

Classes and Registration

Faculty Directed Programs

Choosing Courses

You are encouraged to review the list of courses available on your Faculty Directed program following the links provided on the Study Abroad Office (SAO) website. Some programs will offer only one or two mandatory courses, while others may offer a variety of course options. To view a complete list of courses available on your program, you can follow the links in the “Academic Program & Courses” section of your program’s web brochure.

Registration at ASU for your term abroad

Once you are in “CONFIRMED” status, the Study Abroad Office will put you in a unique student group that categorizes you as a study abroad student. This typically happens within 10 business days of your confirmation into the program. At this point, you will receive an email message stating you are set to register. You will then simply search for the courses associated with your program (please check with your Faculty Director if you are not certain of the course) and register for the course.

If you have any holds on your account, you will not be able to register. The Study Abroad Office cannot remove these holds, so you will need to consult with Student Business Services and/or your academic advisor to take care of any holds prior to registration.

If you need an override in order to take the specific course, you will need to consult your academic advisor and/or the department in which your program is housed for the override.

Registration Steps:

1. [Login to MyASU](#)

Under “Current Students,” click on “Registration.”

2. [Make sure you are eligible to register](#)

Your registration may be blocked if you do not first attend to the following:

- Pay fines owed to ASU (parking tickets, student health fees, library fines, etc.)

- Complete a mandatory meeting with your Academic Advisor (these meetings are mandatory if you are a transfer student, were on academic probation, etc)
- Unfulfilled requirements (freshman English, lab, comprehensive exams, etc.)
- Notify your International Coordinator if you are an Online campus student, so that we may secure the override necessary to allow your registration.

3. Register in the study abroad program course(s)

The study abroad program course details are available on the program page on the Study Abroad Office website.

- Should you have any questions about which course(s) to take for your selected program, please contact the Faculty Director or your International Coordinator in the Study Abroad Office for information on available courses.
- You must register no later than the start of the ASU summer term, or your U.S. departure date, whichever comes first.
- If you register for and/or complete fewer than number of ASU semester credits required for participation, you will be in violation of the terms of participation in your ASU study abroad program and you may be removed from the program or the sponsoring academic unit may register you in the program course(s) through an administrative request.

4. Review your ASU Registration

- If you pre-register for classes before committing to the study abroad program, make sure to DROP all classes that you will not be taking while abroad. Most students are registered only in the study abroad program course(s) and take no other ASU subjects while participating on the program abroad. Failure to formally withdraw from subjects you are not taking may result in a failing grade.
- Your total registration for the entire summer cannot be greater than 14 hours. If you need to register for ASU distance-learning classes or projects (internet classes, honors thesis, etc) during your study abroad program, you may do so at the same time you register in the study abroad program course(s). If you need to register for more than 14 credits during the summer term, please contact your departmental Academic Advisor to seek a credit-load override.

Course Withdrawal

If you wish to withdraw from a course abroad, make sure you are still able to maintain the minimum course load required to maintain eligibility in your program. To withdraw from a course, be sure to follow ASU's [drop/add/withdraw procedures and deadlines](#). Past participants have occasionally neglected to finalize the formal withdrawal from a course abroad, and such classes appeared as failed grades on the student's ASU transcript. In this case, the failed grade will be included in your cumulative ASU grade point average (GPA).