

CAL POLY HUMBOLDT

College of Extended Education & Global Engagement

Please return to the Center for International Programs (SBS 211 or hsugoabroad@humboldt.edu) upon completion.

Study Abroad Credit Transfer Agreement (CTA)

Name: _____ Humboldt ID: _____ Email: _____

Major: _____ Minor: _____ Expected Graduation Date: _____

Host institution/Provider Info: _____

Institution/Program Provider Name (ex: Univ. of Bristol/CSU IP)

City & Country Location

Date of Program: From _____ to _____ Full time equivalency at hostschool: _____

(For example: ECTS units are divided in half to get Cal Poly Humboldt units: i.e., 6 ECTS credits = 3 semester credits. If you attend an institution that uses ECTS credits, you will need to take 24 ECTS credits to equal 12 Humboldt credits.) Be sure you know how your credit will convert to Cal Poly Humboldt semester credits BEFORE you go abroad.

** Cal Poly Humboldt Course Title & Number or GE Area (ex: UDC, LD D, etc.)	# of Cal Poly Humboldt semester units (after conversion)	Major	Minor	GE*	Elective	Overseas courses to be substituted		Advisor or Department Chair printed name and signature (You must clearly ID how each course will be applied to the major/minor or the RO will not be able to apply credit appropriately)	*GE approval (registrar signature)
						Number	Course title		

** Explain what Cal Poly Humboldt course requirement the abroad course is meeting. This can be as simple as identifying the GE area, or specific equivalent course.

* Any GE courses taken abroad will require Office of the Registrar approval. Email this CTA and course descriptions of courses abroad for approval to andrea.webb@humboldt.edu in the Office of the Registrar. Once the CTA is complete, please either upload it to your SA portal account or return to the Study Abroad Coordinator in the College of Extended Education and Global Engagement. Cal Poly Humboldt must receive an official transcript from your study abroad experience before the courses will be added to your records. While abroad, keep your advisor, chair and the Study Abroad coordinator informed of any course/schedule changes.