

LANGUAGE STUDY ABROAD --- DEPARTMENT OF MODERN LANGUAGES

To: Advisors and Students

When students study languages abroad, they take a language placement exam at their host institution abroad to determine their proficiency level and the level of the classes that they will take. Therefore, it is not possible to “pre-approve” specific courses here, except for those who major in the language in our department and are at an advanced level. Due to the large number of Spanish students, the Office of Study Abroad and the Department of Modern Languages hold information meetings each semester in which we discuss how credits are transferred back, the types of classes in which students should enroll depending on their level, and how that applies to their degree programs.

All classes taken abroad transfer back to K-State as general credit. That assignment will depend on the number of class hours taken abroad, the classes the student has already taken, the exit level of classes abroad (basic, intermediate, advanced, superior), and whether the student is a major or minor, or doing the study for another program (business, engineering, etc.).

Please see the procedure that students should follow to facilitate the assignment of credits.

Summer study: 6-9 hours

Semester study: 12-18 hours, depending on the program; 15 is the average

For the purposes of financial aid, students fill out the Academic Approval form requesting specific classes. For language students, however, they can just fill in the name of the program (ISA Granada, University of Paris, Monterrey Tech, etc.), the number of hours to be taken abroad, the K-State program to which it applies (major, minor, etc.), and a rough estimate of K-State equivalent hours. We will do the rest.

STUDY ABROAD CREDIT TRANSFER (SPANISH)

Office of Study Abroad and the Department of Modern Languages

Procedure for students

1. Fill out the Study Abroad Credit Transfer Worksheet in the Office of Study Abroad, preferably before you go abroad. That gives us the information we need to be able to assign your study abroad classes as K-State Department of Modern Languages classes. That is all you need to do.
2. When your transcript arrives, the Study Abroad office will send us both the transcript and the credit transfer form you filled out, and we can then complete the Office of the Registrar form that assigns your K-State credits. NOTE: This can take up to three weeks, since the form has to be approved by the head of Modern Languages, your college and the Registrar before it appears on your DARS report.

NOTE: It is not necessary to meet with Dr. Benson or Dr. Shaw to assign your study abroad credit. If you have specific requests for how you wish your credit to appear, please indicate those on the worksheet you fill out. If you have questions after your credits appear on DARS, we will be happy to answer them.