Barcelona Center for Education Abroad
Course Registration Instructions and Form

How to Select Your Courses from the Online Listings:
A list of courses available to study abroad students at The Barcelona Center for Education Abroad can be found at http://www.arcadia.edu/cea/bcecourses. You will see a listing of four academic program options. Under each option, you will see “Click here for course listings”. Clicking on this link will send you to the Barcelona Center for Education Abroad web page. Please click on the semester that you will be studying abroad to find the appropriate courses. All courses have short descriptions that you should use to obtain course pre-approval at your home institution. You should pay particular attention to:

• Semester – Please take note of the semester in which the course is offered.

• Credits – The Spanish language courses are 6 semester hours of credit. The majority of elective courses are 3 and 4 credits. You must take 15 -18 credits per semester. Please pay particular attention to the number of credits for each class.

• There are four institutions that offer classes. The courses that you choose will depend on your level of Spanish.
  
  o All Spanish language courses will be held at the Barcelona Center for Education Abroad (BCEA). The language courses are 90 hours/semester and are worth 6 semester hours of credit. The BCEA also offers elective courses in Spanish and English. The elective courses have 45 contact hours/semester and are worth 3 semester hours of credit.
  
  o University of Barcelona Program for Foreigners offers courses in English (UB). They are 45 - 60 hours/semester and are worth 3-4 semester hours of credit.
  
  o University of Barcelona Hispanic Studies Center offers electives in Spanish that are 3 semester hours of credit (HSC).
  
  o University of Barcelona offers students the option to directly enroll in courses. This is for academic year and spring semester students only. Please contact your Program Coordinator if you are interested in this option.

Requirements:
All students are required to take 15 -18 credits per semester. You will be pre-registered for the courses that you indicate on this course selection form.

During orientation, all students will take a Spanish proficiency placement exam. Official registration will occur after you take your placement exam in order for you to be placed in the appropriate level of Spanish.

You will be placed in one of six levels of Spanish. Only students at the advanced level, who test into “Composition and Conversation” (SP 400) may opt out of language classes and may only do so with the permission of their home institution. All Spanish language courses consist of 90 contact hours/semester. These courses are worth six semester hours of credit and also involve an additional 10-hour cultural component.

Making sure your credits will transfer back:
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.

We suggest that you secure approval for at least 6-8 courses per semester. Make sure to list alternate courses. List your choices and alternates in order of preference. Your first choices may not be available due to schedule changes, time conflicts or cancellations. Flexibility is very important.

Please complete the course registration form, review it with your academic or study abroad advisor and submit it to Arcadia.

Please make a copy of this form for your records.
## Barcelona Center for Education Abroad

### 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 _________________________ Passport # _____________________________

Signature _____________________________ Date _____________________________

I would like to enroll for (check one):

- ☐ Fall Semester
- ☐ Spring Semester
- ☐ Academic Year

Option # (check one):

- ☐ 1 General Elective Program
- ☐ 2 Spanish Language/Culture Program
- ☐ 3 Advanced Studies Program
- ☐ 4 Direct Enroll

List the courses you would like to take in order of preference and give alternate choices in case of scheduling conflicts, cancellations, or limitations. Please list at least 6-8 courses on this form.

<table>
<thead>
<tr>
<th>Check here if course is required for you to participate in this program</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
<th># of credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Spanish Language – Please estimate into which level you will place. <strong>Circle:</strong> SP 101/102, 102/201, 201/202, 202/301, 301/302, 400</td>
<td>SP 101/102</td>
<td></td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

Minimum level of Spanish language needed in order to receive transfer credit at your home school = ________

*List at least 3 alternates below.*

Alternate

Alternate

Alternate

Alternate