

HOW TO OBTAIN MAJOR OR MINOR CREDIT FOR COURSES TAKEN ON UCEAP

Before departure:

Every UCEAP program has different types of course offerings; some have limited options or are pre-set for you, but most programs allow you to select from a wide variety of courses offered by the host university.

At the time of application, it is not always possible to tell exactly what courses will be offered the following academic year. You should use the current course listings on the host university website, as well as descriptions of past courses taken in the [MyEAP Course Catalogue](#), to determine if this university has decent offerings in your subject area. Reference the “Courses and Credit” tab on your program overview page for resources on identifying courses.

Academic Planning Form:

As part of your UCEAP application, you will be asked to fill out an *Academic Planning Form* (APF). This form is an opportunity for you to discuss the courses you plan to take abroad with your major/minor advisor.

The Academic Planning Form is not a course registration form; it is simply a tool to help you explore with your major advisor the **types of courses you should be looking for** when the time comes to register for your courses abroad. If you want to discuss credit related to your major, have your major advisor review the courses and sign the form. If you want to discuss credit to your minor, have your minor advisor review and sign it.

At the time you are required to register for classes (this can be anywhere from a month before departure to a week after your arrival), you should also be in touch with your academic advisor at that time. If a course you planned to take isn't offered, or you see another course available you'd prefer, you should contact your advisor via email for some feedback on whether or not that new course might suffice.

While Abroad:

Make sure you save ALL of your syllabi and coursework from abroad. If you are registering for courses after departure, see the above paragraph regarding course registration.

Upon Return:

Upon return, grades can take up to 90 days to transfer back. You will see the courses listed on your UC Davis transcript and your corresponding UC grades at that time. To secure major or minor credit, you should take the syllabus and coursework of the completed class to your department advisor and proceed with their process of obtaining credit.

UC Davis Study Abroad offers the following advice on what information you will need to bring to your departmental advisor to assist with your petition:

- Course syllabus (translated if necessary)
- Course textbook name or reading list (translated if necessary)
- Written assignments for the class (translated if necessary)