

Academic Advising Form

Academic Advising for Study Abroad

Please be sure read the "Instructions for Obtaining Course Approval" on the attached "Academic Advising Form" before you meet with your respective academic adviser. Prior to requesting approval from your academic adviser, you are responsible for both consulting your "Automated Degree Audit" to determine your remaining degree requirements and for reviewing the courses listed in your host university's course catalog. When you meet with your academic adviser, please remember to bring copies of the course descriptions for the classes you would like to take abroad. ***NOTE: Graduate students must also obtain approval from the Dean of the Graduate School.**

Please refer to the following chart and website <http://www.ncsu.edu/registrar/registration/advisers.html> to identify the person in your department who will review and approve your study abroad program:

College of your major/minor	Department Approval for courses in the major/minor should be obtained from:	College Approval to Study Abroad should be obtained from:
CALS Agriculture and Life Sciences	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising	Carmen Martin Carmen_Martin@ncsu.edu; 515-2614 115 Patterson Hall NOTE: Elective/General Education Requirement Approval for History courses must be given by the History Department. For approval, please see: Kenneth Vickery Kenneth_Vickery@ncsu.edu; 513-2210 102 Harrelson Hall
Design	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising	John Tector John_Tector@ncsu.edu; 515-8316 200B Brooks Hall
Education	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising
Engineering	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising	Brian Koehler Koehler@ncsu.edu; 515-2315 118 Page Hall
Natural Resources	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising	Yvonne Lee Yvonne_Lee@ncsu.edu; 515-6191 1022M Biltmore Hall
CHASS Humanities and Social Sciences	Departmental Coordinator of Advising See TRACS book for a list of Departmental Coordinators of Advising	Darnell Johnson darnell_johnson@ncsu.edu; 513-1831 106-F Caldwell Hall
Management	Undergraduate Programs: Andy Nowel Andy_Nowel@ncsu.edu; 515-6937 2160 Nelson Hall MBA Program: Pam Bostic Pam_Bostic@ncsu.edu; 515-5584 2122 Nelson Hall	Undergraduate Programs: Andy Nowel Andy_Nowel@ncsu.edu; 515-6937 2160 Nelson Hall MBA Program: Pam Bostic Pam_Bostic@ncsu.edu; 515-5584 2122 Nelson Hall
PAMS Physical and Mathematical Sciences	Pam Long Pam_Long@ncsu.edu; 515-7833 106 Cox Hall	Pam Long Pam_Long@ncsu.edu; 515-7833 106 Cox Hall
Textiles	Philip Dail Philip_Dail@ncsu.edu; 515-1177 3405 Centennial Textiles Complex	Philip Dail Philip_Dail@ncsu.edu; 515-1177 3405 Centennial Textiles Complex