

## **Enrollment Certification for Study Abroad Participants**

Phone: (850) 474-2244 Registrar@uwf.edu

TYPE OF CERTIFICATION: (check applicable box)		INITIAL REGISTRATION		SCI	SCHEDULE CHANGE				
Student Name: UWF Student ID #:  Host School: Semester and Year of Exchange:									
CLASS SCHEDULE AT HOST SCHOOL			COURSE INFORMATION AT HOST SCHOOL						UWF Registrar STAFF ONLY
Course Number		Course Title	Registration Action (Add / Drop / Withdraw)	Credit Hours	First Day of Class	Last Day of Class	Last Day to Drop*	Last Day to Withdraw **	Sections at Home Institution

Additional Information: This section should include additional registration information not reflected above [i.e. drop/add dates; dates for schedule adjustments by appeal; web links to the academic calendar and course information (i.e. course description, syllabus, etc.)].

Host School Certifying Official:

Signature (Date) Name and Title

Host School E-Mail Address: Host School Phone Number:

Note: UWF student shall submit this form to the host school Coordinator after initial registration (by first day of class) and after each schedule adjustment -add, drop, withdrawal (by next business day) and host school Coordinator shall complete and immediately forward to the UWF Registrar's Office, preferably by e-mail attachment (pdf) to registrarexchange@uwf.edu.

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<sup>\*</sup>Drop = course not reported on academic transcript; \*\* Withdraw = withdrawal grade (i.e. W) assigned to course; reported on academic transcript.

<sup>+</sup>Hours = host school credit hours; if European Credit Transfer System (ECTS) applies, show host school and ECTS credits (i.e. host=6; ECTS=4.8).