

Texas A&M Reciprocal Educational Exchange Program
Course Equivalency Form



Student's Name: LAST, FIRST

Student's UIN

Name of Host Institution

Major(s)

Holding Course (eg., AGLS 301-550)

Term 1 of exchange
 Number of holding course hours
 (ex. 200931 = Fall 2009)

Term 2 of exchange
 Number of holding course hours
 (ex. 201011 = Spring 2010)

Student: Please complete above the information requested such as semester(s) of exchange and complete holding course information (available via MyRecord tab in Howdy Portal (<http://howdy.tamu.edu>)). Below please list the host institution course numbers/titles, but leave the TAMU equivalent, credit hours and grade as well as signature and date below blank.

Staff: Upon completion, the form is to be returned to the Center for International Business Studies. It will then be routed to the Study Abroad Programs Office and subsequently to the Registrar's Office to be entered on the student's academic record. As indicated below please complete the form with the appropriate Texas A&M course equivalents and the corresponding grades to be substituted on the student's Texas A&M academic record for the courses taken at the reciprocal exchange partner institution named above.

PLEASE NOTE: AOC approved a Reciprocal Exchange Course Equivalency Database in September of 2002. This course will automatically be added to the Database. If you do NOT want this course added, please mark the far right column below.

Term for credit (ex: 200931)	Host Institution Course No. & Title (ex: MT00-873 International Marketing)	Texas A&M Equivalent Course Code & Title (ex: MKTG 401 Global Marketing)	TAMU credit hours	Grade earned on TAMU scale	Do NOT add to Database

Departmental approval (please print):

Name of Reviewer

Title

Department

E-mail

Telephone No.

Signature

Date

Please return completed form to the Center for International Business Studies,
 230 Wehner, 4116 TAMU. For questions call 845-7256 or e-mail jshafer@mays.tamu.edu.