University of Richmond JEPSON School of Leadership Studies™

TRANSFER COURSE APPROVAL/ REQUEST FOR STUDY ABROAD CREDIT

For Leadership Studies Majors ONLY

Leadership Studies majors (not minors) may count a maximum of 1 unit of credit for a course taken during study abroad or for a non-Jepson course taken at the University of Richmond **toward the LDST advanced course requirement.** This course must enhance the student's academic plan in leadership studies, and cannot be at the introductory level. Determination of whether a course enhances a student's academic plan will be made by the Academic Affairs Committee in consultation with Jepson's Associate Dean for Academic Affairs and the student's advisor. This form should be completed PRIOR to taking the course, as post-approval requests may not transfer.

Choose one: Study Abroad Credit Non-Jepson Course for Transfer

Student Name: UR ID:

Home School: Leadership Arts & Sciences Business

Major(s):

Minor(s):

Exp. Graduation Date: Semester:

Jepson Advisor:

Course Title:

University/Program:

Course Number/Section/CRN: Instructor:

Explanation (Please include a paragraph, **in your own words**, explaining how the course enhances your academic plan in leadership studies. This statement is important for the committee that makes the approval decisions. Also, **please be sure to attach the course syllabus.**)

Student's Signature: Date:

FOR OFFICE USE ONLY

ADAA/Committee Approval: Date Approved:

Please submit this form and/or questions to Michele Bedsaul (mbedsaul@richmond.edu). Once approved, this form will be sent to the Registrar's Office for processing.