Office of Overseas Study.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I.D. Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-MAIL Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

You are a: Major\_\_\_\_\_\_\_ or Minor\_\_\_\_\_\_\_

COURSES ALREADY TAKEN for the major or minor

IU Program\_\_\_\_ or Non-IU program\_\_\_\_

COLLEGE or UNIVERSITY (if OVST, please list the name of the institution at which you studied

Overseas and the program ex: CIEE Seville): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country (for OVST): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SEMESTER You took the classes:\_\_\_\_\_\_\_\_\_\_\_\_\_, What do you need \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list the course(s) taken at this other university or college, in the U.S. or on a study abroad program, which you would like to have reviewed for an equivalent course in Spanish/Portuguese at IUB.

Office use only:
IU Equ.\_\_\_\_\_\_\_\_
IU Equ.\_\_\_\_\_\_\_\_
IU Equ.\_\_\_\_\_\_\_\_
IU Equ.\_\_\_\_\_\_\_\_

Office use only:
Dir. Initials.\_\_\_\_\_
Dir. Initials.\_\_\_\_\_
Dir. Initials.\_\_\_\_\_
Dir. Initials.\_\_\_\_\_

OVST course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OVST course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OVST course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OVST course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

All Materials Must Be in Hard Copy:

Please attach a syllabus for each course listed above. Under each (1) syllabus please include your (2) written exams, (3) papers, (4) other assignments, (5) notes, (6) text books, (in this order for each class). Then start over with the next class, syllabus, written exams etc.

**You must then make an appointment with Professor Laura Gurzynski-Weiss, Director of Undergraduate Studies, Department of Spanish /Portuguese, GISB 2127 by calling 812-855-8612.**