



ACADEMIC ADVISOR GUIDE



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The Role of the Global Engagement Office
&
Academic Advisors

Defined



The role of the Global Engagement Office is to present students with a wide variety of possible study abroad programs - including Faculty-led, Daniel House, Language Affiliate, Exchange, and Affiliate programs - in an effort to best match a student's academic needs and personal interests to a specialized abroad experience.

The role of the academic advisor is to ensure that credits received abroad will count toward a student's graduation requirements. Advisors advise major credit requirements, credit transfers, and credit substitutions.

We recommend that students save general education and elective credits so that they have more flexibility in finding a course abroad that fits their academic plan and advances their degree.



Samford Abroad
Programs

Terms



Fall/Spring	16 Weeks	12-18 Credits
May Term	2-3 Weeks	3-4 Credits
Summer	3-9 Weeks	3-12 Credits

*Depending on program and length of stay



Samford Abroad
Programs

Types



Type	Term	Description	Credit Type
Faculty-Led	May Term or Summer	Programs led by Samford faculty in their area of expertise	Samford Credit
Daniel House	Fall/Spring, May Term, Summer	Program led by Samford faculty in their area of expertise at the Samford-owned property in South Kensington, London; Fall/Spring includes academic curriculum led by the Samford Faculty-in-Residence, British adjunct professors, and internship requirement; Summer students also participate in an international internship and take one class.	Samford Credit
Language Affiliate	Summer	Language programs in France, Germany, & Spain facilitated by a third-party study abroad provider with homestays, excursions, and on-site support	Pre-Approved Transfer Credit
Affiliate	Fall/Spring, Summer	Third-party study abroad program with their own unique programs, curriculum, destinations, and timelines	Transfer Credit*
Exchange	Fall/Spring or Summer	Exchange program at pre-approved host institution	Transfer Credit*

*International Transient Enrollment Form Required
Transcript used to facilitate Samford Credit

Samford Abroad
Programs

Course Registration



Faculty-Led, Daniel House, & Language Affiliate:

Students will be prompted by the Global Engagement Office to register for classes in Banner.

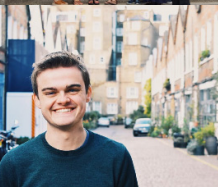
The Global Engagement Office provides students with a study abroad permit that allows them to register. All other permits, including major permit and PIN, are given to them by the Academic Advisor.

Affiliate & Exchange

Students must complete an International Transient Enrollment Form prior to departure to ensure courses are properly transferred upon arrival back to campus.

Semester students are put in a placeholder course to keep their full-time student status. Assistant Director, Jill Fisse, completes this for students on their behalf.





For Students:

Next Steps



1. Speak with a peer advisor for an overview of our program offerings.

Schedule your appointment here: <https://calendly.com/samfordabroad>

2. Meet with academic advisor to review courses that may work best academically.

3. Apply online at abroad.samford.edu.

4. Schedule appointment with Samford Abroad Advisor with additional questions.

Schedule your appointment here: <https://calendly.com/awhiting-samfordabroad>

5. Exchange and Affiliate students: complete International Transient Enrollment Form.

<https://www.samford.edu/departments/files/Registrar/intl-transient-form.pdf>

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