Study Abroad Policy for Students in the College of Arts and Science

In Spring 2012, faculty in the College of Arts and Science passed a rule that states, “When choosing programs in a city for study abroad, College of Arts and Science students may only apply to the Vanderbilt-approved overseas program(s) in that city.” Please note: For all Vanderbilt students in the College of Arts and Science, this change will be in effect for the next academic year (2013-2014); applications made this spring for study abroad in Fall 2013 must comply with the new policy.

There are four cities/programs for which this new rule does NOT apply because of the specificity of the course of study on the Vanderbilt programs: Institut d'Etudes Politiques in Paris, France (designed for social science majors with a high degree of French proficiency); St. Charles University in Prague, Czech Republic (designed for Jewish Studies majors); Classical Studies in Rome (open ONLY to Classical Studies majors); and Vienna, Austria (open ONLY to Blair students). That is, Arts and Science students who wish to study in Paris, Prague, Rome, or Vienna may choose to study in a program that is not Vanderbilt sponsored.

The broader study-abroad policy does not apply to students in the other undergraduate schools at Vanderbilt, who, nonetheless, must adhere to their own school’s policies and procedures and seek their school’s approval of their study-abroad plans. A non-A&S student planning to study abroad and take a course (or courses) in a discipline that falls within the purview of A&S must still have that course evaluated in advance by the Director of Undergraduate Studies for that discipline, after the student’s school has approved that study-abroad program.

Procedure for Requesting Transfer Credit for Semester Work Elsewhere (in U.S. or Abroad)

The College of Arts and Science legislation regarding transfer credit for a semester of work at another institution states:

“Students wishing to receive transfer credit for a semester of work at another institution must receive approval in advance from the Committee on Individual Programs for a plan that makes clear the rationale and educational reasons for such work, the ways in which it complements the Vanderbilt curriculum, and the equivalence of standards to those at Vanderbilt. Approval of the overall plan by this committee must be followed by approval of specific courses by the student’s adviser, the appropriate department in the College, and the College registrar. AXLE requirements may not be satisfied under this program. However, study abroad on a pre-approved non-Vanderbilt overseas program will satisfy one of the International Cultures requirements.”

Faculty legislation further states for leaves of absence for study elsewhere:

“[that] it is mandatory that permission be obtained in advance from the Committee on Individual Programs. Applications for leaves of this type must be filed with the committee at least one month before the close of the preceding semester.”
CONDITIONS FOR SEMESTER WORK ELSEWHERE:

- The student must be in good standing.
- The college or university must be a four-year, fully accredited institution with standards equivalent to those of Vanderbilt.
- The courses may not be taken on a repeat credit basis.
- The courses may not be taken on a pass-fail basis.
- The courses may not be used to satisfy AXLE requirements.
- The courses may not be part of the last 30 hours taken at Vanderbilt.

ADDITIONAL CONDITIONS FOR STUDY ABROAD:

- For overseas programs, a student must have a 2.700 grade point average overall or in the two semesters prior to requesting credit.
- Student should have some knowledge of the language of the country where the program is held.
- Students who study abroad on a Vanderbilt program may receive any Vanderbilt financial aid for which they qualify and are awarded direct credit for courses taken in the program.
- Students who study abroad on a non-Vanderbilt program should apply for a leave of absence. Students on such a leave of absence are not eligible to receive Vanderbilt financial aid and are awarded transfer credit for courses taken in the program.

PROCEDURES

If the above conditions are met, the student may then follow the procedures listed below:

The student consults with an advising dean in Kirkland 311 to further determine eligibility. If eligibility is determined, the student obtains forms for petitioning the Committee on Individual Programs.

The student submits forms with catalog and/or course descriptions to the Committee on Individual Programs.