

NORTHWEST MISSOURI STATE UNIVERSITY
INTERNATIONAL STUDY ABROAD PROGRAM GRADE COMPLETION FORM

PART 1. To be completed before departure.

Student's name: _____ 919# _____

Study Abroad Program: _____ Trimester: _____

Host Institution Course Information

Name of the course abroad: _____

Credit Hours: _____

Equivalent Northwest Course Information

Course #: _____ - _____ - _____ Course Title: _____

Credit Hours: _____

Name of Instructor: _____ Office phone: _____

Office Number: _____

Academic requirements if necessary for completion of grade as agreed mutually by student and instructor:

Student's signature: _____

Northwest instructor's signature: _____

Department Chair's signature: _____

PART 2. To be completed while at international location

Title of program's complementary class: _____

Name of International Instructor (Printed): _____

Signature of International Instructor: _____

Evaluation document provided? Yes No

STUDENT: ONCE COMPLETED PART 2, BRING THIS GRADE COMPLETION FORM TO STUDY ABROAD OFFICE, UNION 2080

PART 3. To be completed by Northwest Instructor upon student's return to the USA.

Course _____ - _____ - _____ Course Title: _____ Credit Hours: _____

Date of completion of academic requirements: _____ Northwest Grade Assigned: _____

Signature of Northwest Instructor: _____ Date: _____

INSTRUCTOR: ONCE COMPLETED PART 3, PLEASE MAIL THIS GRADE COMPLETION FORM TO CH 2930

PART 4. To be completed by the Study Abroad Supervisor.

Date received in Office: _____ Signature of Study Abroad Coordinator: _____

STUDENTS INVOLVED IN INTERNATIONAL STUDY PROGRAMS RECEIVE A DELAYED GRADE FOR THE COURSE TAKEN DURING THE SEMESTER OF THEIR INTERNATIONAL STUDY. ALL DELAYS MUST BE COMPLETED BY THE END OF THE SEMESTER IN WHICH THEY RETURN! ANY WORK NOT COMPLETED BY THE END OF THE SEMESTER WILL RESULT IN A FAILING GRADE.