University of Aberdeen
Course Registration Instructions and Form

How to select your courses from the online listings
University of Aberdeen courses available to study abroad students are located on the Aberdeen website: [http://www.abdn.ac.uk/registry/courses/](http://www.abdn.ac.uk/registry/courses/). This URL will take you to the “Course Index by Subject,” and by selecting a particular subject area, you can view a list of available courses in that topic. You will find Level 1 courses followed by Level 2 & 3 courses as you scroll down. Review the course code, pre-requisites, and description.

You should pay particular attention to:
- **Duration** – Pay particular attention to the semester each course is offered. If the second digit of the course code is 0-4, then the course is held in the fall, and if the second digit is 5-9, the course is held in the spring. Some departments allow fall term study abroad students to finish by December by taking alternate assessments. If you wish to stay for a fall semester, you will need to stay through the end of January to take final evaluations with degree seeking students.
- **Year of Study** – This is the year (of a four-year degree) in which an Aberdeen degree student would take the course. Because Scottish education tends to be more specialized, Year 1 is considered equivalent to a Sophomore level course, Year 2 a Junior level, and Year 3 a Junior/Senior level. Year 4 courses are not available to study abroad students since they require all three years of study at the overseas university. The first number in the course code designates the level of the course.
- **Credits** – Under each course description, Aberdeen shows SCOTCAT points under the heading “Credit Points”. You should plan to enroll in 60 SCOTCAT points for the term or semester and 120 SCOTCAT points for the academic year. Under this system, most students take three 20 credit point level 1 courses, four 15 credit point courses at levels two and three, or a combination thereof per semester. For science courses, credit loads may vary. To determine your required full academic course load, keep the following in mind:

  - **Academic Year** = 120 SCOTCAT points = 30 semester hour credits
  - **Fall term** = 60 SCOTCAT points = 12 semester hour credits
  - **Spring Semester** = 60 SCOTCAT points = 15 semester hour credits

Please note that students enrolled for the fall term will take specially arranged examinations or turn in final assessments before December departures. Fall term students will not be expected to stay for January nor May exams. Academic year and spring semester students will take examinations or final assessments with their host country peers during the end-of-year revision/examination period.

Making sure your credits will transfer back
Meet with your advisor to discuss course selections. It is your responsibility to make sure that you are registered for a full academic load and that the courses you take abroad will transfer for credit to your home school. While every effort will be made to accommodate your course selections, Arcadia University Center for Education Abroad cannot not guarantee placement in any course. Keep in mind that your course selection form is used as part of your application and for the pre-approval process by the host university. Actual course registration does not take place until arrival at University of Aberdeen.

We suggest that you secure approval for at least 8-10 courses per semester. Please be sure to list alternate courses. List your choices and alternates in order of interest. Your first choices may not be available due to schedule changes, time conflicts or cancellations. Flexibility is very important. If you mandate certain courses that might be unavailable or inappropriate, you may limit your chances of admission, even though you meet the program’s overall academic requirements.

Attached is a course registration form which you should complete, review with your academic or study abroad advisor, and submit to Arcadia. **KEEP A COPY OF THE FORM FOR YOUR RECORDS.** We suggest that you fax it to (215) 572-2174 or e-mail it to chupikt@arcadia.edu to help expedite the process. If you have any questions contact your program coordinator, Traci Chupik, by e-mail or by calling 1-866-927-2234.
**University of Aberdeen**  
Course Selection Form

**IMPORTANT:** This form must be completed and returned before we can submit your application for consideration. You can mail the form to: Arcadia University Center for Education Abroad, 450 S. Easton Rd., Glenside, PA, 19038-3295. You can also return the form via fax to 215-572-2174.

Name _______________________________ Date of Birth _____________________________

E-mail _______________________________ Major/minor _____________________________

Home college __________________________

Signature _____________________________ Date _____________________________

I would like to enroll for (check one):

- [ ] Fall Term (ends December)
- [ ] Fall Semester (ends January)
- [ ] Spring Semester
- [ ] Academic Year

List the courses you would like to take and give alternate choices in case of scheduling conflicts, cancellations, or limitations.

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