University of Glasgow
Course Registration Instructions and Form

How to select your courses from the online listings
University of Glasgow courses available to study abroad students are located on the Glasgow website:
http://www.gla.ac.uk/international/studyabroadprogramme/coursecatalogue/. This URL will take you to a page with a link to download the Undergraduate Course Catalog. By choosing a department or subject area, you will be taken to a list of courses, starting with 1st year and progressing to 3rd year courses. Each listing includes the number of credits, the level, a description, and the term the course runs.

Please see http://www.gla.ac.uk/international/studyabroadprogramme/pre-sessionalcourses/ to choose from one of four optional pre-session courses taught during the month of September.

You should pay particular attention to:
• Duration – Each course listing will include information on when the class is taught (fall, spring, or full session/academic year). Since the fall term ends in December, study abroad students may not be able to take courses that run from October to January or October to March unless alternate evaluations can be scheduled in December. Please contact your program coordinator for more information.
• Year of Study – This is the year (of a four-year degree) in which a Glasgow degree student would take the course. Because Scottish university 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 Senior level. Year 4 courses are not available to study abroad students since they require all three years of study at the overseas university.
• Credits – Most students take three to six courses depending on the department, the term, and level of the course. Under each course description, Glasgow shows SCOTCAT credits. You must enroll in 120 SCOTCATS credits per academic year, 48-50 for the autumn term, and 50-60 for the spring two-term. For students taking the pre-session program, a year’s worth of credits will be 132 SCOTCATS or 60-65 credits for the autumn term including the pre-session. The pre-session itself is worth 12 SCOTCATS. To determine your required full academic course load, keep the following in mind:

  Academic Year = 120 SCOTCAT credits = 30 semester hour credits
  Pre-session (optional) = 12 SCOTCAT credits = 3 semester hour credits
  Fall term = 48-50 SCOTCAT credits = 12 semester hour credits
  Spring two-terms = 50-60 SCOTCAT credits = 12.5-15 semester hour credits

Please note that students enrolled for the only the fall term may be able to take specially arranged examinations or turn in final assessments before December departures. During registration at Glasgow you will find out exactly which courses will be on offer to study abroad students for fall term only. Students will not be expected to stay for January nor May exams. Academic year and spring/summer students will take examinations or final assessments with the 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 does 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 Glasgow.

We suggest that you secure approval for at least 8-10 courses per semester. Make 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 Glasgow
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:
- ☐ Fall Term
- ☐ Spring Two-Terms
- ☐ Academic Year
- ☐ Pre-session (in September)

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

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<th>Note if required for participation</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
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