



# Martin Luther College Semester Abroad Coursework Approval Form

Name and Address of College or University

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Date Course Begins

Program (Check all that apply)

ECE

Elem Ed (List Minor if applicable)

Pre-Seminary

Staff Ministry

Secondary Ed (List Major)

MLC Advisor

List each course you wish to transfer and the Martin Luther College (MLC) equivalent  
**(Attach a course description for each course you want evaluated.)**

Course Number	Course Name	Credits	MLC Course Number	MLC Course Name	Applies to program	Approved for transfer

I realize that any courses taken at MLC for which I received the mark of "F" must be repeated at MLC. I understand that no grade points will be granted by MLC for course work pursued at another institution. To receive transfer credits for an approved course, I must earn a mark of "C" or better. I understand that courses that do not apply to my major or approved courses that do not receive transfer credit due to a grade lower than "C" may result in a reduction in financial aid. Loss of financial aid may result in money owed to either MLC or the host institution. Contact the Director of Financial Aid for help determining how a reduction in transfer credits may affect your financial aid.

If the semester abroad is during the MLC school year, maximum credit policies apply.

Student Name (Please print) Student signature Date

For Office Use

Transcript Evaluator Date