

## Study Abroad Process

Studying abroad is a fantastic way to enhance your education and grow as an individual, whether you go for a few weeks or a full semester. Following is an outline to help guide you through the process.

1. Begin your exploration of study abroad options and learn about the process at the following two offices and websites. Attend information sessions regularly held by both offices.

ACES Study Abroad Office

123 Mumford Hall

<http://academics.aces.illinois.edu/study-abroad>

Study Abroad at Illinois

112 International Studies Building

<http://studyabroad.illinois.edu/>

2. If you are planning to study abroad during a fall or spring semester, you need to determine if there are courses in the NRES curriculum that you will need to fulfill while abroad. It is best if you create a semester-by-semester plan for completing all of your requirements to see exactly what, if any, requirements you need to fulfill while abroad. A semester-by-semester plan will allow you to see during which semester and how frequently courses are offered. (Note: some advanced classes are only offered every other year.)

UIUC websites are helpful in creating a semester-by-semester plan. A good place to start is the online curriculum page at <http://catalog.illinois.edu/undergraduate/aces/departments/nres/#majorstext> and corresponding concentration pages. When you click on the course numbers in the curriculum, it will bring up the catalog description in a popup window. Within that, click on the course number and title to view the semesters in which the course has been offered in the past to determine when it is likely to be available to you in future semesters.

To determine your remaining degree requirements, check your current Degree Audit Report (DARS) at <http://registrar.illinois.edu/dars-audit>. If you still have questions after reviewing a current degree audit, check with your NRES academic advisor or Ms. Susan Helmink, the NRES Academic Advising Coordinator.

3. Good study abroad experiences are often based on finding an academic program that allows you to fulfill some of your degree requirements in a city/country/region that you want to explore. Refer to <http://studyabroad.illinois.edu/course-approvals> for information about course approvals. Browse the Course Approval Database linked on the Course Approvals website for the programs you are considering. If a program has few courses pre-approved, it may still be a good match for you, but you will usually need to do significant work with departmental 299 Advisors during the course approval process.
4. Review courses offered in the programs you are considering. It may be necessary to consult the programs' websites or write individuals at the universities or organizations you are considering. Identify those courses that seem to be a close match to the courses you need to complete while abroad. Check how frequently the courses are offered and whether they will be taught when you are abroad.

5. Once you have some course options - whether you have narrowed it down to one program or are still comparing a few – begin the course approval conversation. It is recommended that you first contact your NRES academic advisor to discuss the courses you might take while abroad. Your academic advisor can help you determine if it is important to take specific courses at UIUC or abroad, and help determine if courses are a good match.

If a course is in the Course Approval Database, then it has been pre-approved as a substitute for a specific UIUC course. All that is needed for the course to be approved is to list the course and the UIUC course for which it has been pre-approved on the course approval form (available at <http://studyabroad.illinois.edu/Media/Default/pdf/CourseApproval.pdf>), and to indicate that the course has been pre-approved.

Continue the approval conversation with the NRES 299 Advisor, Dr. Dick Brazee. Contact him by e-mail at [brazee@illinois.edu](mailto:brazee@illinois.edu). Dr. Brazee evaluates courses at other universities that might match NRES courses. If you plan to take courses that do not match NRES courses, the 299 Advisor of the home department of each corresponding UIUC course will need to be contacted for course approval.

If a course is not in the Course Approval Database, then it needs to be evaluated to determine whether it is an adequate substitute for a specific UIUC course. If you would like a course to be considered as a substitute for an NRES course, please send links or e-mail attachments for all the information that you have on the course (e.g., course description, syllabus, outlines of labs, etc.), and the name of the NRES course that you think best matches to Dr. Brazee. It may be necessary to write the course instructor or the department abroad to obtain a detailed course description, syllabus or other materials.

6. When you decide on a program - regardless of whether it is before or after you work on course approvals - apply for the program. Be aware of deadlines and leave adequate time to prepare application documents and obtain letters of recommendation.
7. Complete the course approval process before departure. Follow pre-departure guidelines provided.
8. Have a wonderful time while abroad! See <http://www.studyabroad.illinois.edu/while-you-are-abroad> for recommendations.
9. At the conclusion of your study abroad, have the original transcript sent to the study abroad office with which you worked as soon as possible. It can take several months for the transcript to be received. See <http://www.studyabroad.illinois.edu/transferring-credit>.
10. If you have questions regarding how to proceed, please contact the ACES or campus Study Abroad Office, Ms. Helmink [shelmink@illinois.edu](mailto:shelmink@illinois.edu), or Dr. Brazee [brazee@illinois.edu](mailto:brazee@illinois.edu).

