School of Oriental and African Studies (SOAS)
University of London
Course Registration Instructions and Form

How to Select Your Courses from the Online Listings:
SOAS courses available to study abroad students are described on the university website:
http://www.soas.ac.uk/admissions/international/studyabroad/courses/study-abroad-course-listings.html.
This course link will take you to PDF files, separated by faculty, in which all subjects are listed in alphabetical order. You
will need Adobe Acrobat to view these files.
Under each subject heading, all course units within the curriculum are listed in alphabetical order. Each listing includes a
brief description of the content of the course. One note of caution: this site was not designed solely for the use of short-
term study abroad students. Thus, it contains information for students planning to study an entire degree at SOAS. As a
result, not every unit listed will be offered every year. Arcadia University links to this site because it is the most navigable
resource for learning about the opportunities of study at SOAS.

Teaching Calendar:
The SOAS academic year is divided into two 12-week terms followed by a 6-week term during which examinations take
place. For Arcadia University students, this means that you may enroll for the autumn semester, or the spring and summer
terms combined (which are referred to by Arcadia as the spring ‘semester’), or the full academic year.

Credit System:
SOAS has no credit system for internal students. Instead, it operates on a course unit structure. Internal students must
take a total of 4 units per academic year. Units are offered in 0.5 and 1.0 value where 1.0 unit is equivalent to 8 Arcadia
credits. Courses may be offered for 4 credits (half year) or 8 credits (full year) to study abroad students.

Class Load:
Study Abroad students should enroll for courses according to the following guidelines:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Units</th>
<th>Arcadia Credits</th>
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<tbody>
<tr>
<td>autumn semester</td>
<td>4 x 0.5 units</td>
<td>4 Arcadia credits</td>
</tr>
<tr>
<td>spring semester</td>
<td>4 x 0.5 units</td>
<td>4 Arcadia credits</td>
</tr>
<tr>
<td>full year</td>
<td>4 x 1.0 units</td>
<td>8 Arcadia credits</td>
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On your course selection form you must indicate the course reference numbers for the courses that you choose. In most
cases, these numbers are not listed with the course descriptions. Therefore, you’ll need to follow the link to “Course
Codes,” which contains the course reference numbers. Using a combination of this list with numbers and the course
descriptions available on the web, you should be able to choose courses and fill out your course selection form.

It is your responsibility to make sure that you are registered for a full academic load according to your home school 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. The courses listed
on your course selection form are meant to give SOAS an idea of what you would like to take. You will formally register for
courses upon arrival at SOAS; SOAS does not pre-register students for classes and you will not have a class schedule
before your arrival on campus.

Courses are offered in .5 and 1.0 values, where 1.0 is equivalent to eight American credits. Courses may be offered for
four American credits (half-year) or eight American credits (full-year) to study abroad students.
We suggest that you secure approval for at least 6-10 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. Spring students should realize that most courses at SOAS are full-year courses. This means that if you start in the spring, you may be starting in the middle of a course. Since this is not practical or allowed for every course, alternate course approval and flexibility are extremely important. Fall students are typically permitted to take the first half of a year-long class. 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.

Instructions for Submitting Second Recommendation:
For students wishing to study abroad for the entire academic year only, SOAS requires two recommendations from professors who have taught you in the primary subject(s) that you wish to study while abroad. Your professors should focus their recommendations on the quality of your work and your overall participation and performance in class.

Registration and Class Enrolment Procedures Upon Arrival:
To register, you will be asked to fill out personal information forms for the Registry and you will receive an ID card. Enrolment in classes takes place in the first two weeks of term. Students collect their registration materials from the Assembly Hall at specific predetermined times and then proceed to their individual departments to complete formalities. Students registering in more than one department should visit both departments to register. Courses may be dropped or added in the first two weeks by informing departmental secretaries. Final enrolment information must be confirmed with the Registry and the Faculty Office.

Assessment Method:
Students will be informed of assessment method(s) upon enrollment in a course. Assessment methods may vary between essay, examination, oral presentation and project work, or a combination of some or all of these. If assessment has not been set in advance then it will be decided by the course tutor at the start of the course. For students attending the Autumn Semester all coursework is required to be submitted on, or before the last day of Term 1. Examinations do not take place in the Autumn Semester so students will be assessed by coursework or by any other additional requirements set by SOAS. For Spring Semester students, all coursework is required to be submitted at the end of the first week of the summer term. Students must take examinations attached to their classes whenever the exam is scheduled during their period of study. Examinations may be set at the end of the course or at the end of the year. Full year students will be subject to the same deadlines as other degree students.

Questions? For assistance with any part of the application process, call your program coordinator at 1-866-927-2234.

Following is a course registration form which you should complete, review with your academic or study abroad advisor, and submit to Arcadia.
# School of Oriental and African Studies
## 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.

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<th>Name</th>
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<td>E-mail</td>
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<td>Home college</td>
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<td>Signature</td>
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I would like to enroll for (check one):

- [ ] Fall Semester
- [ ] 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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<thead>
<tr>
<th>Note if required for participation</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
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