

**Petition to Participate in a Program not on the Suggested List of Programs**

Student Name \_\_\_\_\_ PSU ID \_\_\_\_\_

Program Name \_\_\_\_\_

Sponsor of Program (university/company/etc) \_\_\_\_\_

Website of program \_\_\_\_\_

**A. Personal Statement**

Write a statement explaining why you prefer to study abroad on this program rather than a program that is on our suggested program list. Attach it to this form. What are the benefits of this program? How will it fit into your course of study at PSU?

In addition, attach related literature explaining the details of the program including courses, housing arrangements, meal arrangements, on-site support, health and safety standards, travel details, transcript details, etc.

**Bring this form and relevant information to the following offices in the order listed below.**

**1. Registrar's Office:**

- Credit for this program will be accepted at Pittsburg State University
- Credit for this program will not be accepted at Pittsburg State University.

Provide an explanation for non-acceptance below:

\_\_\_\_\_  
\_\_\_\_\_

Asst. Registrar Printed Name

Signature

Date

**2. International Programs and Services Office**

- The program meets the health and safety standards applicable to Study Abroad programs.
- The program does not meet the health and safety standards applicable to Study Abroad programs. Provide an explanation below:

\_\_\_\_\_  
\_\_\_\_\_

Study Abroad Coordinator Printed Name

Signature

Date

**3. Major/Minor Department Chair**

Complete the Course Credit Transfer form by following the instructions indicated on the form. In order to complete this form you will need to meet with the Department Chair and also your academic advisor.

The form and instructions can be downloaded at <http://www.pittstate.edu/iss/sap/forms.html>

**\*\*This completed form should be submitted to the Study Abroad Coordinator along with the *Step 1 Application for Individual Study Abroad* by **October 1<sup>st</sup>** for Spring programs or **March 1<sup>st</sup>** for Summer and Fall programs.**