Please refer to these steps to best prepare your study abroad experience with your assigned academic advisor.

1. **SPEAK** to your assigned academic advisor as soon as possible about making this idea your reality. Options become limited once you enter upper division courses.

2. **ATTEND** a mandatory Study Abroad Information Workshop.
   - Students must register for these sessions at sc.edu/studyabroad
   - Sessions are located in the Study Abroad Office located on the 4th floor of the Close-Hipp Building
   - Sessions are Monday through Friday at 10:30 am and 3 pm and last roughly 45 minutes

3. **DECIDE** on the school you want to attend.

4. **RESEARCH** their available classes for the semester you plan to study abroad.
   - Once you find courses you are interested in taking, please copy and paste the course title and description into a document for your academic advisor.
   - You may find the USC Course Equivalency Table to be a good resource. Visit sc.edu/transferequiv for assistance
   - Do not worry if your school or course is not listed, simply drop off or email your academic advisor your course descriptions so they can have them evaluated by the Registrar’s Office. This process may take two weeks.

5. **SELECT** 6 to 10 courses you are interested in taking while abroad from what you have researched.

6. **SCHEDULE** your Study Abroad Advisement Appointment with your academic advisor. You will need to bring your Study Abroad Approval Form as well as your printed course descriptions to this appointment.

7. **DISCUSS** the classes you want to take to find out how and where they will fit into your curriculum.
   - Please understand that due to course availability, it is imperative to have 6-10 courses approved courses as options ready if a course is not available.
   - You should leave this appointment with a completed Study Abroad Approval Form. You must turn this form into the Study Abroad Office.
   - If your form is not completed during the appointment, your academic advisor will finish the process and have it ready for pickup in the Student Services Office within a few days.

8. **REGISTER** for classes with your program advisor. Should you run into any issues, simply contact your academic advisor and the Study Abroad Office at USC. We will work with you through this process.

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**Travel like a pro...**

Speak to your academic advisor about completing a FERPA form before going overseas. This can help with future registration or any issues that may need attention while abroad.